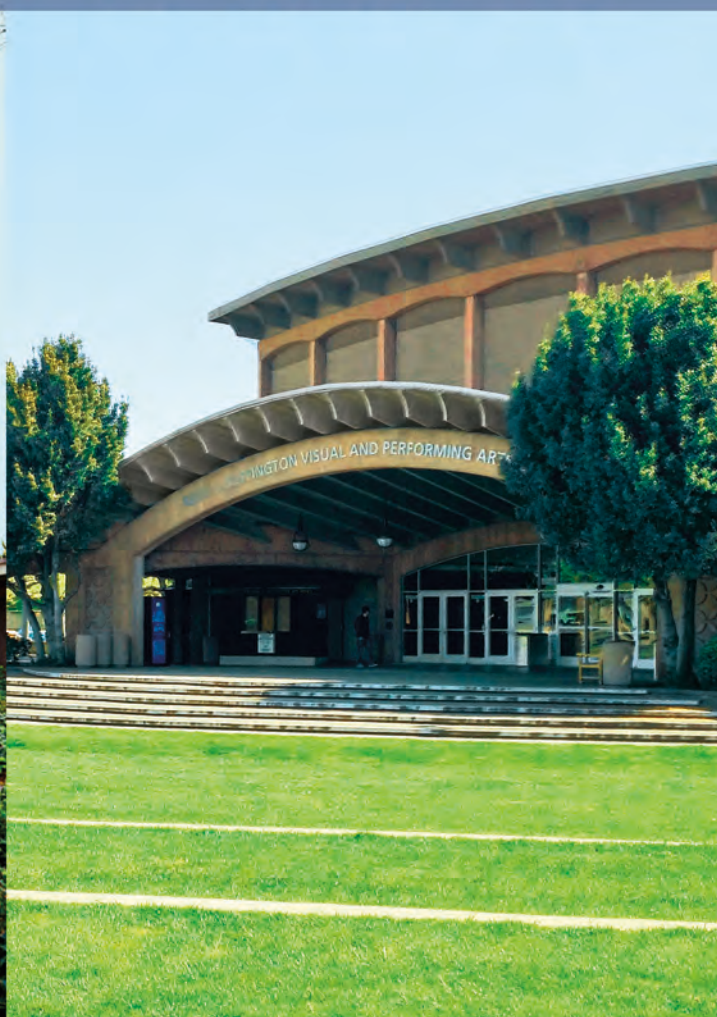
CHABOT COLLEGE

2014 - 2016 CATALOG



Chabot-Las Positas Community College District

Chabot College
25555 Hesperian Boulevard
Hayward, California 94545
Telephone: (510) 723-6600

http://www.chabotcollege.edu
fax: (510) 782-9315

District Office
7600 Dublin Boulevard
Dublin, California 94568
Telephone: (925) 485-5208

THIS CATALOG IS AVAILABLE IN ALTERNATE FORMAT. CONTACT THE DISABLED STUDENT RESOURCE CENTER, BUILDING 2400 OR CALL 510-723-6725.

Chabot College

Serving The. . .

Castro Valley Unified School District
Dublin Unified School District
Hayward Unified School District
Livermore Valley Joint Unified School District
New Haven Unified School District
Pleasanton Unified School District
San Leandro Unified School District
San Lorenzo Unified School District
Sunol Glen Elementary School District

Susan Sperling
President Chabot College

For me, I am driven by two main philosophies: know more today about the world than I knew yesterday and lessen the suffering of others. You'd be surprised how far that gets you.

~Neil deGrasse Tyson

President Susan Sperling at Chabot's Children's Center/Lab School.

Dear Student,

As Chabot College's President I want to personally welcome you to our learning community.

Chabot College has been the cradle of many dreams, but most importantly of dreams *achieved.* For over half a century the College has delivered educational opportunity to our communities. Ours is a story of great student success and a democratic commitment to equal access to excellence in education for all. We have often been the open door to higher education to those who are first in their families to attend a college and for many who come from historically under-served communities. As Chabot College's ninth president, I am awed by the persistence, endurance, and achievement of our graduates, many of whom are transferring to competitive universities or completing degrees in superb allied health and other career technical preparation programs.

Our students and staff represent a virtual rainbow of diverse cultures, one of our great riches here at Chabot. 2014-2016 commences our new First Year Experience Program, for the first time offering *all new Chabot students* the chance to benefit from the direct support of a tailored learning and teaching community dedicated to helping them find their own unique pathways to success. I know you will find classes within this catalog to inspire you, to assist you along your chosen pathway, and to help you know more about the world today than you knew yesterday, in the words of astronomer and physicist Neil deGrasse Tyson. I hope to meet you along your pathway to success as you join our passionate and purposeful community of teachers and learners.

Sincerely,

Susan Sperling, Ph.D.

President

Chabot-Las Positas Board of Trustees

The Chabot-Las Positas Board of Trustees governs the Chabot-Las Positas Community College District and is responsible for all policy decisions. The Board meets twice a month.

Name/Position	Area Represented	Year First Elected
Hal G. Gin, Ed.D., President	Area 6 – San Lorenzo	2005
Marshall Mitzman, Ph.D., Secretary	Area 1 – Hayward	2008
Isobel F. Dvorsky	Area 2 – San Leandro	1985
Arnulfo Cedillo, Ed.D.	Area 3 – Union City	1985
Donald L. "Dobie" Gelles	Area 4 – Castro Valley	1998
Carlo Vecchiarelli	Area 5 – Pleasanton	2004
Vacant	Area 7 – Livermore	2000

Trustees Emeriti

E.J. "Jay" Chinn	1961–1985
Elva M. Cooper	1987–1996
Gary R. Craig	1985–2005
Fred M. Duman	1967–1991
Ann H. Duncan	1971–1984
Dorothy S. Hudgins	1967–1987
Lawrence R. Jarvis	1975–1987
Alison S. Lewis	1991–2008
James S. Martin	1969–1975
Edward E. Martins	1961–1967
Barry Schrader	1988–2000
Fredrick T. Sullivan	1961–1971
William A. Tenney	1961–1967
L. Arthur Van Etten	1961–1985
Margaret R. Wiedman	1977–1989
Barbara F. Mertes, Ph.D	2000–2014

JULY

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Fall Semester 2014

August 18 . . . . . **Regular Full-Term Classes Start**

August 23. . . . . Saturday Classes Start

August 29. . . . . Last Day to ADD or DROP with NGR (No-Grade-of-Record) **in-person (Full-Term classes ONLY)**

August 30 – September 1 . . . . . Labor Day Weekend—No Saturday Classes

September 1 . . . . . Last Day to ADD or DROP with NGR (No-Grade-of-Record) **online (Full-Term classes ONLY)**

September 1* . . . . . Holiday—Labor Day (No Instruction)

September 2 . . . . . **CENSUS DAY**

September 12 . . . . . Last Day to Apply for Pass/No Pass

October 29. . . . . Last Day to Apply for Degree/Certificate

November 7 . . . . . Last Day to WITHDRAW with a "W" **in-person and online (Full-Term classes ONLY)**

November 8 . . . . . Saturday Classes meet

November 10* . . . . . Veterans Day-Holiday (No Instruction)

November 26–29* . . . . . Thanksgiving Recess (No Instruction)

November 29 . . . . . No Saturday Classes

December 12. . . . . **Last Day of Instruction**

December 13–19. . . . . **Final Examination Period**

January 3. . . . . Fall Grades Due via CLASS-Web

December 20–January 19. . . . . Semester Recess (No Instruction)

*Holiday—All Employees

NOTE:
For deadline dates for short term and late start classes, consult instructor, Admissions and Records, or go to website www.chabotcollege.edu.

JANUARY

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JUNE

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Spring Semester 2015

January 19* . . . . . Holiday—Martin Luther King, Jr.

January 20 . . . . . **Classes Start**

January 24 . . . . . Saturday Classes Start

February 6 . . . . . Last Day to ADD or DROP with NGR (No-Grade-of-Record) **in-person**

February 8 . . . . . Last Day to ADD or DROP with NGR (No-Grade-of-Record) **online**

February 9 . . . . . **CENSUS DAY**

February 19 . . . . . Last Day to Apply for Pass/No Pass

February 13*, 14*, 15*, 16* . . . . . Presidents' Weekend (No Instruction)

March 28 . . . . . Saturday Classes meet

March 30 – April 3 **Spring Break** (No Instruction, No Saturday Classes)

April 10 . . . . . Last Day to Apply for Graduation

April 17 . . . . . Last Day to WITHDRAW with a "W" **in person**

April 19 . . . . . Last Day to WITHDRAW with a "W" **online**

May 21 . . . . . Last Day of Instruction

May 22 . . . . . Final Examinations

May 23 . . . . . Saturday Finals

May 25* . . . . . Memorial Day Holiday

May 22–29 . . . . . **Final Examinations**

May 29 . . . . . Commencement

June 3 . . . . . Spring Grades Due by 11 PM via CLASS-Web

*Holiday—All Employees

NOTE:
For deadline dates for short term and late start classes, consult instructor, Admissions and Records, or go to website www.chabotcollege.edu.

Telephone (510) 723-6600

PRESIDENT **723-6640**
- Institutional Planning
- Program Review
- Institutional Research
- Marketing and Community Relations
- Grant Development
- Alumni Association
- Staff Development

ADMINISTRATIVE SERVICES

Vice President, Administrative Services **723-6618**
- Fiscal Services
- Budget Development and Management
- Purchasing Control
- College Bookstore
- College Box Office
- College Bursar
- Facilities Rental
- College Mailroom
- College Maintenance and Operations
- College Capital Construction
- College Switchboard

Director, Campus Safety and Security **723-6923**

Media Services **723-6752**
- Publication Graphics
- Duplicating Center

Manager, Bookstore **723-6925**

Assistant Manager, Bookstore **723-6925**

ACADEMIC SERVICES

Vice President **723-6626**
- Library
- Learning Connection
- Professional Development
- Distance Education

Dean, Applied Technology and Business. **723-6652**
- Accounting, Automotive Apprenticeship, Automotive Technology, Business, Computer Application Systems, Entrepreneurship, Electronic Systems Technology, Construction Electricians Training Program (CELT), Fire Technology, Industrial Technology, Machine Tool Technology, Real Estate, Welding Technology, Work Experience.
- Vocational Education (CCCAOE, Advisory Committees)
- Perkins

Dean, Arts, Humanities, and Social Sciences. . . . **723-6828**
- Administration of Justice, Anthropology, Architecture, Art, Art History, Communication Studies, Digital Media, Early Childhood Development, Economics, Ethnic Studies, Geography, History, Humanities, Film, Interior Design, Mass Communications, Museum Studies, Music (Applied), Music (Literature, Theory, and Musicianship), Music (Performance), Music (Recording & Technology), Philosophy, Photography, Political Science, Psychology, Religious Studies, Recreation and Rehabilitation Therapies, Social Science, Sociology, Theater Arts,
- Performing Arts Center
- Radio Station
- TV Station
- *The Spectator*

Dean, Health, Physical Education and Athletics **723-7202**
- Dental Hygiene, Health, Medical Assisting, Nursing, Nutrition, Physical Education.
- Athletics
- Dental Hygiene Clinic
- Fitness Center
- Nursing Skills Lab

Dean, Language Arts **723-6805**
- Communication Studies, English Composition, English Learning Skills, English Literature, English As A Second Language (ESL), World Languages (*Chinese, French, German, Italian, Japanese, Portuguese, Spanish*), GeneralStudies, Library Skills, Sign Language, Tutoring.
- Language Center
- Learning Connection/PATH
- Library

Dean, Science and Mathematics. **723-6897**
- Astronomy, Biological Sciences (*Anatomy, Biology, Biotechnology, Environmental Science, Microbiology, Physiology*), Chemistry, Computer Science, Engineering, Mathematics, Physical Science, Physics.

Manager, Children's Center **723-7483**
- Child Care Services, Day/Evening
- Education (CCAMPIS, Food Program, Health Care)
- Family Resources Coordination

STUDENT SERVICES

Vice President **723-6743**
- Community Education and Services
- Student Access and Community Outreach
- Student Conduct and Due Process/Student Discipline
- Student Equity/Student Success and Support Program
- Student Grievance
- Student Services Program Review and Assessment

Student Health Center **723-7625**

Dean, Counseling **723-6717**
- Academic Counseling
- Articulation
- Assessment
- Career Counseling
- Career/Transfer Center
- Crisis Intervention and Referral
- Health/Mental Health Services
- New Student Orientation
- Peer Mentoring Program
- Personal Counseling
- Program: Career Education and Pathways, Trade Adjustment Assistance, Community College to Career Training, Title IX
- Psychology-Counseling (Instruction/Curriculum)
- Student Follow-Up
- Student Online Services Center (SOS)
- Student Success and Support

Director, Admission and Records **723-2665**
- Admissions
- Attendance Accounting and Grades
- Concurrent Enrollment
- Cross-Registration with Transfer Institutions
- Evaluations
- Health Science Admissions
- International Student Admissions
- Photo I.D. Center
- Records Disposition, Security, and Maintenance
- Registration
- Special Admissions
- State Attendance Reporting
- Student Accounts
- Transcript/Enrollment Verifications
- Veterans Services **723-6910**

Director, Financial Aid **723-6751**
- Federal (Title IV) Programs
  - Federal Work Study
  - Pell Grant
  - SEOG
  - Stafford Loans
- California State Programs
  - BOG Fee Waiver
  - Cal Grant
  - Chafee (Foster Youth) Grant
  - Dream Act
- Disbursement of Other Program Funds (Scholarships, EOPS, ASPIRE, etc.)
- Community and Campus Financial Aid Outreach

Dean, Special Programs and Services **723-6917**
- Athletics Counselor 723-6721
- EOPS/CARE/CalWORKs 723-6909
- Daraja Program 723-6747
- Disabled Student Programs & Services (DSPS) . 723-6725
- Hayward Promise Neighborhood 723-2930
- PACE 723-6721
- Puente Program 723-7120
- Summer Youth Sports Program (SYSP) 723-7502
- TRIO/ASPIRE 723-7547
- TRIO/EXCEL 723-7502
- TRIO/Educational Talent Search (ETS) 723-7570

Director of Student Life **723-6914**
- SSCC Flea Market **723-6918**
- Spirit Force! Stunt, Cheer and Mascot Team. . . . **723-6800**
- Co-curricular funding
- SSCC Inter-Club Council/Student Clubs **723-6800**
- Scholarships and Awards
- Student Activities and Events Hotline **723-7140**
- Student Government (SSCC) **723-6800**
- SSCC President **723-7460**

DISTRICT OFFICE

(Use Area Code 925 for telephone numbers with a 424, 485, or 560 prefix.)

BUSINESS OFFICE/FISCAL SERVICES/PURCHASING

Vice Chancellor	Lorenzo Legaspi	485-5203
Director of Business Services . .	Barbara Yesnosky	485-5231
Accounting.	Karen Esteller	485-5224
Manager, Purchasing/Warehouse...	Victoria Lamica	485-5233
Buyer	Annie Harris	485-5205
Director, Maintenance & Operations.	Tim Nelson	723-6648

CHANCELLOR

Chancellor	Jannett Jackson	485-5206

(Board of Trustees, Operation of District)

TRAINING AND DEVELOPMENT SOLUTIONS

Director	Julia Dozier	560-9444

HUMAN RESOURCES

Vice Chancellor	Wyman Fong	485-5235
Information and Questions	Denise Marriott	485-5236
Manager, Human Resources.	Lydia Penaflor	485-5240
Dir., Employee & Labor Relations.	David A. Betts	485-5513
Manager, Payroll Services	Lori Benetti	485-5228

INFORMATION TECHNOLOGY SERVICES

Chief Technology Officer	Jeannine Methe	485-5213

The Chabot-Las Positas Community College District

History

The Chabot-Las Positas Community College District is in its 48th year of providing educational opportunities to residents of the Bay Area.

The formation of a "junior college district" was approved by the voters on January 10, 1961, and the first board of trustees elected on April 18, 1961. Chabot College opened for classes on September 11, 1961, on a seven and one-half acre temporary site in San Leandro with an enrollment of 1,163 students. The 94-acre Chabot College site on Hesperian Boulevard in Hayward opened for its first day of classes on September 20, 1965.

Chabot College primarily serves residents of Alameda County in the East Bay area, including the district communities of Castro Valley, Hayward, San Leandro, San Lorenzo and Union City.

The site for Las Positas College on 147 acres in Livermore was purchased in October, 1964, and the college-known then as Chabot College's Valley Campus-opened for instruction on March 31, 1975, in four buildings designed for 600 students. Las Positas College was designated California's 107th community college by the California Community Colleges Board of Governors in October, 1988. Las Positas College primarily serves residents of Alameda County and a portion of Contra Costa County in the Tri-Valley area, including the district communities of Dublin, Livermore, Pleasanton and Sunol. The district serves over 26,000 students.

Accreditation

Chabot College is accredited by the Western Association of Schools and Colleges. Chabot College is also accredited by the Council on Dental Education, American Dental Association, the Committee on Allied Health Education and Accreditation in collaboration with the American Hospital Health Information Management Association and the American Medical Assisting Association. The Program in Nursing is accredited by the California Board of Registered Nursing. The college is approved by the California State Department of Education and is a member of the American Association of Community and Junior Colleges and the Community College League of California.

Appropriate courses are fully accepted on transfer by the University of California, the state university system, and by private four-year colleges and universities.

The College is approved for the training of veterans and for the education of foreign students.

Board Priorities

The Chabot-Las Positas Community College District's Board of Trustees will work as an ethical and cohesive team in supporting the Chancellor's maintenance of a fiscally sound and creative learning environment for students and a productive and rewarding environment for staff. The Board joins with the Chancellor in judging their effectiveness by:

1. Requiring regular and accurate fiscal reports that include all major expenditures which affect the economic health of the colleges and the District;
2. Adhering to Board Policies that require regular, timely and consistent evaluations in order to improve staff and student performance;
3. Requiring all Board reports to be well documented, timely, and thoughtfully prepared with all appropriate and accurate legal information so that the Board Members will have a solid basis upon which to make fair decisions;
4. Operating in an open, honest, and ethical decision-making process;
5. Maintaining open communication channels with the local communities through the formation of working partnerships with business, industry, education, and government;
6. Keeping informed on appropriate State and Federal policies affecting community colleges.
   (2009-2011)

Chabot College Vision, Mission and Value Statements

Vision

Chabot College is a learning-centered institution with a culture of thoughtfulness and academic excellence, committed to creating a vibrant community of life-long learners.

Mission

Chabot College is a public comprehensive community college that prepares students to succeed in their education, progress in the workplace, and engage in the civic and cultural life of the community. Our students contribute to the intellectual, cultural, physical, and economic vitality of the region.

The college responds to the educational and workforce development needs of our regional population and economy. As a leader in higher education, we promote excellence and equity in our academic and student support services. We are dedicated to student learning inside and outside the classroom to support students' achievement of their educational goals.

Values

The colleges' vision and mission are supported by the following collective values:

Learning and Teaching
- supporting a variety of teaching philosophies and learning modalities
- providing an environment conducive to intellectual curiosity and innovation
- encouraging collaboration that fosters learning
- engaging in ongoing reflection on learning, by students and by staff
- cultivating critical thinking in various contexts
- supporting the development of the whole person

Community and Diversity
- building a safe and supportive campus community
- treating one another with respect, dignity, and integrity
- practicing our work in an ethical and reflective manner
- honoring and respecting cultural diversity
- encouraging diversity in our curriculum and community of learners

Individual and Collective Responsibility
- taking individual responsibility for our own learning
- cultivating a sense of social and individual responsibility
- developing reflective, responsible and compassionate citizens
- playing a leadership role in the larger community
- embracing thoughtful change and innovation

Strategic Plan and Educational Master Plan

The college's current Strategic Plan and the Educational Master Plan can be accessed on the college website, www.chabotcollege.edu, or by calling 510-723-6640.

Collegewide Learning Goals

Collegewide Learning Goals are statements of the knowledge, skills, and abilities the individual student will possess and can demonstrate upon completion of a learning experience or sequence of learning experiences (e.g., course, program, degree).

Global and Cultural Involvement
- Aesthetic responsiveness
- Environmental
- Familiarity with multiple paradigms and methodologies
- Human context

Civic Responsibility
- Informed citizenship in a democracy
  Cultural
  Economic
  Historical
  Political
- Promoting the development of values, integrity, and ethical behavior

Communication
- Information technology
- Language and linguistics
- Reading
- Respectful and ethical communication
- Speaking
- Writing

Critical Thinking
- Analysis of multiple paradigms and methodologies
- Information literacy
- Logic and rhetoric
- Problem solving
- Quantitative and qualitative reasoning

Development of the Whole Person
- Creativity and innovation
- Integration of mind, body, and spirit for healthy quality of life
- Lifelong learning for increasing employability and continuing education
- Personal responsibility in the learning and planning process
- Personal, professional, and self development
- Timeliness and punctuality

Statement Of The Objectives Of The General Education Program

General education programs have come to be accepted as a significant part of the program of studies in American colleges and universities. The term general education refers to a program of studies which introduces the student to areas of study that mature the mind, enrich family and widen social and ethnic relationships, and develop skills and aptitudes that can aid the student in furthering personal and social usefulness, and to live in the environment as a thinking and contributing citizen.

It is a program, furthermore, that activates the imagination, deepens the perspective of life, and gives life direction and purpose. The general education program is eminently well suited to a democracy where every person is eligible to enjoy the cultural riches of the world and to become a useful citizen in dealing with local, national and world economics, cultural, social and political problems.

Educational Program

In keeping with its Philosophy and Objectives, Chabot College offers a two-year curriculum designed to (1) permit students to transfer typically as juniors, to leading

four-year colleges and universities; (2) provide technical training to prepare students for employment in occupations requiring two years of study or less, or to assist persons already employed; (3) make continuing education available to residents desiring to increase their knowledge and skills. (A list of Degree and Certificate Programs may be found on pages 17–19. Special courses and instructional services are also available to students with ethnic interests.

Citizens' Advisory Boards

Citizens' Advisory Boards, composed of leaders in business, industry, labor, public agencies, and the professions are working with the administration to develop curricula.

The Advisory Boards assure that instructional programs are developed in accordance with the needs of business, industry and professions in the District.

The Advisory Boards advise the colleges on the need or desirability of a particular educational program or course, content of such programs or courses, performance standards, equipment and facilities, selection of students, placement of students, technical information evaluation, teacher recruitment and financial and legislative matters.

The following advisory boards and committees presently operate: Accounting and Business, Administration of Justice, Architectural, Automotive Technology, Computer Applications Systems, Dental Health Programs, Disabled Students Programs and Services, Early Childhood Development, Electronics, Engineering, EOPS/CARE/CalWORKs, Film Production, Fire Technology, Graphic Design, Human Services, Interior Design, Machine Tool Technology, Medical Assisting, Nursing, Radio and Television Broadcasting, Real Estate, Service to Seniors, Welding Technology. As new needs are identified, other Advisory Boards will be appointed to assist the college in developing appropriate programs.

Chabot College

Chabot College offers students a unique educational opportunity. The facilities have been planned to take advantage of new approaches to learning, to facilitate the development of experimental programs and to be adaptable to changes brought about by new technology.

As the college's population has grown since its opening in 1961, many modifications have taken place to accommodate changing curriculum and to help ensure students' academic success. Students can now go to the Math Lab (mathematics tutoring), PATH Center (tutoring across the curriculum, Building 2300), or to the WRAC Center (Writing and Reading Across the Curriculum, Building 100) for additional help with their studies. *(For more information on The Learning Connection, go to Page 52.)* The Disabled Student Resource Center (Building 2400) offers high-tech equipment and personal counseling. The Employment and Career Services Center helps students find jobs and look toward their future. A state-of-the-art computer lab in the Library has more than 120 Internet-ready computers available to students, along with other computer labs.

The Media Center contains a television studio equipped to send closed circuit educational television programs to many classrooms throughout the campus and to send programming over cable television.

Work was completed on a $6 million project to remove architectural barriers to disabled students which includes the construction of elevators, and installation of new doorknobs and electric doors, and renovation of 70 restrooms.

In 1999, a 40,000-square-foot computer and science building was added to the campus. Many other buildings are under renovation or construction since the passage of the district's facilities bond in 2004. In the 2009-10 academic year, the campus opened two new facilities: a 33,500-square-foot Instructional Office Building (Building 400) and the 51,000-square-foot-Community and Student Services Center (Building 700). Both are state of the art and are built to LEED Silver standards.

Campus buildings house classrooms and laboratories for social science, language arts, humanities, international language, art, music, drama, physics and mathematics and physical education. Additional buildings house the student center, bookstore, and faculty and administration offices.

Special features include a planetarium, two gymnasiums, five athletic fields, tennis courts, strength-training facilities, a 400-meter track, and a state-of-the-art fitness center.

The Reed L. Buffington Visual and Performing Arts Center, originally financed jointly under an agreement with the Hayward Area Recreation and Park District, is the largest central East Bay venue available for corporate meetings, conferences, public performances, and fund-raising events. It includes a 200-seat Stage and a 1,432-seat Auditorium, and offers extensive backstage features, onsite professional support staff, and inexpensive parking.

Library

The Chabot College Library is located in Building 100 and offers an extensive range of services to students, faculty, and staff. Print, non-print and electronic resources are available. Password-free Wifi is available throughout the Library. Remote access to many of these resources is available. This includes the catalog of books and audiovisual materials, in addition to the e-book, magazine, journal, newspaper and video streaming databases. The resources are available via the Library's web page (www.chabotcollege.edu/library). Contact the Reference Desk for details (510) 723-6764. Librarians provide instruction in

library research skills courses, and in collaboration with instructional faculty, offer orientations tailored to specific class needs. Also available for checkout are laptops, tablets, and other electronic devices. Additionally, the Library has a large student computer lab, an audiovisual center, and group study rooms.

Media Services Center

The center provides multimedia products and services designed to support and enhance faculty instruction, class projects, and campus events. Some of the services provided are graphic arts, desktop publishing, offset printing, digital reproduction, media installation and circulation, and audiovisual system maintenance.

Off-Campus Programs

Chabot College offers a number of classes at various locations in Hayward and in surrounding communities. The San Leandro Center, located 8 miles north of the Hayward campus at 1448 Williams Street in San Leandro, is our newest location in the community, and has now served over 500 students. The Center offers a wide range of Chabot courses that meet requirements for four-year college and university transfer, general education, and the AA/AS degree or certificate.

Distance Education

Distance Education (DE) is an alternative mode of course delivery which provides students a flexible means of receiving education. At Chabot College, DE courses are presented in online, telecourse, CD-ROM, and multimedia formats.

Occupational Work Experience Education

The Occupational Work Experience Program enjoys a wide participation from business, industry, and all levels of Governmental agencies. The program enables students to apply their classroom instruction to related career employment for training and experience. The opportunity to examine and utilize the latest techniques, procedures, and equipment in community agencies and business firms makes the student's classwork even more functional and relevant. Close coordination and supervision by the college insures that the Work Experience Program becomes a real learning opportunity related to that area of the student's studies.

Related Occupational Work Experience Courses

The plan allows students to concurrently enroll in college courses while working. The course descriptions are found on page 189.

Work Experience Education is a requirement for graduation in many of the Occupational programs at the college. Students majoring in a program requiring Work Experience should enroll in that program's Work Experience course. All other students seeking elective or transferable credit may enroll in the Occupational Work Experience Courses.

Regulations governing the operation of Work Experience Education programs require that students meet the following:

1. Pursue a planned program of Work Experience which includes new or expanded responsibilities or learning opportunities beyond those experienced during periods of previous employment.
2. Have paid or volunteer employment in a field directly related to the college major.
3. Have the approval of the instructor/coordinator.

Additionally students must meet the following:

1. Students must be enrolled in a minimum of 7 units including Work Experience.
2. Be currently enrolled in a course in their major or planned academic program which is related to the Work Experience.

Under the Program one unit of credit is granted for 5 hours of work each week to a maximum of 3 units for 15 or more hours each week. Students must also attend a one-hour weekly seminar class. A cumulative total of 16 units may be earned (including the seminar units).

Additional information may be obtained from the Office of the Dean of Applied Technology and Business at (510) 723-6653.

General Expenses

Every effort is made by the colleges to keep student expenses as low as possible. Major costs will be for books, supplies, and enrollment fees. Students who desire to park on college parking lots must also purchase a parking permit. The total cost to a typical full-time student for these things is estimated to be $800 per semester or $1,600 per year. Partial costs of some textbooks can be recovered by reselling them to the college bookstore. Students are encouraged, however, to retain their books for future reference. Costs for room, board, transportation, clothing, recreation, medical and dental care, phone calls, postage, and spending money must be considered as standard living expenses incurred by all college students.

Fees (Subject to Change)

Enrollment Fee: $46.00 per unit.

Nonresident Tuition: Out-of-state students are required to pay $243.00 per semester unit in addition to the enrollment fee and basic fees.

International, Non-immigrant Visa Tuition: International

students and non-immigrant aliens attending on other visa types are required to pay $243.00 per semester unit in addition to the enrollment fee and basic fees.

Mailing Fee: Students may pay a $3.00 optional mailing charge each semester. This money is used for mailing costs for the registration card, grade report and registration appointment cards.

Student Body Fee: This is an optional $10.00 fee.

Parking Fees: Students who wish to park their vehicles on College parking lots must purchase their parking permit or a ticket for each day that parking is desired. The fee is $30.00 per semester—4-wheel vehicle; $15.00 per semester—motorcycle, and $2.00 for daily parking.

Student Health Fee: Mandatory health service fee of $17 per semester and $15 for Summer Session to support health services for enrolled students. Information on exemptions may be obtained from the Director of Student Life, Room 2355, Building 2300.

Admissions and Records Fees:

Transcripts	$ 3.00
On-demand transcript (includes one copy of transcript)	$10.00
Application fee for international students	$100.00

Fees Are Subject To Change

Enrollment fees are regulated by the State budget. The College reserves the right to collect enrollment fee increases approved by the State Legislature from all students including those who have paid fees prior to the implementation of new rates. Updates to fee information will be made available on the College website at www.chabotcollege.edu or by contacting the Office of Admissions and Records.

Degrees and Certificates

The academic and vocational programs at Chabot College reflect the diverse educational/career goals of our student population. Whether students are attending Chabot College to prepare to transfer to a four-year institution, gaining technical skills to enter a vocational field, or enriching their lives by pursuing an individualized education plan, they have the opportunity to have their efforts acknowledged by being awarded an Associate Degree, a Certificate of Achievement or a Certificate of Proficiency.

Application for Degrees and Certificates requires the student to submit a petition in the admission and records office by the appropriate date. (Students should refer to the College Calendar to verify dates.)

The program of study leading to the **Associate in Arts Degree (AA)** and the **Associate in Science Degree (AS)** has two primary components, (1) a focus of study in some field of knowledge (the major or Area of Emphasis) and (2) a broad exposure to additional subject areas that are designed to prepare the student to acquire a greater understanding of the self, the physical and the social world (general education requirements). The **Associate in Arts for Transfer (AA-T)** and the **Associate in Science for Transfer (AS-T)** are programs intended for students who plan to complete a bachelor's degree in a similar major at a CSU. Students are eligible to receive an Associate in Arts or Associate in Science Degree after they have successfully completed an outlined program of study of a minimum of 60 semester units with a grade-point average of 2.0 or better and meet the graduation requirements for the AA or AS as set forth on pages 21-23. Students are eligible to receive an Associate in Arts for Transfer or Associate in Science for Transfer after they have successfully completed 60 CSU transferable units with a grade point average of 2.0 or better and have completed either the CSU General Education Breadth (CSU-GE) or the CSU Intersegmental General Education Transfer Curriculum (IGETC) and completed with a letter grade of "C" or better all required major courses as listed for their chosen major. See pages 26-28.

A **Certificate of Achievement** is designed to offer the student an opportunity to develop skills in a specific focus. A Certificate of Achievement is awarded to those students who have successfully completed a specifically approved program of courses, with a grade-point average of 2.0.

A **Certificate or Certificate of Proficiency** is designed to augment other degrees or occupational areas by targeting a very specific series of courses in the academic, vocational and/or technical field. A Certificate or Certificate of Proficiency is awarded to those students who have completed a minimum of 10 semester units of specifically approved courses, with a grade-point average of 2.0. **Please note:** Certificates of Proficiency and Certificates are not posted on the student's transcript per Title 5 §55070(b). Certificates requiring fewer than 16 semester units are ineligible for federal or state financial aid other than the BOGG fee waiver program.

An **Individual Occupational Major** may be developed with a counselor, for approval by the appropriate Division Dean and the Dean of Counseling.

Residency Requirements: In order to be issued a degree or certificate, students earning a certificate, Associate in Science, or Associate in Arts degree in an Occupational/Technical area must complete a minimum of 12 units in residency at Chabot College within the degree major or certificate program. Students in articulated degree/transfer or Liberal Arts programs will need a total of 12 units of residency at Chabot College in general education, major, or elective courses. Students earning an AS degree in Engineering are required to complete the following courses

at Chabot College: ENGR 25, ENGR 36, ENGR 43 and ENGR 45.

Catalog Requirements and Continuous Attendance

A student in continuous attendance in regular semesters may, for the purpose of meeting degree or certificate requirements, elect to meet the requirements in effect at any time during their period of continuous attendance at Chabot-Las Positas Community College District.

Graduation requirements are listed in the catalog. If a break in attendance occurs before graduation requirements have been met, the graduation requirements which shall apply to the student are those listed in the catalog in force at the time continuous studies are resumed.

Continuous attendance is defined as enrollment in at least one semester during the academic year on a continuing basis without a break of more than one semester excluding summer session. Any academic record symbol (A-F, P, NP, I, IP, RD, W) shall constitute enrollment. A student who drops out for one academic year or more is considered to be a returning student and would follow the catalog in effect at the time of their return. and would follow the catalog in effect at the time of their return..

The Chabot-Las Positas Community College Catalog Requirements and Continuous Attendance policy does not necessarily apply to requirements in effect at transfer institutions. Courses applicable toward major and General Education requirements may change. Students who are planning to transfer are advised to consult the catalog of the university to which they will transfer.

Program	Associate in Arts		Associate in Science		Certificate of Achievement	Certificate of Proficiency*	Certificate*
	AA	AA-T	AS	AS-T			
Accounting			X				
Accounting Technician					X		
Administration of Justice	X			X			
Administrative Assistant			X		X		
Administrative Assistant Entrepreneur						X	
Anthropology	X						
Aquatics					X	X	
Architecture	X		X		X		
Art (General)	X						
Art—Emphasis in Ceramics	X						
Art—Emphasis in Painting	X						
Art—Emphasis in Sculpture	X						
Art History	X						
Automotive Technology			X				
Automotive Technology (Emphasis in BMW Manufacture Training)			X				
Automotive Maintenance Technology					X		
Automotive Chassis Technology					X		
Automotive Drivetrain Technology					X		
Automotive Engine Machining					X		
Automotive Engine Performance Technology					X		
Automotive Technology Entrepreneur						X	
Behavioral Science (General)	X						
Biology	X						
Biology—Emphasis in Allied Health	X						
Bookkeeping					X		
Business			X				
Business—Emphasis, Management			X				
Business—Emphasis, Marketing			X				
Business—Transfer					X		
Business Administration				X			
Business Graphics						X	
Business Skills						X	
California State University General Education Breadth (CSU/GE Breadth)					X		
Case Management for Human Services						X	
Chemistry			X				
Coaching					X	X	
Communication Studies		X					
Computer Science (General)	X		X				

*Certificates of Proficiency and Certificates are not posted on the student's transcript per Title 5 §55070(b).

Program	Associate in Arts		Associate in Science		Certificate of Achievement	Certificate of Proficiency*	Certificate*
	AA	AA-T	AS	AS-T			
Computer Science (Emphasis in Mathematics)	X		X				
Consumer Technology					X		
Consumer Technology Entrepreneur						X	
Creative Writing							X
Dental Hygiene	X						
Digital Design						X	
Digital Media							X
Early Childhood Development	X			X			
Early Childhood Development (Basic Teacher)					X		
Early Childhood Development (Associate Teacher)						X	
Early Childhood Intervention	X						
Early Childhood Intervention Assistant					X		
Electronic Systems Technology			X				
Engineering			X				
English—Emphasis in Literature	X						
Environmental Studies	X						
Entrepreneurship						X	
Ethnic Studies	X						
Fire Technology	X		X		X		
Fire Prevention Inspector	X		X		X		
Fitness Instructor					X	X	
French	X						
Geographic Information Systems						X	
Geography	X	X					
Graphic Design	X					X	
Health Care Management					X		
Human Resources Assistant					X		
Human Services (see also Case Management and Multi-cultural Awareness)	X		X				
Humanities (General)	X						
Illustration							X
Industrial Electronic Technology					X		
Industrial Technology			X				
Inspection and Pipe Welding						X	
Interior Design			X		X		
International Studies	X						
Intersegmental General Ed Transfer Curriculum (IGETC)					X		
Journalism	X	X					
Kinesioloty		X					
Kitchen and Bath Design					X		

*Certificates of Proficiency and Certificates are not posted on the student's transcript per Title 5 §55070(b).

Program	Associate in Arts		Associate in Science		Certificate of Achievement	Certificate of Proficiency*	Certificate*
	AA	AA-T	AS	AS-T			
Liberal Arts	X						
Liberal Studies—Elementary Teacher Preparation		X					
LVN to RN Nursing Program	X						
Machine Tool Technology			X				
Machinist					X		
Management					X		
Marketing					X		
Mass Communications	X						
Mathematics	X		X	X			
Medical Assisting	X				X		
Multicultural Awareness/Relations for the Service Provider						X	
Multicultural Awareness/Self-Reflection						X	
Music		X					
Music Industry Entrepreneur						X	
Numerical Control			X				
Numerical Control Programmer (Machinist)					X		
Nursing	X						
Nursing Program, LVN to RN	X						
Office Technology					X	X	
Personal Fitness Training Entrepreneur						X	
Photography	X					X	
Physical Education	X						
Political Science		X					
Project Management							X
Psychology		X					
Radio and Television Broadcasting	X						
Real Estate	X				X	X	
Real Estate Entrepreneur						X	
Retail Management			X		X		
Retailing						X	
Small Business Management					X		
Social Science (General)	X						
Sociology		X					
Software Specialist			X		X		
Spanish	X						
Speech Communication	X						
Sports Injury Care					X	X	
Studio Arts		X					

*Certificates of Proficiency and Certificates are not posted on the student's transcript per Title 5 §55070(b).

Program	Associate in Arts		Associate in Science		Certificate of Achievement	Certificate of Proficiency*	Certificate*
	AA	AA-T	AS	AS-T			
Theater Arts/Theatre Arts	X	X					
Tool Maker					X		
Welding						X	
Welding Technology			X				
Writing							X

*Certificates of Proficiency and Certificates are not posted on the student's transcript per Title 5 §55070(b).

Requirements for the Degree of Associate in Arts

A student is eligible for graduation with the ASSOCIATE IN ARTS DEGREE after completing all General Education requirements and all MAJOR requirements, plus electives to total 60 semester units of work with a cumulative grade point average of 2.0 or higher. The General Education Requirements for the Associate in Arts Degree are listed below.

I. ASSOCIATE IN ARTS DEGREE (A.A.)

A. LANGUAGE AND RATIONALITY:

1. English Composition . . . . . Complete a minimum of 3 SEM UNITS

English 1A

(Title 5 §55063—Effective for all students admitted Fall 2009 or thereafter—completed with a grade of "C" or higher)

2. Writing and Critical Thinking . . . . . Complete a minimum of 3 SEM UNITS

Business 10
English 4, 7
French 2A*, 2B*
German 2A*, 2B*
Italian 2A*, 2B*
Spanish 2A*, 2B*

** May be used to fulfill one area only.*

3. Communication and Analytical Thinking. . . . . Complete a minimum of 3 SEM UNITS

Business 14, 16, 31
Chinese 1A*, 1B*
Communication Studies 1, 2*, 10, 11*, 20, 46
Computer Application Systems 50, 92A, 92B, 92C, 92D
Computer Science 8, 10, 14, 15, 19A
English 70
Entrepreneurship 30
French 1A*, 1B*
Geography 20*, 21*, 22*
German 1A*, 1B**
History 5*, 12*
Industrial Technology 74
Italian 1A*, 1B*
Japanese 1A*, 1B*
Mass Communications 43, 44
Mathematics 1, 2, 15, 16, 20, 31, 33, 36, 37, 40, 41, 43, 47, 53. 53A. 53B, 54, 54L, 55, 55L, 57, 65, 65L
Psychology 5
Spanish 1A*, 1B*
Theater Arts 3, 7*

** May be used to fulfill one area only.*

B. NATURAL SCIENCES. . Complete a minimum of 3 SEM UNITS

Anatomy 1
Anthropology 1*, 1L, 13
Astronomy 10, 20, 30
Biology 2, 4, 6, 10, 25, 31, 50
Biotechnology 20, 30, 40
Chemistry 1A, 8, 10, 30A, 30B, 31
Environmental Science 10, 11, 12
Geography 1*, 1L, 8, 20*, 21*, 22*
Kinesiology 2
Microbiology 1
Physical Science 15
Physics 2A, 4A, 4B, 4C, 5, 11
Physiology 1
Psychology 4*

** May be used to fulfill one area only.*

C. HUMANITIES. . . . . Complete a minimum of 3 SEM UNITS

Architecture 2A, 2B, 4A, 4B, 8A, 8B, 12, 14, 16
Art 2A, 3A, 16A, 17A, 22, 23, 24, 54, 56, 57, 58, 59
Art History 1, 4, 5, 6, 7, 8, 20, 50, 51
Chinese 1A*, 1B*
Communication Studies 2*, 6
English 11A, 12A, 13, 20, 21, 22, 24, 25, 26, 28, 31, 32, 35, 41, 45, 48
Film 14, 50, 60
French 1A*, 1B*, 2A*, 2B*
General Studies 31
German 1A*, 1B*, 2A*, 2B*
History 1*, 2*
Humanities 50, 60, 65, 68, 72
Italian 1A*, 1B*, 2A*, 2B*
Japanese 1A*, 1B*
Music (MUSL) 1, 2A, 2B, 2C, 2D, 3, 4, 5, 8
Music (MUSP) 12, 14A, 44, 45
Philosophy 50, 60, 65, 70
Photography 20, 50, 53A
Religious Studies 50, 64, 65, 70, 72
Sign Language 64, 65, 66
Spanish 1A*, 1B*, 2A*, 2B*, 5
Theater Arts 1, 4, 7*, 10, 11, 12, 21, 22, 47A, 48A, 50A

** May be used to fulfill one area only.*

D. SOCIAL AND BEHAVIORAL SCIENCES. . . . . Complete a minimum of 3 SEM UNITS

Administration of Justice 45, 50, 60, 70
Anthropology 1*, 2, 3, 4, 5, 7, 8, 12
Business 12, 17, 20, 36, 40, 42
Communication Studies 11*, 12, 50
Early Childhood Development 40, 52, 56, 62, 69, 79, 87
Economics 1, 2, 10
Entrepreneurship 1, 5
Ethnic Studies 1, 2, 3
Geography 1*, 2, 3, 5, 10, 12, 21*, 22*
Health 8
History 1*, 2*, 3, 4, 5*, 7*, 8*, 12*, 19, 20*, 21*, 22*, 25*, 27*
Mass Communications 40, 41
Political Science 1*, 10, 12*, 20, 25, 30, 45
Psychology 1, 2, 3, 4*, 6, 8, 12, 33, 45
Psychology-Counseling 1, 4, 13
Sociology 1, 2, 3, 4, 5, 6, 8, 10, 30

E. WELLNESS

1. Areas of Health . . . . . Complete 3 SEM UNITS
Choose Option A or B

A. Early Childhood 54, Health 1, 4, Kinesiology 14, 19, Nutrition 1 or
B. A.A. Degree in Nursing or Dental Hygiene

2. Physical Education . . . . . Complete 1 SEM UNIT
Any physical education (activity) course with a rubric of ADPE, ATHL, DANC, PEAC; Fire Technology 88A, 88B, 88C, 88D.

Students who hold an A.A./A.S. Degree or higher are exempt. Exemption is allowed for illness or physical disability. You must file a "Request for Course Substitution or Waiver" petition, available in the Counseling Office. You will need to provide a physician's statement. See a counselor for assistance.

AMERICAN INSTITUTIONS: . . . . . Complete a minimum of 3 SEM UNITS

History 7*, 8*, 12*, 20*, 21*, 22*, 25*, 27*
Political Science 1*, 12

** May be used to fulfill one area only.*

AMERICAN CULTURES:

Complete one course identified as meeting the American Cultures requirement with a grade of "C" or higher or "P". Where appropriate, the course can simultaneously satisfy one other graduation requirement. **Note: Courses taken at Las Positas, even with the same course name and number, may not satisfy this requirement. See a counselor for assistance.**

Anthropology 5
Art History 7
Communication Studies 11
Early Childhood Development 79
English 26, 32
Ethnic Studies 1
History 5, 7, 8, 12, 27
Humanities 65
Music (MUSL) 8
Psychology-Counseling 1, 4, 13
Sociology 1, 3, 30

MATHEMATICS PROFICIENCY:

Proficiency in mathematics must be demonstrated by either 1) Passing the Math Proficiency Test (See Math Division Office, Building 2000 for information) or 2) Passing one of the following courses with a grade of "C" or higher or "P". When appropriate, the course can simultaneously satisfy one other graduation requirement.

(Title 5 §55063—Effective for all students admitted (or returning) Fall 2009 or thereafter—completed with a grade of "C"or higher or "P")

Mathematics 1, 2, 15, 16, 20, 31, 33, 36, 37, 40, 41, 43, 47, 53B, 54, 54L, 55, 55L, 57
Psychology 5

II. ADDITIONAL REQUIREMENTS

1. All requirements for the major must be met *with a grade of "C" or "P"* plus electives to total 60 semester units, overall GPA of 2.0 is necessary. *(Title 5 §55063)*
2. In reference to unit requirements the Title 5 regulations state that at least 12 semester units must be completed in residence at the college granting the degree.
3. Chabot Residency Requirement: Students earning a certificate, A.A., or A.S. degree in an Occupational/Technical area must complete a minimum of 12 units in residence at Chabot College within the degree major or certificate program. Students in articulated degree transfer or Liberal Arts programs will need a total of 12 units in residence at Chabot College in general education, major and/or elective courses. (See Engineering major for specific residency requirements.)
4. All courses in the major need to have at least a grade of "C" or "P". There are limitations on the number of "P" units allowed for the degree.
5. All official college transcripts from other colleges must be submitted to the Admissions and Records Office before a graduation evaluation may be completed.

III. OTHER GRADUATION INFORMATION

1. Commencement exercises are held in late May or early June. All students receiving degrees during the current academic year are cordially invited to participate.
2. Students may receive degrees or certificates at the end of any semester or the summer session. Students wishing to petition for graduation must file a Request for Degree or Certificate. Please check the Academic calendar each year for the deadline dates. This form is available in the Office of Admissions & Records or online at http://www.chabotcollege.edu/admissions/evaluation/requestdegcert.asp.

Requirements for the Degree of Associate in Science

A student is eligible for graduation with the ASSOCIATE IN SCIENCE DEGREE after completing all General Education requirements and all MAJOR requirements, plus electives to total 60 semester units of work with a cumulative grade point average of 2.0 or higher. The General Education Requirements for the Associate in Science Degree are listed below.

I. ASSOCIATE IN SCIENCE DEGREE (A.S.)

A. LANGUAGE AND RATIONALITY:

1. English Composition. . . . . Complete a minimum of 3 SEM UNITS

English 1A

(Title 5 §55063—Effective for all students admitted Fall 2009 or thereafter—completed with a grade of "C" or higher

2. Communication and Analytical Thinking . . . . . Complete a minimum of 3 SEM UNITS

Business 14, 16, 31
Chinese 1A*, 1B*
Communication Studies 1, 2, 10, 11A*, 20, 46
Computer Application Systems 50, 92A, 92B, 92C, 92D
Computer Science 8, 10, 14, 15, 19A
English 70
Entrepreneurship 30
French 1A*, 1B*
Geography 20*, 21*, 22*
German 1A*, 1B*
History 5*, 12*
Industrial Technology 74
Italian 1A*, 1B*
Japanese 1A*, 1B*
Mass Communications 43, 44
Mathematics 1, 2, 15, 16, 20, 31, 33, 36, 37, 40, 41, 43, 47, 53, 53A, 53B, 54, 54L, 55, 55L, 57, 65, 65L
Psychology 5
Spanish 1A*, 1B*
Theater Arts 3, 7*

** May be used to fulfill one area only.*

B. NATURAL SCIENCES. . Complete a minimum of 3 SEM UNITS

Anatomy 1
Anthropology 1*, 1L, 13
Astronomy 10, 20, 30
Biology 2, 4, 6, 10, 25, 31, 50
Biotechnology 20, 30, 40
Chemistry 1A, 8, 10, 30A, 30B, 31
Environmental Science 10, 11, 12
Geography 1*, 1L, 8, 20*, 21*, 22*
Kinesiology 2
Microbiology 1
Physical Science 15
Physics 2A, 3A, 3B, 4A, 4B, 4C, 5, 11
Physiology 1
Psychology 4

** May be used to fulfill one area only.*

C. HUMANITIES. . . . . Complete a minimum of 3 SEM UNITS

Architecture 2A, 2B, 4A, 4B, 8A, 8B, 12, 14, 16
Art 2A, 3A, 16A, 17A, 22, 23, 24, 54, 56, 57, 58, 59
Art History 1, 4, 5, 6, 7, 8, 20, 50, 51
Chinese 1A*, 1B*
Communication Studies 2*, 5, 6
English 11A, 12A, 13A, 20, 21, 22, 24, 25, 26, 28, 31, 32, 35, 41, 45, 48
Film 14, 50, 60
French 1A*, 1B*, 2A, 2B
General Studies 31
German 1A*, 1B*, 2A, 2B
History 1*, 2*
Humanities 50, 60, 65, 68, 72
Italian 1A*, 1B*, 2A*, 2B*
Japanese 1A*, 1B*
Music (MUSL) 1, 2A, 2B, 2C, 2D, 3, 4, 5, 8
Music (MUSP) 12A, 14A, 44, 45
Philosophy 50, 60, 65, 70
Photography 20, 50, 53A
Religious Studies 50, 64, 65, 70, 72
Sign Language 64, 65, 66
Spanish 1A*, 1B*, 2A*, 2B*, 5
Theater Arts 1, 4, 7*, 10, 11, 12, 21, 22, 47A, 48A, 50A

** May be used to fulfill one area only.*

D. SOCIAL AND BEHAVIORAL SCIENCES . . . . . Complete a minimum of 3 SEM UNITS

Administration of Justice 45, 50, 60, 70
Anthropology 1*, 2, 3, 4, 5, 7, 8, 12
Business 12, 17, 20, 36, 40, 42
Communication Studies 11*, 12, 50
Early Childhood Development 40, 52, 56, 62, 69, 79, 87
Economics 1, 2, 10
Entrepreneurship 1, 5
Ethnic Studies 1, 2, 3
Geography 1*, 2, 3, 5, 10, 12, 21*, 22*
Health 8
History 1*, 2*, 3, 4, 5*, 7, 8, 12*, 19, 20, 21, 22, 25, 27
Mass Communications 40, 41
Political Science 1*, 10, 12, 20, 25, 30, 45
Psychology 1, 2, 3, 4, 6, 8, 12, 33, 45
Psychology-Counseling 1, 4, 13
Sociology 1, 2, 3, 4, 5, 6, 8, 10, 11, 30

** May be used to fulfill one area only.*

E. WELLNESS (Areas of Health or Physical Education) . . . . . Complete a minimum of 1 SEM UNIT

Early Childhood Development 54
Health 1, 4
Kinesiology 14, 19
Nutrition 1
OR
Any physical education activity course with a rubric of ADPE, ATHL, DANC, PEAC; Fire Technology 88A, 88B, 88C, 88D.

Students who hold an A.A./A.S. Degree or higher are exempt. Exemption is allowed for illness or physical disability. You must file a "Request for Course Substitution or Waiver" petition, available in the Counseling Office. You will need to provide a physician's statement. See a counselor for assistance.

F. PROGRAM-BASED GENERAL EDUCATION REQUIREMENT ..... Complete a minimum of 3 SEM UNITS

For the program-based selections for specific Associate in Science Degree Programs, see program listings on pages 75-238.

AMERICAN CULTURES: (Effective Fall 1995 and thereafter)
Complete one course identified as meeting the American Cultures requirement with a grade of "C" or higher or "P". Where appropriate, the course can simultaneously satisfy one other graduation requirement. **Note: Courses taken at Las Positas, even with the same course name and number, may not satisfy this requirement. See a counselor for assistance.**

Anthropology 5
Art History 7
Communication Studies 11
Early Childhood Development 79
English 26, 32
Ethnic Studies 1
History 5, 7, 8, 12, 27
Humanities 65
Music 8
Psychology-Counseling 1, 4, 13
Sociology 1, 3, 30

MATHEMATICS PROFICIENCY:

Proficiency in mathematics must be demonstrated by either 1) Passing the Math Proficiency Test (See Math Division Office, Building 2000 for information) or 2) Passing one of the following courses with a grade of "C" or higher or "P". When appropriate, the course can simultaneously satisfy one other graduation requirement.

(Title 5 §55063—Effective for all students admitted (or returning) Fall 2009 or thereafter—completed with a grade of "C" or higher or "P")
Mathematics 1, 2, 15, 16, 20, 31, 33, 36, 37, 40, 41, 43, 47, 53B, 54, 54L, 55, 55L, 57

II. ADDITIONAL REQUIREMENTS

1. All requirements for the major must be met *with a grade of "C" or "P"* plus electives to total 60 semester units, overall GPA of 2.0 is necessary. *(Title 5 §55063)*
2. In reference to unit requirements the Title 5 regulations state that at least 12 semester units must be completed in residence at the college granting the degree.
3. Chabot Residency Requirement: Students earning a certificate, A.A., or A.S. degree in an Occupational/Technical area must complete a minimum of 12 units in residence at Chabot College within the degree major or certificate program. Students in articulated degree transfer or Liberal Arts programs will need a total of 12 units in residence at Chabot College in general education, major and/or elective courses. (See Engineering major for specific residency requirements.
4. All courses in the major need to have at least a grade of "C" or "P". There are limitations on the number of "P" units allowed for the degree.
5. All official college transcripts from other colleges must be submitted to the Admissions and Records Office before a graduation evaluation may be completed.

III. OTHER GRADUATION INFORMATION

1. Commencement exercises are held in late May or early June. All students receiving degrees during the current academic year are cordially invited to participate.
2. Students may receive degrees or certificates at the end of any semester or the summer session. Students wishing to petition for graduation must file a Request for Degree or Certificate. Please check the Academic calendar each year for the deadline dates. This form is available in the Office of Admissions & Records or online at http://www.chabotcollege.edu/admissions/evaluation/requestdegcert.asp.

General Education Reciprocity with Community Colleges

Effective Fall 2007, the Chabot-Las Positas Community College District has entered into a mutual agreement with seven other local community colleges to accept the General Education and graduation proficiency of these colleges as completed for Chabot College and Las Positas College. The participating colleges are: DeAnza College (Cupertino), Evergreen Valley College (San Jose), Foothill College (Los Altos Hills), Gavilan College (Gilroy), Mission College (Santa Clara), Ohlone College (Fremont), San Jose City College (San Jose), and West Valley College (Saratoga).

Students who obtain an official General Education Reciprocity Program Certification (which verifies completion of Associate Degree General Education and graduation proficiency) or complete an associate degree at any one of the participating colleges will have both their General Education course work and graduation proficiency accepted as completing Chabot College's and Las Positas College's General Education and graduation proficiency for the Associate in Arts and/or the Associate in Science Degree. No additional general education or graduation proficiency course work will be required if the certification is submitted to the Admissions and Records office in a sealed envelope from the sending college mentioned above. Students will still be required to complete all courses or prerequisites needed for a major. The agreement also means that the other participating colleges will accept the General Education and graduation proficiency pattern of Chabot College and Las Positas College if an official General Education Reciprocity Program Certification is presented at any of the member colleges. Students must request certification at Admissions and Records, Building 700. This agreement will be reviewed periodically.

Transfer

Chabot College provides the freshman and sophomore years of a baccalaureate degree granting institution (college or university) program. Students intending to transfer to colleges and universities may complete their lower-division general education AND lower division major preparatory courses at Chabot College. The Counseling Office in Building 700 provides the most current transfer information. The Career and Transfer Center (723-6720) in Building 700, 2nd floor, provides many transfer related activities including transfer workshops and field trips to universities.

Students are advised to meet early and regularly with a counselor to assure a smooth transition to the transfer institution. Counselors work with students to develop Student Educational Plans (SEPs) that map out the courses needed for successful transfer.

Transfer Preparation

The three components of the baccalaureate granting institution lower-division requirements are listed below. This three-part combination of requirements may be complex and necessitates transfer students see a counselor to be assured they meet all admissions and transfer requirements. Not being fully prepared to meet admission and transfer requirements could prohibit a student from being admitted at the desired transfer institution.

1. General Education Requirements.

To earn a bachelor's (BA/BS/AB) degree from the University of California (UC) or California State University (CSU), each student must complete a program of general education. The pattern for the California State University system is called CSU/General Education (GE) Breadth Requirements. The Intersegmental General Education Transfer Curriculum (IGETC) is a GE pattern valid for both the UC and CSU systems.

2. Lower-Division Major Requirements

Student may need to fulfill specific lower-division courses required for their chosen major (also called "major preparatory courses"). Impacted majors (competitive majors having more applicants than space available) typically require all or most major preparatory courses to be completed by the Spring term, before transfer.

3. Electives

Electives are courses taken in addition to the lower-division major preparation and general education requirements in order to meet the total number of units to transfer. The CSU transferable course list and/or the UC transferable course list contain all of the courses that transfer to CSU or UC respectively and could be used for electives.

Transferring to Private and/or Out-Of-State Colleges/Universities

Transfer requirements to California private universities or out-of-state universities may be quite different from CSU and UC requirements. Many times transfer preparation is very specific to the target transfer school. Counselor assistance can be invaluable in determining general education and lower division major preparation requirements to private and/or out-of-state colleges/universities.

Articulation and the Transferability of Chabot Courses

Many baccalaureate level courses offered at Chabot have course-to-course articulation with comparable courses found at the University of California (UC), California State University (CSU) and many private institutions. Current UC and CSU transfer flyers are available in the Career/Transfer Center and Counseling Center (Building 700).

- CSU Transferable Courses flyer (alphabetical listing of all courses transferable to CSU.)
- CSU/General Education Breadth Requirements flyer
- UC Transferable Courses flyer (alphabetical listing of all courses transferable to UC)
- IGETC Requirements flyer (General Education requirements for transfer to UC or CSU and some private schools)

The Articulation Office

The Articulation Office procures and maintains course-to-course and lower-division major preparation agreements with transfer baccalaureate granting institutions; CSU, UC and private institutions and out-of-state schools. Chabot articulation services are a big component of a seamless transfer for students. The Articulation Office maintains the college's transfer flyers for CSU/GE Breadth Requirements, CSU Transferable Courses lists, IGETC Requirements and UC Transferable Courses list and reports curriculum updates to transfer schools, as well as ASSIST. The Articulation Office also provides resources and assistance for counselors, instructional faculty and students with course transferability and articulation concerns. The Articulation Office is located within the Counseling Division, Building 700, 2nd Floor, Room 753.

CALIFORNIA STATE UNIVERSITY (CSU)

www.calstate.edu
www.csumentor.edu (application information)

Admission Requirements For Transfers

If you have completed college units after leaving high school, you are considered a "transfer" student. Students who have completed college units before they graduated from high school or during the summer between high school graduation and CSU enrollment are considered first-time freshmen and must meet those CSU admission requirements for first-time freshman.

There are two types of transfer students, lower-division transfer and upper division transfer. **Lower-division** transfer students are those who have completed less than 60 transferable semester units (90 quarter units). **Upper-division** transfers have completed 60 or more transferable semester units (90 quarter units).

Lower-Division Transfer Admission Requirements (transferring with less than 60 CSU transferable units):
You are eligible for admission as a Lower Division Transfer Student to the CSU if you:

- Have a college GPA (grade point average) of 2.0 or higher in all transferable college units completed. Some programs require a higher GPA for admissions. Consult the individual CSU website or college representative for specific information.
- Are in good standing at the last college or university attended, i.e., you are eligible to re-enroll.
- Meet the CSU admission requirements for first-time freshman or have successfully completed necessary course to make up deficiencies you had in high school if you did not complete the 15 course (A-G) pattern of college preparatory subjects.
- Meet the eligibility index required of a first-time freshman to CSU.
- Some CSU campuses require completion of English Composition and GE Math.
- Contact the CSU campus of your choice to determine your status as a lower division transfer student and whether that CSU accepts lower division transfers.

Upper-Division Transfer Admission Requirements (transferring with 60 or more CSU transferable units):
You are eligible for admission to the CSU if you:

- Complete Areas A.1.(Oral Communication), A.2. (Written Communication), A.3. (Critical Thinking) and B.4. (Mathematics) all with a grade of "C" or higher.
- Complete an additional 18 units from CSU/GE Areas A-E (including the units from above (12) for a minimum total of 30 units. All courses would need to have a grade of "C" or higher.
- Complete an overall total of 60 semester CSU transferable units with a cumulative GPA of at least a 2.0 ("C").
- Are in good standing at the last college or university attended, i.e., you are eligible to re-enroll.
- For students transferring more than 70 CSU transferable units, individual classes will not be disregarded, however CSU will only apply up to 70 CSU transferable lower-division units toward the baccalaureate degree.
- IGETC can also be used in lieu of CSU/GE Breadth. Students using IGETC for CSU will need to complete Area A, Group 1C: Communications and are advised to complete the U.S. History, Constitutions and American Ideals section.

General Education Requirements For California State University

To earn a bachelor's degree from the California State University, each student must complete a program of general education. Chabot College offers two general education patterns which enable students to meet, prior to transfer, all of the lower-division general education requirements at the CSU. Students can complete either the Intersegmental General Education Transfer Curriculum (IGETC) or the CSU General Education Breadth Requirements (CSU/GE). It is strongly recommended that students consult with a counselor to determine which general education pattern is best for their transfer program.

While not a requirement for admission, California State University does require completion of 6 units of U.S. History, Constitution and American Ideals for graduation

from CSU, which can be satisfied prior to transfer. See the IGETC flyer or the CSU/GE Breadth flyer for a list of courses that complete this requirement.

CSU General Education Breadth Requirements

Chabot students have the opportunity to complete all of their lower-division CSU/GE requirements for the baccalaureate degree prior to transfer to any of the 23 California State Universities.

CSU/GE is separated into 5 separate academic areas. Each area requires specific class/unit requirements. More detail regarding the academic areas and the courses associated with those areas can be found on our CSU/GE Breadth flyer. Briefly, those areas are:

Area A: Communications in the English Language (9 semester units)
Area B: Physical and Life Sciences and Mathematics (9 semester units)
Area C: Arts, Literature, Philosophy and Foreign Language (9 semester units)
Area D: Human Social, Political and Economic Institutions and Behavior (9 semester units)
Area E: Understanding and Self Development (3 semester units)
Area F: While not a requirement for admission, California State University does require completion of 6 semester units of U.S. History, Constitution and American Ideals for graduation, which can be satisfied prior to transfer. Courses used to complete this area can be also used to satisfy requirements in Area D.

Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T) Degree Requirements

www.adegreewithaguarantee.com

www.sb1440.org

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer," a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete a minimum of 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 semester units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major). This degree may not be the best option for students intending to transfer to a particular CSU campus or to university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

The following are required for all AA-T and AS-T degrees:

- Completion of a minimum of 60 CSU-transferable semester units.
- Minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. (While a minimum of 2.0 is required for admission, some majors may require a higher GPA. Please consult with a counselor for more information.)
- Completion of a minimum of 18 semester units with a "C" or higher in the major or an area of emphasis (a letter grade is required for each class in the major. A grade of "P" will not be acceptable. However "P" grades can be used for courses satisfying CSU/GE or CSU transferable elective units.
- Completion of CSU/GE or IGETC(CSU).
- Students receiving the AA-T or AS-T do not have to have their General Education courses certified. Associate Degree for Transfer is posted on their transcript which is accepted by CSU as completing admissions and lower division general education requirements.
- Students are not required to complete any Chabot General Education or Graduation proficiency requirements.

Chabot College AA-T and AS-T Transfer Degrees to date:

AA-T Administration of Justice
AA-T Anthropology
AS-T Business Administration
AA-T Elementary Teacher Education
AA-T English
AA-T Communication Studies
AS-T Early Childhood Education
AA-T Geography
AA-T Journalism
AS-T Kinesiology
AS-T Mathematics
AA-T Music
AA-T Political Science
AA-T Psychology
AA-T Sociology
AA-T Spanish
AA-T Studio Arts
AA-T Theatre Arts

(Note: While the Transfer Degree program (including the guaranteed admission) is a CSU program, the student wishing to transfer to a UC can earn an AA-T or AS-T.

This student will need to complete IGETC(CSU), Chabot requires completion of Area A, Group 1C: Oral Communication for all AA-T and AS-T degrees. Unlike the CSU program there is no offer of guarantee of admission to a UC. However UC has mentioned students who cite completion of a Transfer Degree (AA-T or AS-T) will receive a "comprehensive review" of their application.)

UNIVERSITY OF CALIFORNIA (UC)

www.universityofcalifornia.edu

Admission Requirements For Transfers

(Effective Fall 1998)

Current Requirements

1. Students who were eligible for admission to the University when they graduated from high school—meaning they satisfied the Subject, Scholarship, and Examination Requirements—are eligible to transfer if they have a "C" (2.0) average in their transferable college coursework.
2. Students who met the Scholarship Requirement and examination requirements but did not satisfy the Subject Requirement must take transferable college courses in the subjects they are missing, earn a grade of "C" or higher in each of these required courses, and earn an overall "C" (2.0) average in all transferable college coursework to be eligible to transfer.
3. Students who met the Scholarship Requirement but did not meet the Examination Requirement must complete a minimum of 12 semester (18 quarter) units of transferable work and earn an overall "C" (2.0) average in all transferable college coursework completed.
4. Students who were not eligible for admission to the University when they graduated from high school because they did not meet the Scholarship Requirement must:
   a. Complete 60 semester or 90 quarter units of transferable college credit with a grade point average of at least 2.4, *and*
   b. Complete a course pattern requirement to include:
      1. Two transferable college courses (3 semester or 4–5 quarter units each) in English composition; and
      2. One transferable college course (1 semester or 4–5 quarter units) in Mathematical Concepts and Quantitative Reasoning; and
      3. Four transferable college courses (3 semester or 4–5 quarter units each) chosen from at least two of the following subject areas; the Arts and Humanities, the Social and Behavioral Sciences, the Physical and Biological Sciences.

Important note: Higher grade point averages than those listed above are required at some campuses and for some majors.

General Education Requirements For The University Of California

To earn a bachelor's degree from the University of California, each student must complete a program of general education. To meet the general education requirements for most majors within the UC, students can complete either the Intersegmental General Education Transfer Curriculum (IGETC) pattern or the general education requirements of the transfer campus. It is not advisable for all transfer students to follow IGETC. Some students may be better served by taking courses which fulfill the requirements of the UC campus to which they plan to transfer. Students are advised to consult a counselor for information about the general education pattern that will be best for them. www.assist.org is also a good resource.

Intersegmental General Education Transfer Curriculum (IGETC) Requirements Flyer

IGETC is separated into six separate academic areas. Each area requires a specific unit/class requirement(s). A grade of "C" or "P" is required for each course used to satisfy IGETC requirements. It is recommended IGETC be completed in its entirety prior to transfer. Students who do not complete the entire program before transfer could be subject to the general education requirements of the campus or college to which they transfer.

The areas for UC/IGETC are:

Area 1. English Communication (6 semester units)
  1A: English Composition,
  1B: Critical Thinking
Area 2. 2A: Mathematical Concepts and Quantitative Reasoning (Min of 3 semester units)
Area 3. Arts and Humanities. (3A: Arts, 3B: Humanities) (9 semester units)
Area 4. Social and Behavioral Sciences (9 semester units from at least two different disciplines))
Area 5. Physical and Biological Sciences (5A Physical Sci, 5B Biological Sci, 5C Laboratory) (7-9 semester units)
Area 6A. Language Other Than English (LOTE).

For Languages Other than English (LOTE), students transferring to UC are required to demonstrate competence (proficiency) in a language other than English equal to two years of high school study. Competence may be demonstrated through the following mechanism:

1) Satisfactory completion of two years of high school coursework (US high school or high school in country where the language of instruction is English) in a language other than English, with a grade of "C" or better in each course. The two years must be in the same language.

2) Satisfactory completion of a course (or courses) at a college or university with a grade of "C" or better in each course. Chabot courses: Chinese 1B or French 1B, or

German 1B or Italian 1B or Japanese 1B or Spanish 1B or Sign Language 65 will satisfy this requirement.

3) Satisfactory completion, with "C" grades or better, of two years of formal schooling at the sixth grade-level or higher in an institution where the language of instruction is not English. Appropriate documentation must be presented to substantiate that the required coursework was completed (See a counselor for assistance).

4) Satisfactory score on the SAT II: Subject Test in languages other than English.

5) Satisfactory score, 3 or higher, in the College Board Advanced Placement examination in languages other than English.

6) Satisfactory score, 5 or higher, in the International Baccalaureate (IB) Higher Level Examinations in language other than English.

7) Satisfactory completion of an achievement test administered by a community college, university or other college in a language other than English (see a counselor for assistance).

8) Language other than English "O" level exam with grade of "A", "B" or "C".

9). Language other than English International "A" level exam with a score of 5, 6, 7.

The student is advised to see a counselor for assistance determining the completion of the Area A6: IGETC Language Other Than English (LOTE) requirement.

Certification of General Education for Transfer to UC or CSU

Upon a student's request Chabot College will certify the completion of the Intersegmental General Education Transfer Curriculum (IGETC) or the CSU General Education Breadth Requirements. Students who transfer without certification will have to meet the general education requirements of the specific campus to which they are transferring. **Certification is not automatic and must be requested after the completion of the last term prior to transfer.** This request should be made in the Admissions and Records Office when final transcripts are sent to the transfer school. Students are encouraged to seek the advice of a Counselor, Building 700, Room 750. Students who are obtaining an AA-T or AS-T and are transferring to a CSU do not need to obtain an official Certification. Students obtaining an AA-T or AS-T who are transferring to a UC will have to obtain Certification of IGETC to be sent to the school they plan to attend.

(Note: While the Transfer Degree program (including the guaranteed admission) is a CSU program, the student wishing to transfer to a UC can earn an AA-T or AS-T. This student will need to complete IGETC (CSU). Chabot requires completion of Area A, Group 1C: Oral Communication for all AA-T and AS-T degrees. Unlike the CSU program there is no offer of guarantee at admissions to a UC. However UC has mentioned students who cite completion of a Transfer Degree (AA-T or AS-T) will receive a "comprehensive review" of their application.)

Certification of CSU/GE Breadth

Full CSU/GE Certification: Students are eligible for Full CSU/GE Certification when they have completed the required number of units and courses in each GE Area. Students with full certification will not have to complete additional lower-division GE requirements that may be required at the CSU transfer school.

Partial CSU/GE Certification: Partial CSU/GE Certification is granted when one or more GE Area has been completed. A student who transfers to a CSU with partial GE Certification will not have to complete additional GE requirements in the same GE area upon transfer.

Full IGETC Certification: Students are eligible for Full IGETC Certification when they have completed the required number of units and courses in each GE Area. Students with full certification will not have to complete additional lower-division GE requirements that may be required at the CSU or UC transfer school.

Partial IGETC Certification: Partial IGETC certification is defined as completing all but 2 courses on the IGETC pattern. Upon request for IGETC certification, if a partial certification is sent, each UC or CSU will inform a student who has submitted a partial certified IGETC of the specific timelines and courses needed to complete IGETC. The UC or CSU is responsible for verifying that the missing courses are completed. Partial completion of IGETC could jeopardize admission into some UC campuses.

IGETC for STEM: This IGETC pattern is currently only to be used with the IGETC (CSU) AS-T in Chemistry. Currently Chabot does not have an approved AS-T in Chemistry, but it is anticipated in the future one will be developed. IGETC for STEM allows two courses to be deferred to after transfer. In Area 3, the student is required to complete one course under 3A and one course under 3B, third course can be deferred to after transfer. In Area 4 the student is required to complete two courses from two different disciplines, the third course will be deferred to after transfer. IGETC for STEM is not appropriate for a student planning to transfer to UC, please review the Partial IGETC notation above

Independent Colleges and Universities

Transfer requirements for independent colleges and universities vary from college to college. Students should consult the transfer institution's catalog and/or website. Chabot College counselors can also advise students on independent college and university requirements and preparation. For

California independent colleges and universities you can go to www.aiccu.edu.

Career and Transfer Center

The Chabot College Career and Transfer Center specializes in working with students who intend to transfer to a 4-year college or university. The Career and Transfer Center also provides employment services to students for on/off campus work. The Career and Transfer Center is located in Building 700, 2nd Floor. For more information, students may call (510) 723-6720. The following resources are available through the Center:

- Transfer assistance and information
- Representatives from local universities available for transfer assistance
- Transfer and career related workshops
- University Admission Application information
- Personal statement assistance (UC)
- Transfer application workshops
- University Transfer Day
- Internet access to national and international transfer opportunities: ASSIST, College Source On-line, University transfer application wwebsites
- College and University Websites
- Major preparation workshops
- Annual job fair
- Representatives from local businesses seeking employees

Transfer Admission Guarantee (TAG)

A TAG is a formal agreement that outlines the courses a student must complete before transferring, states the grade point average a student must earn, and lists specific requirements for impacted majors. Students who comply with the agreement and apply for admission on time during the appropriate filing period are guaranteed admission. Chabot College has Transfer Admission Guarantees with the following baccalaureate degree granting institutions: UC Davis, UC Irvine, UC Merced, UC Riverside, UC Santa Barbara, and UC Santa Cruz. Please consult with a counselor for additional information about Transfer Admission Guarantees.

Cross-registration With Mills College, Oakland

Students who have completed 20 semester units at Chabot College may be eligible to cross-register with Mills College, Oakland, while completing the requirements for transfer or an Associate in Arts Degree at Chabot College. Interested students should contact the Counseling Center, Building 700, 2nd Floor.

Concurrent Enrollment With UC Berkeley

Chabot College students who have completed 20 UC transferable units and have at least a 2.4 G.P.A. in the transferable course work, may be eligible to participate in concurrent enrollment with UC Berkeley. Students will be allowed to take ONE lower division course a semester, for a maximum of two semesters. Students must pay Chabot College enrollment fees and UC Berkeley administrative fees. For further information, contact the Counseling Center, Building 700, 2nd Floor.

R.O.T.C. (Reserve Officers Training Corp) Program Cross-Town Agreement With The University Of California, Berkeley

Students may enroll in Army or Air Force R.O.T.C. Programs at the University of California, Berkeley, while attending Chabot College full-time. The Air Force ROTC is offered through the Aerospace Studies department at U.C. Berkeley. Scholarships (including tuition, book allowance, and stipend) are available for qualified students. Students may enroll and attend one course per semester at the U.C. Berkeley campus at no cost. Upon completion of the program and granting of 4-year degree, students will commission as Second Lieutenants in the United States Air Force. To be eligible for AFROTC, applicant should be a full time student and meet additional fitness, GPA, testing, and other requirements. Interested students, please visit the department website: http://airforcerotc.berkeley.edu, call 510-642-3572, or email airforce@berkeley.edu. For Army ROTC information please contact the Department of Military Science at U.C. Berkeley 14th Brigade, Western Region, 173 Hearst Gym, # 4440 at (510) 642-3374.

Transcripts From Other Colleges And Universities

Any student enrolled at Chabot College who has academic credit for courses taken at other accredited colleges/universities must submit official transcripts of that work to the Admissions and Records Office. Official transcripts are defined as academic records that are sent from other institutions to Chabot. They can be hand carried by the student, but must be unopened (in the sealed envelope of the institution). If there is evidence that the transcripts have been opened, the student will be requested to have the former school mail transcripts directly to Chabot.

Transcripts received from other institutions cannot be forwarded to other colleges. This does not apply to Las Positas College, since academic information from both Chabot and Las Positas Colleges is recorded on the same transcript.

Official transcripts are required for the following academic transactions:

1. AA/AS degree evaluations
2. Academic Renewal petitions
3. Financial Aid student education plans
4. Certification of CSU/GE or IGETC.

5. Exemptions from Assessment and Student Educational Plan (SEP)

To be credited by Chabot College, the course work must meet the following criteria:

1. The course(s) must have been taken at an accredited college/university.
2. The course(s) must have been completed with a grade of "D" or higher. All transferred grades (including F's) will be used in the calculation of units attempted, units completed, and the grade point average. (IGETC Certification requires a grade of "C")
3. The content of the course(s) must be recognized as equivalent to the current Chabot College course standards. The Dean of Counseling at Chabot College shall be responsible for determining course equivalency.

It is the student's responsibility to initiate a request to each institution asking that an official transcript of his/her work be sent directly to the Admissions and Records Office at Chabot College. See a counselor for assistance with an unofficial evaluation of your courses and petition for an official evaluation.

Unofficial transcripts (those that have been opened) can be used for:

1. Unofficial evaluation by a counselor
2. Prerequisite over-rides
3. Student Education Plan (SEP) development with a counselor
4. Petitions for course substitutions and waivers

Transfer Web Resources

- www.assist.org (Official articulation web site for CSU and UC)
- www.aicco.edu (Web location for Private Colleges and Universities in California)
- www.calstate.edu (Main web page for California State Universities)
- www.csumentor.edu (Admissions web site for CSU applications)
- www.cccco.edu (Main web site for the California Community Colleges)
- www.universityofcalifornia.edu (Main web site for information about the University of California, including admissions and TAG information)
- www.adegreewithaguarantee.com (Main web information for Transfer Degrees)

Use of AP, IB, and CLEP Examinations

Advanced Placement (AP) Program

Chabot College grants credit for successful completion of examinations of the Advanced Placement (AP) Program of the College Entrance Examination Board (CEEB). Students who want to receive credit for AP examinations must provide official verification of scores sent to Chabot from the Educational Testing Service (ETS). Scores posted to high school or college transcripts will not be accepted. Students wishing to apply AP exam scores for transfer are strongly advised to see a counselor for assistance, due to the fact that individual schools may evaluate AP differently, Chabot does not post AP equivalencies on the student's transcripts; notations about the application of AP to Chabot's programs is available in the student's academic record like other official transcripts; a counselor can assist you with this information.

Credit granted on the basis of Advanced Placement exam scores does not necessarily transfer as either elective or specific course credit to other colleges or universities. Students planning to use Advanced Placement credit toward transfer requirements are strongly advised to consult with a counselor or with an appropriate representative of the transfer institution for information regarding individual policies and procedures.

Credit will be allowed at Chabot College as follows:

- Course credit granted for Advanced Placement Examinations with a score of 3, 4, or 5 can be used to meet the requirements for the AA/AS degree, major requirements, and to clear prerequisites at Chabot College. Students should be aware that AP test credit is evaluated by corresponding it to an equivalent Chabot College course, e.g., History 7. A student who receives AP credit and then takes the equivalent Chabot College course will have the unit credit for such duplication deducted prior to being awarded the A.A. degree. AP credit is not cited on the student's transcripts, but is available in the student's academic file as are other official transcripts.
- Courses deemed equivalent to AP courses/exams as determined by Chabot faculty can be used to clear prerequisites for more advanced coures.
- Students must have the Educational Testing Service/ College Board send AP exam results to the Admissions Office (hand carried copies will not be accepted) for use in satisfying A.A./AS requirements. Using AP to satisfy requirements for the Transfer Degrees is acceptable.
- Course credit and units granted at Chabot College may differ from course credit and units granted by a transfer institution.
- Currently, AP credit is granted according to the following chart for AA/AS, IGETC and CSU/GE. The student is advised to meet with a counselor for assistance in petitioning use of AP exams not listed on this chart.
- Advanced Placement exam scores may be applied to Intersegmental General Education Transfer Curriculum (IGETC). Each AP exam (with a score of 3 or higher)

may be applied to one IGETC area satisfying one course requirement, with the exception of Language other Than English. Transfer credit is determined by UC. A counselor can assist with determining applicability of AP to IGETC and number of units that will transfer to UC .
- Advanced Placement exam scores may be applied for CSU General Education Breadth (CSU/GE) requirements. CSU policy is to grant credit for exam scores of 3, 4, 5 in the GE categories shown in the AP Chart.

Additional Transfer information:

Because each college and university evaluates and applies AP exams scores differently, students should contact the institution to which they are transferring regarding AP exam meeting specific requirements. For example, AP exam scores may meet university GE requirements, but not requirements for specific majors. It is strongly recommended students with AP exam scores work with a counselor.

Students will not receive credit for a course if they have already been granted credit for that course using AP exam results. Transfer institutions may not grant credit for taking a course that was awarded AP exam credit, however in certain majors it may be necessary to actually take the course. Students transferring to UC need to check on www.assist.org for any specific AP exam score information for some specific major AP exam requirements, notably Engineering.

The College Level Examination Program (CLEP)

The College-Level Examination Program of the College Board provides students with the opportunity to earn college credits by earning qualifying scores on any of 33 examinations. Students who pass the CLEP exams are able to earn college credits for knowledge they've gained through independent study, prior course work, professional development, on-the-job training, cultural pursuits, or internships.

The CSU System has recently allowed use of CLEP exams to satisfy a number of CSU/General Education requirements. The chart below illustrates the unit limitations and GE areas that can be satisfied (and CSU/GE Certified) by CLEP. Students and counselors should contact the individual CSU representative for more information on how subject credit may be granted. There also may be limits on the number of CLEP units accepted for transfer.

Currently the UC system does not award unit credit toward satisfaction of the Associate Degree or Certificate. See a counselor for assistance, depending on the individual circumstance, a Petition to Waive a Degree/Certificated requirement in the major may be possible.

Currently Chabot College does not accept CLEP to satisfy units or requirements toward the Associate Degree or Certificates.

International Baccalaureate Organizaton (IB) Examination

The International Baccalaureate Organization awards either a diploma or a certificate for individual IB exams. Both CSU and UC grant limited course and or transfer credit based on the chart included below.

For the UC: students who complete the IB diploma with a score of 30 or above will receive 30 quarter (20 semester) units toward their UC degree. Students who receive IB certificates with scores of 5, 6, or 7 on Higher Level exams will receive 8 quarter (5.3 semester) units.

Also noted in UC guidelines for use of IB credit. Students should be advised that college courses taken before or after attending UC may duplicate IB examinations. If the student does duplicate an exam with a college course or vise versa, we will award credit for only one.

Students and counselors should contact individual UC campus representatives for more information on how subject credit may be granted.

The CSU student: The information on the IB chart notes the awarding of credit by CSU for both transfer and application to CSU/GE Certification. Students and counselors should contact individual CSU campus representatives for more information on how subject credit may be granted.

Chabot College does not currently award units nor GE credit towards satisfaction of the Associate Degree. See a counselor for assistance. Depending on the individual circumstance, a Petition to Waive a Degree/Certificate requirement in the major may be possible.

College Credit for Advanced Placement (AP) Tests

AP EXAM	Chabot Equivalent	Chabot AA/AS Applicability (Units/GE Area)	CSU GE	CSU—UNITS EARNED TOWARD TRANSFER	IGETC	UC—UNITS EARNED TOWARD TRANSFER
Art History	Art History 4 or 5	Area C 3 semester units	Area C1 or C2 3 semester units	6 semester units	Area 3A or 3B 3 semester units	8 quarter/5.3 semester units
Art (Studio) 2-D Design 3-D Design Drawing	N/A	Area c, portfolio review required 3 semester units	N/A	3 semester units	N/A	8 quarter/5.3 semester units (Maximum units for all Studio Art Exams)
Biology	Biology 31	Area B 4 semester units	Area B2 and B3 4 semester units	6 semester units	Area 5B (with lab) 4 semester units	8 quarter/5.3 semester units
Calculus AB/AB Subscore	Math 1	Area A3 on AA/A2 on AS & Math Proficiency 5 semester units	Area B4 3 semester units	3 semester units*	Area 2A 3 semester units	4 quarter/2.7 semester units max between AB and AB/subscore**
Calculus BC	Math 2	Area A3 on AA/A2 on AS & Math Proficiency 5 semester units	Area B4 3 semester units	6 semester units*	Area 2A 3 semester units	8 quarter/5.3 semester units**
AP CALCULUS EXAM LIMITATIONS:>>>				*Only one exam may be used toward transfer		**Maximum credit 8 quarter/5.3 semester units for both
Chemistry	Chemistry 1A	Area B 5 semester units	Areas B1 and B3 4 semester units	6 semester units	Area 5A (with lab) 4 semester units	8 quarter/5.3 semester units
Chinese Language & Culture	N/A	Area A3 on AA/A2 on AS or Area C 5 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Computer Science A	Computer Science 14	Area A3 on AA/A2 on AS 4 semester units	N/A	3 semester units**	N/A	2 quarter/1.3 semester units***
Computer Science AB	Computer Science 14 & 19A	Area A3 on AA/A2 on AS 8 semester units	N/A	6 semester units**	N/A	4 quarter/2.7 semester units***
AP CS EXAM LIMITATIONS:>>				**Maximum one exam toward transfer		***Maximum 4 quarter/2.7 semester units for both
Economics - Macroeconomics	Economics 2	Area D 3 semester units	Area D2 3 semester units	3 semester units	Area 4B 3 semester units	4 quarter/2.7 semester units
Economics - Microeconomics	Economics 1	Area D 3 semester units	Area D2 3 semester units	3 semester units	Area 4B 3 semester units	4 quarter/2.7 semester units
English - Language & Composition	English 1A	Area A1 3 semester units	Area A2 3 semester units	6 semester units	Area 1A 3 semester units	8 quarter/5.3 semester units*
English - Literature & Composition	English 1A	Area A1 3 semester units	Area A2 and C2 6 semester units	6 semester units	Area 1A or 3B 3 semester units	8 quarter units/5.3 semester units*
AP ENGLISH EXAM LIMITATIONS:>>>						*8 quarter/5.3 semester units maximum for both

AP EXAM	Chabot Equivalent	Chabot AA/AS Applicability (Units/GE Area)	CSU GE	CSU—UNITS EARNED TOWARD TRANSFER	IGETC	UC—UNITS EARNED TOWARD TRANSFER
Environmental Science		Area B	Area B2 and B3 (if taken prior to Fall 2009) Or Area B1 and B3 (regardless of when taken). 4 semester units	4 semester units	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units
French Language	French 1B	Area A3 on AA/A2 on AS or Area C 5 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
French Literature		Area C 5 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
German Language	German 1B	Area A3 on AA/A2 on AS or Area C 5 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Government & Politics - Comparative	Political Science 20	Area D 3 semester units	Area D8 3 semester units	3 semester units	Area 4H 3 semester units	4 quarter/2.7 semester units
Government and Politics - U.S.	Political Science 1	Area D or American Institutions 3 semester units	Area D8 and US-2* 3 semester units	3 semester units	Area 4H 3 semester units	4 quarter/2.7 semester units
History - European	History 1 or 2	Area C or D 3 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
History - U.S.	History 7 or 8	Area D or American Institutions 3 semester units	Area C2 or D6 and US-1 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
History - World		Area D 3 semester units	Area C2 or D6 3 semester units	6 semester units	Area 3B or 4F 3 semester units	8 quarter/5.3 semester units
Human Geography		Area D 3 semester units	Area D5 3 semester units	3 semester units	Area 4E 3 semester units	4 quarter/2.7 semester units
Italian Language & Culture		Area A3 on AA/A2 on AS or Area C 5 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Japanese Language & Culture		Area A3 on AA/A2 on AS or Area C 5 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Latin - Vergil		Area C 3 semester units	Area C2 (if taken prior to Fall 2009) 3 semester units	6 semester units	Area 3B and 6A 3 semester units	4 quarter/2.7 semester units
Latin - Literature		Area C 3 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	4 quarter/2.7 semester units
Music Theory	Music 2A & 2B	Area C 3 semester units	Area C1 (if taken prior to Fall 2009) 3 semester units	6 semester units	N/A	8 quarter/5.3 semester units

AP EXAM	Chabot Equivalent	Chabot AA/AS Applicability (Units/GE Area)	CSU GE	CSU—UNITS EARNED TOWARD TRANSFER	IGETC	UC—UNITS EARNED TOWARD TRANSFER
Physics B	Physics 4A	Area B 5 semester units	B1 and B3 4 semester units*	6 semester units*	Area 5A (with lab) 4 semester units	8 quarter/5.3 semester units**
Physics C - Mechanics	Physics 4A	Area B 5 semester units	Area B1 and B3 4 semester units*	4 semester units*	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units**
Physics C - Electricity/Magnetism	Physics 4B	Area B 5 semester units	Area B1 and B3 4 semester units*	4 semester units*	Area 5A (with lab) 3 semester units	4 quarter/2.7 semester units**
AP PHYSICS EXAM LIMITATIONS:>>>				*Maximum 4 semester units toward GE and 6 semester units toward transfer		**Maximum 8 quarter/5.3 semester units for all three Physics exams
Psychology	Psychology 1	Area D 3 semester units	Area D9 3 semester units	3 semester units	Area 4I 3 semester units	4 quarter/2.7 semester units
Spanish Language	Spanish 1B	Area A3 on AA/A2 on AS or Area C 5 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Spanish Literature		Area C 5 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter/5.3 semester units
Statistics	Math 43	Area A3 for AA/A2 for AA & Math Proficiency 4 semester units	Area B4 3 semester units	3 semester units	Area 2 3 semester units	4 quarter/2.7 semester units

College Level Examination Program (CLEP)

The chart below lists how College Level Examination Program (CLEP) exams may be applied toward the California State University General Education (CSU/GE).

CSU/GE: 3 semester units are applied toward CSU/GE certification and transfer if exams are passed with the required scores indicated below. Students and counselors should contact individual campuses for more information on how subject credit may be granted.
IGETC: CLEP exams are not used to certify UC or CSU IGETC.
AA/AS: CLEP esams will not be used to satisfy units or GE requirements for the AA/AS degree.

College Level Examination Program (CLEP) Exam	Passing Score Required	Minimum Semester Units earned. (1)	SEM Units Toward CSU/GE Certification	CSU/GE or American Institutions Area (2)
American Government	50	3	3	D8
American Literature	50	3	3	C2
Analyzing and Interpreting Literature	50	3	3	C2
Biology	50	3	3	B2 (no lab)
Calculus	50	3	3	B4
Chemistry	50	3	3	B1 (no lab)
College Algebra	50	3	3	B4
College Algebra-Trigonometry	50	3	3	B4
College Mathematics	50	0	0	N/A
English Composition (no essay)	50	0	0	N/A
English Composition (with essay)	50	0	0	N/A
English Literature	50	3	3	C2
Financial Accounting	50	3	0	N/A
French Level I (7)	50	6	0	N/A
French Level II (7)	59	12	3	C2
Freshman College Composition	50	0	0	N/A
German Level I (7)	50	6	0	N/A
German Level II (7)	60	12	3	C2
History, United States I	50	3	3	D6+US-1
History, United States II	50	3	3	D6+US-1
Human Growth & Development	50	3	3	E

INTERNATIONAL BACCALAUREATE (IB) EXAMS

The chart below lists how International Baccalaureate (IB) exams may be applied toward the California State University General Education (CSU/GE) pattern and Intersegmental General Education Transfer Curriculum (IGETC). The GE areas referenced in the chart may be found within each course description

CSU/GE: 3 semester units are applied toward CSU/GE certification and transfer if exams are passed with the required scores indicated below.
IGETC: Te earn credit toward IGETC and UC transfer, a score of 5, 6, or 7 on Higher Level (HL) exam is required. 3 semester units are applied toward IGETC certification. Students who have earned credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both. Students and counselors should contact individual campuses for more information on how subject credit may be granted.
AA/AS: IB exams will not be used to satisfy units or GE requirements for the AA/AS degree.

International Baccalaureate (IB) Exam	CSU GE + Score Required	Semester Units Toward CSU Transfer	Semester Units Toward CSU/GE Certification	IGETC (Score of 5, 6, or 7)	Semester Units Toward IGETC Certification	Semester Units Towards UC Transfer
IB Biology HL	B2 Score = 5	6	3	5B (without lab)	3	5.3
IB Chemistry HL	B1 Score = 5	6	3	5A (without lab)	3	5.3
IB Economics HL	D2 Score = 5	6	3	4B	3	5.3
IB Geography HL	D5	6	3	4E	3	5.3
IB History (any region) HL	C2 or D6 Score=5	6	3	3B or 4F	3	5.3
IB Language A1 HL*	C2 Score=4 (any language)	6	3	3B (any laguage) 3B and 6A (any language except English)	3	5.3
IB Language A2 HL*	C2 Score=4 (any language)	6	3	3B (any laguage) 3B and 6A (any language except English)	3	5.3
IB Language B (any language) HL*	N/A Score=4	6	0	6A	3	5.3
IB Mathematics HL	B4 Score=4	6	3	2A	3	5.3
IB Physics HL	B1 Score=5	6	3	5A (without lab)	3	5.3
IB Psychology HL	D9 Score=5	6	3	4I	3	5.3
IB Theatre HL	C1 Score=4	6	3	3A	3	5.3

*The IB Curriculum offers language at various levels for native and non-native speakers. Language B courses are offered at the intermediate level for non-natives. Language A1 and A2 are advanced courses in literature for native and non-native speakers, respectively.

College Level Examination Program (CLEP) Exam	Passing Score Required	Minimum Semester Units earned. (1)	SEM Units Toward CSU/GE Certification	CSU/GE or American Institutions Area (2)
Humanities	50	3	3	C2
Information Systems & Computer Applications	50	3	0	N/A
Introduction to Educational Psychology	50	3	0	N/A
Introductory Business Law	50	3	0	N/A
Introductory Psychology	50	3	3	D9
Introductory Sociology	50	3	3	D0
Natural Sciences	50	3	3	B1 or B2
Pre-Calculus	50	3	3	B4
Principles of Accounting	50	3	0	N/A
Principles of Macroeconomics	50	3	3	D2
Principles of Management	50	3	0	N/A
Principles of Marketing	50	3	0	N/A
Principles of Microeconomics	50	3	3	D2
Social Sciences & History	50	0	0	N/A
Spanish Level I (7)	50	6	0	N/A
Spanish Level II (7)	63	12	3	C2
Trigonometry	50	3	3	B4
Western Civilization I	50	3	3	C2 or D6
Western Civilization II	50	3	3	D

(1) These units count toward eligibility for admission. These units may not all apply toward certification of the corresponding GE-Breadth area. See Executive Orders **1033** and **1036** or **Academic Affairs Coded Memo AA-2011-12** for details.

(2) Areas of GE-Breadth (A1 through E) are defined in EO 1033. Areas of American Institutions (US-1 through US-3) are set forth in Sections KA and IB of EO 405, and at www.assist.org.

(7) If a student passes more than one CLEP test in the same language other than English (e.g., two exams in French), then only one examination may be applied to the baccalaureate. For each test in a language other than English, a passing score of 50 is considered "Level I" and earns six units of basccalaureate redit; the higher score listed for each test is considered "Level II" and earns additional units of credit and placement in Area C2 of GE-Breadth, as noted.

STUDENT SERVICES

Student Services provides a variety of programs and procedures through which individuals are brought into the college for instruction, assisted in career planning and development, assisted in planning for and pursuing courses of study, provided with avenues for obtaining financial aid and employment, and given an opportunity to participate in many different activities. Student Services is also responsible for record keeping and reporting in matters relating to student progress, attendance, and status, for health and emergency care procedures, and for the general supervision and control of the campus. Additional information about any of the Student Services areas can be obtained by contacting the office of the Vice President of Student Services, Room 708, Building 700, at Chabot College and on the college website at www.chabotcollege.edu.

General Information

Alcohol, Narcotics and Dangerous Drugs

Persons possessing or being under the influence of alcohol, narcotics or dangerous drugs on campus are in violation of State law and College regulations.

Drug-Free Workplace

Chabot-Las Positas Community College District is committed to maintaining a drug-free work/learning place in accordance with the requirements of the U.S. Drug-Free Workplace Act of 1988. The District certifies that it will provide a drug-free work/learning place by taking the actions required by the Drug-Free Workplace Act.

It is the intent of the District to make a good faith effort to continue to maintain a drug-free work/learning place through implementation of this policy.

Hazing

Section 32050 of the Education Code makes participation in any kind of hazing a misdemeanor. Hazing is defined as "any method of initiation into a student organization or any pastime or amusement engaged in with respect to such an organization which degrades or disgraces or which causes bodily harm to any student attending any college or school in California."

Medical Emergencies On Campus

Students are advised to contact the Security Office for assistance in all cases of a medical emergency or personal injury which occurs on campus. Use any hall telephone and dial 6923 or *16 from any pay telephone for assistance. All cases of personal injury should be reported to the Campus Safety Office in Building 200.

Publications

The Official Chabot College student newspaper, *The Spectator*, is published weekly by the Mass Communications/Journalism instruction program. Students interested in working with the newspaper should contact *The Spectator* Office located in Room 1635.

Secret Organizations

Membership in secret fraternities, sororities, and organizations, as described by the California Education Code (§76035), is prohibited. Chabot College students who participate in such groups shall be subject to the penalties outlined in the Education Code.

Admission Procedures and Policies

Admission

Any person who is a high school graduate or equivalent thereof or who is eighteen years of age or older and who can profit from the instruction offered is eligible to apply for admission to Chabot College.

Students who plan to enroll at Chabot College must complete and submit an Application for Admission. Students may apply online at www.chabotcollege.edu.

Official transcripts of previous academic work are required to assist students to reach their educational objectives at Chabot College. Transcripts are also required for students who are candidates for special admissions programs, e.g., registered nursing, dental hygiene, etc., and/or services such as financial aid and scholarships, veteran's benefits, athletics, concurrent enrollment, EOPS, and international students.

Copies of transcripts received from other colleges and universities cannot be forwarded to a third party (another college/university/person/etc.). Students desiring such transcripts must request them directly from the issuing institution.

Admission With Advanced Standing

Credits earned at another accredited college or university will be applied towards an A.A. or A.S. degree from Chabot College upon receipt of official transcripts. Accreditation must have been listed in the Accredited Institutions of Higher Education manual. Credit will also be allowed for college-level courses taken at military service schools if

such credit is recommended in the American Council on Education Guide.

Readmission From Dismissed Status

Students on dismissed status from Chabot College must submit a Petition for Admission from Dismissed Status form. In order to enroll in classes, readmission must be approved by the Director of Admissions and Records. Forms are available at www.chabotcollege.edu/admissions/forms.

International Student Admission

Chabot College is authorized under Federal Law to enroll international students. Students seeking admission to Chabot College must first obtain an international student application packet, available online at www.chabotcollege.edu/international or from the International Student Admissions Office, Room 706, Building 700. The application packet contains form and instructions for providing evidence of the following:

1. provide evidence of having completed the equivalent of a United States high school education
2. demonstrate the ability to read and write English at the 12th grade level *(TOEFL test with a minimum score of 61 iBT or 173 CBT or 500 PBT or the IELTS test with a minimum band score of 5.5 academics).*
3. show means of adequate financial support and medical care
4. provide evidence by means of a physical examination certifying freedom from active tuberculosis
5. proof of voluntary or school mandated medical insurance.

The number of international students admitted will be contingent upon Chabot College's ability to provide services as required. International students will be accepted for admission for either the Fall or Spring semester of each academic year.

For information on international student fees, see the catalog section titled "Fees and Refunds" or consult the current class schedule.

International Student Applicant Requirements

1. Satisfactory completion of appropriate secondary education or the equivalent of a United States high school diploma.
2. Affidavit of financial support showing availability of sufficient funding for a minimum of one year. The certification document must include source of support and must be on official letterhead bearing the stamp or seal of the verifying bank.
3. Students must demonstrate English language competency sufficient to benefit from instruction at Chabot College where all courses are taught in the English language. Although the college does offer ESL courses, a comprehensive ESL program is not available. All applicants must pass either the TOEFL test with a minimum score of 61 iBT or 173 CBT or 500 PBT or the IELTS test with a minimum band score of 5.5 academics.
4. Provide complete academic records, including official secondary school and post secondary academic records. (Contact the International Student Admissions Office for the names of certified translation agencies.)
5. A signed international student agreement to comply with all college/immigration requirements.
6. Essay/Statement of Purpose.
7. $100 non-refundable application fee.
8. Passport photo.

special Admission—concurrent enrollment

The college offers concurrent enrollment education opportunities for selected minor students to enroll in college-level courses. Students who desire to participate in concurrent enrollment must be recommended by their school principal and have written parental permission and medical emergency authorization. For additional information on the Concurrent Enrollment policy and procedures contact the Office of Admissions and Records.

Residency Requirements For Admission

In determining tuition/enrollment fees, students fall under the following two categories:

Residents: Those who have legally resided in California for at least one year and a day immediately prior to the first day of instruction with demonstrable intent of making California their home for other than a temporary purpose. State law places the burden on the student to demonstrate clearly both physical presence in California and intent to make California the permanent home. Students need to be able to demonstrate Financial Independence. Non-citizens and certain visa holders who meet residency requirements must provide documentation from the U.S. Citizenship and Immigration Services (USCIS). Visa holders should consult the Office of Admissions and Records for further information.

Non-residents (out-of-state and international students): Those who do not meet the California resident requirements as previously outlined. See section on "Fees and Refunds."

All questions concerning residence status should be referred to the Office of Admissions and Records.

Bookstore

The Chabot College Bookstore is honored to be your on-campus source for textbooks, school supplies, Chabot College apparel and gifts, graduation items, and snacks. We support Chabot College's educational mission through the services we offer and the student scholarships and campus donations that we provide.

Location and Contact Information:
The Bookstore is located in building 3800 between the cafeteria and the gymnasium, just off the student parking lot "B" *(see map inside back cover).* You can contact us by phone at (510) 723-2650 or via email at Chabot@bkstr.com. For current store hours, product information, and more, visit our website at www.chabotshop.com.

General Purchasing Information:
Students can order textbooks and select general merchandise on our website at www.chabotshop.com. Online textbook orders are fulfilled by the store within 48 hours or less whenever possible. Students can choose to pick up their online orders in-store, or have their orders shipped via FedEx. Please note that FedEx Ground is generally the fastest shipping option for Bay Area destinations.

The Bookstore accepts Visa, MasterCard, American Express, and Discover. The cardholder must be present and must present government-issued ID for all credit transactions. Parents wishing to place orders for their children are encouraged to place orders on our website for in-store pickup. An ATM machine maintained by the Chabot Federal Credit Union is located inside the Bookstore. We do not accept personal or business checks.

Textbook Information:
We partner with college departments and instructors to provide the most accurate and up-to-date textbook information available. Current textbook information—including pricing and money-saving used, rental and digital options—is posted on our website several weeks before the start of each term. Please note that textbook prices and information are subject to change as we receive additional information from instructors and publishers.

Textbooks represent a significant expense, and we endeavor to provide cost-saving options for students whenever possible. We obtain used books whenever possible. We are part of a national textbook rental program, Rent-a-Text, and a national digital textbook platform, CafeScribe, which together offer hundreds of Chabot titles in less expensive rental and digital formats. We also work closely with faculty and departments to add additional rental titles and offer less-expensive versions of major textbooks that are customized exclusively for Chabot.

Textbook Buyback:
We offer textbook buyback in the store. We buy back textbooks every day, though prices are often highest during Finals Week each semester, which is when books are in the highest demand for the upcoming semester. The price we are able to offer depends on the current demand for a given book both at Chabot and nationwide. When we buy back books to meet demand for the next semester's students, we are able to offer half of the original purchase price. Books not currently in demand at Chabot can be sold back at the national market value, and will be sent to a book wholesaler to be distributed to other colleges.

Refund Policy:
Textbooks may be returned for a full refund for any reason for 7 days from the start of the semester or within two days of purchase thereafter. A full refund is also available until the day after the NGR drop date to students who drop their class with an NGR (No Grade of Record) and bring proof of the drop at the time of the return. An original sales receipt is required for all returns. For late-start and summer term classes, textbook refunds with a receipt will be given within two days of purchase.

For all refunds books must be in original condition (I.e., no marking or highlighting in new books) and books sold in shrink-wrapped packages must be unopened. Textbooks purchased during the last week of classes or during exams are not returnable, but may be sold back at buyback. Books purchased with a credit card must be refunded to the same credit card, and the actual card is required at the time of the refund. No facsimiles or photocopies will be accepted.

Non-textbook items (excluding software) may be returned or exchanged within thirty days of the sale with the original receipt, providing the merchandise is in original condition. Study aids, snacks, software, and graduation merchandise are not returnable.

Counseling

Counseling services are provided for all enrolled students. Counselors are available to assist students to establish or clarify appropriate educational and career objectives and to help with educational, career, or personal problems as related to their academic experience.

- **Academic Counseling**
  Counselors help students plan their programs of study to reach their educational goals. Counselors offer assistance in exploring life goals, educational planning, and appropriate course selection. This assistance may include helping students evaluate their aptitudes and interest through the use of tests and interviews.

Students are also encouraged to seek advice from faculty members in the Division of their major interest. However, the final responsibility for the selection of proper courses rests with the student.

- **Career Counseling**
  Counselors are available to assist students in identifying their career options. Career Counselors work in conjunction with resources found in Chabot's Career and Transfer Center. The Center is a hub of career and employment information and assistance including job listings from local employers, computers for online job search, online career resource information, and workshops on various career and employment topics such as interviewing, job search, and resume writing

- **Transfer Counseling**
  Counselors are available to assist students in identifying transfer education goals, majors and prospective baccalaureate degree-granting colleges/universities to which the student could transfer after completing lower division coursework at Chabot College. Counselors provide guidance on Student Education Planning (SEPs) toward transfer, assistance with Transfer Admission Agreements, and Transfer Degrees (AA-T and AS-T).

- **Personal Counseling**
  Counselors are available to students who need assistance with problems which may be affecting their academic progress. Counselors work with students to provide support and guidance and/or will refer students to the Student Health Mental Health and Wellness program or community resources.

Academic Probation

Success Contracts are designed for students who are on Academic Probation, which occurs when a student's Grade Point Average (GPA) falls below 2.0. Students on Academic Probation are required to meet with a Counselor to review their progress, to discuss any problems that might interfere with their studies and to develop effective strategies to strengthen their academic progress. A Success Contract is required each semester a student is on Academic Probation before being cleared for registration.

For Counseling Division hours of operation and contact information, please visit www.chabotcollege.edu/counseling or call the information line at (510) 723-7013.

Articulation

The Articulation Office is the liaison with the University of California, California State University and private colleges and universities regarding how Chabot College courses meet general education or major prerequisite requirements. Chabot College has articulation agreements with a large number of 4-year colleges and universities. For further information regarding articulation agreements, contact the Articulation Officer, Building 700, Room 753F or call (510) 723-6729.

Career and Transfer Center

The Career and Transfer Center provides comprehensive employment and career information services to students transitioning from school to work. Included are job preparation, job search, and job placement activities, as well as career/vocational assessment and employability counseling. Students can arrange for individual appointments with career counseling faculty, attend small group workshops, access computerized job search information, and meet with the employers through the Center. On-campus student employment is also available through the Center.

The Center is located in building 700, Room 761. Telephone number: (510) 723-6720 or visit www.chabotcollege.edu/counseling/tecs.

Orientation

The Student Success Act of 2012 requires all matriculating students to complete a college orientation. At Chabot College, the initial orientation to college is provided online at www.chabotcollege.edu/counseling/orientation. Orientation services are designed to provide to students, on a timely basis, information concerning college programs, services, registration procedures, academic expectations/requirements, financial assistance, rights and responsibilities, facilities and grounds, and other matters related to the college experience. Many special programs and learning communities provide additional orientations to provide more in-depth information and guidance to help students more fully engage with college programs, opportunities and services.

Assessment

The Assessment Center is a vital part of the college's counseling services. The center's purpose is to help students assess their academic, career and vocational skills. Placement results are used by counselors to assist students with individual counseling and career exploration. Under the new regulations of California's Student Success and Support Program (SSSP), students who have completed college assessment, orientation, and developed education plans will now have enrollment priority over students who do not meet these criteria. The Assessment Center administers tests in English, English as a Second Language (ESL), Math and Chemistry for appropriate placement into courses. Additional information, including the assessment schedule and study guides, can be obtained in the Assessment Center,

Building 700, Room 714A, at www.chabotcollege.edu/counseling/assessment or by calling (510) 723-6722.

Early Decision

The Early Decision Program is designed for local high school seniors. The Early Decision Program allows high school seniors to register for classes earlier than regular new Chabot College students. Chabot College counselors visit local high schools to present admissions, assessment, program, and registration information. Students interested in participating in the Early Decision Program should obtain information from their high school counselor or visit the Early Decision website at www.chabotcollege.edu/counseling/ed/.

Student Education Planning

All new, first time in college students are required to develop a Student Education Plan (SEP) with a Counselor for assessment interpretation, education goal and major identification, and career planning. New students develop their initial, abbreviated Student Education Plan in small groups following assessment testing. Continuing students are required to develop a comprehensive Student Education Plan after fifteen (15) units of course completion and to receive priority registration for the following academic terms. Continuing or returning students should visit the Counseling Division to receive SEP services.

Transfer Center

The Chabot College Transfer Center specializes in working with students who intend to transfer to a 4-year college or university. Resources include: online college catalogs, transfer admissions application assistance, transfer workshops on majors/applications/financial aid, the latest information on transition from Chabot College to a 4-year college/university, as well as the opportunity to meet with representatives from those colleges. The Transfer Center is located in Building 700, 2nd Floor. For more information, students may call (510) 723-6720 or visit us online at www.chabotcollege.edu/counseling/TECS.

Financial Aid

Financial aid is money provided by the Federal Government, the State of California, and administered by the Chabot Financial Aid Office, to help cover costs associated with attending college at Chabot. The college provides financial assistance to eligible students through scholarships, grants, loans and job opportunities: Federal Pell Grants, Federal Supplemental Educational Opportunity Grants (SEOG), Federal Work Study (FWS), Federal Stafford Loans, Cal Grants, Bureau of Indian Affairs grants (BIA), and other external scholarships. The CA Board of Governor's Fee Waiver program will waive the fees for eligible CA residents.

Students are responsible for knowing all eligibility and renewal requirements and criteria for each type of aid they apply for or receive. The Chabot website is the best source of current information and updates. Links to apply for financial aid, information regarding state, federal and institutions' policies, and additional Chabot forms for financial aid processes are available through the Financial Aid Office's web page at www.chabotcollege.edu, by clicking on Financial Aid.

Students must apply by March 2nd of each year prior to the fall semester if they wish to be considered for the Cal Grant Program, and for maximum types and amounts of all financial aid programs (including limited SEOG and FWS funds). Students applying later than this date will be considered for aid as it remains available, and in the order their applications are received, processed and awarded. Each student must reapply each year to be considered for financial aid. Students may view current, accurate information regarding their file status, eligibility, and awards on Class Web.

Financial and Academic Eligibility

To be eligible to participate in the Title IV student financial aid provided by the U.S. Department of Education and the Chabot-Las Positas Community College District, **students must demonstrate both financial and academic eligibility.** Financial eligibility is determined by completion and verification of the Free Application for Federal Student Aid (FAFSA), and academic eligibility is determined by review of academic progress after each term. Maintaining Satisfactory Academic Progress requires all three eligibility criteria are met: minimum 2.00 semester and cumulative grade point average; minimum completion rate of 67% each term; and maximum period of eligibility at 150% of program length in attempted units, or credit hours.

New students are required to provide academic transcripts from prior colleges and universities for review of academic progress by the Financial Aid Office, regardless of whether or not the transcripts are required for the Admissions process, and regardless of whether or not aid was applied for or received for the prior academic attempts.

Students who are determined to be ineligible for financial aid due to failure to demonstrate satisfactory academic progress, or who have exceeded the time limits for eligibility, may request reconsideration if they have extenuating circumstances through an appeal process.

See Chabot College's Financial Aid website for detailed eligibility requirements and policies. See Class Web Financial Aid for individual financial aid file status.

Student Success and Support Program

Student Success and Support Program (SSSP), created by the California Legislature, is a new program designed to help students succeed at Chabot College. The program defines responsibilities of both the college and its students. SSSP requires that students complete assessment, orientation, and a student education plan (SEP) in order to receive the best priority registration dates at Chabot. By completing these core services when one first starts attending Chabot College, students not only get that best priority registration, but also get to form a partnership with Chabot to help them develop and realize their educational goals. SSSP helps students from the moment they apply until they complete their studies at Chabot College!

Chabot provides the following core Student Success and Support Program (SSSP) services required for priority registration:

- Online Orientation—introduces new students to college instructional programs and student services
- Assessment—in math, English, ESL, and chemistry
- Counseling and advising for course selection and the development of a Student Educational Plan (SEP)
- Quality Instruction
- Follow-up—on a student's academic and course completion progress with referral to support services when needed
- Institutional research and evaluation to monitor the effectiveness of all services provided

You, the student, agree to participate in the Student Success and Support Program by:

- Expressing an educational goal and declaring a specific major upon admission to Chabot College
- Completing online orientation, as well as math and English or ESL assessments
- Participating in a PSCN 25 (Transition to College) group counseling workshop to develop an abbreviated Student Education Plan (½ unit of coursework can be earned for this workshop)
- Attending classes and completing assigned work
- Meeting with counselors to discuss your educational choices
- Seeking support services as needed to assist you in completing course work and maintaining progress toward your educational goal based on standards set by Chabot College

Core Service Exemptions

Assessment Exemption

If the student has an AP English and/or Calculus Test score of 3 or better (a copy of the test results required); and/or

If the student completed a college-level English and/or mathematics course with a grade "C" or higher (transcripts required) he/she may be exempted from the assessment core service.

Student Education Plan Exemption

Any student who has earned an associate degree or higher may be exempted from the student education plan core service.

Any student who is eligible for exemption from any of the Student Success and Support Program core services may obtain an exemption form from the front desk counselor in Building 700.

Students who are exempt from one or more of the core services are still encouraged to participate in the process so as to make their enrollment at Chabot College as enjoyable and beneficial as possible.

Any student who believes he/she has been discriminated against in the Student Success and Support Program (assessment, orientation, student education planning) may file a grievance with the Dean of Counseling located in Building 700, Room 750.

Registration

New Students

Students who have never attended the Chabot/Las Positas Community College District will need to complete the following steps for registration:

1. Complete and submit an application for admission online at *www.chabotcollege.edu*.
2. Access student Zonemail.
3. Submit official transcripts.
4. Complete the assessment test.
5. Complete the orientation by visiting *www.chabotcollege.edu/counseling/orientation*.
6. Attend a PSCN 25 session. Visit *http://www.chabotcollege.edu/Counseling/pscn.asp* for more information.
7. Register for classes online—on or after registration date.
8. Pay fees online.
9. Buy parking permit.
10. Get student ID card.
11. Attend classes.

Former Students

Students who are not enrolled in the current term but who have previously attended the Chabot/Las Positas Community College District will need to complete the following steps for registration.

1. Complete and submit a new application for admission online at *www.chabotcollege.edu*.

2. Former students on probation must obtain counselor advisement and approval before proceeding with registration.
3. Former students on dismissal status must submit a Petition for Admission from Dismissed Status to the Director of Admissions & Records.
4. Access student Zonemail.
5. Log on to CLASS-Web to check priority registration status.
6. Register for classes online by logging into CLASS-Web or The Zone.

Continuing Students

Students who are enrolled in the current semester are considered continuing students. Students must be registered in at least one course past the NGR (No Grade of Record) deadline each semester to maintain status as a continuing student.

Log on to CLASS-Web or The Zone to check priority registration status. Instructions on how to use the online registration system (CLASS-Web—Chabot-Las Positas Automated Services System) is posted on the college website at *www.chabotcollege.edu*.

Priority Registration

Registration priority group and registration date will be determined by the completion of the three Core Services (Assessment, Orientation, and Student Education Plan), the number of units completed and in progress at Chabot-Las Positas Community College District, and maintainance of good academic standing.

The California Community College Board of Governors approved a policy change to establish system-wide registration priorities in an effort to improve student success. The new regulations are designed to ensure that classes are available for students seeking job training, an associate degree or transfer, and to reward students who are making academic progress towards their academic goals. Consequently, enrollment priorities have been redefined and changes have gone into effect beginning with Summer and Fall 2014 registration.

Under the new regulations, new and continuing students who have completed college assessment, orientation, and developed education plans, as well as students in good academic standing who have not exceeded 100 units (not including units in basic English, Math or English as a Second Language) will now have enrollment priority over students who do not meet these criteria. Students will now register for courses according to an enrollment priority system as defined by Title 5 regulations and the Chabot-Las Positas Community College District.

Priority Groups information is included in the current class schedule and posted on the college website at *www.chabotcollege.edu*.

Registration Method

Students may register for classes by logging on to CLASS-Web or The Zone, accessible from *www.chabotcollege.edu*. Special registration assistance is available to students with disabilities through the Disabled Student Resource Center.

NOTE: There are some classes that are designated for students in special programs (PACE, Puente, Daraja, etc). Students who are not in a special program must register for a different section.

Waitlist

Waitlist is a registration feature in CLASS-Web that goes into effect when a class is closed and has reached its enrollment limit. Waitlist information is available online at *http://www.chabotcollege.edu/admissions/waitlist.asp*.

Schedule of Classes

Prior to the beginning of each semester, the schedule of classes is available online at *www.chabotcollege.edu*. Limited published copies are available at Online Services.

Student Fee Payment Policy

Fees must be paid in full by the scheduled payment due date or the student may be dropped from classes. Enrollment each term is conditional. Chabot College reserves the right to cancel registration.

California Residents–Enrollment Fee

California residents, except those exempt by law, will be charged an enrollment fee of $46 per unit for classes at Chabot College. *Enrollment fees are subject to legislative changes throughout the year.*

Nonresident Tuition

Nonresidents of California are required to pay a tuition fee of $243 per unit in addition to the enrollment fee.

International Student Tuition

The tuition fee for international students, non-immigrant aliens or students on other visa types is $243 per unit in addition to the enrollment fee. International students (F-1 and M-1 visa) are required to enroll in a minimum of twelve units per semester.

Exemption From Nonresident Tuition

AB540, effective January 2, 2002, does not grant residency, but it does require that certain nonresident students who attended three years of high school in California AND received a high school diploma or its equivalent be exempted from paying nonresident tuition. Students exempted from paying nonresident tuition pursuant to §68130.5 do not become residents for eligibility purposes for any state-funded program. This benefit is available to all U.S. citizens, permanent residents of the U.S., and aliens who are not nonimmigrants (including those who are undocumented), who meet all other eligibility criteria.

Excepción de la matricula de no-residente de California

Para estudiantes elegibles que se graduaron de una High School de California

(La legislatura aprobó la ley bajo el nombre "AB 540")

información general

Todos los estudiantes (menos los extranjeros que no sean inmigrantes) que cumplen con los requisitos siguientes no tienen que pagar la matrícula de no-residente en las universidades públicas del estado de California, que son: los *California Community Colleges, California State University,* y *University of California.*

- Los Requisitos:
  - El estudiante tiene que haber asistido a clases de un *High School* en el estado de California (pública o privada) por lo menos tres años.
  - El estudiante tiene que haberse graduado de un *High School* de California o haber aprobado un examen de graduación (por ejemplo, el *GED* o el examen *California High School Proficiency*) antes del comienzo del periodo académico.
  - Todos los estudiantes que no tengan un estado de inmigración legal deben someter una declaración con la universidad en la cual indiquen que ya han sometido una petición para arreglar tal estado o, si esto no es posible en la actualidad, que lo van a hacer tan pronto califiquen.
- Los estudiantes que tienen visas de no-inmigrantes (las visas de estudiante 'F' y las visas de turista 'B') no califican para esta excepción.
- El estudiante tiene que someter una petición para la excepción con la universidad, incluyendo una declaración legal firmada en la cual afirma que ha cumplido con todos los requisitos pertinentes. Esta información se mantendrá confidencial al menos cuando la ley requiera que se proporcione.
- Los estudiantes elegibles para esta excepción que piensan cambiarse a otra universidad pública deben someter una nueva petición para esta excepción a cada universidad en la cual se piensen matricular (y si es necesario los documentos necesarios).
- Aunque los estudiantes no-residentes que complen con esos requisitos no tendrán que pagar la matricula de no-residente, no se convierten en residentes de California a través de esta nueva ley. Siguen siendo *non-residents*.
- La ley AB540 no ofrece a los estudiantes sin eocumentos la posibilidad de conseguir becas gubernamentales. Estos estudiantes siguen inelegibles para estas becas, tanto al nivel nacional como al nivel estatal.

Health Services Fee

The Associated Students of Chabot College approved the mandatory health service fee of $17 per semester and $15 for Summer Session to provide health services for enrolled students.

The only exceptions to not paying the Student Health Fee are as follows:

- Students who are taking classes held only on Saturday or at an off-campus site, including approved apprenticeship programs; or
- Students who rely on prayer for healing in accordance with teachings of a bona fide religious sect, denomination, or organization. To apply for a waiver, students must provide a statement of such reliance from an official of the sect, denomination or organization to the Office of Student Life.

Please contact the Health Center for information about services and referrals. The Center is located in Room 120 in Building 100 or visit the website at *http://www.chabotcollege.edu/HealthCenter/*.

Mailing Fee (Optional)

There will be a $3 optional mailing fee assessed of all students each semester or session.

Student Activities Fee (Optional)

The Student Activities Fee is an optional fee of $10, charged per semester. Students paying this fee receive an activity sticker which intends to provide merchant discounts, discounts on student activities and sports. This fee helps finance student activities, Chabot College clubs, scholarships, and other student-related services.

Collection Policy

Chabot-Las Positas Community College District may refer a student's outstanding debt to a collection agency and/or the State of California Franchise Tax Board (FTB)

for collection. Once referred, additional fees may apply and credit rating may be affected. If debt is referred to the FTB, amount owed may be deducted from a student's state tax refund, California lottery prize, or unclaimed property.

Enrollment Refund Policy

Students may request a refund of enrollment fees as long as the student withdraws from the class during the first two weeks of a full-term class, or by the 10% point of the length of a short-term class. Refunds are not automatic. Requests for refunds must be filed by June 30 for the academic year just ended. Credit balances do not carry over from one academic year to the next.

A student who must withdraw for military purpose shall be refunded 100% of fees paid for the term, regardless of the date of withdrawal. In this case, requests for refunds made after the end of the academic year will be honored.

To apply for an enrollment fee refund, student must submit an Application for Refund of Fees form to the Admissions and Records Office. This form is available online at *www.chabotcollege.edu/admissions*.

- No refunds will be given for classes dropped after the last day to drop with No Grade of Record (NGR).
- A $10 processing fee will be subtracted from each enrollment fee refund. (NOTE: No processing fee will be charged if classes were canceled by the college).
- The mailing, health services and Associated Students activity fees are not refundable.
- Refund checks from the Chabot-Las Positas Community College District Business Office will be sent by mail approximately 6 to 8 weeks after the request is submitted .
- Non-resident and International tuition refunds will be given as follows:
    - o Prior to the first day of instruction = 90%
    - o During the first week of Instruction for a full-term class = 75%
    - o After the first week of Instruction for a full-term class = No Refund

For further information concerning tuition changes, go to *www.chabotcollege.edu*.

Registration Policies

Prerequisites

Many courses offered by the College require the completion of prerequisite courses taken at Chabot College, or their equivalent at another accredited institution. Students are advised to consult the course descriptions found in the current College Catalog for the identification of the prerequisites for a course. Courses with prerequisites are also designated in the current class schedule.

Important Definitions. If you should see the words *Prerequisite, Corequisite* or *Strongly Recommended* in the catalog, it is important for you to understand the definition of these terms.

Prerequisite means a condition of enrollment which a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program.

Corequisite means a condition of enrollment consisting of a course which a student is required to simultaneously take in order to enroll in another course. This condition of simultaneous enrollment is required throughout the duration of the term. Should one of the corequisite classes be dropped for any reason, the student will be disenrolled from the other corequisite class.

Strongly Recommended means a condition of enrollment which a student is advised, but not required, to meet before, or in conjunction with, enrollment in a course or educational program.

Conditions for Challenging Prerequisite:

1. Challenging the prerequisite on the grounds that it has not been made reasonably available.
2. Challenging the prerequisite on the grounds that it was established in violation of regulation or in violation of the District-approved processes. *(Student documentation required).*
3. The prerequisite is discriminatory or applied in a discriminatory manner *(student documentation required).*
4. Challenging the prerequisite based on a student's knowledge or ability to succeed in the course despite not meeting the prerequisite *(student documentation required).*

For more information, visit website *www.chabotcollege.edu/counseling/prerequisites.asp*. Challenge forms are available from the Counseling Office or Academic Division offices.

Request For Course Substitution or Waiver of Program Requirement

Students who have had substantial prior experience related to the content of a college level course and who can present adequate evidence of their competence may petition to have enrollment in that class waived without college credit for purposes of satisfying a program requirement. Petitions of course substitution or waiver of program requirements are available from the Counseling Division. Approval of the request by by faculty in the related discipline, the Division Dean, and the Dean of Counseling at Chabot College is required prior to completion of registration. Approval shall be based on the following criteria:

1. Adequate evidence of competence as supported by transcripts, statements of employers, military or technical school certificates, etc.
2. Statement of an appropriate subject matter instructor, Dean or Counselor to validate course equivalency. Students shall be advised that courses waived receive neither unit nor grade credit and other courses may be needed to satisfy the total number of units required to complete the program of study. Students enrolled in approved Transfer Degrees may not substitute courses in the major.

Open Enrollment

It is the policy of this District that every class offered, unless otherwise indicated in the official catalog and schedule of classes, shall be fully open to enrollment and participation by any person who meets the academic prerequisites of such class and who is otherwise eligible for admission at Chabot College.

Enrollment Limits

Students are cautioned that some classes and programs may prove to be so popular or be limited by physical facilities and/or availability of qualified instructors that all students who apply cannot be accommodated.

Limitation On Unit Load

Eighteen units per semester is considered to be a maximum load for a student. In order to take more than the maximum, approval must be obtained from a counselor.

Student Load
Classification of Students Based On Unit Load

The following classifications have been established based on unit load:

Full-time student—registered for 12 or more units
Three-quarter student—registered for 9.0 to 11.5 units
Half-time student—registered for 6.0 to 8.5 units

Basic Skills Course Limitation

Basic skills courses (courses numbered above 100) are not degree-applicable. Basic skills courses provide a foundation in reading, writing, mathematics, English as a Second Language, learning and study skills. Students are expected to learn skills necessary to succeed in college-level work. Except as specifically exempted, no student shall accrue more than 30 units of credit for basic skills coursework at the College. (Title 5, §55756.5)

The following classifications of students are exempted from the 30-unit limitation on Basic Skills coursework:

- Student enrolled in one or more courses of English as a Second Language
- Students identified as learning disabled according to Title 5, §56014 and §56029.

Non-exempt students who have exhausted the unit limitation shall be referred to appropriate alternate educational service providers.

Course Conflict/Course Overlap

Students may not enroll in two classes that meet during any part of the same hour.

Course Add Procedure

Students may attempt to add into open full-term classes during the first few weeks of instruction. Add Authorization numbers are generated on a random basis for instructors to issue to students. Go to *http://www.chabotcollege.edu/admissions/registration* for add procedures. Go to CLASS-Web for add deadline.

Dropping or Withdrawing from Classes

Students are responsible for dropping or withdrawing from classes. Failure to follow the withdrawal procedures may result in a grade of "F." Students who drop before the no grade of record period will not have a grade appear on their transcript. Student who drop after the no grade of record ("NGR") deadline and before the withdrawal deadline will have a "W" on their transcript.

Drop and withdrawal deadline dates are listed in Schedule of Classes and also online. Students may drop online, via CLASS Web (www.chabotcollege.edu).

Withdrawals do not affect the students' grade point average; however, excess "W" notation may result in (1) poor progress or dismissal status, and affect (2) full-time enrollment status, (3) eligibility for financial aid and other benefits, and (4) athletic eligibility.

Students may withdraw no more than 4 times for the same course. Subsequent enrollment in the course will require special permission from the Vice President of Student Services or designee. *(Title 5, §55024)*

Withdrawing with Extenuating Circumstances

Students may withdraw from a class with extenuating circumstances after the Withdrawal deadline and prior to finals week. Documentation must be presented verifying the situation, the instructor must verify that the class is being passed with a minimum of a "D" grade and the Dean of Counseling must approve the request. Circumstances that will be considered are acute medical problem, acute personal or family problem, employment related problem

or other similar circumstances preventing a student from completing the class.

Military Withdrawal

If a student is called to active military duty any time during the term, he or she is entitled to military withdrawal (MW). Service men and women must provide copies of their military orders to the Director of Admissions and Records.

Total Withdrawal

Students who intend to withdraw from the college must initiate withdrawal procedures for each class in which they are enrolled. Students are held accountable for clearing all obligations with the college including fees, library books, equipment, and lockers. The deadline for withdrawal from classes with a guaranteed symbol "W" is 75% of class meetings. Go to *www.chabotcollege.edu* for deadlines.

Instructors' Withdrawal Option

Students who miss the first meeting of a course may be dropped by the instructor. The first meeting of online or hybrid Distance Education courses is the first day of the class as specified in the class schedule listing. For these courses, instructors may drop students who do not login to their Blackboard course and/or complete indicated activities by the third day of classes. In addition, an instructor may initiate a drop if the student is absent for a total of four (4) consecutive or six (6) cumulative instructional periods and/or two (2) consecutive weeks of instruction.

Repeating A Course

California Title V Regulations, as amended, determine the conditions and processes related to repetition, enrollment, and apportionment limits at California Community Colleges. An "Enrollment" occurs when a student receives an evaluative OR non-evaluative symbol on their official transcript per §55023 (A, B, C, D, F, FW, P, NP, NC, CR OR W, I, IP, RD, MW). Only a Military Withdrawal (MW) does not count toward "enrollment."

Unless a course is noted as "repeatable", on the official course outline, the student who receives a satisfactory grade (C , P, or higher) cannot repeat the course, unless an exemption applies per §55042(b). If a student receives a sub-standard grade and/or withdraws from the course, the student is allowed to enroll in that course TWO more times (for a total maximum of THREE enrollments) per §58161. California Title V Regulations specify the circumstances under which a student may repeat a course per sections 55040-55045.

Only three kinds of courses can indicate the course is repeatable on the course outline of record (55040). Courses for:

- Intercollegiate Athletics (any course with an ATHL rubric)
- Intercollegiate competition type courses like Forenics in Communication Studies;
- Any course(s) required as lower division preparation to for a major at the UC/CSU (typically designated Music classes).

Procedure for Petitioning to Repeat a Course

For all other requests to repeat a course where the student has completed the course with a C or P, has been blocked due to exceeding the limit of 3 attempts, or another reason needs to submit a ***Petition to Repeat a Course*** to the Counseling Division to be reviewed by a Counselor. This document is required for approval of repetitions beyond the limits noted in California Title V Regulations. Documentation may be required depending on the reason for the ***Petition to Repeat.***

The following are the specific elements that may be addressed on the Petition to Repeat a Course:

A. Significant Lapse of Time (per 55043 & 55003)—campus recency pre-requisite for [*course number*]

   Significant Lapse of Time (per 55043 & 55003)—another institution of higher education for [*program*]

B. Extenuating Circumstances (per 55045)—previous grade resulted from verified extenuating cases of accidents, illness, or other circumstances beyond the control of the student. Describe below the accident, illness or circumstance beyond your control. Documentation is required that supports the extenuating circumstance.

C. Special Course Repetition (per 55040 and 56029)—student with a disability repeating a special class for students with disabilities based on an individualized determination that such repetition is required as a disability-related accommodation for that student. Check with DSRC for verification of disability.

D. Extraordinary Conditions [(per 55024(a)(10)]—one of previous three enrollments noted on student transcript resulted due to fire, flood, or other extraordinary conditions (per 55024 & 58509) OR if the District was unable to keep the college open for at least 175 days due to fire, flood, epidemic, emergency created by war, or other major safety hazards (per 58146).

E. Legally Mandated Training [(per 55041(b) & 58161(c)(1)]—necessary to meet legally mandated training requirements as a condition of paid or volunteer employment. Significant Change in Industry or Licensure Standards [(per 55040(b)(9)]—and condition

of paid or volunteer employment. Documentation is required from the agency or place of employment or prospective employer.

F. Military Withdrawal [(per 55024(d)(1)]—student on active or reserve duty in U.S. Military received orders compelling withdrawal. Upon verification of orders, enrollment does NOT count in maximum number of enrollments nor withdrawals.

G. Portion of Variable Unit Open Entry/Open Exit Credit Course (per 55044)—enrollment required to complete ONE TIME the entire curriculum of the variable unit course as described in the course outline of record. May NOT repeat any portion of the course, unless it is a) legally mandated, b) a special class for students with disabilities, c) justified by extenuating circumstances above, or d) to alleviate substandard work recorded for that portion of the variable unit course.

H. Cooperative Work Experience [(per 58161 (c)(4) & 55252]—enrollment in a cooperative work experience course.

When a student has repeated a course the most recent grade points are applied to the student's grade point average and academic progress standing.

Students are advised that both the original and subsequent grade will remain on their transcript and that in transferring to other institutions, they may be held responsible for all units attempted.

Textbooks and Supplies

All students are required to furnish their own textbooks and supplies which are available at the College Bookstore. Typical costs for books and supplies average $500 per semester for those persons pursuing a full-time program. Students financially unable to buy their own books and supplies should contact the Financial Aid Office.

transcripts

Students who desire transcripts of their academic record at Chabot College must submit a written request to the Admissions and Records Office indicating the number of transcripts requested and the designated recipient(s). Transcripts are provided only in response to a written request from the student. Official transcripts will be mailed directly to the designated recipient(s).

Tutoring (The Learning Connection)

The Learning Connection at Chabot College offers FREE tutoring and study groups in a variety of subjects. All tutors and learning assistants are Chabot College students who have been recommended and trained by Chabot instructors. Anyone enrolled at Chabot can use our services. We offer the following:

Current Learning Connection learning support tutoring programs include: Peer Academic Tutoring Help (PATH), in Room 2351; the Writing and Reading Across the Curriculum (WRAC) Center, on the Library Mezzanine; the Math Lab, in Room 1712; the Language Center (ESL support), in Room 2351. Currently being piloted are the World Languages Center, in Room 2351; the Speech and Communication Lab, in Room 2351; and ChabotLink, a peer advising program. In addition, in-class tutors, or Learning Assistants, are available upon instructor request to support students in their classrooms; and some chemistry and math instructors make use of Peer-Led Team Learning (PLTL) Leaders to facilitate workshops for students that reinforce classroom instruction.

A new Learning Connection Center for Teaching and Learning is being developed to support teaching excellence. Expected to be fully operational by the year 2012, the CTL will offer instructors and staff opportunities to investigate common teaching themes with colleagues on and off campus, conduct research in teaching and learning, become proficient in the use of instructional technology, develop curricula, and engage in other activities related teaching and learning.

For current locations and hours of service please call (510) 723-6920 or visit us at *www.chabotcollege.edu/LearningConnection*.

Student Life

Office of Student Life

The Student Life office helps students maximize their experience at Chabot College by providing opportunities for leadership development, involvement in shared governance and student-run clubs and organizations, attending and planning special events, community service opportunities, and other ways to get engaged with the campus and greater community. These co-curricular experiences allow students to grow as leaders, develop valuable skills that future employers are looking for, and make a positive impact on their campus and community. The Student Life office is in Building 2300, Room 2355, on the second floor. Visit the Student Life website at www.chabotcollege.edu/studentlife.

Student Senate of Chabot College

The Student Senate of Chabot College (SSCC) is a great opportunity for students to practice leadership skills and improve the student experience for their peers at Chabot College. The SSCC is the official voice of students at Chabot College and provides opportunities for student input on campus policies, procedures, improvements and more. The SSCC supports Student Live by hosting and sponsoring special events and activities on campus. The SSCC also represents the students of Chabot College in the community through regional and state Student Government organizations.

Interclub Council

The Interclub Council (ICC) provides an opportunity for student organizations at Chabot College to network with, support their fellow organizations, and take collective action to enhance the Student Life experience on campus. The ICC promotes collaboration among student organizations and provides funding and other resources to recognized student organizations.

Student Organizations

Student Organizations are another great way to meet other students, learn about campus activities, develop leadership skills, and serve the campus and community. A list of currently recognized student organizations is available on the Student Life website, http://chabotcollege.edu/studentlife/clubs&orgs.htm. Student Organizations must complete the recognition process through the Student Life Office on an annual basis in order to utilize campus resources. We also encourage students to start new organizations by visiting the Student Life office.

Special Events and Campus Activities

A wide variety of special events and activities are offered on a regular basis by the Student Life office and various campus partners, including the Student Senate of Chabot College, student organizations, and campus departments and organizations. These events provide educational opportunities, social activity, community service and engagement and lots of fun! Events range from concerts, to carnivals, to sporting events, special lectures and performances, and more. For information about special events and campus activities contact the Student Life office.

Housing

Chabot College does not provide any sponsored housing programs. Listings of open apartments, roommates, open rooms, etc., are posted regularly on community bulletin boards throughout the campus. All community members are welcome to post information on these boards, and listings are not verified or sponsored by Chabot College.

Campus Safety and Security

Mission Statement

The Chabot College Department of Safety and Security, in partnership with the Hayward Police Department, is committed to providing a safe and secure learning and work environment for all members of the campus community and guests. We recognize our role as service providers and are dedicated to delivering consistent and quality service to diverse groups of people and individuals alike.

About the Department of Campus Safety and Security

The Chabot College Department of Campus Safety and Security is comprised of a unique partnership between Chabot College and the Hayward Police Department. The director is a sworn Hayward police sergeant who is augmented by a staff consisting of classified campus safety officers, classified dispatchers, hourly campus safety officers, and hourly student cadets. This blend of police and civilian staff affords a greater range of services to our campus community. Officers are on duty at all times when classes are in session, and on weekends and holidays to patrol the campus. Officers enforce the laws of the State of California and regulations adopted by the Board of Trustees of the Chabot/Las Positas Community College District.

Chabot College is concerned about the safety and welfare of all members of the college community and is committed to providing a safe and secure environment. Although the college has been fortunate in not having experienced a significant number of criminal incidents, it would not be honest to assume such incidents could not take place. Therefore, we have developed polices and procedures designed to prevent or minimize the potential for criminal events before they take hold. Please take the time to read the section on crime prevention, safety programs, and crime statistics or contact the Department of Campus Safety and Security for more details.

Contacting the Department of Campus Safety and Security

The Chabot College Safety and Security Department public office is located in Building 200, Room 203. When the office is closed, the on-duty security officer can be contacted by telephone in the following ways.

- From any off-campus telephone dial (510) 723-6923 or 6923 from any college phone.
- Activate any one of the red emergency Talk A Phones located throughout the campus.

- **FOR EMERGENCIES DIAL 911 FROM ANY PHONE.**

Reporting Crimes, Suspicious Activities, or Safety Hazard

All members of our campus community must share responsibility in reporting crimes, suspicious activities, and safety hazards to keep our campus safe for all. Crimes against persons and violent crimes will be investigated on campus jointly by the Hayward Police Department and the campus safety officer. Crimes against property will be investigated by a campus safety officer unless the incident involves a substantial loss or theft of a motor vehicle. Suspicious activities and safety hazards will be investigated promptly by the on-duty campus safety officer who will delegate the appropriate resources to resolve the incident.

Crime Prevention

The most essential element of any effective crime prevention program is educating the members of the community. We offer several crime prevention tips and brochures published by the Hayward Police Department at the Office of Campus Safety and Security. Another key element to a successful crime prevention program is active participation by members of the community. Each of us can do our part to prevent crime by taking appropriate preventative measures and promptly reporting crimes or suspicious activities. Here is how you can do your part.

- Avoid isolated, dark, or less traveled areas of the campus.
- Walk in well traveled, lighted areas.
- Try to avoid walking alone at night. Stay in groups or take advantage of our Safe Ride program which offers student escorts.
- Carry a whistle, cellular telephone or other device to summon aid if you detect trouble.
- Stay alert and be aware of your surroundings.
- Become familiar with the locations of phones and emergency Talk A Phones.
- Always lock your car and never leave valuables in sight.
- When returning to your vehicle, always have your keys in hand for a speedy entry. Check the rear seat of your vehicle before entering and immediately lock your car doors upon entering.
- Avoid working or studying in buildings alone at any time.
- Report any suspicious activity to the Department of Campus Safety and Security.

Safety Programs and Measures

Safe Ride Program—The Department of Campus Safety and security offers escorts to the campus community to and from the parking lots. To arrange to have an escort accompany you from your classroom or office to your vehicle, dial 6923 from any college phone, or activate a nearby emergency Talk A Phone. An escort will be dispatched by radio to meet you at your location.

The Department of Campus Safety and Security sponsors educational programs on a wide variety of issues related to crime prevention and personal safety. Check with the Campus Safety and Security office or Office of Student Life for details on upcoming events. In addition, the Department of Campus Safety and security is committed to keeping the campus community informed about patterns, trends, or incidents that pose a threat or substantial risk to our community. Such information is typically published in special crime bulletins posted at the office of the Department of Campus Safety and security or other campus media such as the campus newspaper, *The Spectator.*

Safety through environmental design is yet another component of effective crime prevention. Our Maintenance and Operations Department works hard at keeping the campus grounds well groomed and adequately lit during darkness. The campus grounds and parking lots are lit at nightfall until 11:00 p.m. during normal days of operation. Emergency Talk A Phones and telephones are strategically located throughout the campus for your safety.

Emergency Talk A Phones are outdoors in all the parking lots and adjacent to the athletic fields. They can be found by locating the red Emergency Talk A Phone or illuminated blue light during darkness. Simply follow the directions on the Talk A Phone for assistance. The location of our red Emergency Talk A Phones can be found under the parking lots section of this publication.

Emergency Campus Telephones can be found in all of our elevators and buildings. The telephones are marked "Emergency Telephone" and are mounted to the wall. Simply open the box, pick up the phone and follow the printed directions. Elevator phones will dial directly to the Campus Safety and Security Office while other phones require you dial the Campus Safety and Security extension (6923 or 6666). Please familiarize yourself with the locations of the emergency phones in the areas you travel on campus.

Chabot College Crime Statistics

In 1998, the federal government passed The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly The Student Right to Know Act of 1990. This law requires colleges and universities receiving federal funding to disclose the reported instances of criminal activity on their campuses. The following table is an accounting of mandatory crime statistics on campus.

Chabot College Crime Statistics

	2008	2009	2010	2011	2012
Murder/Non Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Sex Offenses—Forcible	0	0	1	1	0
Sex Offenses—Non Forcible	1	0	0	0	0
Robbery	0	2	6	3	5
Aggravated Assault	11	1	1	5	2
Burglary	17	5	3	5	0
Motor Vehicle Theft	6	18	13	17	6
Arson	0	2	1	0	0
Illegal Weapons Possession	1	0	4	3	0
Drug Law Violations	7	3	7	4	4
Liquor Law Violations	3	0	0	1	4
Hate Crime	1	1	0	0	0

You may contact the Hayward Police Department (510) 293-7272, for crime statistics on public property adjacent to the campus.

Lost And Found

A centralized Lost and Found is located in the Campus Safety Office in room 203, building 200. Articles deposited with the Lost and Found are held until the end of each semester. After this period, unclaimed items will be disposed.

Parking

Parking on campus is a privilege extended by the Board of Trustees to the faculty, staff, student body and guests. To ensure safety and the efficient use of available parking space, parking rules and regulations adopted by the Board are enforced all year round. There are no grace periods or exceptions to the parking rules and regulations without the expressed direction of the Director of Campus Safety and Security. Drivers using college parking lots shall comply with the rules and regulations adopted by the Board of Trustees pursuant to California Vehicle Code §21113. Failure to comply with the parking rules and regulations may result in disciplinary action, the issuance of a parking citation and/or cause the vehicle in violation to be towed at the owner's expense. Please refer to the Parking Rules, Procedures, and Information bulletin or contact the Campus Safety and Security Department for more information.

Parking Permits

Parking is by permit only. Student semester parking permits are *only* available online through CLASS-Web or The Zone. Daily parking permits can be purchased for $2 from dispensers located in all the parking lots. Permits shall be hung from the rearview mirror or displayed on the vehicle dashboard. Permit enforcement hours are Monday through Friday, 7:00AM–10:00PM and Saturday 7:00AM–5:00PM Permit parking is not enforced on Sunday and holidays identified by the college. The following fees have been set for parking in accordance with §76360 of the California Education Code and adopted by the Board of Trustees.

Fall/Spring Semester motor vehicle:	$30.00
Fall/Spring Semester motorcycle:	$15.00
Summer Session:	$15.00
Daily Permit:	$ 2.00
Summer Session motorcycle	$ 7.50

NOTICE: Parking permits do not guarantee a parking space, rather, they authorize parking in available spaces. Lost or stolen parking permits must be replaced at the owner's expense. Parking fees are subject to change. Please refer to your class schedule or the Campus Safety and Security Department for current fees.

Parking Lots

Parking lots are provided and maintained for the convenience of our campus community. Maintenance of the parking lot is funded exclusively by revenue generated through the sales of parking permits and citations. Parking is restricted to designated lots. For example, Faculty/Staff parking lots are restricted to holders of Chabot-Las Positas Faculty/Staff parking permits. Student lots are for use by students, staff, and visitors. All vehicles shall be parked clearly within a designated parking stall (between the white lines) and head in only. Motorcycles must be parked in designated motorcycle parking areas located in all student lots. Designated parking spaces are provided in all campus parking lots for holders of Department of Motor Vehicles disabled license plates or placards. A valid parking permit must also be displayed.

Do not park in white loading zones, yellow loading zones, or blue disabled spaces or access areas without proper authorization or placards. Never park, stop, or stand in any red zone, traffic thoroughfare, driveways, grass, or planter areas. Do not park, drive, stop or stand on the inner campus or athletic areas without express consent from the Director of Campus Safety and Security or his/her designee.

There are several features we offer to promote safety in our parking lots. First, the parking lots are lit during darkness up until 11:00 p.m. during days of normal operation. In addition, there are emergency Talk A Phones strategically located throughout the campus and parking lots. Look for the red Emergency Talk A Phone and blue light to locate the Emergency Talk A Phone nearest you. Simply follow the directions printed on the front of the Talk A Phone for assistance. The following is a list of emergency Talk A Phone locations:

Emergency Talk A Phone Locations

Parking Lot J
Parking Lot B Section B1, B4, B6, B15
Parking Lot A Section A2, A8 near Campus Drive
Parking Lot D near Building 3900
Parking Lot E near Building 3400
behind Building 1400 (Automotive)
behind Building 3500 (Children's Ctr.)
Parking Lot H
Parking Lot G1, G2, G8 and G15
Between Buildings 1400 and 1600
Between Buildings 1800 and 2000
Between Buildings 1900 and 2200
Building 2300 walkway (by Building 100)
Building 2100 walkway (facing Building 2400)
Building 2500 walkway (next to Bookstore)
Building 2700 (on the Swimming Pool upper deck)
Softball Field Snack Bar Wall
Soccer/Tennis Court Storage (on Athletic pathway)

Bicycles—Motorcycles

Bicycles and motorcycles are encouraged alternatives to driving automobiles and/or mass transit. Special motorcycle parking areas are located in all of the student lots. Bicyclist can make use of bicycle racks conveniently located in Student Lot B and at buildings 100, 400, 700, 1200, 1500, 1800, 1900, 2600, 2900, 3800, and 4000.

Please observe the rules and regulations governing the use of motorcycles and bicycles on or about the campus. Contact Campus Safety and Security in Building 200, Room 203 for more information.

Public Transportation

Direct service from the downtown Hayward BART station is available via AC Transit bus route 22. Current travel time is approximately 15-20 minutes depending on the time of day. AC Transit also offers several other routes to Chabot College from various points throughout their service area. More information on routes, schedules, prices, passes, etc., for both AC Transit and BART are available on http://511.org or by dialing 511.

Driving to Campus

If you choose to drive to campus, car pooling is encouraged. Information about a free carpool service is available online at http://rideshare.511.org. Calling 511 or visiting the http://.511.org website is also a great source for real time traffic information to help you get to campus quickly and efficiently.

Access to College Facilities

Standard operating hours for the Chabot College campus are as follows:

- Sunday—campus closed
- Monday through Thursday—7:00 AM to 10:00 PM
- Friday and Saturday—7:00 AM to 5:00 PM

During special events, certain areas may be open outside of standard operation hours. However, access to campus is limited to areas being used for these special events.

Individuals who require access to campus outside of standard operating hours must obtain authorization from their supervisor in advance. Individuals must also notify the on-duty campus security officer upon arrival to campus. All students, faculty, and staff should always be prepared to show Chabot ID to campus staff when they are on campus during times outside of standard hours. Failure to do so may result in being asked to leave the campus grounds.

Please note that campus buildings, classrooms, etc., are furnished with intrusion alarms, and attempting to enter facilities during non-standard hours should only be done after security or other authorized personnel have deactivated these alarms. Problems with alarms or other security issues should be reported to Campus Safety and Security as soon as possible by calling (510) 723-6923; for emergencies please call 911.

Visitors to the College

Visitors to the campus should first check in with Campus Safety and Security in Building 200 (room 203). Visitor to classrooms is possible, but only with permission of the instructor and with a special permit, issued by the Vice President of Student Services. Permits may be obtained by visiting the Office of the Vice President of Student Services in Building 700, room 708. Chabot College students may visit classes they are not enrolled in by obtaining prior permission from the course instructor. All visitation and use of Chabot College and Chabot Las Positas Community College facilities and property either stated or implied in other policies or practices, is subject to control of time, place, and manner.

Please note that campus buildings, classrooms, etc. are furnished with intrusion alarms and attempting to enter facilities during non-standard hours should only be done after security or other authorized personnel have deactivated these alarms. Problems with alarms or other security issues should be reported to Campus Safety and Security as soon as possible by calling (510)723-6923; for emergencies please call 911.

Use of Facilities

It is the policy of the Board of Trustees to encourage full use of the College facilities by community groups at such times as they are not required for the educational program. It is also the policy of the Board of Trustees that such usage must be on a cost-reimbursement basis. The Office of Administrative Services located in Room 208, Building 200, provides information and processes applications for the community use of Chabot College facilities.

Pets

No live animal, fowl or reptile, whether or not on a leash or in a cage, shall be allowed in any room or area where food or beverages is prepared, stored, kept or served.

Only registered service animals are allowed inside of buildings. Requests for other animals to be allowed on campus require special permission from the Vice President of Student Services. No owner or keeper of a dog shall allow or permit such dog to come on campus unless it is securely restricted by a substantial leash not to exceed six feet in length. The dog shall be in the charge of and under the control of a person competent to keep it under effective charge and control. Under no circumstances shall dogs be tethered and left unattended.

Any dogs on campus in violation of this regulation may be impounded by the College for ultimate transfer to the Hayward Police Department Animal Control Service.

Horses, ponies, mules, donkeys or other such animals are prohibited on the campus at any time, except when authorized by special permit issued in advance by the Vice President, Student Services, and cleared with the Campus Security Service.

SPECIAL STUDENT PROGRAMS AND SERVICES

Aspire Program

(TRIO Student Support Services)

This program was designed to help low-income and first-generation college students and individuals with disabilities graduate from college with baccalaureate degrees. ASPIRE participants receive assistance with applying for financial aid; personal, academic and career counseling; tutoring; and assistance with applying to four-year colleges and universities. Higher education students are now being served at 796 colleges and universities nationwide. For information, call (510) 723-7547.

(TRIO EXCEL)

This program offers low-income and first generation and/or disabled eligible ESL students an in-depth English program. Our bilingual counselor, instructor and staff offer one-on-one support engulfing the individual with rich cultural activities. Other services include individualized academic ESL courses, personal counseling, tutoring, career exploration, campus visits to UC, CSU and private Universities each semester. EXCEL participants are provided workshops on financial aid, time management and college university readiness. The program goal is to provide a safety net for ESL students and help make the dream of a postsecondary education a reality for this historically underrepresented population. For more information contact the TRIO office in building 700 or call (510) 723-7547.

(TRIO ETS–
Educational Talent Search)

This program identifies and assists individuals from low-income and disadvantaged backgrounds who have the potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to the postsecondary institution of their choice. The Chabot College ETS program provides support at the following high school and middle schools: Hayward, Mt. Eden, Tennyson, San Lorenzo High Schools; Cesar Chavez, Winton, Martin Luther King, and Edendale Middle Schools. The goal of Talent Search is to increase the number of youths from disadvantaged backgrounds who complete high school and enroll in postsecondary education institutions of their choice.

CalWORKs

CalWORKs (California Work Opportunities and Responsibility to Kids) is the statewide comprehensive education/job training, job services, and job placement program. TANF (Temporary Assistance to Needy Families) provides time-limited benefits to TANF recipients who must be involved in work/job training activities as part of the Federal Welfare Reform.

Chabot provides training programs in collaboration with the County of Alameda for TANF/CalWORKs adult recipients in one- and two-parent families. Individualized education/training plans are developed which include classes that provide skills required for success in college and prepare the student for entering the workforce.

Support services include counseling, tutoring, career assessment, job search/preparation, and job placement. The goal of the individualized education and training program is gainful employment. Through cooperation with the Alameda County Social Services Agency, other support services, such as child care and transportation can be provided.

For further information, contact the EOPS/CARE/CalWORKs reception desk, second floor kiosk, Building 700, or call (510) 723-6909.

Children's Center and Lab School

Our Mission: The mission of the Chabot College Children's Center and Lab School is to positively impact the field of Early Childhood by providing and supporting quality early education and care while modeling professionalism for Early Childhood Development lab students, children and families.

Our Philosophy: The Chabot College Children's Center and Lab School provides training to students of Early Childhood Development and serves Southern Alameda County providing quality care for the children of students, faculty and community. We provide a safe environment that meets the developmental needs of children, which nurtures their curiosity and love of learning. We acknowledge that families are the child's first teacher and strive to build relationships with families that lead to a strong partnership which reflects sensitivity to issues such as ethnic, cultural and developmental diversity.

Our Curriculum: The Chabot College Children's Center and Lab School follows a philosophy of Emergent Curriculum implemented at all age levels. Emergent curriculum is child centered and developmentally based, focusing on individual growth and development. We define our curriculum as "everything that happens in the classroom" including the environment, daily routines, all of the relationships between adults and children, as well as specific projects and activities.

Who We Serve: Preschool children between the ages of 3 years and 5 years old. Families who meet eligibility and need requirements for State Preschool and Head Start programs.

Hours of operation Monday–Friday, 7:30 AM–4:00 PM. For further information, call us at (510)-723-6684.

Disabled Student Programs and Services

(this catalog is available in alternate format. contact the disabled student resource center, building 2400 or call (510) 723-6725.)

Disabled Student Resource Center

The Disabled Student Resource Center (DSRC) offers support services for students with disabilities. Any student with a verified physical, communication, psychological, or learning disability is eligible for services. Support services include direct services, programs, and campus and community referrals.

Counselors are available in the Center to assist students with academic and vocational goals. Counselors are also available for personal counseling and community referrals. Direct services include assistance with academic planning, registration, new student orientation, mobility, interpreters, reader services, and alternative testing. Available for student use are braille writers, closed circuit TVs for visually impaired, TDDs and Phonic Ears for hearing impaired, and an extensive High Tech Center with adapted computer equipment.

Students are encouraged to participate in the Able-Disabled Club. The Club sponsors activities for both disabled and non-disabled members at Chabot College.

The DSRC is located in Building 2400. The telephone number is (510) 723-6725 or TDD (510) 723-7199.

High-Tech Center

Computers with state-of-the-art adaptive hardware and software make up the High-Tech Center. Programs include screen readers, screen magnifiers, voice recognition software for students who cannot use a keyboard, and a program to assist students in reading textbooks by use of a scanner. The Center also provides other programs to help students learn keyboarding and word processing, as well as software assigned by other instructors.

Learning Skills Center

The Learning Skills program is designed to assess students to determine if there is a Learning Disability and to provide instruction to prepare students academically for college courses. The program includes the initial assessment of English 116, English 117–Reading, English 118A and 118B–Reading and Writing; English 119–Computing Skills/Problem Solving/Math; and English 120, 121 which are support classes for academic English and Math courses.

Adaptive Physical Education

DSPS offers students an opportunity to design their own individualized physical education program with an instructor. Activities range from weight training and flexibility exercise to swimming and self-defense. Chabot provides a fully equipped Adaptive Physical Education gym, where students can work out on treadmills, pulleys, weights, walkers, and exercise bikes.

Adapted Physical Education courses are available for students at Chabot College with physical disabilities. Students with disabilities seeking additional information should contact the Disabled Student Resource Center, (510) 723-6725.

Vocational Rehabilitation Services

Students who have a verified physical, communication, psychological, or learning disability that impacts them vocationally may be eligible for services from the State Department of Rehabilitation. These services may include vocational counseling, training, and job placement.

Appointments may be made with a counselor by contacting the State Department of Rehabilitation, 1253 A Street, Hayward, California 94541; telephone number: (510) 881-2404. Additional information may be obtained by contacting counselors in the Disabled Student Resource Center.

EOPS/CARE

EOPS is a student academic support program for educationally and economically disadvantaged students, funded by the State of California and the Chabot/Las Positas Community College District. The program is designed to provide educational opportunity for students with academic potential who historically would have not attended college.

Specifically, EOPS provides **eligible** students with academic support services such as personal and career counseling, academic advising, transfer assistance, priority registration, university application fee waivers, financial aid application assistance, EOPS grants, and cultural awareness and enrichment activities.

To be eligible for EOPS sponsorship a student must meet all of the following criteria:

- Must meet California Residency Requirement;
- Must qualify for a Board of Governors Waiver (BOGW A or B);
- Must be enrolled full-time (12 units or more);
- Must not have completed more than 45 degree applicable units or more than six consecutive semesters of college;
- Must be determined to be educationally disadvantaged.

CARE (Cooperative Agencies Resources for Education) is a unique educational program which represents a cooperative effort between Chabot/Las Positas Community College District, the Alameda County Social Services Agency, and community agencies designed to assist single parents achieve their educational goals and work towards achieving financial independence. Support services include: personal and career counseling, academic advising, transfer assistance, CARE grants and meal tickets, peer support, and campus and community referrals.

To be eligible for CARE, students must meet all of the following criteria:

- Must meet the eligibility criteria for EOPS sponsorship (listed above);
- Must be currently receiving Temporary Assistance for Needy Families (TANF);
- Must have one child under the age of 14.

For further information about EOPS and/or CARE, visit the EOPS/CARE/CalWORKs reception desk, second floor kiosk, Building 700, or call (510) 723-6909.

Hayward Promise Neighborhood

Hayward Promise Neighborhood (HPN) is a unique and exciting collaboration of local educators, government agencies, businesses, non-profit organizations, and community residents working together to provide a comprehensive system of support throughout the cradle to college to career pipeline.

As a place-based initiative, the HPN targets the specific neighborhood bounded by Jackson Street, Harder Road, and Whitman Street in South Hayward. This neighborhood faces numerous challenges, including poverty crime, low academic achievement, and poor health.

To learn more and see if you are eligible to participate in the HPN programs that are currently in place at Chabot College, visit the Chabot HPN Department on the second floor of Building 700 or contact the HPN Grant Coordinator at (510) 723-2930. For more information regarding the HPN Grant Collaboration, visit the HPN website: *www.haywardpromise.org*.

Health Services

Student Health Center

All students are eligible for unlimited visits to the Student Health Center located in Building 100, Room 120. Services at low or no cost include assessment, evaluation, and treatment for minor illnesses and injuries, physical examinations, over-the-counter medications, immunizations, reproductive health services, non-urgent emergency care, early illness intervention, physician referrals, and health education and advisement. The Center is open five days a week with limited evening hours. Telephone (510) 723-7625.

Dental Hygiene Clinic

All students are eligible to receive low cost dental hygiene services at half price in the Dental Hygiene Clinic—Building 2200, Room 2203. Dental hygiene services include oral health screenings, blood pressure checks, cleanings, nonsurgical periodontal therapy, exams, x-rays, and sealants. Dental referrals are provided for any dental treatment needed. The clinic is open Fall and Spring

semesters. Appointments can be made by calling (510) 723-6900.

International Student Program

The International Student Program at Chabot College encourages students from other countries to enroll. The international program includes provision of services to international students who hold student visas by assisting them with meeting the mandates for the Student Success and Support Program (SSSP): admissions, assessment, orientation, counseling, and student follow-up. Events on campus are also coordinated to promote global awareness. Through the college's International Student Club, members plan academic and social events that help international students make friends, learn about other cultures, and explore bay area activities and attractions. Please call (510) 723-6715 or visit *www.chabotcollege.edu/international* for more information.

Intercollegiate Athletics

Chabot College competes under the regulations of the California Community College Athletic Association and is a member of the Coast Conference for all sports, except for Football, which competes in the Northern California Football Association.. Intercollegiate sports offered are Men's Baseball, Men's & Women's Basketball, Men's Football, Men's Golf, Men's & Women's Soccer, Women's Softball, Men's & Women's Tennis, Men's & Women's Track & Field, Women's Volleyball, Men's Wrestling and Men's & Women's Swimming.

All students meeting eligibility requirements may try out for the appropriate athletic teams. For further information, contact the Division of Health, Kinesiology and Athletics at (510) 723-7203.

Athletic Eligibility

In order to be eligible for competition, student athletes must successfully pass a physical health screening, maintain a cumulative 2.0 grade point average in all units attempted, and be actively enrolled in 12 units or more during their season of competition. Before competing in a sport for a second season, athletes must earn 24 units. Transfer athletes with prior competition at another community college must earn 12 units in residency at Chabot College in order to become eligible for competition. Only 8 units may be earned in the Summer term to satisfy the Transfer Residency requirement.

An athlete may compete for a maximum of two seasons in the same sport. Athletes must adhere to a Code of Conduct which is based upon honor, honesty, fairness, integrity, and loyalty. Athlete who violate the Code of Conduct for student athletes may lose their eligibility status. For further information contact the Division of Health, Kinesiology and Athletics (510) 723-7203.

Athletic Facilities

A 5,000 seat lighted football field and 400 meter all-weather track stadium is located in the northwest section of the campus. Other athletic facilities include an Olympic swimming pool, baseball and softball stadiums, a 1,500 seat gymnasium, a matted wrestling room, soccer field, tennis facility and strength training facilities. Baseball, Softball, and Soccer fields are all natural grass turf. The Football field in the stadium is all-weather Field Turf®.

Learning Communities

CIN (Change It Now!)

CIN is a rigorous, academic, leadership program designed to empower students interested in social change, who would also like to transfer to four-year colleges and universities. Within their designated courses, students may have the opportunity to self-select various community issues to explore such as: education, health care, budget cuts, environmental issues, poverty, violence and any other issues that they find relevant to their lives. CIN students build strong relationships with each other and develop skills to become leaders in their communities. For more information go to http://www.chabotcollege.edu/CIN/.

Daraja Project

The Daraja Project is a set of steps, stepping stones or a stairway to success in college. More specifically, it is a year-long, accelerated writing, mentoring and counseling program which focuses on African-American authors and issues. It is designed for students who plan to transfer to 4-year colleges and universities. The program is open to all students who meet the qualifications for enrollment.

- Individual and group tutoring by appointment
- Study groups by course
- Conversation groups for world language and ESL courses
- Drop-in tutoring by subject, including the Math Lab and the WRAC (Writing and Reading Across the Curriculum) Center
- The ESL Language Center Lab
- The Communication Studies Lab
- Learning Assistants – tutors who work in classrooms as requested by instructors

For current locations and hours of service please visit us at www.chabotcollege.edu/LearningConnection.

PACE Pathway

The PACE Pathway, a Degree and Transfer Program for working adults, is a Learning Community designed to help working adults pursue an AA degree and transfer to CSU. PACE is designed to meet the needs of students who work 9am–5pm jobs and so require convenient evening, Saturday, and online courses. The PACE Program fulfills both AA degree requirements at Chabot and CSU General Education transfer requirements.

PACE is a "college within a college" which helps build a sense of community among students and instructors. Students take all their General Education classes together. PACE offers students support, flexibility, and networking opportunities, as well as specialized services from an academic counselor.

PACE offers clear pathways toward certain academic goals, and is an excellent destination for students starting or returning to college, and who wish to pursue careers in Social Science (Psychology, Sociology, etc.), Education, Hospitality/Recreation, or Business. Most PACE students earn an AA degree and then transfer to complete their Bachelor of Arts degree. Our primary transfer destination is CSU East Bay's PACE Program, which offers majors in Human Developmet, Liberal Studies, Hospitality, Recreation and Tourism, and a Business Minor/option. Other Bay Area transfer colleges include, among others, Holy Names University and St. Mary's.

Puente Project

Puente is an academic, counseling and mentoring program supporting students to build the skills necessary for success in personal, academic and career goals while at Chabot College. Students in Puente work closely with their counselor, English instructor, and Mentor to prepare for transfer to four-year colleges and universities. Puente is open to all students who are:

- Planning to transfer to a four-year college or university.
- Interested in developing critical reading and writing skills within Latino themes.
- Interested in returning to the community as leaders and mentors.

Health And Accident Insurance

Students are responsible for providing their own health and accident insurance. For those students who do not have such coverage, health, accident, and dental policies may be purchased through the office of the Associated Students, upstairs in Building 2300. The College carries accident insurance.

On-Line Services/Welcome Center

The On-Line Services/Welcome Center, located in Building 700, Room 710, provides students on-line access to CLASS-Web which enables them to retrieve information regarding grades, enrollment, academic history, admission applications, assessment and registration. In addition, students can also access information for career exploration, financial aid, and transfer to colleges and universities.

Veterans Educational Assistance

The Veterans Services Office at Chabot College is designed to assist veterans and their dependents in reaching their educational goals. The Veterans Services Office is your liaison to the Department of Veterans Affairs to help you process the necessary educational benefits claims. Once a veteran or veteran's dependant receives their educational benefits at Chabot College, they are required to comply with all application regulations, policies and procedures at the College.

Eligibility for Veterans Educational Benefits

Chabot College is approved to offer instruction to service persons, reservists, and other eligible persons under Title 38, U.S. Code and Department of Veterans Affairs regulations. Educational benefits eligibility is determined by the appropriate federal or state agency, not by Chabot College. The basic categories of educational assistance programs are:

- The Montgomery G.I. Bill (Chapter 30)
- Vocational Rehabilitation Program (Chapter 31)
- Post 9/11 GI Bill (Chapter 33)
- Dependents' Educational Assistance (Chapter 35)
- Reservists Montgomery GI Bill (Chapter 1606)
- Reserve Educational Assistance Program (Chapter 1607)

Educational Benefits Application Process

The following procedures must be completed in a timely manner in order for the Veterans Services Office to properly process education benefits for submission to VA. Failure to submit the necessary documents may cause a delay in receiving education benefits.

1. Submit application for admission to Chabot College online via www.chabotcollege.edu.
2. Submit application for VA Educational benefits online via www.gibill.va.gov.
3. Submit DD-214, Notice of Basic Eligibility (NOBE), or military orders.
4. Submit all official transcripts from colleges/universities attended and military transcripts to the Office of

Admissions and Records.
5. Take Math and English Assessment, if applicable.
6. Complete college orientation: www.chabotcollege.edu/Counseling/Orientation.
7. Choose a Major. Schedule an appointment with a counselor to complete a ***Veterans Education Plan***.
8. Register for courses online through CLASS-Web.
9. Complete ***Veteran's Enrollment Certification Request*** form.

We encourage veterans and veteran dependents attending Chabot College to contact the Veterans Services Office in person, by phone, or by email with questions pertaining to education benefit assistance.

For more information, contact the Chabot College Veterans Services Office, (510) 723-6910 or email cc-veterans@chabotcollege.edu, located Building 700, Room 703D.

Course Restriction for Certification

According to VA regulations, only courses that satisfy requirements outlined by a veterans education plan can be certified and reported for VA purposes. Only courses that meet requirements (including prerequisites) for the major and degree objective as indicated on the veterans education plan will be certified for payment. Every student receiving veterans education benefits at Chabot College will be required to have a veterans education plan for current program of study.

Education Planning

Since many universities and colleges do not accept credit that other schools have granted for military service, students who desire to transfer military credit should consult the policy of the university or college to which they intend to transfer.

Enrollment Certification

It is the student's responsibility to request enrollment certification every term. Certification is not an automatic process. All enrollment changes such as Add/Drop or Withdraws, etc. must be reported to the Chabot Veterans Services Office immediately. The Chabot Veterans Office will review enrollment to ensure it meets the requirements set forth by the VA. However, it is the student's responsibility to report any changes in enrollment. All veterans and dependents are required to submit a ***Veteran Enrollment Certification Request*** form to the Chabot Veterans Services Office each term to receive VA education benefits.

Priority Registration

In order to be assigned priority registration, veterans, reservists, and active duty members must complete college orientation, Math/English assessment, student education plan, and provide a copy of their DD-214, NOBE or military orders to the Veterans Services Office.

DD-214 Credit

Qualified veterans will receive 3 units of elective credit towards the Associate Degree. Contact the Counseling Division for more information.

Military Withdrawal

If a student is called to active military duty at any time during the term, he or she is entitled to military withdrawal (MW). A student who must withdraw for military purpose shall be refunded 100% fees paid, regardless of the date of withdrawal. In this case, requests for refunds made after the end of the semester will be honored. Service men and women must provide copies of their military orders and a statement requesting military withdrawal to the Director of Admissions and Record for approval.

Minimum GPA Requirements

The Veterans Administration (VA) requires students on educational benefits maintain satisfactory progress. If the student on VA benefits falls below 2.0 GPA over two semesters, this is reported to the VA as unsatisfactory progress and benefits are suspended. To reinstate your benefits, you must complete one semester with a 2.0 or higher GPA. Chabot College is required by law to have and to enforce standards of progress and conduct in order for their programs to be approved for VA benefits.

Women's Studies

The Women's Studies Project has been offering classes since Fall 1995. Particular sections of regular courses offered at Chabot—English, History, General Studies, Psychology-Counseling, and Health Science—are included. TWSP courses focus on women's issues in the context of a general education curriculum, and are open to all qualified students who are interested in this focus.

TRAINING AND DEVELOPMENT SOLUTIONS

Workforce preparation and economic development experts agree: the continued vitality of the East Bay economy depends largely on the ability of its workforce preparation systems to respond to the region's growing employers. Training and Development Solutions, the contract training division of the Chabot-Las Positas Community College District, is an integral part of our region's workforce preparation system. The part of the system that will work directly with you on the recruitment, development and retention of your most valuable asset: your human capital.

With access to the highest quality resources necessary, TDS is uniquely positioned to assess the performance of your operations, identify opportunities for performance improvement, and deliver both training and non-training solutions. TDS was specifically designed to be responsive to employers, aid them in reaching defined business and work force performance goals through the delivery of flexible, customized, industry-focused, performance-based business and training solutions.

Contact TDS directly at (925) 485-5239.

COMMUNITY EDUCATION AND SERVICES

The Community Education Program supplements the Chabot College regular instructional program by offering community members short-term, inexpensive courses in topics of general interest. For the most part, Community Education courses are not part of the regular Chabot College curriculum and as such do not generate a Chabot College Transcript. Fees are modest and cover only the direct cost of each course. Enrollment is easy—there is no college application form or transcript of record required. Classes start continuously during the term. Some courses meet on campus and others are conducted over the Internet. All classes are taught by certified college faculty or by community members who are experts in their field. Courses are in a variety of areas including computer instruction, financial planning and investing, fitness and health, and recreation. The Community Education Office is located in Building 700 South, Room 727K. Office hours are: M-F, 9 AM-5:30 PM. The phone number is (510) 723-6665 or 723-7531. Email: chabotcomed@chabotcollege.edu. Please visit our website at www.chabotcollege.edu/comed for a schedule of classes or contact our office for more information.

SCHOLASTIC STANDARDS OF CHABOT COLLEGE

The academic standards policy of Chabot College is established to assist students in making appropriate educational plans. There are two indices to academic standards: Academic Status and Academic Progress. Academic Progress is an evaluation of the student's successful completion of units. The College will advise students of their grade point average and progress in order that they may make sound self-appraisal of their college work.

GRADES

Grades are a means of communicating student achievement within courses of instruction. The suggested meaning of college grades is as follows:

"A" — The student has been *consistently superior* in all phases of the course and has shown initiative, imagination, and self-direction well beyond that required by the instructor.

"B" — The student has satisfied the course objectives with fairly consistent performance typically above average and demonstrates considerable mastery of the course materials.

"C" — The student has completed most of the course objectives and requirements in a satisfactory manner as to quantity and quality of performance, including attendance and participation.

"D" — The student has barely met the course objectives and success in advanced work is doubtful.

"F" — The student has failed to accomplish the minimum requirements of the course and has not met the course objectives to any significant degree.

"P" — The student has *completed* the course with "C" or better work.

"NP" — The student has completed the course but without credit. The student has either not taken the examination or has fallen below the grade of "C."

"I" — The student has not completed the course, has not taken the final examination, and has made an agreement with the instructor to complete the requirements.*

*"I" (incomplete) grades represent an instructor-student agreement that the student may complete the course work by the end of the following term or semester and receive an appropriate letter grade. If the student does not complete the course work before this deadline, the right of the student to make up the work is forfeited. The "I" will be replaced with the alternate letter grade assigned by the instructor at the time the incomplete was assigned. Consequently the revised GPA will be calculated.

Academic Grade Point Average

The Academic Grade Point Average is an index of the quality of a student's work.

Grades earned in non-degree-applicable courses (numbered 100–299) will not be used when calculating a student's degree applicable grade point average. No courses below the English 1A requirement are degree applicable.

To enable the calculation of grade point average, eligibility for honors and recognition, and other scholastic status, letter grades are converted to numerical form using the following grade point equivalents:

Grade	*Meaning*	*Grade Value*
A	Excellent	4 grade points per unit
B	Above Average	3 grade points per unit
C	Average	2 grade points per unit
D	Barely Passing	1 grade point per unit
F	Failure	0 grade points—units attempted with no units earned. May negatively affect Progress.
P	Pass	0 grade points—units earned with no units attempted.
NP	No Pass	0 grade points—no units earned and no units attempted. May negatively affect Progress.
I	Incomplete	0 grade points—no units earned and no units attempted. May negatively affect Progress.

The grade point average (GPA) is calculated by dividing total grade points by total units attempted:

$$\text{GPA} = \frac{\text{Total Grade Points}}{\text{Total Units Attempted}}$$

Example:

History 1	3 units x 3 grade points (B) = 9 grade points	
Math I	5 units x 2 grade points (C) = 10 grade points	
P.E. 1	½ unit x 4 grade points (A) = 2 grade points	
TOTAL:	8½ units	21 Total Grade Points

$$\text{GPA} = \frac{21}{8.5 = 2.47 \text{ or C}}$$

Scholastic Honors

Students who graduate with "Highest Honors" (GPA of 3.50 or better) and those who graduate with "Honors" (GPA of 3.25 or better) are recognized at graduation.

Students who complete at least 6 units of work each semester with grades of A, B, C, D, or F yielding a semester grade point average of 3.5 or better are recognized for academic distinction by placement on the Academic Honors List and by a notation on the semester grade report and transcript.

Academic achievement is further recognized by both the Sigma Rho Chapter (Chabot College) of Alpha Gamma Sigma, the California Community College Honor Scholarship Society. Individual programs and divisions may also recognize their graduates at commencement or special ceremonies. Membership eligibility and other information is available from the Office of Student Life in Building 2300, Chabot College.

Academic Probation and Dismissal

A student who has attempted at least 12 semester units of college courses (not including W's) and has a cumulative grade point average of less than 2.0 will be placed on Academic Probation level I.

A student on Academic Probation I who does not raise his/her cumulative grade point average to a 2.0 or higher in the following semester will be placed on Academic Probation level II. Please note that Veterans lose their certification for Veterans benefits after two semesters of academic probation. Please refer to the colleges' Office of Veterans Affairs Academic Standards of Progress for further information.

A student on Academic Probation II who does not raise his/her cumulative grade point average to a 2.0 or higher in the following semester of attendance will be dismissed. The first time a student is dismissed he or she may apply for readmission after one semester (summer session not included) of non-attendance. In the case of a second dismissal, the student may apply for readmission after 5 years of non-attendance. Summer session does not count as a semester in determining academic status.

Removal of Poor Academic Status

Once a student on academic probation raises his or her overall (cumulative) grade point average to a 2.0 (C), or higher, he/she will be taken off of Academic Probation status and will become a "student in Good Standing."

Progress Probation and Dismissal

Progress Probation is determined by the percentage of cumulative units with grades of W, NP, or I (Poor Progress Grades). A student who has attempted 12 semester units of college course work will be placed on Progress Probation level I if 50% or more of the cumulative units attempted resulted in Poor Progress grades.

A student on Progress Probation I who does not reduce his/her percentage of cumulative poor progress units to below 50% will be placed on Progress Probation II.

If a student on Progress Probation II continues to have 50% or more of his/her cumulative units made up of Poor Progress grades in the following semester, he/she will be-dismissed. The first time a student is dismissed he or she may apply for readmission after one semester (summer session not included) of non-attendance. In the case of a second dismissal, the student may apply for readmission after 5 years of non-attendance. Summer session does not count as a semester in determining progress status.

Removal of Poor Progress Status

In order to reverse poor progress status and become a student in good standing a student must reduce the cumulative units of W, NP or I grades to less than 50% of his/her total units attempted. Summer session does not count as a semester in determining progress status.

Appeal Process

Under extenuating circumstances beyond the student's control or ability to foresee, exceptions to these policies may be granted by the Director of Admissions and Records.

Students should see a counselor to discuss their progress or academic status and for details associated with the academic standards policy.

Grade Change Deadline Period

Awarding grades to students is the responsibility of the instructor of the course in which the student is registered. The determination of the student's grade by the instructor shall be final in the absence of mistake, fraud, bad faith, or incompetence.

When a student believes that an error has been made in the assignment of a grade, he or she should discuss the problem with the instructor. To correct an erroneous grade, a special "Request for Grade Change" form must be completed by the instructor and submitted to the division Dean who will forward the form to the Vice President of Academic Services. Final authorization to change the grade shall be granted by the President of the College or designee.

Requests for a grade change must be made during the semester immediately following the semester or session for which the grade was assigned. Responsibility for monitoring personal academic records rests with the student.

Grade changes will not be made after the established deadline except in cases with extenuating circumstances. These are acute medical, family or other personal problems which rendered the student unable to meet the deadline. Requests for a grade change under this exception shall be made to the Vice President of Academic Services or designee who may, upon verification of the circumstance(s), authorize the initiation of a grade change. The student must present evidence of the extenuating circumstance(s).

Pass/No Pass Grades*

(Unit Limitations May Exist at Transfer Institutions)

In accordance with the Education Code and Title 5, §55022, Chabot College has established a grading policy which adds the "P" (pass) and "NP" (no pass) grades to the standard letter grades (A,B,C,D,F) used in colleges and universities. Courses in which a "P" (pass) grade is earned will apply toward the 60 units required for graduation, but will not affect the student's grade point average. A maximum of 12 units of "P" (pass) may be attempted and applied toward the Associate in Arts or Associate in Science Degree. (Additional units may be applied provided the student secures prior approval of the division Dean of Counseling. A course in which a "NP" (no pass) grade is earned will not apply toward graduation and will not affect the student's grade point average. An excess number of "NP" (no pass) grades will affect the student's academic progress ratio, resulting in a low figure.

Offering courses for pass/no pass grades provides the student with the opportunity to explore areas outside his/her current interest field without undue concern for his or her grade point average. This policy allows the student to take coursework outside his or her major without the fear of a substandard grade, namely a "D" or "F." Students are expected to complete the course and comply with College attendance requirements and other expectancies of the course. Should they fail to do so, their enrollment in the class may be terminated and the work may be graded on the basis of a standard letter grade.

Chabot College offers:

1. Some courses solely for a pass/no pass (P or NP) grade.
2. Some courses solely for a standard letter grade.
3. Some courses in which the student may choose to complete the course for either a pass/no pass grade OR for a standard letter grade.

On or before the last day of the fifth week of the semester, the student shall inform the Admissions and Records Office, by petition, of his or her intention to complete a course for a pass/no pass grade and the instructor shall

report to the Director of Admissions and Records a final grade of "P" (pass) or "NP" (no pass) for students who so petition. The student's decision to opt for pass/no pass grade may not be reversed by either the student or the instructor at a later date.

The "P" (pass) grade will be given to indicate completion of a course with "C" or better work.

A student may repeat a course in which a grade of "D," "F" or "NP" (no pass) is earned.

Formerly "Credit/No Credit"

Administrative Symbols "IP," "RD," and "I"

Administrative Symbol "IP"—Mastery Learning Courses

The administrative symbol "IP" is established to indicate coursework "in progress." Its use is limited to mastery learning courses. It may be used only for a student who is making satisfactory progress toward the completion of a course but who has not completed all of the modules by the end of the semester or session.

The symbol "IP" is not a grade; therefore, it has no value in calculating unit credit or grade point average.

Only one symbol "IP" may be received by a student for any mastery learning module or course. The required coursework to remove the "IP" must be completed by the end of the term or session following the date the "IP" was granted. If a student is assigned an "IP" at the end of an attendance period and does not re-enroll in and complete that course during the subsequent attendance period, the appropriate faculty member will assign an evaluate symbol (grade) to be recorded on the student's permanent record.

Administrative Symbol "RD"—Report Delayed

The administrative symbol "RD" may be assigned only by the Director of Admissions and Records. It is to be used when there is a delay in reporting a grade due to extenuating circumstances. It is a temporary notation to be replaced by a permanent grade/symbol, as soon as possible. "RD" shall not be used in calculating grade point averages.

Administrative Symbol "I"—Incomplete

Incomplete academic work for unforeseeable emergency and justifiable reasons at the end of the term may result an "I" symbol being entered by the instructor on the student's permanent record. A "grade change card" with the following documentation shall be maintained by the Director of Admissions and Records.

1. The condition(s) stated by the instructor for removal of the "I."
2. The letter grade to be assigned if the work has not been completed within the designated time limit.
3. The letter grade assigned when the stipulated work has been completed.
4. The signature of the student.

The "I" shall be made up by the end of the term or semester following the date it was granted. The student may petition to extend this deadline date because of extenuating circumstances, but this will require the approval of the Vice President of Student Services, or designee, and the instructor of record.

The letter grade to be assigned if work has not been completed within the designated time shall be changed following grade change procedure.

The "I" symbol shall not be used in calculating units attempted nor for grade points.

Credit By Examination

Chabot College supports the general proposition that the full value of classroom learning experiences cannot be measured by any examination. Students who have achieved elsewhere an equivalent knowledge, understanding and experience to that required by regular college courses may receive units of credit based on successful completion of a comprehensive and searching course examination administered by the College. Standardized examination may be used in specified "licensure" programs and to determine the appropriate placement of students in a field of study. The student receiving credit must be registered at the College, in good academic standing and have paid all applicable fees and/or tuition. The courses for which credit is allowed must be listed in the Chabot College Catalog. The amount of credit to be granted cannot be greater than that listed for the course in the catalog. Credit by examination is offered under the provisions of the California Administrative Code, Title 5, §55050.

Comprehensive Examination Administered by the College

1. *Eligibility*
   Any student applying for credit by examination will be expected to have had extensive experiences which have prepared the person in the subject matter and for which the individual can provide acceptable evidence of those experiences at the time of application.
2. *Application and Administration*
   A petition for completing a course through credit by examination must be approved by the appropriate instructor, division dean, and the Vice President of Academic Services. Applicable fees and/or tuition must be paid at the Admissions and Records Office. Arrangements for completing the examination and the actual administration will be made

between the student and the instructor after the petition is approved. The examination itself may take any appropriate form such as written, oral, demonstration or a combination of methods.

3. *Awarding of Credit*
   Upon completion of the examination, the administering instructor will verify the course and number of units to be received and will assign an appropriate grade. Where the student does not achieve a grade of "C" or better, he or she will be expected to complete the course in the usual manner.
4. The Director of Admissions and Records, or designee, will annotate the student's transcript to indicate that the credit was granted for the course in question by examination. This credit by examination coursework may not be counted as part of the 12-unit residency requirement necessary for graduation from Chabot College.
5. *Limitations*
   Credit cannot be given for a course which is comparable to a course already credited on the students secondary school transcript although an examination in such a course may be given to determine the level of achievement and the appropriate placement of the student in the field of study. The amount of credit which may be earned and counted toward graduation at Chabot College is limited to 10 semester units. Under certain circumstances, advanced placement credit may be awarded to a diploma graduate in nursing which may include up to 30 semester units (one year) of academic credit.

Academic Renewal

Academic Renewal, in accordance with Title 5, §55046, is a process that permits the alleviation of substandard (D's, F's) academic coursework not reflective of the student's current scholastic ability. The grades alleviated by this process will be disregarded in the computation of the student's grade point average. Only courses taken at the Chabot-Las Positas Community College District will apply. Work completed at other institutions may be considered for graduation eligibility only.

For students to be eligible for academic renewal they must be currently enrolled at Chabot and/or Las Positas College, and a period of at least two (2) years must have elapsed since completion of the coursework to be disregarded. The student may petition the Director of Admissions and Records at Chabot College or the Dean of Enrollment Services at Las Positas College for academic renewal upon completion of the following:

1. a minimum of 12 units taken consecutively at Chabot and/or Las Positas with a grade point average of 2.5 or better,
   or
2. a minimum of 20 units taken consecutively at Chabot and/or Las Positas with a minimum grade point average of 2.0.

The coursework to be disregarded cannot include courses previously used to meet Associate degree or Certificate requirements or to establish eligibility to transfer.

Upon approval, the student's permanent record shall be annotated in such a manner that all courses disregarded shall remain legible on the transcript, indicating a true and accurate history of the student's record.

Students may petition for academic renewal only once. Once the academic renewal process has been completed, it cannot be reversed. A maximum of 24 units of work may be renewed.

Academic renewal at Chabot and Las Positas College does not guarantee that other colleges will accept this action. Acceptance of academic renewal is at the discretion of the receiving institution.

Program Requirement Waiver and/or Substitutions

Students who have course work from other institutions or knowledge gained elsewhere which is equivalent to Chabot College course(s) may request course substitutions for degree or certificate requirements. Student may obtain course substitution or Waiver request forms and procedural information from a counselor.

Examinations

Students are expected to take mid-term and final examinations in each course for which they are enrolled. Additional examinations may be scheduled by instructors at their discretion. Unless students have made prior arrangements with the instructor, the instructor is under no obligation to help a student make up an examination he or she has missed.

Instructors may notify students of unsatisfactory work at any time during the semester. Such notices are given to the student in person or mailed to the student at his/her home address. Excessive absences, academic deficiency, and failure to submit assignments constitute reasons for notices of unsatisfactory work.

A student who receives such notices, or any student who experiences difficulty with academic achievement, is encouraged to consult with his/her instructor and counselor for assistance in planning a student educational plan.

Capability to Profit from Instruction

Under the provisions of the California State Education Code and Governing Board Policy of this District, a student's capability to profit from the instruction offered shall be determined by evidence of the individual's:

1. capability to meet the demands of college instruction at Chabot College;

2. capability to master and proceed beyond the minimum basic skill levels required for success in college education;
3. capability to show substantial progress in cognitive and affective learning in college courses:
4. capability to show progress toward independent learning.

By this rule, the College shall determine whether a person is or is not capable of profiting from college instruction. The determination of capability to profit is a matter of composite professional judgment based upon available evidence.

Additional information may be obtained from the Office of the Vice President of Student Services, Chabot College.

Impounding Student Records

Whenever a student is delinquent through failure to comply with College rules and regulations, to pay debts, or to return property owned by the College, that student's records may be impounded. A student whose records are impounded shall not be allowed (1) to register for subsequent terms of instruction; (2) to receive transcripts of work completed; or (3) to receive other services of the College which relate to his/her records. When the student has cleared his/her obligation with the College, the impoundment of his/her records shall be removed.

Attendance Requirements

It is assumed that each student will consider attendance an absolute requirement. It is the student's responsibility to attend every class the scheduled length of time. Excessive absences, tardiness, and leaving class early may be taken into consideration by instructors in assigning grades or dropping the student from the course.

Reporting Absence

Absences should be cleared directly with instructors. (Note: The size of the College prevents telephone messages being given to instructors.)

Excessive Absence

A student absent for a total of four consecutive or six cumulative instructional hours and/or two consecutive weeks of instruction may be dropped from that class by the instructor. This action constitutes an official termination of class enrollment and will be recorded.

Use Of Tape Recorders or Other Recording Devices

Students are not permitted to make recordings in class or in any campus meetings without the express approval of the instructors involved. Exceptions shall be made for physically limited students who have a permit issued by the Disabled Student Resource Center. The permit is evidence of the physical need of the student to use a tape recorder and of the student's agreement to not use or allow to be used the content of the tape for any purpose(s) other than course related study.

Americans with Disabilities Act (ADA)

In accordance with Section 504 of the Rehabilitation Act of 1973 and the 1990 Americans with Disabilities Act (ADA) the Chabot Las Positas Community College District prohibits discrimination against students and employees with physical or mental disabilities that substantially limit activities such as working, walking, talking, seeing, hearing, or caring for oneself. People who have a record of such an impairment and those regarded as having an impairment are also protected.

The college ensures that students with disabilities will not be unlawfully subjected to discrimination or excluded from participating in or benefiting from programs, services or activities. Students are accorded due process as outlined in specific complaint procedures developed by the College.

Students with disabilities at the College have the right to:

- access courses, programs, services, activities and facilities offered through the College;
- an equal opportunity to learn and receive reasonable accommodations, and/or auxiliary aids and services;
- be assured that all information regarding their disability is kept confidential;
- disclose their disability directly to faculty.

Students with disabilities at the College have the responsibility to:

- meet all fundamental course requirements and qualifications and maintain essential institutional standards for courses, programs, services, employment, activities and facilities;
- identify themselves to the Disabled Student Resource Center (DSRC) as an individual with a disability when an accommodation is needed and demonstrate and/or document (from an appropriate professional) how the disability limits their participation in courses, programs, services, employment, activities and facilities;
- actively work in partnership with faculty and DSRC staff to develop reasonable accommodations appropriate to their disability; and
- comply with the Academic Accommodations Procedures for requesting and utilizing DSRC services.

For information regarding filing complaints based upon discrimination on the basis of physical or mental disability, students should contact the college ADA/504 Coordinator, Vice President of Student Services, in Building 200, Room 208.

Campus Posting Policy

The posting, distributing or disseminating of printed materials that advertise, publicize or otherwise provide notice of activities, events or information are subject to the following regulations.

1. All printed materials must indicate the name of the sponsoring individual, department, or registered club or organization.
2. All printed materials written in a language other than English must be accompanied by an English translation.
3. Any printed material deemed to be slanderous, libelous, grossly obscene, offensive or pornographic will not be accepted for positing.
4. The Office of Student Life supervises and authorizes all campus publicity including posting of flyers and banners and distributing hand-outs or products.
5. Except as specified in these guidelines, no printed material may be placed on or against, attached to, or written on any structure or natural feature of the campus, such as, but not limited to doors, windows, building walls, walkways, roads, posts, fences, waste receptacles, trees, plants or shelters.
6. No printed materials may be left unattended on campus grounds or inside campus buildings without prior permission of the Office of Student Life or the Dean responsible for the specific building.
7. Publicity may not be affixed or inserted into campus lawns or grounds.
8. Publicity may not be affixed to or left on cars in Chabot College parking lots.
9. The use of the Chabot College name or logo is limited to authorized or official publicity. It may only be used by a registered student club with approval of the Director of Student Life.

Posting Areas

At Chabot College, the Office of Student Life is responsible for posting of all materials on campus, in designated locations. This service is offered at no charge to all college departments, clubs and organizations, and for a minimal fee to non-affiliated and off-campus organizations. Academic and administrative department bulletin boards (usually located in specific department buildings) are maintained by each department. Permission for posting at these locations must be obtained individually from each area Dean.

Flyers are posted on Tuesdays and Fridays during the regular school year, for up to two weeks. Due to space limitations, flyers must not exceed 8½"x14" in size. Exceptions to this must be pre-approved and are subject to space availability. Posting for summer and holidays may vary. All items to be posted must be received by 5 p.m. on the day prior to the posting day desired, at the Office of Student Life, Building 2300, Room 2355. Approved posters will be stamped and posted. Any displayed posting not in the designated areas or not displaying the approved posting stamp, will be removed immediately. Repeat offenders found to be posting illegally will lose future rights to have materials posted at Chabot College. There is a limit of 25 flyers to be posted for any one event or program.

Special Posting for Housing Availability, Employment Opportunities, Community Service/Volunteer Opportunities and Car Pooling/Transportation can be done at no cost through the Office of Student Life. Enclosed glass cases for each area are updated regularly. Preprinted forms for each specific area can be completed in Room 2355.

Declaration of Non-Discrimination

Chabot College desires to maintain an academic and work environment which protects the dignity and promotes the mutual respect of all employees and students. Sexual harassment of employees or students will not be condoned. In general, deliberate verbal comments, gestures or physical contact of a sexual nature that are unsolicited and unwelcomed will be considered harassment (Title VII of the Civil Rights Act of 1964). Inquiries concerning the application of these policies to programs and activities of Chabot College may be referred to the following officers assigned the administrative responsibility of reviewing such matters:

Employee Concerns:
Wyman Fong
Director of Human Resources
(925) 485-5235

Student Discrimination Concerns:
Dean of Counseling
Building 700, Room 755
(510) 723-6717

Inquiries may also be addressed to: San Francisco Office of Civil Rights, U.S. Department of Education, 50 Beale Street, Suite 7200, San Francisco, CA 94105, (415) 486-5555.

Declaración De No Discriminación

Chabot y Las Positas colleges, de acuerdo con las leyes civiles, declara que no discrimina hacia ninguna persona a base de su raza, color, nacionalidad, ascendencia, religión, creencia, sexo, edad o incapacidad, en sus programas y políticas de empleo y educación. El conocimiento limitado del idioma no limita acceso a programas y servicios ocupacionales. Cualquier pregunta sobre la aplicación de esta declaración puede dirigirse a:

Assuntos de Empleo:
Wyman Fong
Director of Human Resources
(925) 485-5235

Asuntos de Estudiantes/Asuntos de Discriminación
Vice President of Student Services
Building 700, Room 708
(510) 723-6743

Las investigaciones se pueden también tratar a: San Francisco Office of Civil Rights, U.S. Department of Education, 50 Beale Street, Suite 7200, San Francisco, CA 94105, (415) 486-5555.

Title IX Notice of Non-Discrimination for students

Chabot College does not discriminate on the basis of sex, gender, or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of sex in all education programs and activities operated by the college (both on and off campus). Title IX protects all people regardless of their gender or gender identity from sex discrimination, which includes sexual harassment and violence. Sexual Discrimination means an adverse act of sexual discrimination (including sexual harassment and sexual violence) that is perpetrated against an individual on a basis prohibited by Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq., and its implementing regulations, 34 C.F.R. Part 106 (Title IX); California Education Code §66250 et seq., and/or California Government Code §11135.

Student Conduct and Due Process Policy

The Chabot-Las Positas Community College District encourages all students to pursue academic studies and other college-sponsored activities. In pursuit of these goals, the student should be free of unfair or improper action from any member of the academic community. The District accords every student the right or protection. Students, however, are responsible for complying with college and district regulations and for meeting the appropriate college requirements. The Colleges have an obligation to maintain conditions under which the work of the colleges can go forward freely, in accordance with the highest standards of quality, institutional integrity and freedom of expression. In joining the academic community, the student enjoys the right of freedom to learn and shares responsibility in exercising that freedom. A student is expected to conduct himself or herself in accordance with standards of the college.

When a student is charged with misconduct such charge shall be processed in accordance with the district policy and procedure in order to protect the student's rights and the colleges interest. Disciplinary action may be imposed on a student for violation of law, district and college policy and regulations, the Education Code and the Administrative Code. Provisions related to disciplinary action shall be published and available to students, faculty and management staff. Student conduct may result in disciplinary action by the college and/or criminal prosecution. It is the policy of the district not to impose student discipline for acts occurring away from the college and not connected with college activities, unless the student's conduct affects the functions of the college.

A. Expulsion, Suspension and Probation of Students
A college student may be expelled, suspended, placed on probation or given a lesser sanction for good cause and in accordance with procedures consistent with due process. Good cause includes, but is not limited to, one or more of the following behaviors which must be related to college activity or attendance:
1. Cheating or plagiarism in connection with a college academic program.
2. Forgery, alteration or misuse of college documents, records, or identification or knowingly furnished false information to a college representative in connection with the performance of official duties.
3. Misrepresentation of oneself or of an organization as an agent of the college/district.
4. Obstruction or disruption, on or off campus property, of the college educational process, administrative process, or other college or district function or operation.
5. Physical abuse on or off college property of the person or property of any member of the college community or of members of his or her family or the threat of such physical abuse.
6. Theft of, or non-accidental damage to, college property, or property in the possession of; or owned by, a member of the college community.
7. Unauthorized entry into, unauthorized use of, or misuse of college property.
8. On college property, the sale or knowing possession of dangerous drugs, restricted dangerous drugs, or narcotics as those terms are used in California statutes.
9. Knowing possession or use of explosives, dangerous chemicals or deadly weapons on college property or at a college function.
10. Engaging in lewd, indecent, or obscene behavior on college property or at a college function.

11. Abusive behavior directed toward, or hazing of, a member of the college community.
12. Violation of any order of the District Chancellor, College President or designee or notice of which had been given prior to such violation and during the academic term in which the violation occurs. This includes notice by publication in the college newspaper, or by posting on an official bulletin board designated for this purpose, and which order is not inconsistent with any of the other provisions of this section.
13. Soliciting or assisting another to do any act which would subject a student to expulsion, suspension, probation, or other sanction pursuant to this article.
14. Harassment, including sexual harassment, in violation of state or federal law.
15. Discrimination based on race, color, religion, gender, national origin, ancestry, age, marital status, disability, sexual orientation, and/or Vietnam era or special disabled veteran status.
16. Commission of a computer-related crime.
17. Use of any electronic listening or recording device in any classroom without the prior consent of the instructor, except as necessary to provide reasonable auxiliary aids and academic accommodations to students with disabilities.
18. Persistent misconduct where other means of correction have failed to bring about proper conduct.
19. Violation of college/district parking and traffic regulations.
20. Formation of/or membership in secret organizations.
21. Violation of the district/college policy related to time, place and manner of expression.
22. Obstruction or disruption of administrations disciplinary procedures, or other college activities, including its community service activity.
23. Obstruction or disruption of teaching. Interface with the course of instruction to the detriment of other students, including but not limited to entering the classroom after the class has started and disrupting the lecture or class activities including verbal outbursts that disrupt the instructor's lesson. Failure to comply with the instruction or directives of the course instructor.
24. Disruption of classes or other academic activities in an attempt to stifle academic freedom of speech.
25. Obtaining a copy of an examination or assignment prior to its approved release by the instructor. Selling or distributing course lecture notes, handouts, examinations or other information provided by an instructor, or using them for any commercial purpose without the express permission of the instructor.
26. Unauthorized entry to or use of college facilities, including the possession or duplication of keys to any College/District premises, or unauthorized use of public address systems.
27. Unauthorized entry into a file, to use, read, or change the contents or for any other purpose. Unauthorized use of another individual's identification and password. Unauthorized use of phone or electronic devices such as radios, etc. Use of computing facilities to interfere with the work of another student, faculty member or college official. Use of computing facilities to send obscene or abusive messages. Use of computing facilities to interfere with normal operation of the college computing systems. Unauthorized use of the internet. Use of laser pointers anywhere on the college grounds that would cause a disruption of instruction or services, or create a hazard to any individual.
28. Failure to present registration/identification card when requested to do so by College Official or other authorized persons.
29. Failure to comply with directions of College Officials acting in the performance of their duties.

For purposes of this policy, the following definitions apply:

1. Member of the district/college community is defined as the Board of Trustees of the Chabot-Las Positas Community College District, academic, non-academic and administrative personnel and students of the district, and other persons while such other persons are on college property or at a college function.
2. Cheating is defined as fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials which are prohibited or inappropriate in the context of the academic assignment in question, such as:
   - copying or attempting to copy from others during an examination or on an assignment;
   - communicating test information with another person during an examination;
   - preprogramming a calculator or computer to contain answers or other unauthorized information for exams;
   - using unauthorized materials, prepared answers, written notes, or concealed information during an examination; and
   - allowing others to do an assignment or portion of an assignment, including the use of a commercial term paper service.
3. Plagiarism includes the deliberate misrepresentation of someone else's works and ideas, as one's own, as well as paraphrasing without footnoting the source.
4. District/college property includes real or personal property in the possession of, or under the control of the Board or Trustees of the Chabot-Las Positas

District and all district facilities whether operated by the district or by a district auxiliary organization.

5. Deadly weapons include any instrument or weapon of the kind commonly known as a blackjack, sling shot, billyclub, sandclub, sandbag, metal knuckles, any dirk, dagger, switchblade knife, pistol, revolver, or any other firearm, any knife having a blade longer than five inches, any razor with an unguarded blade, and any metal pipe or bar used or intended to be used as a club.
6. Behavior means conduct and expression.
7. Hazing means any method of initiation into a student organization or any pastime or amusement engaged in with regard to such an organization which causes, or is likely to cause, bodily danger, or physical or emotional harm, to any member of the college community; but the term hazing does not include customary athletic events or other similar contests or competitions.

B. The President of the college, or the Vice President of Student Services, or the official designee, may impose the following sanctions of students who violate the district/college rules and regulations.
   1. Probation: verbal or written warning.
   2. Temporary Exclusion: removal for the duration of the class period or of the activity.
   3. Suspension: exclusion from all district classes, facilities, privileges and activities for a specified period of time as set forth in the notice of suspension.
   4. Expulsion: a recommendation by the President and District Chancellor to the Board of Trustees to terminate a student's status, including exclusion from all district classes, facilities, and functions.

C. Student disciplinary action may be imposed by:
   1. The Board of Trustees who alone may expel.
   2. The President, the Vice President of Student Services or the official designee may immediately impose an interim suspension in all cases in which there is reasonable cause to believe that such an immediate suspension is required in order to protect lives or property.

      A student placed on interim suspension shall be given prompt notice of charges and the opportunity for a hearing within the ten (10) days of the imposition of interim suspension. During the period of interim suspension, the student shall not, without prior written permission of the Vice President of Student Services or designee, enter the college campus other than to attend the hearing. Violation of any condition of the interim suspension shall be grounds for expulsion.
   3. An administrator may temporarily exclude the student from college sponsored or supervised activity for the duration of the activity.
   4. An instructor may temporarily exclude the student from class for the remainder of the class period.

Procedures

All complaints of alleged misconduct made against a student by any person should be submitted to the Vice President of Student Services. These complaints must be made in writing, specifying the time, place, and nature of the alleged misconduct. All complaints must be signed. If the Vice President of Student Services determines the complaint to be capricious, the complaint may be dismissed.

The Vice President of Student Services shall conduct an investigation of the reported incident as is appropriate. The Vice President will confer with the accused student for the purposes of advising the student of the report and of the student's rights under college rules and regulations. The Vice President may also procure information relating to the report from the accused student and other persons, including an assessment of damage to property or injury to persons. Such investigations shall be treated as confidential and shall not be placed in the student's file unless a charge is upheld and a decision is rendered by the Vice President against the student.

Following investigation, the Vice President of Student Services will render a decision in writing to the student as well as the person filing the complaint against the student (if appropriate) within five (5) working days. The Vice President may find that the complaint lacks merit; or deliver a written statement to the accused student formally charging that student with misconduct. This statement will specify one of the following actions that will be taken in the case:

1. Place on record a verbal or written reprimand.
2 Place the student on probation, temporary exclusion or suspension.
3 Recommend expulsion to the District Board of Trustees via the President of the College and the District Chancellor.
4 Assign the case for further review to a formal Hearing Committee.

The student may do either of the following:

1. Accept the Vice President's decision.
2. Notify the Vice President within two (2) working days to initiate a formal hearing.

Procedures for Formal Hearing

1. The Vice President of Student Services shall transmit to the Hearing Committee the case of any student or complaint requesting a formal hearing. Procedurally, informal action becomes formal upon the Vice President or Dean convening the Hearing Committee.
2. The Hearing Committee shall be selected as follows:
   a. Two faculty members appointed by the Faculty Senate President.

b. Two students appointed by the Associated Students' President.
c. One person appointed by the President of the college who may be an instructor or a manager other than the Dean of Students of the Vice President of Student Services.
d. Committee members shall select one of their members as Chair.

3. The Hearing Committee shall conduct its proceedings as follows:
a. A summary record shall be provided by the Vice President of Student Services.
b. The committee shall discuss issues, hear testimony, examine witnesses and consider available evidence pertaining to the charge.
c. Both parties shall have the right to present statements, testimony, evidence and witnesses. The accused person may be represented by counsel or by a person of his/her choice. Each party shall have the right to question witnesses and to hear testimony.
d. The student who is charged is presumed innocent until proven otherwise by the preponderance of the evidence.
e. The committee shall submit its findings of facts and its recommended action to the Vice President of Student Services, a copy to the College President, the student, and to the complainant involved.
f. The hearing shall be closed to the public unless the student requests from the Vice President at least two (2) working days in advance that the hearing be public. The Vice President may refuse such a request if confidentiality must be maintained in order to insure the rights of either party in the dispute.
g. A summary record of the proceedings, if held in closed session, shall be kept in a confidential file by the Vice President of Student Services. All applicable guidelines as specified by the Family Education Rights and Privacy Act of 1974 shall be followed regarding student record privacy.
h. All proceedings, from the recipient of the request for a formal hearing to the Vice President's rendering and submission to the parties involved of a written decision, are to be handled with deliberate speed and shall be completed within twenty (20) working days.

Final Action

1. The Vice President of Student Services, upon receiving the findings of facts and recommendations of the Hearing Committee, shall render a written decision, which either (a) dismisses the charge, (b) reduces the discipline recommended by the Hearing Committee, or (c) sustains the recommendations of the Hearing Committee. Copies of this decision will be given to the Hearing Committee, the Vice President of Student Services, the President of the college, the student, the complainant and other appropriate administrative officials.
2. If the student is dissatisfied with the decision of the Vice President of Student Services, a written appeal may be filed with the College President within two (2) working days after being advised of the Vice President of Students decision. Upon receipt of this appeal, the President shall review the proceedings, conduct such investigation as is deemed appropriate. One of the following actions will be taken.
a. Dismiss the charge.
b. Reduce the recommended sanctions.
c. Concur with the Vice President of Student Services decision.
3. The decision of the Vice President of Student Services or the President is final in all actions prescribed in this Policy except expulsion, which is a decision of the Board of Trustees.

Pending final action on the charge, the student's status shall not be altered and the person shall be allowed to be present on campus and to attend class. The Vice President may rule otherwise if the student's presence is deemed to be of danger to the student or others, or places in jeopardy college functions or property.

Expulsion

If the final recommendation in the case is expulsion from the college, this recommendation is made to the District Board of Trustees, who will make the final decision at the next regularly scheduled Board meeting. The decision of the Board of Trustees regarding expulsion is final.

Policy Definitions

1. The term (District) means Chabot-Las Positas Community College District.
2. The term (College) means Chabot College or Las Positas College.
3. The term "student" includes all persons taking courses at the College, both full-time and part-time studies. Persons who are not officially enrolled for a particular term but who have a continuing relationship with the (College) are considered "students."
4. The term "faculty member" means any persons hired by the (College/District) to conduct classroom activities.
5. The term "manager" includes any person employed by the (College/District) performing assigned administrative, professional, or staff responsibilities.
6. The term "agent of the college" includes any person who is a student, faculty member, (College/District) official or any other person employed by

the (College).

7. The term "(College) premises" includes all land, buildings, facilities, and other property in the possession of or owned, used or controlled by the (College) including adjacent streets and sidewalks.
8. The term "college community" includes any person who is a student, faculty member, staff, (College/District) official or any other person employed by the (College).
9. The term "organization" means any number of persons who have complied with the formal requirements for (College) enrollment/registration.
10. The term "behavior" includes conduct and expression.
11. The term "hazing" means any method of initiation into a student organization or any pastime or amusement engaged in with regard to such an organization or causes, or is likely to cause bodily danger, or physical or emotional harm, to any member of the college community.
12. The term "deadly weapons" includes any instrument or weapon of the kind commonly known as blackjack, sling shot, billyclub, sandclub, sandbag, metal knuckles, any dirk, dagger, switchblade knife, or any knife having a blade longer than five inches, pistol, revolver, or any other firearm, any razor with an unguarded blade, any metal pipe or bar used or intended to be used as a club.
13. The term "Hearing Committee" means faculty, students and administration, authorized by the college administration to determine whether a student has violated the Student Code and to recommend imposition of sanctions.
14. The term "shall" is used in the imperative sense.
15. The term "may" is used in the permissive sense.
16. The term "Policy" is defined as the written regulations of the (College/District) as found in, but not limited to, the Student Code, and College Catalog.
17. The term "cheating" includes, but is not limited to: fraud, deceit, or dishonesty in an academic assignment or using or attempting to use materials, or assisting others in using materials which are prohibited or inappropriate in the context of the academic assignment in questions, such as: copying or attempting to copy from others during an exam or on an assignment, communicating answers with another person during an exam, preprogramming a calculator to contain answers or other unauthorized information for exams, using unauthorized materials, prepared answers, written notes, or concealed information during an exam, or allowing others to do an assignment or portion of an assignment for you, including the use of a commercial term-paper service.
18. The term "plagiarism" includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work or another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared; by another person or agency engaged in the selling of term papers or other academic materials.
19. The term "designee" is the person(s) designated by the (College).

Student Grievance Policy

The Chabot-Las Positas Community College District encourages all its students to pursue academic studies and other college sponsored activities that will promote intellectual growth and personal development. In pursuit of these goals, the student should be free of unfair or improper action from any member of the academic community. Toward that end, the following procedures have been developed to provide every student with a prompt and equitable means of seeking an appropriate remedy for any alleged violation of the student's rights.

The district accords every student the right of protection. Students, however, must also be aware that they are responsible for complying with all college regulations and for maintaining the appropriate requirements as established by the instructor for each course in which they are enrolled. The district shall insure that the student is fully accorded due process as stated in this student grievance policy.

General Provisions

Under this section, a grievance may be initiated by a student alleging violation of college/district policies and procedures. The grievance may be against another student, an instructor, an administrator or a member of the classified staff.

Processing the Grievance

When a student feels subjected to an unjust action or denied rights by a member of the academic community, the students may seek redress according to the following procedures. The following actions are grounds for student grievance:

a. Prejudiced or capricious decision in the academic evaluation of a student's performance.
b. Prejudiced or capricious decision in orientation, counseling, assessment or any other matriculation procedure.
c. Act or threat of intimidation or harassment.
d. Act or threat of physical aggression.
e. Arbitrary action or imposition of sanctions without proper regard to due process as specified in college procedures.
f. Violation of student rights which are described in the college rules and regulations.

Step I—Informal Procedure

Before filing a formal, written grievance, the student shall first attempt to resolve the issue in the following manner. An informal conference should be conducted with:

a. The person against whom the grievance is directed.
b. The appropriate division dean or manager.
c. The Vice President of Academic Services for academic evaluation of a student's performance (a., above under Processing the Grievance.)
d. The Vice President of Student Services for all other student grievances (b. through f., above under Processing the Grievance.)

If the student feels that the grievance has not been resolved by any of the above conferences within five (5) working days, a formal grievance may be submitted to the appropriate Vice President.

Step II—Formal Procedure

Grievances involving prejudiced or capricious decisions in the academic evaluation of a student's performance shall be submitted to the Vice President of Academic Services for referral to the Academic Fairness Committee; all other grievances requiring further investigation shall be submitted to the Vice President of Student Services and `referral to-the Student Grievance Committee. Both of these committees shall be standing committees with one year appointments.

The process for submitting a formal grievance to the appropriate Vice President is as follows:

a. The student shall complete and submit within five (5) working days a grievance form provided by the Vice President.
b. Upon receipt of the completed grievance form, the Vice President shall within five (5) working days, (1) request a response from the person against whom the charges are made. That person should submit a response within ten (10) working days (failure to respond within the defined time lines will not delay the processing of the grievance); and (2) refer the grievance materials from both parties to the chair of the (appropriate) committee. The committee chair will convene the committee to conduct formal hearings; establish findings of facts, and recommend action for resolution.

The Vice President shall also advise the student of the investigation that will ensue.

a. The Academic Fairness Committee shall be established as follows:
   (1) The Academic Senate shall appoint two standing members. A third appointment shall be made at the time of the grievance to ensure that one faculty member be named who has specific knowledge of the academic discipline involved. Should one of the standing members be a party to the grievance, an alternate will be named.
   (2) The Associated Students shall appoint one student to serve as a standing member for a one-year term. Should the standing member be a party to the grievance, an alternate will be selected.
   (3) The President of the college shall appoint one member who may be a student, an instructor, a member of the classified staff, or an administrator other than the Vice President of Academic Services or a member of that vice president's administrative staff.
   (4) The Committee shall select one of their members to be chair.
b. The Academic Fairness Committee shall conduct its proceedings as follows:
   (1) A record of all information in the possession of the vice president shall be given to the Committee chair. The Committee shall make every reasonable effort to conduct its hearing and present its findings and recommendations within fifteen (15) working days of receiving the grievance.
   (2) The Committee shall discuss issues, hear testimony, examine witnesses and consider all available evidence pertaining to the charge.
   (3) Both parties shall have the right to present written or oral statements, testimony, evidence and witnesses. Each party may be present at the hearing and be represented by a person of his/her choice. Each person has the right to question witnesses and hear testimony.
   (4) The Committee shall judge the relevancy and weight of testimony and evidence and make its findings of facts, limiting its investigation to the formal charge. The Committee shall also make recommendations for the disposition of the charge.
   (5) The hearing shall be closed to the public unless the student requests from the Vice President at least two (2) working days in advance that the hearing be public.
   (6) The Committee shall submit its findings of facts and recommend action within seven (7) working days after the hearing to the Vice President, with a copy to each party and the President of the college.
   (7) A summary record of the proceedings will be the responsibility of the chair of the Committee, if the hearing is held in closed session. These proceedings shall be kept in a confidential file by the Vice President and shall be available at all times to both parties.
c. The Student Grievance Committee shall be established as follows:
   (1) The Associated Students shall appoint two standing members. Should one of the standing members be a party to the grievance, an alternate will be named.
   (2) The Academic Senate shall appoint two standing members. Should one of the standing members be a party to the grievance, an alternate will be named.

(3) The President of the college shall appoint one member who may be an instructor, a member of the classified staff, or an administrator other than-the Vice President or a member of the Vice President's administrative staff.
(4) The Committee shall select one of their members to be chair

d. The Student Grievance Committee shall conduct its proceedings as follows:
(1) A record of all information in the possession of the Vice President shall be given to the committee chair. The Committee shall make every reasonable effort to conduct its hearing and present its findings and recommendations within fifteen (15) working days of receiving the grievance.
(2) The Committee shall discuss issues, hear testimony, examine witnesses and consider all available evidence pertaining to the charge.
(3) Both parties shall have the right to present written or oral statements, testimony, evidence and witnesses. Each party has the right to be present at the hearing and be represented by a person of his/her choice. Each person shall have the right to question witnesses and hear testimony.
(4) The Committee shall judge the relevancy and weight of testimony and evidence and make its findings of facts, limiting its investigation to the formal charge. The Committee shall also make recommendations for the disposition of the charge.
(5) The hearing shall be closed to the public unless the student requests from the Vice President at least two (2) working days in advance that the hearing be public.
(6) The Committee shall submit its findings of facts and recommended action within seven (7) working days to the Vice President with a copy to each party, and the President of the college.
(7) A summary record of the proceedings will be the responsibility of the chair of the committee, if the hearing is held in closed session. These proceedings shall be kept in a confidential file by the Vice President and shall be available at all times to both parties.

e. Final action for all grievances: the Vice President, upon receiving the findings of facts and recommendations of the committee, will review the proceedings of the Committee, conduct such investigations as are appropriate and take one of the following actions:
(1) Concur with the Committee's recommendations.
(2) Reduce the recommended sanctions.
(3) Dismiss the charge.

If (2) or (3) should occur, the Vice President shall convene the Committee for further discussion and consultation.

The decision by the Vice President shall be rendered within seven (7) working days and transmitted, in writing, to the accused person, the appropriate committee, the President of the college and the student filing the grievance.

f. The accused or the aggrieved person may write an appeal of the decision made by the Vice President to the President of the college within seven (7) working days. Upon receipt of the appeal, the college President will review the proceedings of the Committee, conduct such investigations as are appropriate and take one of the following actions:
(1) Concur with the Committee's recommendations.
(2) Reduce the recommended sanctions.
(3) Dismiss the charge.

If (2) or (3) should occur, the college President shall convene the Vice President and Committee for further discussion and consultation.

The decision by the President shall be rendered within seven (7) working days and transmitted, in writing, to the accused person, the Committee, the Vice President and the student filing the grievance.

g. If the accused or aggrieved person is dissatisfied with the college President's decision, a written appeal may be filed with the Chancellor within seven (7) working days. Upon receipt of the appeal, the Chancellor will review the proceedings of the Committee, conduct such investigations as are appropriate and take one of the following actions:
(1) Concur with the Committee's recommendations.
(2) Reduce the recommended sanctions.
(3) Dismiss the charge.

The decision by the Chancellor shall be rendered within fourteen (14) working days and transmitted, in writing on the accused person, the Committee, the President, the Vice President and the student filing the grievance.

h. If the accused or aggrieved person is dissatisfied with the Chancellor's decision, a written appeal may be filed with the Board of Trustees within fourteen (14) working days. Upon receipt of the appeal, the Board of Trustees will review the proceedings of the Committee, conduct such investigations as are appropriate and take one of the following steps:
(1) Concur with the Committee's recommendations.
(2) Reduce the recommended sanctions.
(3) Dismiss the charge.

The decision by the Board of Trustees shall be rendered within twenty-one (21) working days and transmitted, in writing, to the accused person, the committee, the Chancellor, the President, the Vice President and the student filing the grievance. The decision of the Board of Trustees shall be considered the final step that may be taken under academic grievance and due process.

i. Retaliation: Any retaliatory action of any kind by an employee or student of the district/college against any student as a result of filing a grievance under these procedures, cooperating in an investigation, or other participation in

these procedures is prohibited, and may be regarded as the basis for disciplinary action.

Age

Chabot College complies with the Age discrimination in Employment Act of 1974 which prohibits discrimination in employment on the basis of age.

Disability

Chabot College does not discriminate on the basis of disability in admission or access to, or treatment or employment in, its programs and activities. Sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the regulation adopted thereunder prohibit such discrimination.

Race, Color, or National Origin

Chabot College complies with the requirements of Title VI of the Civil Rights Act of 1964 and the regulations adopted thereunder. No person shall on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program of the colleges. Chabot College complies with Title VII of the Act, which includes nondiscrimination on the basis of religion and sex. Limited language skills are not a barrier to occupational programs and services of the colleges.

Sex

Chabot College does not discriminate on the basis of sex in the educational programs or activities it conducts. Title IX of the Educational Amendments of 1972, as amended, and the administrative regulations adopted thereunder prohibit discrimination on basis of sex in education programs and activities operated by the colleges. Such programs and activities include admission of students and employment.

Student Rights and Privacy

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

1. ***The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.*** Students should submit to the Director of Admissions and Records, a written request that identifies the record(s) they wish to inspect. The Director will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Director of Admissions and Records, they shall advise the student of the correct official to whom the request should be addressed.

2. ***The right to request the amendment of the student's education records that the student believes inaccurate or misleading.*** Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write the Director of Admissions and Records or the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. ***The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.*** One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests.

A school official is defined as a person employed by Chabot-Las Positas Community College District in an administrative, supervisory, academic, or support staff position (including law enforcement unit and health staff); a person or company with whom the College or District has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a person assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional duties and responsibilities.

Upon request, the College discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

While the College does not provide general student directory services, it may release the following information about a student without consent: name, address, telephone number, date of birth, major field of study, photos, degrees and awards received and dates of attendance. Any student who does not wish such information to be released about him/herself shall notify Admissions and Records Office in writing, no later than 10 school days after the start of the term. Chabot College does not release student information for individual use, private business or commercial firms for use in advertising and publicity.

If a student has a concern, they have the right to file a complaint with the U.S. Department of Education

concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D.C. 20202-4605 (http://www.ed.gov/policy/gen/guid/fpco/ferpa).\

For more information regarding FERPA regulations, confidentiality, and privacy of student records, visit:

www.chabotcollege.edu/admissions/ferpa.asp

Academic Credit, Units & Course Numbering

Courses at Chabot College are categorized in terms of credit-bearing, noncredit, and not-for-credit community service courses. Courses offered by the Community Education department are community-service offerings, do not carry college credit, and are not listed in the college catalog (not-for-credit, *see Page 52*). Courses listed in this catalog are either credit-bearing or noncredit. Noncredit courses do not carry college credit, and many have no enrollment fee. Noncredit courses are identified as such in the course listing, and are numbered 200 or higher. All other courses listed in the catalog are credit courses and carry college units.

Semester Units—All courses in this catalog are described in semester units. One unit is equivalent to three hours of recitation, study or laboratory work per week throughout a semester.

Numbering System and Transferability of Courses—The system used in designation of courses is established to indicate the intent of the course and its relationship to the offerings of four year colleges and universities. Typically courses numbers 1-99 may be transferable to CSU or UC. It is important to check on on www.assist.org to verify transferability of Chabot courses as there may be transfer limitations imposed by the transfer school on Chabot courses. Courses numbered 100 and above are not degree applicable for AA Degree, AS Degree, AA-T or AS-T or for transfer credit. Students may not receive more than 30 semester units for precollegiate basic skills courses (ESL and learning disabled students are exempted).

Special Numbers and Rubrics—The following special numbers and rubrics are used with a variety of course subject titles. Refer to the catalog listing for further description.

9	Colloquia (can be offered in any discipline)
29	Independent Study (can be offered in any discipline)
49	Contemporary Studies (can be offered in any discipline)
97	Apprentice Courses
99	Special Studies (can be offered in any discipline)
100–149	Basic Skills (not Degree applicable, non transferable)
150–199	Continuing Education Studies (not Degree applicable, non transferable)
200–299	Community Interest Studies (Non-Credit, not Degree applicable)

Numbering for courses taught in the Health, Kinesiology and Athletics Division—A special number system was developed for certain activity, theory, and intercollegiate courses. The following course identifiers are used:

ADPE=	Adapted Physical Education (these courses are repeatable)
ATHL=	Intercollegiate Athletics (these courses may be repeatable)
DANC=	Dance
HEAG=	Healthy Aging Older Adults (these courses are not degree applicable)
KINE=	Kinesiology (these are theory courses)
PEAC=	Physical Education Activity

The identifiers of these courses may be a numerical/alpha combination. Example: PEAC ARH1 is Archery 1.

CLASS SCHEDULE—The specific information regarding the days, hours, instructors and rooms in which classes will be held in the coming semester is contained in the Class Schedule which is available from the Bookstore prior to the start of the semester.

REGISTRATION—A student must be registered in a course within the officially designated time, to receive credit.

COURSE ATTRIBUTES AND TRANSFER DESIGNATIONS—Look at the end of course descriptions to see the course attributes for application to the AA/AS Degree or transfer.

AA/AS:	Course will satisfy a GE area for the AA/AS degree.
CSU:	Course will transfer to the California State University. For an alphabetical listing of all courses transferable to CSU, see the CSU Transferable Courses flyer.*
UC:	Course will transfer to the University of California. Refer to the UC Transferable

Courses flyer (alphabetical listing of all courses transferable to UC).*

CSU/GE: To see the Area satisfied by this course , refer to the CSU/General Education Breadth Requirements flyer.*

IGETC: The IGETC Requirements flyer lists General Education requirements for transfer to UC or CSU and some private schools.*

AA/AS: Course will satisfy a GE area for the AA/AS degree.

AC: Course meets Chabot's American Cultures requirement.

C-ID: The Course Identification Numbering System is a faculty-driven project funded by the California Community College System Office. Most C-ID numbers identify lower-division transferable courses commonly articulated between the California Community Colleges (CCC) and universities (including Universities of California, the California State Universities, as well as with many of California's independent colleges and universities). For more information, go to *http://www.c-id.net.*

*Flyers are available in the Career/Transfer Center and Counseling Center (Building 700).

Accounting

(See Business)

Accounting Technician

(See Business)

Administration of Justice (ADMJ)

DEGREE
AS-T—Administration of Justice
AA—Administration of Justice

The Associate of Science Degree in Administration of Justice for Transfer (AS-T) is specifically designed to prepare students to transfer to a California State University offering a major in Administration of Justice/Criminal Justice. The two year program combines instruction in aspects of criminal justice system with law enforcement, criminal law, evidence, and criminal procedure,with general education courses required for graduation and transfer. The degree prepares students seeking to transfer to a CSU Administration of Justice program or for careers in law enforcement, probation and parole, corrections, security and related criminal justice and technical occupations.

Career Opportunities in Administration of Justice

Criminal Justice and related fields represent high growth employment opportunities. Some potential careers include Police Officer, County Sheriff, State Highway Patrol Officer, Correctional Officer, Probation and Parole Officers, Juvenile Counselor and Probation Officers.

ADMINISTRATION OF JUSTICE

ASSOCIATE IN SCIENCE FOR TRANSFER DEGREE

	UNITS
REQUIRED CORE *(6 units)*	
Administration of Justice 50 (Introduction to the Administration of Justice)	3
Administration of Justice 60 (Criminal Law)	3
LIST A (*select two courses from the following—6 units)*	
Administration of Justice 61 (Evidence)	3
Administration of Justice 63 (Criminal Investigation)	3
Administration of Justice 70 (Community Relations)	3
Administration of Justice 55 (Introduction to Correctional Science)	3
Administration of Justice 40 (Juvenile Procedures)	3
Administration of Justice 80 (Criminal Court Process)	3
Administration of Justice 85 (Introduction to Forensics)	3
LIST B *(select two courses from the following—minimum 6 units)*	
Sociology 1 (Principles of Sociology)	3
Psychology 1 (General Psychology)	3
Psychology 5 (Introductory Statistics for the Behavioral and Social Sciences) or Mathematics 43 (Introduction to Probability and Statistics)	4
Total	**18–19**

Required courses in the major: 18–19 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 12 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

ADMINISTRATION OF JUSTICE

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Administration of Justice 50 (Introduction to the Administration of Justice) 3
Administration of Justice 60 (Criminal Law) 3

YEAR ONE (SPRING)

Administration of Justice 54 (Investigative Reporting) 3
Administration of Justice 61 (Evidence) 3

YEAR TWO (FALL)

Administration of Justice 63 (Criminal Investigation) 3
Health 60 (Responding to Emergencies) 1

YEAR TWO (SPRING)

Administration of Justice 70 (Community Relations) 3
Administration of Justice options* 4–6

Total 23–25

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.

Total minimum units required 60

**Administration of Justice Options are to be selected from:*
Administration of Justice 55, 59, 69, 74, 79, and 89.

Administration of Justice (ADMJ)

40 JUVENILE PROCEDURES 3 UNITS

This course is an examination of the origin, development, and organization of the juvenile justice system as it evolved in the U.S. justice system. The course explores the theories that focus on juvenile law, courts and processes, and the constitutional protections extended to juveniles in the U.S. justice system. Strongly Recommended: ADMJ 50. 3 hours. Transfer: CSU. C-ID: AJ 220.

45 LAW AND DEMOCRACY 3 UNITS

(See also Political Science 45)

The Law and Democracy course is an interdisciplinary exploration of themes such as equality, citizenship, participation, access, and social justice. We will look critically at how law structures as well as limits democracy and examine the idea of democracy as a universal value. Strongly recommended: eligibility for English 1A. Prerequisite: Political Science 1 or Administration of Justice 50 *(completed with a grade of "C" or higher).* (May not receive credit if Political Science 45 has been completed.) 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS.

50 INTRODUCTION TO THE ADMINISTRATION OF JUSTICE 3 UNITS

This is an introductory course that examines the characteristics of the criminal justice system in the United States. The course covers the history, theory, and philosophy of administration of justice and the evolution of the principles, operational practices, and structure of the police, courts, and corrections agencies. Particular emphasis is placed on crime measurement, theoretical explanations of crime, and the challenges and opportunities for law enforcement in an increasingly diverse society. Students are introduced to the origins and development of criminal law, legal processes, and sentencing and incarceration policies. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: AJ 110.

54 INVESTIGATIVE REPORTING 3 UNITS

Investigative reports with emphasis upon accuracy and necessary details. Includes arrest reports, incident reports, and miscellaneous field reports. Techniques and methods used to cover information; how to analyze and present information in a clear and concise report. 3 hours. Transfer: CSU.

55 INTRODUCTION TO CORRECTIONAL SCIENCE 3 UNITS

This course provides a critical analysis of punishment and the modern correctional process as utilized in the rehabilitation of adult and juvenile offenders. Exploration of the various types of punishment, alternatives to punishment, types of correctional institutions, and the impact of punishment on the criminal justice system. 3 hours. Transfer: CSU. C-ID: AJ 200.

59 CHILD ABUSE IN THE COMMUNITY 2 UNITS

Dynamics of battered child syndrome. Focus on the abusive caretaker, patterns of abuse, and means necessary for effective intervention and treatment including effective legal and social action to control child abuse in the community. 2 hours. Transfer: CSU.

60 CRIMINAL LAW 3 UNITS

This course offers an analysis of the doctrine of criminal liability in the United States and the classification of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, the general elements of particular crimes, and defenses to crime. This course utilizes case law and case studies to introduce students to criminal law and will include some limited discussion of prosecution and defense decision making, criminal culpability, and defenses to crime. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS. C-ID: AJ 120.

61 EVIDENCE 3 UNITS

This course examines the origins, development, philosophy and the constitutional basis for the rules of evidence. During the course of the semester, we will explore the rules and policies governing the kinds of information which can be received at trial, how evidence can be properly developed and obtained by law enforcement officers, and how evidence may be considered by the judge and/or jury. Topics are considered from both a theoretical and a practical viewpoint. Strongly Recommended: ADMJ 50 and ADMJ 60. 3 hours. Transfer: CSU. C-ID: AJ 124

63 CRIMINAL INVESTIGATION 3 UNITS

This course addresses the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, source of information, utility of evidence, scientific analysis of evidence and the role of the investigator in the trial process. Strongly Recommended: ADMJ 50 and ADMJ 60. 3 hours. Transfer: CSU. C-ID: AJ 140.

69 SEX CRIME INVESTIGATION 3 UNITS

Sexual assault investigations; human behavior in relation to sexual attitudes and behavior; sexual assault laws and investigations; interview

and interrogation techniques: court preparation and trial phase; sex crime prevention. 3 hours. Transfer: CSU.

70 COMMUNITY RELATIONS 3 UNITS
This course examines the complex, dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural population. Topics covered may include crime prevention, restorative justice, conflict resolution, and ethics. Strongly Recommended: ADMJ 50. 3 hours. Transfer: CSU; UC; AA/AS. C-ID: AJ 160.

74 GANGS AND DRUGS 2 UNITS
Definition of a gang and gang activity. Historical and cultural aspects. Interrelationships among local, national and international gangs including prison gangs. Gang activity in relation to drug trafficking. 2 hours. Transfer: CSU.

79 HOMICIDE INVESTIGATION 3 UNITS
Analysis of the death case in order to arrive at the true cause and manner of the death, whether it be murder, suicide, accidental or natural. Emphasis on importance to investigation of the death scene. 3 hours. Transfer: CSU.

80 CRIMINAL COURT PROCESS 3 UNITS
This course examines due process and the constitutional, statutory and rule-based issues that arise in the formal processing of a criminal case from pre-arrest through trial and appeal. Strongly Recommended: ADMJ 50 and ADMJ 60. 3 hours. Transfer: CSU; C-ID: AJ 122.

85 INTRODUCTION TO FORENSICS 3 UNITS
This course provides an introduction to the role of forensics in criminal investigations. It examines the methods utilized in the forensic analysis of crime scenes, pattern evidence, instruments, firearms, documents and controlled substances. Strongly Recommended: ADMJ 50. 3 hours. Transfer: CSU. C-ID: AJ 150.

89 FAMILY VIOLENCE 3 UNITS
Origins of violence in the family including child abuse from the administration of justice perspective. Specific types of violent interactions and abuse among family members and responsible adults. Emphasis on techniques for use by peace officers and other social service professionals to intervene effectively. 3 hours. Transfer: CSU.

90 RESERVE MODULE A: ARREST AND CONTROL 4 UNITS
Designed for candidates of a reserve police program and fulfills the PC832 requirements for Peace Officer Safety and Training (POST) certification. Includes ethical considerations concerning law enforcement ethics; leadership in law enforcement; criminal justice system; criminal law; arrest; laws of arrest; search and seizure; methods of arrest; investigation and communications; use of firearms and chemical agents. 4 hours.

91 RESERVE MODULE A: FIREARMS 1 ½ UNITS
Fire arm training with ethical considerations concerning the use of firearms and firearms safety. Techniques of shooting range qualification. Prerequisite: Administration of Justice 90 *(completed with a grade of "C" or higher).* 24 total hours.

Administrative Assistant

(See Computer Applications Systems)

Anatomy

(See Biological Sciences)

Anthropology (ANTH)

DEGREE:
AA-T—Anthropology
AA—Anthropology

ANTHROPOLOGY
ASSOCIATE IN ARTS FOR TRANSFER DEGREE

Chabot College offers an Associate in Arts for Transfer Degree in Anthropology specifically for students who wish to transfer as Anthropology majors to a California State University. Anthropologists study humans from a biocultural and evolutionary perspective. Emphasis is placed on biological and cultural diversity, on the interaction between humans and their physical and cultural environment and on the evolution of human biological and cultural adaptations. The core courses introduce students to three major subfields of Anthropology. Students can then focus on their area/s of interest by taking additional Anthropology courses, and courses in related fields.

Career Opportunities in Anthropology
An Associate in Arts for Transfer Degree in Anthropology enables students to pursue graduate studies if they choose a teaching, research, or field career in Anthropology. It is also a good preparation for anyone who chooses a career that requires a cross-cultural perspective and sensitivity to other cultures (education, medical fields, business, law, law enforcement, administration, management, politics), a good understanding of humans' interaction with their physical and cultural environment (human ecology, environmental science), and/or a good understanding of evolutionary processes (medical and pharmaceutical research).

UNITS

REQUIRED CORE

Anthropology 1 (Biological/Physical Anthropology) 3
Anthropology 2 (Introduction to Archaeology) 3
Anthropology 3 (Social and Cultural Anthropology) 3
Anthropology 1L (Biological/Physical Anthropology Laboratory) 1

LIST A (*Select one —3–4 units)*

Anthropology 4 (Language and Culture) 3
Anthropology 12 (Magic, Religion, Witchcraft and Healing) 3
Biology 10 (Introduction to the Science of Biology)
or Biology 31 (Introduction to College Biology). 4
Mathematics 43 (Introduction to Probability and Statistics)
or Psychology 5 (Introductory Statistics for the Behavioral and Social Sciences) 4

LIST B *(Select one to two—3-5 units)*

Any course from List A not already used 3-4
Anatomy 1 (General Human Anatomy) 5
Geography 20 (Introduction to Geographic Information Systems). 3
Sociology 5 (Introduction to Social Research Methods) 3

LIST C *(Select one—3 units)*

Any course from List A of B not already used 3-4
Anthropology 5 (Cultures of the U.S. in Global Perspective). 3
Anthropology 7 (Introduction to Globalization: An Anthropological Perspective) 3
Anthropology 8 (Native American Cultures) 3
Anthropology 13 (forensic Anthropology) 3
Communication Studies 11 (Intercultural Communication) 3
Ethnic Studies 1 (Introduction to Ethnic Studies) 3
Ethnic Studies 2 (Contemporary Ethnic Minority Families in the U.S.) 3
Geography 2 (Cultural Geography) 3
Geography 3 (Economic Geography) 3
Geography 10 (Global Environmental Problems) 3
Music Literature 3 (World Music) 3
Psychology-Counseling 4 (Multiethnic/Cultural Communication) . . 3
Psychology-Counseling 13 (Multicultural Issues in Contemporary America) 3
Religious Studies 50 (Religions of the World) 3
Sociology 3 (American Cultural and Racial Minorities) 3

Total 19–21

Required courses in the major: 19–21 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 19 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

ANTHROPOLOGY

ASSOCIATE IN ARTS DEGREE

Chabot College offers an Associate in Arts Degree in Anthropology to provide students with a multidisciplinary and holistic approach to the study of humans. Emphasis is placed on biological and cultural diversity, on the interaction between humans and their physical and cultural environment and on the evolution of human biological and cultural adaptations. The core courses introduce students to three of the subfields of Anthropology: Biological/Physical Anthropology, Archeology, and Social/Cultural Anthropology. Students can then focus on their area/s of interest by taking additional Anthropology courses (Area A), and courses in related fields (Area B).

YEAR ONE (FALL)

Anthropology 1 (Biological/Physical Anthropology) 3
Anthropology 1L (Biological/Physical Anthropology Laboratory). 1

YEAR ONE (SPRING)

Anthropology 2 (Introduction to Anthropology: Prehistory and Culture Growth) 3

YEAR TWO (FALL)

Anthropology 3 (Social and Cultural Anthropology). 3

YEAR TWO (SPRING)

Electives*. 12-16

Total 22-26

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.

Total minimum units required 60

***Area A** - *Choose 2 courses from the following list:*

Anthropology 4 (Language and Culture). 3
Anthropology 5 (Cultures of the U.S. in Global Perspective) . . . 3
Anthropology 7 (Introduction to Globalization: An Anthropological Perspective) 3
Anthropology 8 (Native American Cultures). 3
Anthropology 12 (Magic, Religion, Witchcraft and Healing) . . . 3
Anthropology 13 (Forensic Anthropology) 3

Area B - *Choose 2 courses from the following list:*

Administration of Justice/Political Science 45 (Law and Democracy) 3
Anatomy 1 (General Human Anatomy) 5
Biology 2 (Principles of Cell/Molecular Biology and Genetics) . . 5
Biology 4 (Principles of Animal Biology and Evolution) 4
Biology 6 (Principles of Plant Biology and Ecology) 4
Biology 10 (Introduction to the Science of Biology) 4
Biology 25 (Human Heredity and Evolution) 3
Biology 31 (Introduction to College Biology) 4
Biology 50 (Anatomy and Physiology) 4
Communication Studies 11 (Intercultural Communication). . . . 3
Early Childhood Development 50 (Early Childhood Principles and Practices) 3

Early Childhood Development 52 (Childhood and Adolescence) 3
Early Childhood Development 56 (Child Growth and Development) 3
Early Childhood Development 62 (Child, Family and Community) 3
Early Childhood Development 79 (Teaching in a Diverse Society) 3
Environmental Science 10 (Humans and the Environment) 3
or Environmental Science 11 (Humans and the Environment with Laboratory) 4
or Environmental Science 12 (Current Issues in Environmental Science) 3
Ethnic Studies 3 (Introduction to Muslim-American Studies) . . . 3
Geography 1 (Introduction to Physical Geography) 3
Geography 2 (Cultural Geography) 3
Geography 5 (World Regional Geography) 3
Geography 10 (Global Environmental Problems) 3
Geography 12 (Geography of California) 3
Geography 20 (Introduction to Geographic Information Systems) 3
History 3 (World History: Beginnings to 1500) 3
History 4 (World History: 1500 to the Present) 3
History 7 (U.S. History through Reconstruction) 3
History 8 (U.S. History since Reconstruction) 3
History 12 (History of California) 3
History 20 (The African-American Experience in U.S. History through Reconstruction) 3
History 21 (The African-American Experience in U.S. History since Reconstruction) 3
History 22 (Mexican American History and Culture) 3
History 25 (American Indian History and Culture) 3
History 27 (U.S. Women's History) 3
Philosophy 50 (God, Nature, and Human Nature) 3
Philosophy 60 (Introduction to Philosophy: Ethics) 3
Political Science 1 (Introduction to American Government) 3
Political Science 10 (Seminar in Comparative Politics) 3
Political Science 12 (Introduction to California State and Local Government) 3
Political Science 20 (Comparative Politics) 3
Political Science 25 (Introduction to Political Theory) 3
Political Science 30 (International Relations) 3
Psychology 1 (General Psychology) 3
Psychology 2 (Introduction to Psychological Methodology) 3
Psychology 3 (Introduction to Social Psychology) 3
Psychology 6 (Abnormal Psychology) 3
Psychology 8/Sociology 8 (Human Sexuality) 3
Psychology-Counseling 4 (Multiethnic/Cultural Communication) 3
Psychology-Counseling 13 (Multicultural Issues in Contemporary America) 3
Religious Studies 50 (Religions of the World) 3
Sign Language 64 (Beginning Sign Language) 3
Sociology 1 (Principles of Sociology) 3
Sociology 2 (Social Problems) 3
Sociology 3 (American Cultural and Racial Minorities) 3
Sociology 4 (Marriage and Family Relations) 3

Anthropology (ANTH)

1 BIOLOGICAL/PHYSICAL ANTHROPOLOGY 3 UNITS

Humans as a biological species through an examination of the fossil evidence for human evolution, behavior of nonhuman primates, and human evolutionary biology and genetics. Emphasis on uniquely human biological and behavioral characteristics, as well as those shared with other animals. Current anthropological issues such as the biological meaning of race, genetic diseases, and the influence of evolution on human behavior. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

1L BIOLOGICAL/PHYSICAL ANTHROPOLOGY LABORATORY 1 UNIT

Laboratory exercises developed as an adjunct to Anthropology I (introduction to Biological/Physical Anthropology) including the identification of fossils through examination of fossil casts, the study of human artifacts, observation of primate behavior and structure, and problem solving in case studies of human genetics. Prerequisite: Anthropology I (may be taken concurrently). 3 hours laboratory. Transfer: CSU; UC: CSU/GE; IGETC; AA/AS.

2 INTRODUCTION TO ARCHAEOLOGY 3 UNITS

This course is an introduction to the study of concepts, theories, data and models of anthropological archaeology that contribute to our knowledge of the human past. The course includes a discussion of the nature of scientific inquiry; the history and interdisciplinary nature of archaeological research; dating techniques; methods of survey, excavation, analysis, and interpretation; cultural resource management; professional ethics; and selected cultural sequences. This course may include a lab component. Strongly Recommended: Eligibility for ENGL 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: ANTH 150.

3 SOCIAL AND CULTURAL ANTHROPOLOGY 3 UNITS

How human beings in different cultures meet basic biological, social and cultural needs, including kinship and marriage practices, political and social organization, economic institutions, religious and childrearing practices, social change, as well as other aspects of cultural behavior. Emphasis on understanding other cultures on their own terms. Includes the many subcultures making up North American populations. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

4 LANGUAGE AND CULTURE 3 UNITS

An introduction to the core concepts of linguistic anthropology and the study of language in culture and society, including how language perpetuates the identity of individuals through their social interactions and their culture in everyday speech events. Topics such as identity, social status, gender, race, and institutional power, are examined in contemporary language use. Traditional study of the methods of linguistic anthropologists as well as the study of biological basis of communication and speech, the structure of language, language origins, language through time, language variation, the ethnography of communication, sociolinguistics, nonverbal

communication and writing, and how cultural context sets meaning. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

5 CULTURES OF THE U.S. IN GLOBAL PERSPECTIVE 3 UNITS
Issues relevant to understanding constructs of race, class, gender and culture in U.S. society from a global perspective. Factors affecting at least three major U.S. cultural communities (such as African American, Asian American, Latino American and others) including impacts of globalization, patterns of migration, permeability of cultural communities in the U.S., the cultural politics of identity and inclusion and exclusion, and other factors influencing modern U.S. society. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC.

7 INTRODUCTION TO GLOBALIZATION: AN ANTHROPOLOGICAL PERSPECTIVE 3 UNITS
Explores the current processes of "globalization" in the world today and the impact on people and societies. The conflicts arising out of competition over resources such as land, water and oil will be examined. Includes the impact of wars, economic and environmental disruption, leading to transnational migrations of people. Explores debates over globalization and the social movements that have arisen in response to the impact of globalization. 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS.

8 NATIVE AMERICAN CULTURES 3 UNITS
Survey of the Native American cultures of North America from an anthropological perspective, including cultural developments from prehistory to the present. Emphasis on the great variety of Native American perspectives and traditions, including kinship, religion, political, social and economic institutions, and attitudes towards humans, animals, and nature. Current issues including movements for social and political justice and cultural survival. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

12 MAGIC, RELIGION, WITCHCRAFT AND HEALING 3 UNITS
Cross-cultural perspectives on spirituality, religious practice, myth, ancestor beliefs, witchcraft and the variety of religious rituals and practitioners found in the cultures of the world. Examination of the cosmologies of different cultures through the anthropological perspective. Emphasis is placed on how knowledge of the religious practices and beliefs of others can help us to understand the multicultural world in which we live. Comparison of the ways in which diverse cultures confront the large and fundamental questions of existence: those dealing with the meaning of life, birth and death, and with the relationship of humans to each other and to their universe. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

13 FORENSIC ANTHROPOLOGY 3 UNITS
Introduction to the recovery and interpretation of human physical remains within the medico-legal context. Major topics include identification of human skeletal and dental remains, sex determination, age at death, ancestry, stature, analysis and identification of different types of trauma and pathologies, post-mortem alteration, age since death, recovery techniques, and legal and ethical issues pertaining to the treatment of human remains in a forensic context. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

Apprenticeship

Each and every apprenticeship program approved for offering in California has a "Related Instruction" component to accompany the on-the-job training associated with that particular apprenticeship. The Instruction is offered by a local educational agency, usually a community college, in cooperation with a local Joint Apprenticeship Committee who has operational responsibility for the apprenticeship program. Each registered apprentice takes classes covering such topics as principles and practices of the occupation, laws, relating to the workers, safety procedures, tools and equipment of the trade, communications, mathematics and science. Chabot College is approved by the Chancellor's Office California Community Colleges, to offer Related Instruction for the following programs:

- Automotive Apprenticeship
- Electrical Apprenticeship
- Roofing Apprenticeship
- Telecommunications Apprenticeship

To enroll as an apprentice or inquire about VA benefits for apprentices, a person must contact the Joint Apprenticeship Committee for the individual trade. For information on how to contact a JAC, call District Training and Development Solutions at (925) 465-5219.

Architecture (ARCH)

DEGREE:
AA—Architecture
AS—Architecture
CERTIFICATE OF ACHIEVEMENT:
Architecture Technology

ARCHITECTURE
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
Architecture 2A .(Architectural Drawing and Graphics I) 3
Architecture 68 (CAD for Architecture and Interior Design) or Interior Design 68 (CAD for Architecture and Interior Design) 3

YEAR ONE (SPRING)
Architecture 2B (Architectural Drawing and Graphics II) 3
Architecture 33 (3-D Modeling) 3
Architecture 12 (Construction Materials and Methods) 3

YEAR TWO (FALL)
Architecture 4A (Architectural Drafting Principles I) 3
Architecture 8A (Fundamentals of Architectural Design I) 4
Architecture 14 (California Architecture and Urban Design) . . . 3
YEAR TWO (SPRING)
Architecture 4B (Architectural Drafting Principles II) 3
Architecture 8B (Fundamentals of Architectural Design II) 4
Architecture 16 (Landscape Architecture) 2
Total 34

General Education Courses
For Specific General Education courses refer to catalog section on Graduation Requirements
Total minimum units required 60

ARCHITECTURE
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)
Architecture 2A (Architectural Drawing and Graphics I) 3
Architecture 68 (CAD for Architecture and Interior Design) or Interior Design 68 (CAD for Architecture and Interior Design) 3
YEAR ONE (SPRING)
Architecture 2B (Architectural Drawing and Graphics II) 3
Architecture 33 (3-D Modeling) 3
YEAR TWO (FALL)
Architecture 4A (Architectural Drafting Principles I) 3
Architecture 8A (Fundamentals of Architectural Design I) 4
Architecture 12 (Construction Materials and Methods) 3
YEAR TWO (SPRING)
Architecture 4B (Architectural Drafting Principles II) 3
Architecture 8B (Fundamentals of Architectural Design II) 4
Architecture 16 (Landscape Architecture) 2
Total 31

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Architecture GE Requirement 3
Complete a minimum of 3 units
Architecture 14 (California Architecture and Urban Design)
Total minimum units required 60

ARCHITECTURE TECHNOLOGY
CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)
Architecture 2A (Architectural Drawing and Graphics I) 3
Architecture 14 (California Architecture and Urban Design) . . . 3
Architecture 68 (CAD for Architecture and Interior Design) . . . 3
YEAR ONE (SPRING)
Architecture 2B (Architectural Drawing and Graphics II) 3
Architecture 4A (Architectural Drafting Principles I) 3
Architecture 33 (3-D Modeling) 3
YEAR TWO (FALL)
Architecture 4B (Architectural Drafting Principles II) 3
Architecture 8A (Fundamentals of Architectural Design I) 4
Architecture 12 (Construction Materials and Methods) 3
YEAR TWO (SPRING)
Architecture 8B (Fundamentals of Architectural Design II) 4
Architecture 16 (Landscape Architecture) 2
Architecture 80 (Architecture Internship) 2
Total 36

Architecture (ARCH)

2A ARCHITECTURAL DRAWING AND GRAPHICS I 3 UNITS
Introduction to freehand and mechanically constructed drawings employing orthographic, axonometric and linear perspective drawing systems to represent three-dimensional form and environments on two-dimensional surfaces. Emphasis on the understanding of basic drawing conventions, their implications and applications. Prerequisite: Art 2A *(completed with a grade of "C" or higher)*. 2 hours lecture, 4 hours studio. Transfer: CSU; UCB; AA/AS.

2B ARCHITECTURAL DRAWING AND GRAPHICS II 3 UNITS
Continuation of the content and issues introduced in Architecture 2A plus the theories and methods for applying shadows, reflections, materials, entourage, and color in a variety of drawing types. Layout and integration of composite drawings in support of the process and presentation of architectural designs. Prerequisite: Architecture 2A *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; UCB; AA/AS.

4A ARCHITECTURAL DRAFTING PRINCIPLES I 3 UNITS
Introduction to principles and practice of architectural drafting with emphasis on working drawings for wood frame construction; introduction to drafting concepts and conventions for architectural working drawings, basic building systems, and architectural applications of computer-aided drafting technology. Prerequisite: Architecture 68 *(completed with a grade of "C" or higher)*. 2 hours lecture, 4 hours studio. Transfer: CSU; AA/AS.

4B ARCHITECTURAL DRAFTING PRINCIPLES II 3 UNITS
Continuation of Architecture 4A with emphasis on architectural working drawings for non-residential buildings with wood, masonry, steel and concrete structures. Application of advanced computer-aided drafting techniques for architectural construction documents will be reviewed, as will the use of electronic/web-based information sources, including *Architectural Graphic Standards, Sweets Catalogs,* and the *Uniform Building Code.* Prerequisite: Architecture 4A *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; AA/AS.

8A FUNDAMENTALS OF ARCHITECTURAL DESIGN I 4 UNITS
Introduction to the theories, principles, and methods of architectural design using traditional and digital media. Studio projects emphasize composing two- and three-dimensional organizations to convey intended

concepts and meanings. Aesthetic, environmental, social, and technological factors which inform architectural design are investigated. Course work is supplemented with lectures, discussions, and readings. Prerequisite: Architecture 2B *(completed with a grade of "C" or higher).* 3 hours lecture, 3 hours studio. Transfer: CSU; UCB; AA/AS.

8B FUNDAMENTALS OF ARCHITECTURAL DESIGN II 4 UNITS
Continuation of the content and issues introduced in Architecture 8A. Emphasis on generating and developing design concepts, incorporating structure, materials, and energy considerations as determinates of form. Emphasis on applied traditional and digital graphic communications tools, including scale models to convey intended concepts and meanings. Prerequisite: Architecture 8A *(completed with a grade of "C" or higher).* 3 hours lecture, 3 hours studio. Transfer: CSU; UCB; AA/AS.

12 CONSTRUCTION MATERIALS AND METHODS 3 UNITS
Introduction to the methods and materials used in contemporary and historical building construction. Wood, steel, masonry, and concrete structural systems will be explored, as will major interior and exterior finish systems. The relationships between occupancy and construction types will be reviewed as will the influence of building codes, climate, labor supply, and economic factors. 2 hours lecture, 4 hours laboratory. Transfer: CSU; AA/AS.

14 CALIFORNIA ARCHITECTURE AND URBAN DESIGN 3 UNITS
California architecture and urban design from indigenous beginnings to the contemporary avant garde. Historic, cultural, and environmental influences on the shaping of California's distinctive buildings and cities. Work reviewed ranges from anonymous adobes to historic masterpieces by Maybeck and Morgan to new works by Gehry, Moss, and others. 3 hours. Transfer: CSU; UCB; CSU/GE: Cl; AA/AS.

16 LANDSCAPE ARCHITECTURE 2 UNITS
Principles of landscape architecture emphasizing design concepts as they relate to site, building, and client requirements. Includes site analysis, land use patterns, circulation, layout, planting materials, irrigation, and the general design process. 1 hour lecture, 3 hours laboratory. Transfer: CSU; UCB; AA/AS.

33 3-D MODELING 3 UNITS
Introduction to 3-dimensional digital modeling using 3-dimensional software. Emphasis on learning basic commands to create 3-dimensional objects including building interiors and exteriors, and defining photo-realistic views with appropriate light sources. Prerequisite: Architecture 68 *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU.

68 CAD FOR ARCHITECTURE AND INTERIOR DESIGN 3 UNITS
(See also Interior Design 68)
Introduction to computer-aided drafting. Topics include command basics including drawing entity creation and modification, industry layering standards, text and dimensioning systems appropriate to architecture, creating symbol libraries, external reference techniques, model and paper space commands, and plotting techniques. (Combined credit for Architecture 68 and Interior Design 68 may not exceed 12 units.) 2 hours lecture, 4 hours studio. Transfer: CSU.

80 ARCHITECTURE INTERNSHIP 2 UNITS
Architecture Internship in Architecture department setting approved by Architecture faculty as related to student's architecture major or classes at Chabot. Cooperative effort between student and architecture firm supervisor to accomplish agreed upon work objectives and broaden experiences. Student provides verification of service experience hours during the term. Students will get an architecture firm approved by architecture faculty and make arrangements for hours and duties directly with architecture firm supervisor. Students will meet with architecture instructor one hour per week on campus for input and hands-on experience discussion focused on architecture firm structures, project procedures, design developments and construction documents. (Students must contact instructor prior to registering for this internship class) Prerequisite: Architecture 4B, 8B, 12 and 68 (all completed with a grade of "C" or higher). 1 hour lecture, 4 hours studio. Transfer: CSU.

Art (ART)

DEGREE:
AA-T—Studio Arts
AA—Art (Emphasis in Ceramics)
AA—Art (Emphasis in Painting)
AA—Art (Emphasis in Sculpture)
AA—Graphic Design

CERTIFICATE OF PROFICIENCY:
Digital Design
Graphic Design

CERTIFICATE:
Illustration

The Associate in Arts in Studio Arts for Transfer Degree is designed for art students interested in transferring to a CSU school art program. Courses are offered in painting, drawing, ceramics, sculpture, photography, art history and digital technology. The degree provides students with an opportunity to develop the techniques, visual sensibility, and historical understanding necessary for working with various materials. An understanding and exploration of the meanings and ideas generated by the things we make, and an awareness of the satisfaction inherent in the process of the "making," are essential parts of the program. Studio Arts transfer degree provides a solid basis for transfer to a CSU school to continue work in upper division and graduate school and art-related fields such as Ceramist, Commercial Artist, Designer, Exhibition Designer, Art Critic/Writer, Art Director, Art Historian, and Art teaching.

The art curriculum offers instruction in art theory, practice and history. These three areas of study constitute the foundation courses needed to begin a career in graphic design (for example: illustration, graphics, etc.) or fine arts (for example: painting, ceramics, etc.). The foundation courses meet prerequisite requirements to UC, CSU systems and four-year art schools.

The Graphic Design two-year diploma program provides students who have demonstrated artistic ability with practical, theoretical, and computer training in layout and design, preparation of reproduction art, printing processes, computer graphics, typography and illustration. In addition to course assignments, students are involved in projects typical of the graphic design field.

STUDIO ARTS

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

UNITS

REQUIRED CORE ***(15 units)***

- Art 2A (Introduction to Drawing) 3
- Art 23 (2-D Foundations) 3
- Art 24 (3-D Foundations) 3
- Art History 5 (Art History–Renaissance to Modern) 3
- Art 4 (Art History–Ancient to Gothic) 3

LIST A ***(select three courses from the following—9 units))***

- Art 2B (Drawing and Composition) or Art 3A (Figure and Composition I) 3
- Art 12A (Beginning Oil Painting) or Art 13A (Acrylic Painting–Beginning I) 3
- Art 16A (Introduction to Ceramics I) 3
- Art 17A (Beginning Sculpture I) 3
- Digital Media 31A (Photoshop I) and Digital Media 32A (Illustrator I) 3
- Photography 50 (Introduction to Photography) 3

Total 24

Required courses in the major: 24 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 6 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

ART (GENERAL)

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

- Art History 1 (Introduction to Art) 3
- Art 2A (Introduction to Drawing) 3
- Art 23 (2-D Foundations) 3

YEAR ONE (SPRING)

- Art 2B (Drawing and Composition) 3
- Art 17 (Beginning Sculpture) 3
- Art 24 (3-D Foundations) 3

YEAR TWO (FALL)

- Art 12A (Oil/Acrylic Painting–Beginning I) 3
- Art 3A (Figure and Composition I) 3
- Art History 4 (Art History–Ancient to Gothic) 3

YEAR TWO (SPRING)

- Art History 5 (Art History–Renaissance to Modern) 3
- Art 7A (Introduction to Watercolor Painting) 3
- Art 16A (Introduction to Ceramics I) 3

Total 36

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

ART (EMPHASIS IN CERAMICS)

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

- Art History 1 (Introduction to Art) 3
- Art 23 (2-D Foundations) 3
- Art 16A (Introduction to Ceramics) 3

YEAR ONE (SPRING)

- Art 16B (Introduction to Ceramics II) 3

YEAR TWO (FALL)

- Art History 4 (Art History–Ancient to Gothic) 3
- Art 16C (Introduction to Ceramics III) 3

YEAR TWO (SPRING)

- Art History 5 (Art History–Renaissance to Modern) 3
- Art 16D (Ceramics–Intermediate) 3
- Art 17 (Beginning Sculpture) 3

Total 27

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

ART (EMPHASIS IN PAINTING)

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

- Art 2A (Introduction to Drawing) 3
- Art 12A (Oil/Acrylic Painting–Beginning I) 3
- Art 3A (Figure and Composition I) 3
- Art History 1 (Introduction to Art) 3

YEAR ONE (SPRING)

- Art 2B (Drawing and Composition) 3
- Art 12B (Oil/Acrylic Painting–Beginning II) 3

YEAR TWO (FALL)
- Art History 4 (Art History–Ancient to Gothic) . . . 3
- Art 12C (Oil/Acrylic Painting–Advanced I) . . . 3
- Art 23 (2-D Foundations) . . . 3

YEAR TWO (SPRING)
- Art History 5 (Art History–Renaissance to Modern) . . . 3
- Art 12D (Oil/Acrylic Painting–Advanced II) . . . 3
- Art 3B (Figure and Composition II) . . . 3
- Art 7A (Introduction to Watercolor Painting) . . . 3

Total . . . 39

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required . . . 60

ART (EMPHASIS IN SCULPTURE)
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
- Art History 1 (Introduction to Art) . . . 3
- Art 17 (Beginning Sculpture) . . . 3
- Art 23 (2-D Foundations) . . . 3
- Art 3A (Figure and Composition I) . . . 3

YEAR TWO (SPRING)
- Art 18 (Wood and Stone Sculpture) . . . 3
- Art 24 (3-D Foundations) . . . 3
- Art 3B (Figure and Composition II) . . . 3

YEAR TWO (FALL)
- Art 2A (Introduction to Drawing) . . . 3
- Art History 4 (Art History–Ancient to Gothic) . . . 3
- Art 20 (All Media Sculpture) . . . 2
- Art 22 (Metal Sculpture–Lost Wax Bronze Casting) . . . 3

YEAR TWO (SPRING)
- Art History 5 (Art History–Renaissance to Modern) . . . 3

Total . . . 35

General Education Courses
For specific General Education courses refer to catalog section Graduation Requirements.
Total minimum units required . . . 60

GRAPHIC DESIGN
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
- Art 56 (Graphic Design I) . . . 3
- Digital Media 31A (Photoshop I) . . . 1½
- Digital Media 32A (Illustrator I) . . . 1½

YEAR ONE (SPRING)
- Art 57 (Graphic Design Internship) . . . 2
- Art 58 (Graphic Design II) . . . 3

YEAR TWO (FALL)
- Art 55 (Introduction to Graphic Design Careers) . . . 2
- Art 61 (Illustration) . . . 3

YEAR TWO (SPRING)
- Art 45 (Artist Portfolio and Self-Promotion) . . . 2
- Art 59 (Graphic Design III) . . . 3

Total . . . 21

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required . . . 60

DIGITAL DESIGN
CERTIFICATE OF PROFICIENCY

YEAR ONE (FALL)
- Art 56 (Graphic Design I) . . . 3
- Digital Media 31A (Photoshop I) . . . 1½
- Digital Media 32A (Illustrator I) . . . 1½

YEAR ONE (SPRING)
- Art 58 (Graphic Design II) . . . 3
- Digital Media 35A (Dreamweaver I) . . . 1½

YEAR TWO (FALL)
- Art 55 (Introduction to Graphic Design Careers) . . . 2

YEAR TWO (SPRING)
- Art 45 (Artist Portfolio and Self-Promotion) . . . 2

Total . . . 14½

GRAPHIC DESIGN
CERTIFICATE OF PROFICIENCY

YEAR ONE (FALL)
- Art 56 (Graphic Design I) . . . 3
- Digital Media 31A (Photoshop I) . . . 1½
- Digital Media 32A (Illustrator I) . . . 1½

YEAR ONE (SPRING)
- Art 58 (Graphic Design II) . . . 3

YEAR TWO (FALL)
- Art 55 (Introduction to Graphic Design Careers) . . . 2
- Art 59 (Graphic Design III) . . . 3

YEAR TWO (SPRING)
- Art 45 (Artist Portfolio and Self-Promotion) . . . 2

Total . . . 16

ILLUSTRATION
CERTIFICATE

YEAR ONE (FALL)
- Art 2A (Introduction To Drawing) . . . 3
- Art 55 (Introduction To Graphic Design Careers) . . . 2
- Art 61 (Illustration) . . . 3

YEAR ONE (SPRING)
- Art 2B (Drawing and Composition) . . . 3

Art 45 (Artist Portfolio and Self-Promotion) 2
Art 54 (Illustrating Children's Books) 3
Total 16

Art (ART)

2A INTRODUCTION TO DRAWING 3 UNITS
Skill development in black and white drawing using composition, light and shade, perspective and other basics applied to realism drawing. 2 hours lecture, 4 hours studio. Transfer: CSU; UC; CSU/GE; AA/AS.

2B DRAWING AND COMPOSITION 3 UNITS
Development of knowledge and skills introduced in Art 2A, emphasizing media and composition and realism drawing at an intermediate level. Introducing the use of color. Prerequisite; Art 2A *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

2C INDIVIDUAL PROJECTS IN ACADEMIC REALISM DRAWING 3 UNITS
Individual project development for advanced drawers to create a related body of drawings in the style of academic realism. Concept definition and development to be determined by the student and approved by the instructor. Prerequisite: Art 2B (completed with a grade of "C" or higher). 2 hours lecture, 4 hours studio.. Transfer: CSU.

3A FIGURE AND COMPOSITION I 3 UNITS
Fundamental skills, techniques and knowledge of art related to drawing of the human form using graphite, charcoal, ink, and conte crayon. Compare figurative compositions using the human form through design, master paintings, verbal and written descriptions, and critiques. Awareness of the creative process as it applies to anatomical analysis by class drawings, anatomy assignments, and figurative compositions which require the student to explore drawing techniques, compose, and evaluate drawings. Open to any student, no drawing experience required. 2 hours lecture, 4 hours studio. Transfer: CSU; UC; AA/AS: C-ID: ARTS 200.

3B FIGURE AND COMPOSITION II 3 UNITS
Continued development of knowledge and skills introduced in Art 3A. Emphasis on composition and color and different figurative design elements during the drawing of the human form. Strongly recommended: Art 3A *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

3C FIGURE AND COMPOSITION III 3 UNITS
Continued development of knowledge and skills further developed in Art 3B. Emphasis on composition and color and different figurative design elements during the drawing of the human form. Drawing elements stressing emotions and expressions. Strongly recommended: Art 3B *(completed with a grade of "C" or higher*). 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

3D FIGURE AND COMPOSITION IV 3 UNITS
Continued development and skills further developed in Art 3C. Emphasis on composition and color and different figurative design elements during the drawing of the human form. Drawing elements stressing individual philosophies and expressions. Strongly recommended Art 3C *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

7A INTRODUCTION TO WATERCOLOR PAINTING 3 UNITS
The student will learn materials, methods, techniques and watch demonstrations of transparent watercolor painting, including its effects and possibilities. The student will work with the instructor to maximize watercolor painting skills during class and at home. Strongly recommended: Art 2A. 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

7B INTERMEDIATE WATERCOLOR PAINTING 3 UNITS
Continued development of knowledge and techniques introduced in Art 7A. Emphasis on various intermediate watercolor techniques that produce different types of watercolor paintings that advance the student's skills. Strongly recommended: Art 7A *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

7C ADVANCED WATERCOLOR PAINTING I 3 UNITS
Builds upon the skills and techniques introduced in Art 7B, so that the student can solve composition problems as well as begin to utilize personal expressions. Emphasizes composition, concept and visualization skills. Strongly recommended: Art 7B. 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

7D ADVANCED WATERCOLOR PAINTING II 3 UNITS
Continued development of skills and techniques introduced in Art 7C directed towards individual needs. Student artist is directed to develop personalized imagery and begin to settle on individual techniques. Strongly recommended: Art 7C. 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

12A BEGINNING OIL PAINTING 3 UNITS
Projects in oil painting with and emphasis on fundamental painting techniques and approaches. 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC.

12B INTERMEDIATE OIL PAINTING 3 UNITS
Advanced projects in oil painting with an emphasis on individual creative work and development of personal ideas and style. Prerequisite: Art 12A. 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC.

12C ADVANCED OIL PAINTING 3 UNITS
Continued development of advanced projects in oil painting with emphasis on individual creative work and development of personal ideas and style. Prerequisite: Art 12B. 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC.

12D ADVANCED OIL PAINTING II 3 UNITS
Advanced projects in oil paining with emphasis on individual creative work and development of personal ideas and style. Prerequisite Art 12C. 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC.

13A ACRYLIC PAINTING—BEGINNING I 3 UNITS
Projects in acrylic painting with an emphasis on fundamental painting techniques and approaches. Strongly recommended: Art 2A. 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

13B ACRYLIC PAINTING—BEGINNING II 3 UNITS
Projects in acrylic painting with an emphasis on fundamental painting techniques and approaches. Prerequisite: Art 13A *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

13C ACRYLIC PAINTING—ADVANCED I 3 UNITS
Advanced projects in acrylic painting with emphasis on individual creative work and development of personal ideas and style. Prerequisite: Art 13B *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

13D ACRYLIC PAINTING—ADVANCED II 3 UNITS
Advanced projects in acrylic painting with emphasis on individual creative work and development of personal ideas and style. Prerequisite: Art 13C *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

16A INTRODUCTION TO CERAMICS I 3 UNITS
Instruction in the fundamental techniques of wheel-thrown and hand-constructed clay forms. Survey of clay and glaze materials and reaction to fire will be included. Methods of decorating using glazes will be introduced. Influence of Eastern and Western contemporary and historical works and the students' creations. Formulate personal creative process, including inspiration, experimentation, and evaluation. Designed for art majors as well as general education students. 2 hours lecture, 4 hours studio. Transfer: CSU; UC; AA/AS.

16B INTRODUCTION TO CERAMICS II 3 UNITS
Further development of the technical skills of wheel thrown and hand constructed clay forms. Exploration of surface decoration, using various glazing techniques and methods of slip decoration is continued. Designed for art majors as well as general education students. Prerequisite: Art 16A *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

16C INTRODUCTION TO CERAMICS III 3 UNITS
Introduction of intermediate technical skills of throwing forms on the wheel with emphasis on the creative expression of the form. Kiln loading and firing procedure and process introduction. Continued development of various hand construction techniques of clay forms. Prerequisite: Art 16B *(completed with a grade of "C" or higher)*. 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

16D CERAMICS—INTERMEDIATE 3 UNITS
Intermediate technical skills of wheel-thrown and hand-constructed clay forms. Glaze exploration and experimentation. Exploration in the history of contemporary ceramic art and masters. Prerequisite: Art 16C *(completed with a grade of "C" or higher)*. 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

16E INDIVIDUAL PROJECTS IN CERAMICS 3 UNITS
Project development for Advanced Potters. Concept definition and development. Creation of a coherent body of work expressing an individual style. Refinement of techniques and skills acquired in previous courses. Individual critiques. Prerequisite: Art 16D *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU.

17A BEGINNING SCULPTURE I 3 UNITS
Construction methods in clay through design of three dimensional and relief sculptures. Includes an introduction to ceramic art history and fundamentals of ceramic glaze and firing technology. Elements and principles of three dimensional design are emphasized in oral and written critiques. Designed for art majors as well as general education students. 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC; AA/AS.

17B BEGINNING SCULPTURE II 3 UNITS
Further development of the technical skills of three dimensional sculpture and bas relief. Development of style in surface decoration, using various glazing techniques and methods of slip decoration are continued. Designed for art majors as well as general education students. Prerequisite: ART 17A *(completed with a grade of "C" or higher)*. 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC.

18A WOOD AND STONE SCULPTURE I 3 UNITS
Design and carve Bas-relief sculptures, using subtractive methods in wood and stone. Includes an introduction to art history and fundamentals of pneumatic (air power) technology. Elements and principles of three-dimensional design are emphasized in oral and written critiques. Designed for art majors as well as general education students. 2 hours lecture, 4 hours studio.. Transfer: CSU; UC.

20 ALL MEDIA SCULPTURE 3 UNITS
Concentrated individual studies in sculpture, designed to provide opportunity for continued investigation in the possibilities of a particular sculptural medium for the purpose of creating individual expression. Strongly Recommended: ART 17 *(completed with a grade of "C" or higher)*. 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC.

21 INDIVIDUAL PROJECTS IN CERAMIC SCULPTURE 3 UNITS
Projects in Ceramic Sculpture for intermediate to advanced students. Building on previous knowledge and skills acquired from previous assignments in Beginning Sculpture, students will produce artwork that expresses their individual styles. Strongly Recommended: ART 17A *(completed with a grade of "C" or higher)*. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

22 METAL SCULPTURE—LOST WAX BRONZE CASTING 3 UNITS
Comprehensive introduction to various metal sculpture processes. Mold-making techniques for casing bronze, aluminum, as well as basic welding. Emphasis on 3-dimensional design quality, craftsmanship, and subject matter, with research in the history of traditional and contemporary sculpture. 2 hours lecture, 4 hours studio. Transfer: CSU; AA/AS.

23 2-D FOUNDATIONS 3 UNITS
Introduction to the concepts, applications, and historical/multicultural references related to two-dimensional art and composition, including the study and analysis of the basic principles and elements of line, shape, texture, value, color and spatial illusion. Development of a visual vocabulary for creative expression through lecture presentations, studio projects, problem solving and written assignments. (May not receive credit if Art 10 has been completed.) 2 hours lecture, 4 hours studio. Transfer CSU; AA/AS; C-ID: ARTS 100.

24 3-D FOUNDATIONS 3 UNITS
Introduction to the concepts, applications, and historical references related to three-dimensional design and spatial composition, including the study of the elements and organizing principles of design as they apply to three-dimensional space and form. Development of a visual vocabulary for creative expression through lecture presentations and use of appropriate materials for three-dimensional studio projects. 2 hours lecture, 4 hours studio. Transfer CSU; AA/AS.

45 ARTIST PORTFOLIO AND SELF-PROMOTION 2 UNITS
Development of an artist's portfolio and strategies for self-promotion of ideas and skills effectively in the working art world. Includes use of effective techniques of presentation. 2 hours lecture, 1 hour studio.. 2 hours lecture, 1 hour studio. Transfer: CSU.

48 PERSPECTIVE DRAWING 3 UNITS
Theory and practice of perspective in drawing and painting. Includes history, concepts and uses of perspective as it applies to all two-dimensional surfaces. 2 hours lecture, 4 hours studio. Transfer: CSU; UC.

54 ILLUSTRATING CHILDREN'S BOOKS 3 UNITS
Creation of two different children's books in any medium. Overview of the field of illustrating children's books. The relationship between words and images, page layout, character development, and illustration styles. Illustrate existing books or students' own stories. 2 hours lecture, 4 hours studio. Transfer: CSU; AA/AS.

55 INTRODUCTION TO GRAPHIC DESIGN CAREERS 2 UNITS
Presentation of art work by design specialists and instructor highlighting a variety of careers in the graphic design industry. Speakers may include designers, art directors, illustrators, photographers and others in the graphic design industry. 2 hours. Transfer: CSU.

56 GRAPHIC DESIGN I 3 UNITS
Introduction to the field of graphic design and the use of typography. Field trips to explore industry related occupations. Assignments include creating graphic designs and advertising designs. 2 hours lecture, 4 hours studio. Transfer: CSU; AA/AS.

57 GRAPHIC DESIGN INTERNSHIP 2 UNITS
Work experience in a graphic design studio or related environment. To be approved by the instructor and employer. Work time and hours are to be arranged by the employer and student. Position may be paid or unpaid. Prerequisite: Art 56 *(completed with a grade of "C" or higher).* 7 hours studio. Transfer: CSU; AA/AS.

58 GRAPHIC DESIGN II 3 UNITS
Creation and production of advanced graphic designs for real clients. Prerequisite: Art 56 *(completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; AA/AS.

59 GRAPHIC DESIGN III 3 UNITS
Advanced graphic design and typography, with emphasis on creating and crafting package and label designs. Prerequisite: Art 56 (*completed with a grade of "C" or higher).* 2 hours lecture, 4 hours studio. Transfer: CSU; AA/AS.

61 ILLUSTRATION 3 UNITS
Creation and execution of conceptual ideas in illustration. Includes a variety of mediums and contemporary application styles. Emphasis on skills in traditional draftsmanship, craftsmanship and presentation. 2 hours lecture, 4 hours studio. Transfer: CSU.

200 INTRODUCTION TO DRAWING AND PAINTING NON-CREDIT
Individualized program of drawing and painting for residents in skilled-nursing facilities. Application of basic principles of composition, color, and line. Study of artistic practices of diverse cultures, including African design principles and European painting. 3 hours.

Art History (ARTH)

DEGREE: AA—Art History

Art History involves the analysis of form, historical context, and meaning in visual images made across the globe from prehistory to today. Because humans make art to communicate the breadth and depth of human experience, art historical inquiry can lead to a consideration of varied subjects, including cultural, ethnic, social, religious, economic, and political topics, in addition to artistic and aesthetic ones. The Art History AA degree serves students seeking to enrich their cultural backgrounds, solidify their knowledge of history, develop analytical and writing skills, sharpen critical sensibilities, and prepare for opportunities in museums, galleries, historical societies, as well as preparing to transfer into a four year baccalaureate Art History degree program and more. The Art History major is particularly well-suited to those students considering themselves visual learners.

ART HISTORY
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
Art History 4 (Art History–Ancient to Gothic). 3
Art History 50 (Introduction to Museum and Gallery Techniques). 3

YEAR ONE (SPRING)
Art History 5 (Art History–Renaissance to Modern). 3
Art History 51 (Introduction to Museum Studies) 4½
Humanities 50 (The Artful Life) or Humanities 60 (Creativity and the Community) or Anthropology 3 (Social and Cultural Anthropology) 3

YEAR TWO (FALL)
Art History 6 (Art History–Twentieth-Century Art) 3
Art History 20 (History of Photography) or Photography 20 (History of Photography) or History 5 (Critical Thinking in History) or Anthropology 5 (Cultures of the U.S. in Global Perspective). 3

YEAR TWO (SPRING)

Art History 7 (Multicultural History of American Art) or
Art History 8 (Non-Western Art) 3
Art 2A (Introduction to Drawing) or
Art 16A (Introduction to Ceramics I) or
Art 17 (Beginning Sculpture) or
Photography 50 (Introduction to Photography) 3
Total 25½

Art History (ARTH)

1 INTRODUCTION TO ART 3 UNITS

Architecture, sculpture, painting, photography and design in relation to human inventiveness in providing for material and aesthetic needs; orientation to contemporary and historic art forms and principles. (Formerly ART 1; may not receive credit if ART 1 has been completed.) 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

4 ART HISTORY—ANCIENT TO GOTHIC 3 UNITS

History of Western art from prehistoric times through Egyptian, Mesopotamian, Aegean, Greek, Etruscan, Roman, Early Christian, Byzantine, Medieval, Romanesque, and Gothic civilizations. (Formerly ART 4; may not receive credit if ART 4 has been completed.) 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS

5 ART HISTORY—RENAISSANCE TO MODERN 3 UNITS

History of Western art from Early Renaissance through High Renaissance, Mannerism, Baroque, Neoclassicism, Romanticism, Realism, Impressionism, Post-Impressionism, and 20th Century developments of American art. (Formerly ART 5; may not receive credit if ART 5 has been completed.) 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

6 ART HISTORY—TWENTIETH-CENTURY ART 3 UNITS

History of significant Modern, Postmodern and Contemporary art movements. Lectures include discussions of works made in various media by well-known and lesser-known makers, including women artists, non-western artists, and artists of color. 3 hours. Transfer: CSU; UC; CSU/GE: C1; IGETC: Area 3A; AA/AS.

7 MULTICULTURAL HISTORY OF AMERICAN ART 3 UNITS

A multicultural survey of American art from 1800 to the present. Special emphasis on art objects created by Native American, Asian American, African American, and Hispanic/Latino artists and artisans. Considers how art objects express the maker's identity within the specific historical, social, and political circumstances of his or her life. Addresses how male and female artists and artisans from these groups have used various art forms to assert their gender and ethnic identity in response to historical change. 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS; AC.

8 NON-WESTERN ART 3 UNITS

A broad survey of art offering a rich visual encounter with the cultural and historical heritage of Africa, Asia, Oceania, and the Americas. Introduces cultural perspectives developed outside the Western (European) tradition and provides students with a multi-cultural, global perspective of the visual arts. 3 hours. Transfer: CSU; CSU/GE; AA/AS.

20 HISTORY OF PHOTOGRAPHY 3 UNITS

(See also Photography 20)

A broad chronological survey of photography from its invention to the present. Considers the medium's dual role as technology and art. Addresses a multiplicity of photographic themes and purposes. Considers the intersections of photography and technology, history, art, and everyday life. (May not receive credit if Photography 20, Photography 67, or Art 67 has been completed.) 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

50 INTRODUCTION TO MUSEUM AND GALLERY TECHNIQUES 3 UNITS

Learn the display of visual art within a museum/gallery space. Meet artists from the Bay Area and beyond, learn the meaning behind their art work, and gain hands-on practice in a range of activities covering the presentation, handling and security of original artwork in the Chabot Art Gallery. 2 hours lecture, 3 hours laboratory. Transfer: CSU; CSU/GE; AA/AS.

51 INTRODUCTION TO MUSEUM STUDIES 4½ UNITS

Museum history, theory, and practice. History and theory components are lecture-based; practice component involves hands-on instruction in museum and gallery skills, culminating in the hanging of the Chabot student art show. Held in the Chabot Art Gallery with one to two field trips to local museums, galleries and/or historical societies. (Formerly ART 6; may not receive credit if ART 6 has been completed.) 3 hours lecture, 5 hours laboratory. Transfer: CSU; CSU/GE; AA/AS.

Astronomy (ASTR)

10 INTRODUCTION TO ASTRONOMY: THE SOLAR SYSTEM 3 UNITS

Introduction to history and physical principles of astronomy, focusing on our Solar System. Includes: constellations; distance scales; historical development of astronomy; gravitation; motion of the Earth, Moon, and Planets; astronomical tools; formation and evolution of the solar system; physical properties, atmosphere, and evolution of the Earth, Moon, and planets within the solar system; asteroids, comets, and other small bodies; discovery of extra-solar planets; possibilities for life beyond Earth. Designed for non-majors in mathematics or physical science. A companion science lab, Astronomy 30, is also available. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

20 INTRODUCTION TO ASTRONOMY: STARS AND THE UNIVERSE 3 UNITS

Introduction to the study of stars, galaxies, and cosmology. Includes the nature of light and matter, telescopes, spectroscopy, stellar formation and evolution, galaxies, quasars, and cosmology. Designed for non-majors in mathematics or a physical science. A companion science lab, Astronomy 30, is also available. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

30 INTRODUCTION TO ASTRONOMY LAB 1 UNIT

Introduction to laboratory principles and techniques in astronomy. Includes telescope operation and measuring stellar magnitudes, spectral

lines, motions of the sun, moon and planets. Prerequisite: Astronomy 10 or 20. 3 hours laboratory. Transfer: CSU; UC, CSU/GE; IGETC; AA/AS.

Automotive Technology (ATEC)

degree:
AS–Automotive Technology
AS–Automotive Technology (Emphasis in BMW Manufacture Training)

certificate of achievement:
Automotive Maintenance Technology
Automotive Chassis Technology
Automotive Drivetrain Technology
Automotive Engine Machining
Automotive Engine Performance Technology

The automotive technology program prepares the student for employment in many areas of the automotive field, including dealerships, independent garages, fleet shops, service stations, and specialty shops. Students enrolling in the curriculum of automotive mechanics will have the opportunity to receive instruction and "hands-on" experience in all areas of mechanical and electrical diagnostic systems and repair of current automobiles.

Automotive courses meet the needs of the beginner, the mechanic who wants to update skills and the do-it-yourself person. The automotive programs may also help students enter the automotive field in positions other than automotive technician.

AUTOMOTIVE TECHNOLOGY
ASSOCIATE IN SCIENCE DEGREE

The Automotive Technology Degree involves completing the core curriculum plus any one of the following Certificates: Automotive Engine Performance Technology, Automotive Engine Machining, Automotive Drivetrain Technology, Automotive Chassis Technology, or Automotive Maintenance Technology and the General Education requirements. Only one A.S. Degree in Automotive Technology may be earned.

YEAR ONE (FALL)
- Automotive Technology 50 (Introduction to Automotive Technology) . . . 3
- Automotive Technology 5** (Automotive Braking Systems) 3
- Automotive Technology 6A* (Automotive Electrical and Electronic Fundamentals) . . . 4

YEAR ONE (SPRING)
- Automotive Technology 4 (Automotive Suspension and Steering) . . . 3
- Automotive Technology 6B* (Automotive Electrical and Electronic Systems) . . . 3

YEAR TWO (FALL)
- Automotive Technology 1 (Automotive Engines) . . . 4
- Automotive Technology 3 (Automotive Manual Transmissions and Transaxles) . . . 3

YEAR TWO (SPRING)
- Emphasis options (Select from the emphasis option list below) . . . 4–21

Total . . . 27–44

GENERAL EDUCATION UNITS FOR A.S. DEGREE . . . 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
- General Education Courses (Areas A-E) . . . 16
- Automotive Technology GE Requirement . . . 3
  - *Complete a minimum of 3 units*
  - Industrial Technology 74 (Measurements and Calculations)

Total minimum units required . . . 60

Emphasis 1 - Maintenance, add:
- Automotive Technology 2 (Automotive Automatic Transmissions and Transaxles) . . . 3
- Automotive Technology 7*** (Automotive Heating and Air Conditioning Systems) . . . 2½
- Automotive Technology 8* (Automotive Air and Fuel Delivery) . . . 4
- Automotive Technology 10* (Automotive Advanced Engine Performance) . . . 3
- Automotive Technology 90 (Hybrid Vehicle Operation and Servicing) . . . 2
- Automotive Technology 91 (Hybrid Diagnosis and Alternate Fuels Technology) . . . 2

Emphasis 2 - Chassis, add:
- Automotive Technology 90 (Hybrid Vehicle Operation and Servicing) . . . 2
- Automotive Technology 91 (Hybrid Diagnosis and Alternate Fuels Technology) . . . 2

Emphasis 3 - Drivetrain, add:
- Automotive Technology 2 (Automotive Automatic Transmissions and Transaxles) . . . 3

Automotive Technology 7*** (Automotive Heating and Air Conditioning Systems) 2½
Automotive Technology 8* (Automotive Air and Fuel Delivery) 4
Automotive Technology 90 (Hybrid Vehicle Operation and Servicing) 2
Automotive Technology 91 (Hybrid Diagnosis and Alternate Fuels Technology). 2

Emphasis 4 - Engine Machining, add:
Automotive Technology 63A (Introduction to Engines and Machining Processes) 3
Automotive Technology 63B (Engines, Machining and Assembly Processes) 3
Machine Tool Technology 60A (Machine Tool Technology I) . . . 4
Automotive Technology 90 (Hybrid Vehicle Operation and Servicing) 2
Automotive Technology 91 (Hybrid Diagnosis and Alternate Fuels Technology). 2

Emphasis 5 Engine Performance, add:
Automotive Technology 7*** (Automotive Heating and Air Conditioning Systems) 2½
Automotive Technology 8* (Automotive Air and Fuel Delivery) 4
Automotive Technology 10* (Automotive Advanced Engine Performance). 3
Automotive Technology 80*** (California Emissions Testing Technician Training Course) 7½
Automotive Technology 90 (Hybrid Vehicle Operation and Servicing) 2
Automotive Technology 91 (Hybrid Diagnosis and Alternate Fuels Technology). 2

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

These courses are recommended as preparation for the following California State and BAR tests for
* **Smog Check Technician License**
** **Brake Adjusters License**
*** **Air Conditioning Refrigeration Recovery and Recycling Certification**

AUTOMOTIVE TECHNOLOGY (Emphasis in BMW Manufacture Training)

ASSOCIATE IN SCIENCE DEGREE

This program prepares students for employment as entry-level automotive technicians. Students may also earn BMW of North America training credits in several different areas. Successful completion of the Associate in Science Degree can enhance the placement level at BMW dealerships across the nation.

YEAR ONE (FALL)
BMW 10 (BMW Technical Systems) 5
Automotive Technology 50 (Automotive Fundamentals) 3
Automotive Technology 5** (Automotive Braking Systems) 3
Automotive Technology 6A* (Automotive Electrical and Electronic Fundamentals). 4
YEAR ONE (SPRING)
BMW 20 (BMW Body Electronics) 5
Automotive Technology 4 (Automotive Suspension and Steering) 3
Automotive Technology 7*** (Automotive Heating and Air Conditioning Systems) 2½
YEAR TWO (FALL)
BMW 30 (BMW Chassis Dynamics) 5
Automotive Technology 1 (Automotive Engines) 4
YEAR TWO (SPRING)
Automotive Technology 8* (Automotive Air and Fuel Delivery) 4
BMW 40 (BMW Engine Electronics and Engine Technology) 5
Automotive Technology 90 (Hybrid Vehicle Operation and Servicing) 2
Automotive Technology 91 (Hybrid Diagnosis and Alternate Fuels Technology). 2
Total 47½

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Automotive Technology GE Requirement. 3
Complete a minimum of 3 units
Industrial Technology 74 (Measurements and Calculations)
Total minimum units required 60

AUTOMOTIVE MAINTENANCE TECHNOLOGY

CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)
Automotive Technology 50 (Automotive Fundamentals) 3
Automotive Technology 5** (Automotive Braking Systems) 3
Automotive Technology 6A* (Automotive Electrical and Electronic Fundamentals) 4
YEAR ONE (SPRING)
Automotive Technology 4 (Automotive Suspension and Steering) 3
Automotive Technology 6B* (Automotive Electrical and Electronic Systems). 3

YEAR TWO (FALL)
Automotive Technology 8* (Automotive Air and Fuel Delivery) . 4
YEAR TWO (SPRING)
Automotive Technology 7*** (Automotive Heating and Air Conditioning Systems) 2½
Automotive Technology 10* (Automotive Advanced Engine Performance) 3
Total 25½

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

AUTOMOTIVE CHASSIS TECHNOLOGY
CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)
Automotive Technology 50 (Automotive Fundamentals) 3
Automotive Technology 5** (Automotive Braking Systems) 3
Automotive Technology 6A* (Automotive Electrical and Electronic Fundamentals) 4
YEAR ONE (SPRING)
Automotive Technology 4 (Automotive Suspension and Steering) 3
Automotive Technology 6B* (Automotive Electrical and Electronic Systems) 3
Total 16

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

AUTOMOTIVE DRIVETRAIN TECHNOLOGY
CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)
Automotive Technology 50 (Automotive Fundamentals) 3
Automotive Technology 3 (Automotive Manual Transmissions and Transaxles) 3
Automotive Technology 6A* (Automotive Electrical and Electronic Fundamentals) 4
YEAR ONE (SPRING)
Automotive Technology 2 (Automotive Automatic Transmissions and Transaxles) 3
Automotive Technology 6B* (Automotive Electrical and Electronic Systems) 3
Total 16

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

AUTOMOTIVE ENGINE MACHINING
CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)
Automotive Technology 50 (Automotive Fundamentals) 3
Automotive Technology 63A (Introduction to Engines and Machining Processes) 3
YEAR ONE (SPRING)
Automotive Technology 63B (Engines, Machining and Assembly Processes) 3
Machine Tool Technology 60A (Machine Tool Technology I) . . . 4
Total 13

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

AUTOMOTIVE ENGINE PERFORMANCE TECHNOLOGY
CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)
Automotive Technology 50 (Automotive Fundamentals) 3
Automotive Technology 1 (Automotive Engines) 4
Automotive Technology 6A* (Automotive Electrical and Electronic Fundamentals) 4
YEAR ONE (SPRING)
Automotive Technology 7*** (Automotive Heating and Air Conditioning Systems) 2½
Automotive Technology 6B* (Automotive Electrical and Electronic Systems) 3
YEAR TWO (FALL)
Automotive Technology 8* (Automotive Air and Fuel Delivery) . 4
YEAR TWO (SPRING)
Automotive Technology 10* (Automotive Advanced Engine Performance) 3
Automotive Technology 80*** (California Emissions Testing Technician Training Course) 7½
Total 31

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

Automotive Technology (ATEC)

1 AUTOMOTIVE ENGINES 4 UNITS
Automotive engine fundamentals including; configurations and designs, operation, diagnostic tests; disassembly, inspection, thread repair, broken bolt removal, precision measurement, assembly, timing chains and belts, valve adjustments, cooling systems, introduction to engine machining, proper use of shop related tools and equipment, and safety practices.

Prerequisite: Automotive Technology 50 (may be taken concurrently) or equivalent. 2½ hours lecture, 5½ hours laboratory.

2 AUTOMOTIVE AUTOMATIC TRANSMISSIONS AND TRANSAXLES 3 UNITS

Automotive Automatic Transmission fundamentals including: Diagnosis, inspection, repair, and adjustment of automatic transmission/transaxle assemblies, torque converters, friction materials, hydraulics, gear trains, manual and electronic controls, driveshaft and axle operation service and repair. Prerequisite: Automotive Technology 50 (may be taken concurrently) or equivalent. (May not receive credit if Automotive Technology 64B has been completed.) 1½ hours lecture, 5 hours laboratory. Transfer: CSU.

3 AUTOMOTIVE MANUAL TRANSMISSIONS, AND TRANSAXLES 3 UNITS

Automotive Manual Transmission fundamentals including: Diagnosis, inspection, repair, and adjustment of automotive manual drive train and axle assemblies, final drives, clutches, viscous couplings, and transfercases. Two, four and all wheel drive assemblies, service and repair. Prerequisite: Automotive Technology 50 (may be taken concurrently) or equivalent. (May not receive credit if Automotive Technology 64A has been completed.) 1½ hours lecture, 5 hours laboratory. Transfer: CSU.

4 AUTOMOTIVE SUSPENSION AND STEERING 3 UNITS

Automotive Suspension and Steering fundamentals including: Diagnosis, inspection, repair, and adjustment of modern automotive steering, suspension, supplemental restraint, tire pressure monitoring, and alignment systems, theory of operation, common automotive steering and suspension systems, wheel alignment principles, methods of diagnosis, adjustment and repair, suspension service equipment. Prerequisite: Automotive Technology 50 (may be taken concurrently) or equivalent. (May not receive credit if Automotive Technology 66 has been completed.) 1½ hours lecture, 5 hours laboratory. Transfer: CSU.

5 AUTOMOTIVE BRAKING SYSTEMS 3 UNITS

Automotive brake system including: Diagnosis, inspection, repair, and adjustment of modern automotive brakes, including anti-lock braking systems, traction control, and dynamic stability control systems, theory of operation, the study of basic laws of hydraulics, brake service equipment. Prerequisite: Automotive Technology 50 (may be taken concurrently) or equivalent. (May not receive credit if Automotive Technology 65 has been completed.) 1½ hours lecture, 5 hours laboratory. Transfer: CSU.

6A AUTOMOTIVE ELECTRICAL AND ELECTRONIC FUNDAMENTALS 4 UNITS

Automotive Electrical and Electronic fundamentals including: Ohm's Law, basic electrical circuits, components, battery, starting, charging, and basic wiring systems, electrical components and the use of basic wiring diagrams for trouble shooting systems, repair of wiring circuits and correct use of diagnostic equipment. Prerequisite: Automotive Technology 50 (may be taken concurrently) or equivalent. (May not receive credit if Automotive Technology 60 has been completed.) 2½ hours lecture, 5½ hours laboratory. Transfer: CSU.

6B AUTOMOTIVE ELECTRICAL AND ELECTRONIC SYSTEMS 3 UNITS

Automotive body electronics, vehicle lighting, instrumentation, OEM audio, navigation, and communication systems, supplemental restraint systems, starter interlock systems, computer controlled charging systems. Prerequisite: Automotive Technology 6A or equivalent. 1½ hours lecture, 5 hours laboratory. Transfer: CSU.

7 AUTOMOTIVE HEATING AND AIR CONDITIONING SYSTEMS 2½ UNITS

Automotive Heating and Air Conditioning including: Diagnosis, testing, adjustment, and repair of air conditioning, cooling and heating systems, heat and energy, psychometrics, air flow, refrigerant recycling, equipment and controls. Prerequisite: Automotive Technology 50 (may be taken concurrently) or equivalent. Strongly recommended: Automotive Technology 6A or equivalent. (May not receive credit if Automotive Technology 62 has been completed.) 1½ hours lecture, 4 hours laboratory. Transfer: CSU.

8 AUTOMOTIVE AIR AND FUEL DELIVERY SYSTEMS 4 UNITS

Automotive Air and Fuel Delivery including: Introduction to the principles of automotive fuel induction systems, including the inspection, diagnosis, and evaluation of fuel storage, fuel pumps, carburetion, intake and exhaust systems, engine operation principles, computerized engine controls, and fuel injection systems. Prerequisite: Automotive Technology 6A or equivalent. (May not receive credit if Automotive Technology 61 has been completed.) 2½ hours lecture, 5½ hours laboratory. Transfer: CSU.

10 AUTOMOTIVE ADVANCED ENGINE PERFORMANCE 3 UNITS

Automotive Engine Management Systems including: Ignition systems, combustion process, emission control devices, diagnostic practices for drivability, emissions, on board diagnostic systems, vehicle systems integration, and new engine technology. Prerequisite: Automotive Technology 6A or equivalent. 1½ hours lecture, 5 hours laboratory. Transfer: CSU.

50 INTRODUCTION TO AUTOMOTIVE TECHNOLOGY 3 UNITS

Automotive industry fundamentals including careers, safety; fasteners, hand tool identification and usage; vehicle systems, electrical fundamentals; service information access and use; automotive chemical and fluid applications; hazardous waste handling; general shop equipment usage, and vehicle servicing. 2½ hours lecture, 2½ hours laboratory. Transfer: CSU.

52 AUTOMOTIVE CAREER EXPLORATION 1 UNIT

Researching current career pathways related to the automotive industry including job opportunities, salary expectations, and training expectations. 1 hour.

63A INTRODUCTION TO ENGINES AND MACHINING PROCESSES 3 UNITS

Diagnosis, inspection and repair of various engine types; machining operations, use of instruments and automotive machinist equipment in repairing engines, valve train assemblies and cylinder head reconditioning, cooling and lubrication system fundamentals. Prerequisite: Automotive Technology 50 (may be taken concurrently) or equivalent. Strongly

recommended: Industrial Technology 74. 1½ hours lecture, 5 hours laboratory. Transfer: CSU.

63B ENGINES, MACHINING AND ASSEMBLY PROCESSES **3 UNITS**
Continuation of Automotive Technology 63A with emphasis on cylinder head assembly, camshaft design and servicing, inspection, machining operations, and reconditioning of engine blocks including final assembly and installation of engines. Prerequisite: Automotive Technology 63A (completed with a grade of C or higher), or equivalent. 1½ hours lecture, 5 hours laboratory. Transfer: CSU.

75 AUTOMOTIVE SERVICE CONSULTANT **3 UNITS**
Automotive Service Consultant fundamentals including: Communications, customer service, legal documents, business interactions, billing, parts and labor guides, shop management applications, shop operations, sales, vehicle identification and systems operations. Course content is aligned with tasks identified by Automotive Service Excellence (ASE) certification. Prerequisite: ATEC 50 (completed with a grade of "C" or higher) or equivalent (may be taken concurrently). 2½ hours lecture, 1½ hours laboratory. Transfer: CSU.

80 CALIFORNIA EMISSIONS TESTING TECHNICIAN TRAINING COURSE **7½ UNITS**
Motor vehicle emission inspection and maintenance: Includes the Bureau of Automotive Repair (BAR) requirements for: BAR Alternate A6, BAR Alternate A8, BAR Alternate L1, Basic Clean Air Car Course (BCACC), Advanced Clean Air Car Course (ACACC), Transition Course, and the current BAR Update. These courses are required for eligibility to take the State Licensing examination in addition to: one year trade experience in emissions/tune up, or nine semester units (13 quarter units) in Automotive Technology, or 180 hours at an accredited automotive school. 6 hours lecture, 6 hours laboratory. Transfer: CSU.

90 HYBRID VEHICLE OPERATION AND SERVICING **2 UNITS**
Study of hybrid vehicle architecture, operation, and servicing. Recommended: Automotive Technology 60, 61, 64B, 65, and 71 (or 71A and 71B), or equivalent. 24 total hours lecture, 32 total hours laboratory. Transfer CSU.

91 HYBRID DIAGNOSIS AND ALTERNATE FUELS TECHNOLOGY **2 UNITS**
Hybrid vehicle diagnosis and repair processes, and alternate fuels application and operation. Prerequisite: Automotive Technology 9901 or Automotive Technology 90 (completed with a grade of C or higher). 24 total hours lecture, 32 total hours laboratory. Transfer: CSU.

Automotive Technology (BMW)

10 BMW TECHNICAL SYSTEMS **5 UNITS**
Introduces and develops the use of BMW's technology including BMW's proprietary internet resource information systems and BMW's workshop equipment for diagnosis, coding, and programming. Additional content includes service, maintenance, and warranty programs. Prerequisite: Automotive Technology 50 (may be taken concurrently) or equivalent. 4 hours lecture, 4.6 hours laboratory. Transfer: CSU.

20 BMW BODY ELECTRONICS **5 UNITS**
Covers basic electricity, DVOMs, breakout boxes and connectors, understanding diagnostics, BMW's drive away protection systems (EWS), electronic signals, batteries, starting and charging systems, bus communication systems, power modules, car access systems (CAS) and voltage supply systems. Prerequisite: BMW 10. Strongly recommended: Automotive Technology (ATEC) 6A. 3 hours lecture, 6 hours laboratory. Transfer: CSU.

30 BMW CHASSIS DYNAMICS **5 UNITS**
Contains suspension geometry, BMW suspension systems, wheel alignment procedures, road force balancing, chassis dynamics, active steering systems, DSC dynamic drive systems, active all wheel drive systems, active roll stabilization, level control systems, electronic damper control, electronic parking brakes, and tire pressure monitoring systems. Prerequisite: BMW 10 and 20. Strongly Recommended: Automotive Technology (ATEC) 4 and 5. 3 hours lecture, 6 hours laboratory. Transfer: CSU.

40 BMW ENGINE ELECTRONICS AND ENGINE TECHNOLOGY **5 UNITS**
Breaks down the current BMW engine management systems into power supply, fuel management, air management, ignition, emissions, and performance controls. Engine diagnosis and repair in VANOS, Valvetronic, differential intake air systems (DISA), engine and vehicle managements are reinforced. Prerequisite: BMW 10 and 20. Strongly recommended: Automotive Technology (ATEC) 8 and 63A. 3 hours lecture, 6 hours laboratory. Transfer: CSU.

Behavioral Science

DEGREE:
AA—Behavioral Science (General)

This major is highly recommended for transfer students because it provides a basic foundation for subsequent specialization in many liberal arts fields of study. It is strongly based in the international arena. The value of the degree is now recognized by business and industry as it requires a variety of skills demanded in business, education, health, law, and government, as well as the social services. The general studies student should market educational accomplishments as a collection of career transferable skills in communication, the global arena, public service, problem solving, production and personnel management.

BEHAVIORAL SCIENCE (GENERAL)

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Anthropology 1 (Physical Anthropology) 3
Psychology 1 (General Psychology) 3
Sociology 1 (Principles of Sociology) 3

YEAR TWO (SPRING)

Courses from the following list for a total of 9: 9
Anthropology
Psychology
Sociology

Total 18

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

Biological Sciences

Anatomy (ANAT)

1 GENERAL HUMAN ANATOMY 5 UNITS

Structure and function of the human body with emphasis on microscopic and gross anatomy. Microscopic examination of normal and pathological tissues, and dissection, supplemented by use of charts, models, and computer assisted instruction. Prerequisite: Biology 31 or equivalent course *(completed with a grade of "C" or higher).* Strongly recommended: English 1A *(completed with a grade of "C" or higher)*. 3 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

BIOLOGY

DEGREE:
AA—Biology
AA—Biology (Emphasis in Allied Health)

Biologist study the origin, development, anatomy, physiology, ecology and other basic principles of plants and animals. Various areas of specialization are available to biologists in research, manufacturing, teaching, natural resource management, consulting and administration. Biologists are usually classified according to specialty, i.e., microbiologists, ecologists, physiologists, zoologists, botanists. Preparation for some entry level jobs in these and other areas generally requires a bachelor's degree. Students interested in a career in biology should plan to obtain a master's or doctorate degree.

In today's workplace, most allied health care professionals are expected to have a solid science foundation in basic chemistry, human structure and fun and the microbial world. With a strong science background, students develop a basic understanding of the physical and physiological interrelationships which exist between organs, tissues and cells and how microorganisms can be beneficial and sometimes harmful to humans.

BIOLOGY

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Biology 6 (Principles of Plant Biology and Ecology) 4
Chemistry 1A (General College Chemistry I) 5

YEAR ONE (SPRING)

Chemistry 1B (General College Chemistry II) 5
Biology 4 (Principles of Animal Biology and Evolution) 4

YEAR TWO (FALL)

Biology 2 (Principles of Cell/Molecular Biology and Genetics) . . 5
Physics 2A (Introduction to Physics I) 4

YEAR TWO (SPRING)

Physics 2B (Introduction to Physics II) 4

Total 31

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

BIOLOGY

(EMPHASIS IN ALLIED HEALTH)

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Chemistry 30A (Introductory and Applied Chemistry I) 4

YEAR ONE (SPRING)

Anatomy 1 (General Human Anatomy) 5
Chemistry 30B (Introductory and Applied Chemistry II) 4

YEAR TWO (FALL)

Physiology 1 (Human Physiology) 5

YEAR TWO (SPRING)

Microbiology 1 (Microbiology) 5

Total 23

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

Biology (BIOL)

2 PRINCIPLES OF CELL/MOLECULAR BIOLOGY AND GENETICS 5 UNITS

Principles of the structure and function of biological molecules, viruses, prokaryotic, and eukaryotic cells with emphasis on homeostasis, cell reproduction and its controls, molecular and transmission genetics, control of gene expression and interactions, genetic control of pattern formation in development, and cell metabolism. Prerequisite: Biology 4 or 6 and Chemistry 1A or equivalent and Mathematics 55 or equivalent *(all completed with a grade of "C" or higher).* Strongly recommended: eligibility for English 1A. Intended for biological sciences majors. 3 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS; C-ID: BIOL 190.

2A PRINCIPLES OF BIOLOGY I 5 UNITS

Principles of the structure and function of biological molecules, viruses, prokaryotic, and eukaryotic cells with emphasis on homeostasis, cell reproduction and its controls, classical, molecular and transmission genetics, control of gene expression and interactions, cell metabolism and evolution. Course is for biology majors and pre-professional students, i.e., pre-medical, pre-dental, pre-physical therapy. Prerequisite: Chemistry 1A or equivalent *(completed with a grade of "C" or higher).* Strongly recommended: eligibility for English 1A. 3 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC.

2B PRINCIPLES OF BIOLOGY II 5 UNITS

Biological process at the organismal level are studied with emphasis placed on the whole organism and higher levels of organization. Topics include systematics; structure, function, reproduction and development of invertebrates and vertebrates, representative protists, fungi, non-vascular and vascular plants; principles of ecology including conservation biology. Intended for biological sciences majors. Prerequisite: Biology 2A or equivalent *(completed with a grade of "C" or higher).* Strongly recommended: Eligibility for English 1A. 3 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC.

4 PRINCIPLES OF ANIMAL BIOLOGY AND EVOLUTION 4 UNITS

Principles of the diversity, structure and function of heterotrophic organisms—animals, protists, and fungi with emphasis on homeostasis, development, phylogeny, and taxonomy. Principles of evolution, evolutionary history, and population genetics. Intended for biological sciences majors. Prerequisite: Mathematics 55 or equivalent and Biology 6 or Chemistry 1A *(all completed with a grade of "C" or higher).* Strongly recommended: eligibility for English 1A. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

6 PRINCIPLES OF PLANT BIOLOGY AND ECOLOGY 4 UNITS

Principles of the diversity, structure and function of plants, autotrophic protists, and bacteria with emphasis on cell reproduction, alternation of generations, plant morphology and anatomy, homeostasis, development, phylogeny, taxonomy, and systematics. Principles of ecology including conservation biology. Intended for biological sciences majors. Prerequisite: Mathematics 55 or equivalent *(completed with a grade of "C" or higher).* Strongly recommended: eligibility for English 1A. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

10 INTRODUCTION TO THE SCIENCE OF BIOLOGY 4 UNITS

Basic principles of biology, cell biology, and genetics, with the nature of living things, and the nature of scientific investigation and its bioethical impact in our modern world. Designed for non-majors in biology or the biomedical sciences. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

25 HUMAN HEREDITY AND EVOLUTION 3 UNITS

Fundamental concepts underlying heredity and evolution with a focus on the human species. Includes cell division, reproduction, molecular genetics, inheritance, population genetics, and evolution. Contemporary topics such as reproductive technologies, biotechnology, gene therapy, prenatal diagnosis, bioethics, and the genetics of cancer will be explored. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

31 INTRODUCTION TO COLLEGE BIOLOGY 4 UNITS

Basic principles of biology. Cell structure and function, cell division, cell metabolism, reproduction, genetics, taxonomy, origin of life, and evolution. Laboratory emphasis on developing various laboratory skills, using the metric system, collecting data, graphing, interpreting data, and preparing for and taking laboratory exams. Designed to prepare the necessary concepts and laboratory skills and experience that are needed to succeed in more advanced courses in biology. Geared towards Allied Health students. Strongly recommended: Mathematics 65 or 65A and eligibility for English 1A. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

50 ANATOMY AND PHYSIOLOGY 4 UNITS

Structure and function of the human body is studied. Emphasis on human anatomy and physiological principles at the cellular and systemic level. Designed primarily for majors in paramedic and medical assisting programs and pre-medical students who wish to explore the realm of anatomy and physiology. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

Biotechnology (BIOT)

20 CHEMISTRY FOR BIOTECHNOLOGY 4 UNITS

Covers the basic concepts of inorganic and organic chemistry, and biochemistry as they apply to the human body. Included are concepts such as properties of aqueous systems, equilibrium, acid-base reactions, proteins, nucleic acids and catabolic processes. Emphasis on safety and proper technique. Satisfies the requirements of the biotechnology program. Strongly recommended: Math 65 or 65B or 65L *(completed with grade of "C" or higher)* and eligibility for English 1A. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

30 BASIC BIOTECHNOLOGY: INTRODUCTION TO CELL AND MOLECULAR BIOLOGY 4 UNITS

Basic biological concepts, for example, measuring volume and mass, preparing solutions, performing aseptic technique, using micropipettors, operating a spectrophotometer, microscope, pH meter, and electrophoresis apparatus. Also included are culture techniques and concepts of recombinant DNA. Strongly recommended: Mathematics 65 or 65B or 65L *(completed with grade of "C" or higher)* or appropriate skill level as

demonstrated by the mathematics placement test, Computer Science 8 or equivalent and eligibility for English 1A. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; AA/AS.

40 BIOTECHNOLOGY LABORATORY SKILLS I 4 UNITS
Introduces students who are interested in biotechnology, biological sciences, and current industry workers to laboratory research methods and concepts in biotechnology. Laboratory skills include use of measuring equipment, volume and mass measurements, proper use of micropipettors, pH meters, spectrophotometers, and microscopes. Additional laboratory skills include sterile techniques, solution and media preparation, solution dilution, aseptic technique, culture of microbial colonies, agarose and polyacrylamide electrophoresis, chromatography, DNA extraction, DNA restriction digest, PCR, and bacterial transformation. Strongly recommended: Mathematics 54 *(completed with grade of "C" or higher)* or appropriate skill level as demonstrated by the mathematics placement test, and eligibility for English 1A. 2 hours lecture, 5 hours laboratory. Transfer: CSU; CSU/GE; AA/AS.

50 BIOTECHNOLOGY LABORATORY SKILLS II 2 UNITS
Introduces students who are interested in biotechnology, biological sciences, and current industry workers to the advanced laboratory research methods and concepts in biotechnology. Laboratory skills include mastering the tools used in biotechnology such as isolation and quantification of DNA, amplifications with PCR, media preparation and dilution, aseptic technique, and cell culture. Strongly recommended: Mathematics 54 *(completed with grade of "C" or higher)* or appropriate skill level as demonstrated by the mathematics placement test, and eligibility for English 1A. 1 hour lecture, 3 hours laboratory. Transfer: CSU.

Environmental Science (ENSC)

10 HUMANS AND THE ENVIRONMENT 3 UNITS
Identification of problems created by humans' modification of their environment by focusing on ecological interactions involving the human species; investigating the life processes of organisms as they relate to specific environments. Environmental Science 10, 11, and 12 may be combined for a maximum of 4 units. 3 hours lecture. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

11 HUMANS AND THE ENVIRONMENT WITH LABORATORY 4 UNITS
Identification of problems created by humans' modification of their environment by focusing on ecological interactions involving the human species; investigating the life processes of organisms as they relate to specific environments. Environmental Science 10, 11, and 12 may be combined for a maximum of 4 units. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

12 CURRENT ISSUES IN ENVIRONMENTAL SCIENCE 3 UNITS
Identification of problems created by humans' modification of their environment by focusing on ecological interactions involving the human species. Introduction of fundamental concepts of matter, energy, and ecology with emphasis on application of these concepts to a range of contemporary environmental issues including human population growth, resource use, pollution and global change. Environmental Science 10, 11, and 12 may be combined for a maximum of 4 units. 3 hours. Transfer: CSU; UC; CSU/GE: E, AA/AS.

Microbiology (MICR)

1 MICROBIOLOGY 5 UNITS
Bacteria, fungi, protozoa, and viruses with an emphasis on their relationship to humans and disease. Cultivation, control, metabolism, body's defenses against disease, microbial genetics, laboratory tests, and contemporary infectious diseases. Methods used in the laboratory include staining, investigation, cultivation, identification of unknowns, and sensitivity testing. Prerequisite: Biology 31, and Chemistry 30A or Chemistry 1A (all completed with a grade of "C" or higher). Strongly recommended: Anatomy 1, eligibility for English 1A. 3 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

Physiology (PHSI)

1 HUMAN PHYSIOLOGY 5 UNITS
Cellular and systemic body functions. Emphasis placed on physico- and electro-chemical and clinical methods, collection and analysis of data, extrapolations and conclusions. Working models, including human responses, computer simulations are studied. Prerequisite: Chemistry 30A and Anatomy 1 *(both completed with a grade of "C" or higher).* Strongly recommended: Chemistry 30B, eligibility for English 1A. 3 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

Business (BUS)

(Other Business-related programs appear under the headings of Computer Application Systems, Entrepreneurship and Real Estate.)

DEGREE:
AS-T—Business Administration
AS—Accounting
AS—Business
AS—Retail Management

CERTIFICATE OF ACHIEVEMENT:
Accounting Technician
Bookkeeping
Business—transfer
health care management
human resources assistant
Management

Marketing
Retail Management
Small Business Management

certificate of proficiency:
Business Skills
Project Management
Retailing

BUSINESS ADMINISTRATION
ASSOCIATE IN SCIENCE FOR TRANSFER

This curriculum provides an opportunity to achieve an Associate in Science Degree in Business Administration for Transfer to the California State University System (CSU) while completing the first and second year requirements for transfer to a four-year institution. A baccalaureate degree is recommended preparation for those considering professional careers in business. Completion of this curriculum will demonstrate commitment to the field and provide comprehensive preparation for upper-division work. This program is designed specifically for the California State University system. Lower Division requirements for the University of California system and private four-year colleges vary by transfer school. Please see a counselor for transfer requirements for other institutions.

Students who intend to transfer must meet all current transfer requirements including minimum GPA. Students are strongly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer school.

UNITS

REQUIRED CORE ***(18 units)***

Business 1A (Financial Accounting)* 4
Business 10 (Business Law) 4
Economics 1 (Principles of Microeconomics) 3
Business 1B (Managerial Accounting) 4
Economics 2 (Principles of Macroeconomics) 3

LIST A ***(choose one—3-5 units)***

Mathematics 1 (Calculus I)
or Mathematics 15(Applied Calculus I)
or Mathematics 43 (Introduction to Probability and Statistics)
or Mathematics 33 (Finite Mathematics) 3-5

LIST B ***(choose two—6-8 units)***

Any course from List A not used above 3-5
Business 12 (Introduction to Business) 3
Computer Application Systems 50 (Introduction to Computer Application Systems)
or Computer Science 8 (Computer Literacy) 3
Total 27-30

Major: 27-30 units
CSU GE Breadth or IGETC (CSU): 37-39 units
(Possible Double-counting: 12 units)
CSU transfer Electives as needed to reach 60 CSU transferable units
TOTAL UNITS: 60 units

*Business 7 (Accounting for Small Business) is strongly recommended before taking Business 1A

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

ACCOUNTING
ASSOCIATE IN SCIENCE DEGREE

The A.S. degree in Accounting is the highest level of the accounting program at Chabot. The degree requires the most time and intellectual commitment. A student should obtain the degree after completing the certificate in Accounting Technician. The degree prepares students for entry-level positions within accounts receivable and accounts payable departments, payroll units, income tax firms, and financial services organizations. Graduates of the program will be able to identify, analyze, summarize, communicate, record, and interpret business transactions and financial statements. Students will learn commercial and customized accounting software and spreadsheets and will apply the skills via intensive accounting applications. Students will study professional and ethical behavioral case studies for business, as well as attain oral and written communication skills that are necessary for success. Technical courses in accounting, taxes, and payroll with commercial software will allow graduates to seek advanced placement in accounting or information systems departments. With this accounting degree, jobs are available in just about every corporate business and non-profit organization.

Career Opportunities in Business

While many accounting careers require at least a bachelor's degree in accounting, an associate's degree in accounting opens the door to some entry-level accounting careers. After you complete your associate's degree in accounting, you will be qualified to work in a number of accounting careers. These include general bookkeeping or being a clerk of accounts payable or accounts receivable. After gaining some experience in an accounting career, you will generally find more career options. However, accounting career options for a graduate of an associate's degree program are not as numerous as accounting career options for a graduate of

a bachelor's or master's degree program. Salaries for those who have an associate's degree in accounting usually range from $25,000 to $35,000. With a higher degree, there is also more room for salary growth. If you want to finish your degree quickly and start working, an associate's degree in accounting can be a good way to begin an accounting career. In some cases, you can use the credits you earn for your associate's degree in accounting to transfer to a four-year school and earn a bachelor's degree in accounting, opening up more accounting career options. One advantage of pursing an associate's degree in accounting first is to see how good a fit the field is for you. Another advantage is that you can start working in only two years, as opposed to waiting four or five years to complete a higher degree program.

YEAR ONE (FALL)

Business 1A* (Financial Accounting) 4
Business 12 (Introduction to Business) 3
Business 16 (Business Mathematics) 3

YEAR ONE (SPRING)

Business 1B (Managerial Accounting) 4
Business 93 (QuickBooks) 2

YEAR TWO (FALL)

Business 10 (Business Law) 4
Business 3 (Income Tax Accounting) 4
Computer Application Systems 58 (Introduction to Microsoft Access) 3

YEAR TWO (SPRING)

Business 92 (Excel Spreadsheets for Accounting) 2
Option** 9-10
Total 38-39

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Accounting GE Requirement 3
Complete a minimum of 3 units
Business 14 (Business Communications)
Total minimum units required 60

* *Business 7 (Accounting for Small Business) is strongly recommended before taking Business 1A.*

** *Select a minimum of 9 units from the following options:*
Business 2 (Intermediate Accounting) 4
Business 4 (Cost Accounting) 3
Business 5 (Auditing) 3
Business 8 (Payroll Accounting) 3
Business 11 (Governmental and Nonprofit Accounting) 3

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

BUSINESS

ASSOCIATE IN SCIENCE DEGREE

The core curriculum for the Business Associate in Science Degree involves completing the courses below and the general education requirements. Students may enroll in one of the three areas of emphasis: General Business, Management, or Marketing. Only one Associate in Science Degree in Business may be earned.

This program intends to prepare students for new employment or promotions in the fields of management, supervision, marketing, finance, international business, or other areas of business administration. While all classes in the program transfer to four-year universities at least as electives, the program is not intended to prepare a student for transfer. If your main goal is transfer to a four-year school, consider completing the AA in Business Administration instead.

YEAR ONE (FALL)

Business 1A (Financial Accounting)
or Business 7 (Accounting for Small Business) 3-4
Business 10 (Business Law) 4
Business 12 (Introduction to Business) 3

YEAR ONE (SPRING)

Business 16 (Business Mathematics) 3
Business 22 (Introduction to Management) 3

YEAR TWO (FALL)

Business 36 (Introduction to Marketing) 3
Business 40 (International Business) 3

YEAR TWO (SPRING)

Computer Application Systems 50 (Introduction to Computer Application Systems)
or Computer Application Systems 54A (Microsoft Excel I) . . 3
Emphasis (Select from the areas of emphasis below. Only one A.S. degree in Business may be earned. 9
Total 34–35

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Business GE Requirement 3
Complete a minimum of 3 units
Business 14 (Business Communications)
Total minimum units required 60

Emphasis 1 - General Business
Select a minimum of 9 units from any other business or entrepreneurship classes

Emphasis 2 - Management
Business 21 (Human Resource Management) 3
Select a minimum of 6 units from the following options:
Business 26 (Small Business Management) 3
Business 42 (Green Business Practices) 3
Business 50A (Skills for Supervisors) 1

Business 50B (Business Etiquette & Professionalism) 1
Business 50C (Interviewing for Success) 1
Business 50D (Resumes and Job Application Letters) 1
Business 50E (Business Email). 1
Business 50F (Developing a Business Plan) 1
Business 50G (Negotiating Skills) 1
Business 50H (Practical Business Ethics) 1
Business 50J (Time Management Skills) 1
Business 50K (Listening Skills) 1
Business 50L (Careers in Business) 1
Business 50M (Workplace Diversity). 1
Business 50N (Dealing with Difficult People) 1
Business 50P (Quality Customer Service) 1
Business 95/Work Experience 95 (Work Experience). 1–3
Business 96/Work Experience 96 (Work Experience Seminar) 1
Entrepreneurship 1 (Introduction to Entrepreneurship) 3
Psychology 1 (General Psychology) 3

Emphasis 3 - Marketing

Business 34 (Introduction to Advertising) 3
Select a minimum of 6 units from the following options
Business 26 (Small Business Management) 3
Business 31 (Professional Selling) 3
Business 32 (Retail Store Management). 3
Business 50A (Skills for Supervisors) 1
Business 50B (Business Etiquette & Professionalism) 1
Business 50C (Interviewing for Success) 1
Business 50D (Resumes and Job Application Letters) 1
Business 50E (Business Email). 1
Business 50F (Developing a Business Plan) 1
Business 50G (Negotiating Skills) 1
Business 50H (Practical Business Ethics) 1
Business 50J (Time Management Skills) 1
Business 50K (Listening Skills) 1
Business 50L (Careers in Business) 1
Business 50M (Workplace Diversity). 1
Business 50N (Dealing with Difficult People) 1
Business 50P (Quality Customer Service) 1
Business 95/Work Experience 95 (Work Experience). 1-3
Business 96/Work Experience 96 (Work Experience Seminar) 1
Computer Application Systems 82 (Designing Web Pages) . . 3
Entrepreneurship 1 (Introduction to Entrepreneurship) 3
Entrepreneurship 2 (Marketing for Entrepreneurs) 2

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

RETAIL MANAGEMENT

ASSOCIATE IN SCIENCE DEGREE

This program should be completed after a student earns a certificate in Retail Management. All major class requirements are a part of that certificate. To earn this degree, a student will complete additional General Education classes and possible electives to earn a minimum total of 60 units. The program was developed in accordance with the Western Association of Food Chains' Retail Management Certificate Program, a program that has been fully endorsed by the Western Association of Food Chains and its member companies. The certificate's curriculum was developed out of a collaborative effort between several industry and college professionals and encompasses several business essentials, including the "soft skills" of management and communication required for career success in the retail industry. Although the program was developed by the food retail industry, its completion will help students to acquire necessary knowledge and skills to manage retail stores of any kind.

YEAR ONE (FALL)

Business 1A (Financial Accounting)
or Business 7 (Accounting for Small Business). 3–4

YEAR ONE (SPRING)

Business 15 (Business English)
or English 70 (Report Writing) 3
Business 16 (Business Mathematics) 3

YEAR TWO (FALL)

Business 21 (Human Resource Management) 3
Business 28 (Human Relations in the Workplace). 3
Business 36 (Introduction to Marketing) 3

YEAR TWO (SPRING)

Business 22 (Introduction to Management) 3
Business 32 (Retail Store Management) 3
Computer Science 8 (Computer Literacy)
or Computer Application Systems 50 (Introduction to Computer Application Systems) 3

Total 27-28

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Retail Management GE Requirement 3
Complete a minimum of 3 units
Business 14 (Business Communications)

Total minimum units required 60

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

ACCOUNTING TECHNICIAN

CERTIFICATE OF ACHIEVEMENT

get exposure to International Financial Reporting Standards (IFRS). Graduates of the program will have skills and knowledge of preparing payroll documents, individual and business tax forms, basics of written and oral business communication, and accounting and payroll software. With the certificate in Accounting Technician, jobs are available in just about every corporate business and non-profit organization.

CORE COURSES (FALL)

Business 1A* (Financial Accounting) 4
Business 8 (Payroll Accounting) 3
Business 14 (Business Communications) 3
Computer Application Systems 54A (Microsoft Excel I) 3

CORE COURSES (SPRING)

Business 1B (Managerial Accounting) 4
Computer Application Systems 58 (Introduction to Microsoft Access) 3
Business 3 (Income Tax Accounting) 4
Business 92 (Excel Spreadsheets for Accounting) 2
Business 93 (QuickBooks) 2

Total 28

**Business 7 (Accounting for Small Business) is strongly recommended before taking Business 1A.*

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

BOOKKEEPING

CERTIFICATE OF ACHIEVEMENT

The Bookkeeping program targets individuals willing to quickly enter the workforce. You will be employed in entry-level positions as bookkeepers, payroll clerks, and income tax clerks working for small businesses, including small accounting/taxation firms. Graduates of the program will have skills and knowledge of double-entry bookkeeping, completing journals, ledgers, payroll documents, tax forms, and bank statement reconciliations. In addition, the graduates will become proficient in various computer applications (Access, Excel, and Word) and accounting and payroll software, including QuickBooks.

CORE COURSES (FALL)

Business 7 (Accounting for Small Business) 3
Computer Application Systems 54A (Microsoft Excel I) 3
Business 93 (QuickBooks) 2

CORE COURSES (SPRING)

Business 1A (Financial Accounting)** or Business 3 (Income Tax Accounting) 4
Business 8 (Payroll Accounting) 3
Business 92 (Excel Spreadsheets for Accounting) 2
Option 1

Total 18

**Select any one unit from the following options:*

Computer Application Systems 72D (Introduction to Microsoft Word) 1
Computer Application Systems 72G (Introduction to Microsoft Access) 1
Computer Application Systems 72J (10-Key) 1

*** If Business 1A is completed before Business 7, the Business 7 requirement cannot be waived for this program.*

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

BUSINESS—TRANSFER

CERTIFICATE OF ACHIEVEMENT

This certificate is developed to prepare students for further study of business. All courses within the certificate are required for the AS-T in Business Administration for Transfer Degree. Thus this curriculum also completes more than half of the undergraduate business major requirements for transfer should a student decide to transfer prior to completing all the requirements for the Chabot AS-T in Business Administration for Transfer Degree; or decide to complete lower division general education requirements and transfer to a four-year institution at a later time.

Career Opportunities in Business

This certificate is developed to prepare students for further study of business. All courses within the certificate are part of the Associate in Science degree in Business Administration transfer (AS-T). Thus, this curriculum completes more than a half of the undergraduate business major requirements for transfer to the CSU system.

CORE COURSES (FALL)

Business 1A (Financial Accounting)* 4
Business 12 (Introduction to Business) 3
Economics 1 (Principles of Microeconomics) or Economics 2 (Principles of Macroeconomics) 3
Computer Application Systems 50 (Introduction to Computer Application Systems) or Computer Science 8 (Computer Literacy) 3

CORE COURSES (SPRING)

Business 1B (Managerial Accounting) 4
Business 10 (Business Law) 4

Total 21

**Business 7 (Accounting for Small Business is strongly recommended before taking Business 1A.*

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

HEALTH CARE MANAGEMENT

CERTIFICATE OF ACHIEVEMENT

Chabot's Health Care Management program is the only program of its type among community colleges in the Bay

Area. The program is specifically designed for those currently working in any health care position that would like to advance into management. The curriculum provides an introduction to key management and human resource concepts; law, finance, and leadership courses focused on the health care organization; and the development of communication skills required for management success. All courses in this certificate are offered online.

CORE COURSES (FALL)

CORE COURSES	FALL	SPRING
Business 22 (Introduction to Management)	3	
Business 71 (Health Care Law)	3	
Business 14 (Business Communications)	3	

CORE COURSES (SPRING)

Business 21 (Human Resource Management)	3
Business 70 (Health Care Financial Management)	3
Business 72 (Leadership of Health Care Organizations)	3
Total	**18**

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

HUMAN RESOURCES ASSISTANT

CERTIFICATE OF ACHIEVEMENT

Chabot's Human Resources Assistant program is the only program of its type among community colleges in the Bay Area. The program is specifically designed and focused to prepare you for an exciting entry-level career in human resources for profit, non-profit, or government organizations. You will perform paraprofessional administrative support work in a human resources area.

CORE COURSES (FALL)

Business 7 (Accounting for Small Business)	3
Business 21 (Human Resource Management)	3
Computer Application Systems 50 (Introduction to Computer Application Systems) or Computer Application Systems 54A (Microsoft Excel I) or Computer Science 8 (Computer Literacy)	3

CORE COURSES (SPRING)

Computer Application Systems 58 (Introduction to Microsoft Access)	3
Business 8 (Payroll Accounting)	3
Business 14 (Business Communications)	3
Business 22 (Introduction to Management)	3
Total	**21**

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

MANAGEMENT

CERTIFICATE OF ACHIEVEMENT

Chabot's Business Management programs will provide you with the people skills and business knowledge to succeed and advance in for-profit or non-profit organizations. Graduates of the program have secured new positions or gained promotions to general managers, supervisors, assistant HR managers, office managers, retail store managers, sales managers, distribution managers, business owners, production supervisors, training coordinators, recruiters, buyers, and purchasing agents.

The certificate may be completed either on campus or fully online. All classes within the program will also apply toward an AS degree in Business, Marketing emphasis.

CORE COURSES (FALL)

Business 12 (Introduction to Business)	3
Business 21 (Human Resource Management)	3
Business 22 (Introduction to Management)	3

CORE COURSES (SPRING)

Business 1A (Financial Accounting) or Business 7 (Accounting for Small Business)	3–4
Option*	6
Total	**18–19**

** Select any six units from the following options:*

Business 10 (Business Law) or Business 27 (Law for Small Business)	3-4
Business 14 (Business Communications)	3
Business 16 (Business Mathematics)	3
Business 36 (Introduction to Marketing)	3
Business 40 (International Business)	3
Business 42 (Green Business Practices)	3
Business 50A (Skills for Supervisors)	1
Business 50B (Business Etiquette and Professionalism)	1
Business 50C (Interviewing for Success)	1
Business 50D (Resumes and Job Application Letters)	1
Business 50E (Business Email)	1
Business 50F (Developing a Business Plan)	1
Business 50G (Negotiating Skills)	1
Business 50H (Practical Business Ethics)	1
Business 50J (Time Management Skills)	1
Business 50K (Listening Skills)	1
Business 50L (Careers in Business)	1
Business 50M (Workplace Diversity)	1
Business 50N (Dealing with Difficult People)	1
Business 50P (Quality Customer Service)	1
Business 95/Work Experience 95 (Work Experience)	1–3
Business 96/Work Experience 96 (Work Experience Seminar)	1

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

MARKETING
CERTIFICATE OF ACHIEVEMENT

Research indicates that about one-third of the labor force is now employed in marketing. Career opportunities in marketing are also expected to grow rapidly in the future. Marketing careers offer flexibility, mobility, and pay to match your ability.

Graduates of the program have become marketing managers, professional sales and customer service representatives, small business owners, buyers and merchandisers in the retail community. They are also responsible for buying and selling product offerings, planning promotions and advertising and public relations campaigns. The certificate may be completed either on campus or fully online. All classes within the program will also apply toward an AS degree in Business, Marketing emphasis.

CORE COURSES (FALL)
Business 12 (Introduction to Business) 3
Business 14 (Business Communications) 3
Business 36 (Introduction to Marketing) 3

CORE COURSES (SPRING)
Business 1A (Financial Accounting)
or Business 7 (Accounting for Small Business) 3–4
Business 34 (Introduction to Advertising) 3
Option* 6
Total 21–22

** Select a minimum of six units from the following*
Business 16 (Business Mathematics) 3
Business 22 (Introduction to Management) 3
Business 31 (Professional Selling) 3
Business 32 (Retail Store Management) 3
Business 40 (International Business) 3
Business 42 (Green Business Practices) 3
Business 50A (Skills for Supervisors) 1
Business 50B (Business Etiquette and Professionalism) 1
Business 50C (Interviewing for Success) 1
Business 50D (Resumes and Job Application Letters) 1
Business 50E (Business Email) 1
Business 50F (Developing a Business Plan) 1
Business 50G (Negotiating Skills) 1
Business 50H (Practical Business Ethics) 1
Business 50J (Time Management Skills) 1
Business 50K (Listening Skills) 1
Business 50L (Careers in Business) 1
Business 50M (Workplace Diversity) 1
Business 50N (Dealing with Difficult People) 1
Business 50P (Quality Customer Service) 1
Business 95/Work Experience 95 (Work Experience) 1–3
Business 96/Work Experience 96 (Work Experience Seminar) . . 1
Entrepreneurship 1 (Introduction to Entrepreneurship) 3
Entrepreneurship 20 (Marketing for Entrepreneurs) 2

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

RETAIL MANAGEMENT
CERTIFICATE OF ACHIEVEMENT

This certificate is developed in accordance with the Western Association of Food Chains' *WAFC Retail Management Certificate Program,* a program that has been fully endorsed by the Western Association of Food Chains and its member companies. The certificate's curriculum was developed out of a collaborative effort between several industry and college professionals and encompasses several business essentials, including the "soft skills" of management and communication required for career success in the retail industry.

Although the program was developed by the food retail industry, its completion will help students to acquire necessary knowledge and skills to manage retail stores of any kind.

CORE COURSES (FALL)
Business 15 (Business English)
or English 70 (Report Writing) 3
Business 16 (Business Mathematics) 3
Business 21 (Human Resource Management) 3
Business 28 (Human Relations in the Workplace) 3
Business 36 (Introduction to Marketing) 3

CORE COURSES (SPRING)
Business 1A (Financial Accounting)
or Business 7 (Accounting for Small Business) 3–4
Business 14 (Business Communications) 3
Business 22 (Introduction to Management) 3
Business 32 (Retail Store Management) 3
Computer Science 8 (Computer Literacy)
or Computer Application Systems 50 (Introduction
to Computer Application Systems) 3
Total 30–31

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

SMALL BUSINESS MANAGEMENT
CERTIFICATE OF ACHIEVEMENT

The small business management program's focus is student preparation for planning, organizing, and operating a small to mid-size business in manufacturing, wholesaling, retailing, or service trade. The curriculum

provides a strong foundation in developing a business plan, managing all phases of a small business, learning accounting practices and legal concepts for a sole proprietorship. In addition, the certificate gives student flexibility in choosing among various classes to customize knowledge and skills acquired to specific needs of a particular small business.

Career Opportunities in Business

The small business management program's focus is student preparation for planning, organizing, and operating a small to mid-size business in manufacturing, wholesaling, retailing, or service trade. The curriculum provides a strong foundation in developing a business plan, managing all phases of a small business, learning accounting practices and legal concepts for a sole proprietorship. In addition, the certificate gives student flexibility in choosing among various classes to customize knowledge and skills acquired to specific needs of a particular small business.

CORE COURSES (FALL)

Business 26 (Small Business Management) 3
Business 10 (Business Law) 4
Business 36 (Introduction to Marketing) 3

CORE COURSES (SPRING)

Business 7 (Accounting for Small Business) 3
Business 93 (QuickBooks) 2
Option* 4
Total 19

* Option

*Select a minimum of **four** units from the following options:*

Business 12 (Introduction to Business) 3
Entrepreneurship 1 (Introduction to Entrepreneurship) 3
Business 14 (Business Communications) 3
Business 21 (Human Resource Management) 3
Business 22 (Introduction to Management) 3
Business 32 (Retail Store Management) 3
Business 34 (Introduction to Advertising) 3
Business 36 (Introduction to Marketing) 3
Business 40 (International Business) 3
Business 50A (Skill for Supervisors) 1
Business 50B (Business Etiquette and Professionalism) 1
Business 50C (Interviewing for Success) 1
Business 50D (Resumes and Job Application Letters) 1
Business 50E (Business Email) 1
Business 50F (Developing a Business Plan) 1
Business 50G (Negotiating Skills) 1
Business 50H (Practical Business Ethics) 1
Business 50J (Time Management Skills) 1
Business 50K (Listening Skills) 1
Business 50L (Careers in Business) 1
Business 50M (Workplace Diversity) 1
Business 50N (Dealing with Difficult People) 1
Business 50P (Quality Customer Service) 1
Business 95/Work Experience 95 (Work Experience) 1–3
Business 96/Work Experience 96 (Work Experience Seminar) . . 1

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

BUSINESS SKILLS

CERTIFICATE OF PROFICIENCY

Employers today look for both technical competency in your major field and a set of business skills, or "soft skills" that enable you to succeed in the workplace. This short certificate program develops the business skills and perspective that are in demand by employers. All courses in this certificate are offered online.

CORE COURSES (FALL)

Business 14 (Business Communications),
or Business 12 (Introduction to Business),
or Entrepreneurship 1 (Introduction to Entrepreneurship) . . 3

*Select a minimum of **2** units from the following courses*

Business 50A (Skill for Supervisors) 1
Business 50B (Business Etiquette and Professionalism) 1
Business 50C (Interviewing for Success) 1
Business 50D (Resumes and Job Application Letters) 1
Business 50E (Business Email) 1
Business 50F (Developing a Business Plan) 1
Business 50G (Negotiating Skills) 1
Business 50H (Practical Business Ethics) 1
Business 50J (Time Management Skills) 1
Business 50K (Listening Skills) 1
Business 50L (Careers in Business) 1
Business 50M (Workplace Diversity) 1
Business 50N (Dealing with Difficult People) 1
Business 50P (Quality Customer Service) 1

CORE COURSES (SPRING)

Select a minimum of 5 units from the following courses

Business 50A (Skill for Supervisors) 1
Business 50B (Business Etiquette and Professionalism) 1
Business 50C (Interviewing for Success) 1
Business 50D (Resumes and Job Application Letters) 1
Business 50E (Business Email) 1
Business 50F (Developing a Business Plan) 1
Business 50G (Negotiating Skills) 1
Business 50H (Practical Business Ethics) 1
Business 50J (Time Management Skills) 1
Business 50K (Listening Skills) 1
Business 50L (Careers in Business) 1
Business 50M (Workplace Diversity) 1
Business 50N (Dealing with Difficult People) 1
Business 50P (Quality Customer Service) 1
Total 10

PROJECT MANAGEMENT

CERTIFICATE OF PROFICIENCY

The Project Management program prepares students to find employment as project managers. The focus is on developing the skills to run projects from start to finish. Students learn both methodology and best practices. They will complete a review course to prepare for a certification examination.

CORE COURSES (FALL)

Business 87 (Project Management Certification Exam Preparation). 3
Business 88 (Introduction to Project Management) 3

CORE COURSES (SPRING)

Business 89 (Project Planning, Scheduling, and Control) 3
Business 94 (MS Project Fundamentals) 1

Total 10

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

RETAILING

CERTIFICATE OF PROFICIENCY

YEAR ONE (FALL)

Business 16 (Business Mathematics) 3
Business 36 (Introduction to Marketing) 3

YEAR ONE (SPRING)

Business 14 (Business Communications). 3
Business 22 (Introduction to Management) 3
Business 32 (Retail Store Management) 3

Total 15

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

Business (BUS)

1A FINANCIAL ACCOUNTING 4 UNITS

Explores financial accounting, its importance and how it is used by internal and external users as a decision-making tool. Covers accounting information systems; application of Generally Accepted Accounting Principles (GAAP) and International Financial Reporting Standards (IFRS) to value assets, liabilities, and equity; preparation, interpretation, and analysis of financial statements. Includes topics on cash flow statement, cash and accrual accounting concepts, merchandising operation, internal controls and ethics, reporting and accounting for receivables, payables, long-term assets and liabilities, inventory, depreciation, stockholders' equity, stocks and bonds. Strongly recommended: Business 7. 4 hours lecture, 1 hour laboratory. Transfer: CSU; UC; C-ID: ACCT 110.

1B MANAGERIAL ACCOUNTING 4 UNITS

Examines how managers use accounting information in decision-making, planning, directing, operating, and controlling. Emphasis on cost terms and concepts, cost structure, cost behavior, cost-volume-profit analysis, profit planning, budgeting, budgetary controls, cost controls, accounting for manufacturing costs and ethics. Prerequisite: Business 1A *(completed with a grade of "C" or higher).* 4 hours. Transfer: CSU; UC; C-ID: ACCT 120.

2 INTERMEDIATE ACCOUNTING 4 UNITS

Fundamental accounting standards and concepts, environment, framework, procedure and reporting for assets, liabilities, expenditures, and net income. Prerequisite: Business 1A *(completed with a grade of "C" or higher).* 4 hours. Transfer: CSU.

3 INCOME TAX ACCOUNTING 4 UNITS

Analysis of the current Federal regulations that affect the income tax liability of individuals. Emphasis on the Federal rules and differences in the California law. 4 hours. Transfer: CSU.

4 COST ACCOUNTING 3 UNITS

Principles of cost build up and techniques for gathering cost, cost control, job order, process costing, managerial use of cost data, emphasis on application of principles. Prerequisite: Business 1B *(completed with a grade of "C" or higher).* 3 hours. Transfer: CSU.

5 AUDITING 3 UNITS

Examines philosophy, environment, principles, and practices of financial statements audits. Topics include Generally Accepted Auditing Standards (GAAS), Sarbanes-Oxley Act regulatory environment, professional ethics, auditor's responsibilities and legal liability; fraud, internal controls and audit risk; audit planning, audit procedures, sampling tools, audit evidence, documentation, opinions and reports. Prerequisite: BUS 1A (completed with a grade of "C" or higher). Strongly Recommended: BUS 2. 3 hours. Transfer: CSU.

7 ACCOUNTING FOR SMALL BUSINESS 3 UNITS

Bookkeeping practices and accounting cycle for service and merchandising sole proprietorship. Double-accounting entry system (debits and credits), books of original entry (journals), ledgers, adjusting and closing entries, income statement, balance sheets, and statement of owner's equity, cash, banking activities, payroll, special journals, merchandising firms. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

8 PAYROLL ACCOUNTING 3 UNITS

The laws, principles and procedures of payroll accounting in both manual and computerized environments. Concepts covered include preparation of payroll records and reports; payroll law and practices; computation of taxes, including Social Security, federal income tax, state income taxes, and unemployment taxes and voluntary withholdings. Strongly recommended: Business 1A or Business 7 or equivalent. 3 hours lecture. Transfer: CSU.

10 BUSINESS LAW 4 UNITS

Legal setting in which business operates, with emphasis on legal reasoning and resolution, contracts, torts, intellectual property, agency and employment

law, partnerships and corporations. 4 hours. Transfer: CSU; UC. AA; C-ID: BUS 25.

11 GOVERNMENTAL AND NONPROFIT ACCOUNTING 3 UNITS
A study of accounting, budgeting, auditing, fiscal procedures and financial records of governmental agencies such as state, county and municipal governments, as well as universities and colleges, hospitals, and certain nonprofit organizations. Strongly recommended: Business 1A or Business 7 or equivalent. 3 hours. Transfer: CSU.

12 INTRODUCTION TO BUSINESS 3 UNITS
Survey of the private enterprise system and basic business concepts, business economics, types of business ownership, ethics, globalization, and organizational functions (management, marketing, accounting, human resources, and finance). Provides a multidisciplinary examination of how culture, society, economic systems, legal, international, political, financial institutions, and human behavior interact to influence an organization's policies and practices within the U.S. and a global environment. 3 hours. Transfer: CSU; UC; AA/AS; C-ID: BUS 110.

14 BUSINESS COMMUNICATIONS 3 UNITS
Theory and application of written and oral communications in a professional business environment: organization of messages, editing for tone and polish, presentation techniques, meeting management, job search communications. Strongly recommended: Eligibility for English 1A. 3 hours lecture, 1 hour laboratory. Transfer: CSU; AA/AS.

15 BUSINESS ENGLISH 3 UNITS
Study of the English language from a business perspective, including grammar, punctuation, spelling, business vocabulary, and basic business document preparation. Strongly recommended: Eligibility for English 101B. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

16 BUSINESS MATHEMATICS 3 UNITS
Mathematics to solve typical business problems including banking, simple interest, compound interest, installment sales, trade and cash discounts, markup percents, pricing, discounting notes and drafts, payroll, insurance, statistics, stocks, bonds, and mutual funds. 3 hours. Transfer: CSU; AA/AS.

17 BUSINESS ETHICS AND SOCIETY 3 UNITS
Survey of past and current behavior of business in American society. Examines the ethical, political, social issues confronting organizations and the organizations' response and obligations in responding to these issues. Discusses the responsibility of business towards customers, employees, stockholders, competitors, suppliers, government and the community at large. 3 hours. Transfer: CSU; CSU/GE: D7; AA/AS.

20 LAW AND SOCIETY 3 UNITS
Introduction to the American legal system, including both theoretical and practical perspectives on the relationship of law to individuals and society. Includes the U.S. Constitution, criminal law system, civil dispute resolution, consumer rights, interpersonal and property rights, and the laws of the workplace. If you are a Business major, take Business 10 instead of this course. 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS.

21 HUMAN RESOURCE MANAGEMENT 3 UNITS
Introduction to the management of human resources and an understanding of the impact and accountability to the organization in terms of human resource activities. Global human resource strategies, social and organizational realities, legal implications affecting people at work, union/non-union practices, comparable work, employee compensation, benefits, and employee rights. 3 hours. Transfer: CSU

22 INTRODUCTION TO MANAGEMENT 3 UNITS
Principles and concepts of traditional management tasks, contemporary management challenges including human relations, diversity, quality, social responsibility and ethics, the global environment, human resource management, business communications, competitiveness, motivation, leadership and teamwork. 3 hours. Transfer: CSU.

26 SMALL BUSINESS MANAGEMENT 3 UNITS
Application of management principles to the selection, establishment, and operation of a small business. Emphasis on the problems encountered by the small manufacturer or merchant and their solutions. Strongly recommended: Business 1A or 7. 3 hours. Transfer: CSU.

28 HUMAN RELATIONS IN THE WORKPLACE 3 UNITS
Business concepts of individual, group, and organization human behavior as they affect human relations, performance, and productivity within the workplace. Strategies and techniques that influence communications, employee leadership and interactions among people—including cultural diversity and its impact—are explored. 3 hours. Transfer: CSU.

31 PROFESSIONAL SELLING 3 UNITS
Application of business and behavioral sciences in a selling environment. Principles and techniques involved in selling ideas, products, and services. Emphasis on mastering the art of selling in retail stores and building successful relationships in a culturally diverse world. 3 hours. Transfer: CSU; AA/AS.

32 RETAIL STORE MANAGEMENT 3 UNITS
Principles and practices used in the management of retail stores, includes site selection, layout, organization, staffing, positioning, customer service, promotional techniques, buying, pricing, store security, and information systems. 3 hours. Transfer: CSU.

34 INTRODUCTION TO ADVERTISING 3 UNITS
Contributions of advertising to marketing and communication, including coordination and development of sales promotion programs, media selection, copy writing, layout, research and budgeting. 3 hours. Transfer: CSU.

36 INTRODUCTION TO MARKETING 3 UNITS
Survey of marketing, including consumer behavior, company and environmental analysis, market segmentation, demographic analysis, product development, pricing, promotion, and distribution. 3 hours. Transfer: CSU; CSU/GE; AA/AS.

40 INTERNATIONAL BUSINESS 3 UNITS
Exploration of major factors involved in developing international trade. An overview of globalization, its impact on both Western and non-Western societies, theories of global trade, monetary environment, foreign market

analysis, sociocultural forces, global ethics, global political and economic institutions, and international operations. Emphasis on current events in the global business environment. 3 hours. Transfer: CSU, AA/AS.

42 GREEN BUSINESS PRACTICES 3 UNITS
Practical projects and activities to increase profitability and efficiency by becoming more socially and environmentally responsible and responding to changing cultural, economic, competitive, and legal imperatives embedded within the "green" initiatives. 3 hours. Transfer: CSU; AA/AS.

43 PERSONAL FINANCIAL PLANNING 3 UNITS
Focuses on the time value of money, budgeting, use of credit, investing, taxation of personal income and assets, types of insurance and risk management, health care planning, retirement planning, and estate planning. 3 hours. Transfer: CSU.

44 INTRODUCTION TO INVESTMENTS 4 UNITS
Application of investment principles and guidelines, including the various types of investments and asset classes. Securities markets, individual portfolio planning, basic risk and return considerations and basic investment alternatives, fundamental analysis, and a general overview of technical analysis. The course covers an overview of the corporate bond market, government securities, valuation of fixed-income securities, and investment companies. Course topics include basic calculations of the present and future time value of money and basic financial ratios. Strongly recommended: eligibility for Mathematics 65. (May not receive credit if Business 81 has been completed.) 4 hours. Transfer: CSU.

45 GREEN AND SOCIALLY RESPONSIBLE INVESTING 3 UNITS
Investment principles of Green and Socially Responsible Investing. Analysis of markets and firms with a focus on environmentally and socially responsible businesses. Study of investment basics including risk and return considerations. Equities and Mutual Funds. Creation of a Green and/or Socially Responsible investment portfolio. 3 hours. Transfer: CSU.

50A SKILLS FOR SUPERVISORS 1 UNIT
This course will provide survival skills for new supervisors and those who aspire to move to managerial positions. Necessary skills of time management, leadership, planning, motivation, conducting meetings, communication, handling stress, conflict, and performance appraisals will be discussed. Students will involve in a variety of management exercises, discussions, current trends in supervision, and real-world case studies. 1 hour. Transfer: CSU.

50B BUSINESS ETIQUETTE AND PROFESSIONALISM 1 UNIT
Principles of American and international business etiquette for the business professional: introductions, conversational techniques, professional appearance, entertainment, telephone and computer etiquette and more. 1 hour. Transfer: CSU.

50C INTERVIEWING FOR SUCCESS 1 UNIT
(May be repeated 3 times)
Principles and techniques of successful employment interviews: interview preparation, selling your qualifications, managing difficult qualifications, following up on the interview. 1 hour. Transfer: CSU.

50D RESUMES AND JOB APPLICATION LETTERS 1 UNIT
Research and preparation of persuasive employment search documents, including company research, self-assessment, document composition and format. Includes resumes, job application letters, and follow up communications. 1 hour. Transfer: CSU.

50E BUSINESS EMAIL AND INSTANT MESSAGING 1 UNIT
Communication and technology principles for effective use of email and text messaging in a business environment. Includes email and text message content and subject line composition and editing, technology and tools, inbox management, etiquette, use as a job search tool, and security. 1 hour. Transfer: CSU.

50F DEVELOPING A BUSINESS PLAN 1 UNIT
Research, analysis and outlining logical and persuasive business plans, including market and competitive analysis, financial plans, management and operational plans, and plan outlines and executive summaries. 1 hour. Transfer: CSU.

50G NEGOTIATING SKILLS 1 UNIT
Negotiation theory and skills development for business negotiations. Negotiating goals, strategies, key skills, and styles. 1 hour. Transfer: CSU.

50H PRACTICAL BUSINESS ETHICS 1 UNIT
Examination of real-world ethical issues in the business environment. Includes exploration of personal ethics, review of contemporary business ethics issues, and development of approaches to resolving ethical dilemmas. 1 hour. Transfer: CSU.

50J TIME MANAGEMENT SKILLS 1 UNIT
Practical tips and tools to manage time in academic and business-related situations. Setting short-term and long-term goals. Prioritization of goals and activities. Developing plans; organizing your workplace. Typical time wasters/time leaks, including procrastination, and ways of overcoming them. 1 hour. Transfer: CSU.

50K LISTENING SKILLS 1 UNIT
Examination of listening styles and skill development for the business environment. Includes exploration of the benefits of listening, listening attitudes, and tips for improving listening. 1 hour. Transfer: CSU.

50L CAREERS IN BUSINESS 1 UNIT
Exploration of the wide variety of potential careers in business, and the educational preparation appropriate for those careers. Includes careers in accounting and finance, sales and marketing, real estate and insurance, human resource management, and management and supervision. 1 hour. Transfer: CSU.

50M WORKPLACE DIVERSITY 1 UNIT
Tips and tools to value and manage diversity in the workplace. Overview of theoretical and legal perspectives, dimensions of diversity, the impact of diversity on the workplace. Case studies to acknowledge differences and successfully build relationships with people of diverse backgrounds. 1 hour. Transfer: CSU.

50N DEALING WITH DIFFICULT PEOPLE 1 UNIT
Techniques for resolving and preventing interpersonal conflict in the workplace. 1 hour. Transfer: CSU.

50P QUALITY CUSTOMER SERVICE 1 UNIT
Techniques and tools to understand customer expectations, and to exceed those expectations. Includes analysis of customer needs, delivery of quality customer service, and dealing with challenging customers to win customer loyalty. 1 hour. Transfer: CSU.

70 HEALTH CARE FINANCIAL MANAGEMENT 3 UNITS
Overview of finance and accounting in health care organizations, including the financial structure of both for profit and non-profit healthcare organizations. Particular emphasis on private and third party payment systems, reporting requirements, accounts receivable management, budgeting, and resource allocation. Strongly recommended: Business 7. 3 hours. Transfer: CSU.

71 HEALTH CARE LAW 3 UNITS
Survey of the unique legal issues in health care, including HIPAA (patient privacy laws and regulations), Medicare and Medicaid reimbursement requirements, negligence/malpractice issues, advance directives, and employment law for medical staff and independent contractors. 3 hours. Transfer: CSU.

72 LEADERSHIP OF HEALTH CARE ORGANIZATIONS 3 UNITS
Survey of key issues and effective management approaches in health care organizations, including organizational structure and governance, information technology, facilities and guest services, planning, marketing and strategy. 3 hours. Transfer: CSU.

87 PROJECT MANAGEMENT CERTIFICATION EXAM PREPARATION 3 UNITS
The Project Management Institute (PMI) offers two credentials for project managers who want formal recognition of their project knowledge, in particular, the Project Management Professional (PMP) certification for experienced project managers and the Certified Associate Project Manager (CAPM) credential for entry-level project managers. These are well-recognized credentials for project managers, both those in the job market and those who want to work in a formal business project management environment. Both credentials require that applicants complete a comprehensive description of their experience and pass a certification exam. This course prepares students to complete the test application, study for, and pass, either the PMP or the CAPM examination, both based on the Project Management Body of Knowledge (PMBOK). Strongly recommended. Business 88 and 89. 3 hours. Transfer: CSU.

88 INTRODUCTION TO PROJECT MANAGEMENT 3 UNITS
Project management is the ability to define work efforts in terms of time, budget, and resource needs essential for business planning. Covers the forms, tools, and processes to plan and manage these efforts both efficiently and effectively. Strongly recommended: Computer Application Systems 50, or Computer Science 8 AND Computer Application Systems 54A. 3 hours. Transfer: CSU.

89 PROJECT PLANNING, SCHEDULING AND CONTROL 3 UNITS
A successful Project Manager relies on an effective management plan, which provides a baseline for monitoring progress, identifying variances, and taking timely action to mitigate the impact of problems. In this course, you learn how to create such a plan and implement it through to project completion and evaluation. It explores in greater detail the tools and techniques presented in Business 88. Strongly recommended: Business 88. 3 hours. Transfer: CSU.

92 EXCEL SPREADSHEETS FOR ACCOUNTING 2 UNITS
(May be repeated 3 times)
Fundamentals of using electronic spreadsheets (Microsoft Excel) for accounting principles. Focus on solving accounting problems and completing accounting projects with Microsoft Excel. Strongly recommended: Business 1A, Business 7, or equivalent AND Computer Application Systems 54A or Computer Application Systems 72E. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

93 QUICKBOOKS 2 UNITS
(May be repeated 3 times)
QuickBooks introduces the concepts of bookkeeping/accounting using the theory of double-entry bookkeeping. Learn to use the QuickBooks software for a set up, service business and merchandising business. Setting up chart of accounts, accounts receivable, accounts payable, inventory, payroll and preparation and analysis of financial statements. Strongly recommended: Business 1A, Business 7 or equivalent. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

94 MS PROJECT FUNDAMENTALS 1 UNIT
This hands-on course provides an overview of MS Project and its functionality. Conducted in a PC Lab environment, students will get an opportunity to work with the tool while receiving support from an experienced and knowledgeable instructor/coach. Students will have an opportunity to develop a project schedule from scratch, get comfortable with entering information into MS Project, then use the base schedule to understand and manage resource allocations, task assignments, and the project labor budget. MS Project also offers a depth of reporting functionality, and students will learn how to create and modify reports for their project communication needs. Strongly recommended: Business 88. 1 hour. Transfer: CSU.

95 WORK EXPERIENCE◊ 1–3 UNITS
College supervised on-the-job training. Paid or volunteer work experience, including an internship, in an occupation related to student's major or classes at Chabot. Cooperative effort between student, supervisor, and instructor to accomplish new work objective and broaden experiences for each semester enrolled. Corequisite: Business 96. 5–15 hours of employment per week. Transfer: CSU.

96 WORK EXPERIENCE SEMINAR◊ 1 UNIT
Provides the focal point for the coordination of the student's curriculum with college supervised employment/volunteering in the student's major field. Emphasis on building strong working relationships with supervisors, subordinates, co-workers. Issues pertaining to the modern workplace. Corequisite: Business 95. 1 hour. Transfer: CSU.
◊*Refer to page 14 for program requirements.*

200 COMPUTERS IN THE MODERN WORLD **NON-CREDIT**
Basic introductory hands-on training in word processing, database spreadsheet and graphics. Introduction to the Internet. A working knowledge of the standard (typewriter) keyboard is required.

Chemistry (CHEM)

DEGREE: AS—Chemistry

The two-year program in chemistry provides the student with a broad background in inorganic chemistry and quantitative analysis. This program supports all physical and biological science majors in the allied health sciences and satisfies general education requirements.

CHEMISTRY
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)
Chemistry 1A (General College Chemistry) 5
Mathematics 1 (Calculus 1) 5
YEAR ONE (SPRING)
Chemistry 1B (General College Chemistry) 5
Mathematics 2 (Calculus II) 5
YEAR TWO (FALL)
Chemistry 12A (Organic Chemistry) 5
Physics 4A (General Physics I) 5
YEAR TWO (SPRING)
Chemistry 12B (Organic Chemistry) 5
Physics 4B (General Physics II) 5
Total: 40

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Chemistry GE Requirement 3
Complete a minimum of 3 units from Graduation Requirements Area B (Natural Science)
Total minimum units required 60

Recommended course:
Mathematics 3 (Multivariable Calculus)
OR Mathematics 4 (Elementary Differential Equations)
OR Mathematics 6 (Elementary Linear Algebra)

Chemistry (CHEM)

To remain in a chemistry class a student must demonstrate competency in chemistry laboratory safety procedures by receiving a satisfactory score on the safety quiz administered during the NGR period.

1A GENERAL COLLEGE CHEMISTRY I **5 UNITS**
Introduction to atomic structure, bonding, stoichiometry, thermochemistry, gases, matter and energy, oxidation-reduction, chemical equations, liquids and solids, solutions, chemical energetics and equilibrium. Laboratory includes both quantitative and qualitative experiments. Prerequisite: Mathematics 55, Chemistry 31 *(all courses completed with a grade of "C" or higher)* or appropriate skill level demonstrated through the Chemistry Placement Process. 3 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: CHEM 110.

1B GENERAL COLLEGE CHEMISTRY II **5 UNITS**
Continuation of Chemistry 1A. Chemical energetics and equilibria, solutions and ionic equilibria, acid-base chemistry, electrochemistry, coordination chemistry, kinetics, nuclear chemistry, organic chemistry, and the chemistry of family groups of the periodic table. Laboratory emphasizes quantitative techniques, including instrumentation, and qualitative analysis. Prerequisite: Chemistry 1A *(completed with a grade of "C" or higher)*. 3 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; C-ID: CHEM 120S.

5 QUANTITATIVE ANALYSIS **4 UNITS**
Emphasizes the theory and practice of gravimetric, volumetric, potentiometric, spectrophotometric and chromatographic methods of analysis. Focuses on calibration, standardization, method development and validation procedures, sampling and data handling. Intended for chemistry, biochemistry, chemical biology, chemical engineering, pharmacy, biology, molecular biology and microbiology majors. Prerequisite: Chemistry 1B *(completed with a grade of "C" or higher)*. 2 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC.

8 SURVEY OF ORGANIC CHEMISTRY **6 UNITS**
Fundamental aspects of the structure, physical properties, chemical reactivity and synthesis of organic compounds with emphasis on topics of interest to students in the biological sciences. Laboratory experiments cover basic organic laboratory techniques using reactions or processes found in the biological sciences. Chemistry 8 is a one-semester course in Organic Chemistry designed for students majoring in biological sciences. No credit will be given for Chemistry 8 if taken after Chemistry 12A/B. Prerequisite: Chemistry 1B *(completed with a grade of "C" or higher).* 4 hours lecture, 1 hour discussion, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

10 INTRODUCTION TO CHEMISTRY **4 UNITS**
A non-mathematical survey of the basic concepts of chemistry that stresses a humanistic approach. Designed for non-science majors. Topics include basic structure, properties and reactivity of matter and energy as they relate to environmental issues, nutrition, medicine, material science and other current topics. May not be taken for credit if Chemistry 1A or Chemistry 31 has been completed. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

12A ORGANIC CHEMISTRY I **5 UNITS**
The structure, nomenclature, bonding, stereochemistry, conformational analysis, and physical properties in relation to alkanes, alkyl halides, alkenes, alkynes, alcohols, and ethers. Emphasis on reactivity and reaction mechanisms. Multi-step synthesis is also introduced. Laboratory work includes microscale, semi-microscale, spectroscopic and chromagraphic techniques. Chemistry 12A is the first semester in a year course in organic chemistry designed for students majoring in chemistry and related disciplines. Prerequisite: Chemistry 1B *(completed with a grade of "C" or higher).* 3 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; C-ID: CHEM 150..

12B ORGANIC CHEMISTRY II **5 UNITS**
Continuation of Chemistry 12A with an introduction to the chemistry of dienes, aromatics, amines, carbanions, carboxylic acid derivatives, aldehydes, ketones and biochemical topics focusing on structure, synthesis, and mechanisms of reaction. Laboratory work in basic techniques, synthetic methods, qualitative, spectroscopic, and chromatographic analysis techniques. Chemistry 12B is the second semester in a year course in Organic Chemistry designed for students majoring in Chemistry related disciplines. Prerequisite: Chemistry 12A *(completed with a grade of "C" or higher).* 3 hours lecture, 6 hours laboratory. Transfer: CSU; UC; CSU/GE: B1, B3; IGETC: Area 5A & Lab; C-ID: CHEM 160S.

30A INTRODUCTORY AND APPLIED CHEMISTRY I **4 UNITS**
Chemistry of inorganic compounds, atomic theory, bonding, equations, gas laws, solutions, acid-base theory and oxidation-reduction. Designed to meet the requirements of certain programs in allied health and technological fields and for general education. Prerequisite: Mathematics 65, 65B or 65L *(completed with a grade of "C" or higher).* 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

30B INTRODUCTORY AND APPLIED CHEMISTRY II **4 UNITS**
Continuation of Chemistry 30A with emphasis on organic and biochemical concepts related to human physiological systems. Prerequisite: Chemistry 30A *(completed with a grade of "C" or higher).* 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

31 INTRODUCTION TO COLLEGE CHEMISTRY **4 UNITS**
Elementary concepts of chemistry with emphasis on mathematical calculations; includes nomenclature, stoichiometry, atomic structure, gas laws and acids and bases. Designed for majors in science and engineering. Prerequisite: Mathematics 55 *(completed with a grade of "C" or higher).* 3 hours lecture, 3 hours laboratory. Transfer; CSU; UC; CSU/GE; IGETC; AA/AS.

Chinese (CHIN)

1A BEGINNING CHINESE **5 UNITS**
Introduction to the Chinese cultures of the world featuring the study and practice of the four language skills (listening, speaking, reading, and writing) of Mandarin Chinese. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Strongly recommended: eligibility for English 1A. 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

1B ELEMENTARY CHINESE **5 UNITS**
Further study of the Chinese cultures of the world featuring the acquisition of the four language skills (listening, speaking, reading, and writing) of Mandarin Chinese begun in Chinese 1A. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Chinese 1A (*completed with a grade of "C" or higher*). 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS. (Corresponds to 2 years high school study.)

50A CHINESE CONVERSATION AND CULTURE I **3 UNITS**
Development of a basic understanding of spoken Mandarin through pronunciation, vocabulary, and applied grammar. Introduction to the everyday culture of Chinese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50B CHINESE CONVERSATION AND CULTURE II **3 UNITS**
Development of an understanding of spoken Mandarin through pronunciation, vocabulary, and applied grammar. Further study of the life and culture of the Chinese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Chinese 50A (completed with a grade of "C" or higher). 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50C CHINESE CONVERSATION AND CULTURE III **3 UNITS**
Continuation of skills developed in Chinese 50B. Continues to develop an understanding and application of conversational Chinese. Pronunciation, vocabulary, sentences and applied grammar will be covered. Introduces the everyday life and traditional culture of Chinese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Chinese 50B *(completed with a grade of "C" or higher)*. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50D CHINESE CONVERSATION AND CULTURE IV **3 UNITS**
Continuation of skills developed in Chinese 50C. Continues to develop and apply conversational Chinese skills. Pronunciation, vocabulary, sentences and applied grammar will be covered. Introduces the daily life and cultural traditions of Chinese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Chinese 50C *(completed with a grade of "C" or higher)*. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

Colloquia

COLLOQUIA **1 UNIT**
(May be repeated 3 times)
A colloquium is a group of students who meet with an instructor over a period of one semester to consider ideas or documents of continuing

importance, or a special topic. The purpose is to stimulate serious thought through discussion and analysis. A student is limited to one colloquium each semester. A colloquium may be offered under any subject area contained in the Catalog, using the number 9. Open to all students not on probation. 2 hours. Transfer: CSU.

Communication Studies (COMM)

degree:
AA-T—Communication Studies
AA—Speech Communication

certificate of proficiency:
Forensics
Interpersonal Communication
Rhetoric

The Communication Studies program at Chabot College has two program-level outcomes. First, we encourage students to pursue and evaluate knowledge through the skills of inquiry, research, and critical thinking. Additionally, students of Communication Studies will demonstrate effective skills in written and oral communication.

Communication Studies explores the complexity of human interaction. An Associate in Arts in Communication Studies for Transfer is a valuable asset for people in every industry. The National Association of Colleges and Employers, in a 2010 survey, ranked the top five desired candidate skills/qualities: (1) communication skills; (2) analytical skills; (3) teamwork skills; (4) technical skills; and (5) strong work ethic. Because Communication Studies combines theoretical understanding with practical skills development, either of our Associate in Arts degrees can serve as a strong foundation for any upper division coursework or graduate training program.

From critical listening and thinking skills to intercultural communication competency; from performing business presentations to oral interpretation of literature; from understanding group dynamics to developing persuasive strategies, Communication Studies offers courses with contextual learning experiences for greater success in work, relationships, and society. Our graduates go on to careers in human resources, public relations, advertising, journalism, law, hospitality and customer service, corporate training and politics. Many continue their education at the graduate and doctoral levels.

Successful completion of the Associate in Arts in Communication Studies for Transfer provides the student with the opportunity to seamlessly transfer to a CSU in Communication Studies or related major.

COMMUNICATION STUDIES
ASSOCIATE IN ARTS FOR TRANSFER DEGREE

UNITS

REQUIRED CORE ***(3 units)***

- Communication Studies 1 (Fundamentals of Speech Communication) . . . 3
- Communication Studies 50 (Introduction to Communication Studies . . . 3

LIST A ***(choose one–3 units)***

- Communication Studies 46 (Argumentation and Debate) . . . 3
- Communication Studies 10 (Interpersonal Communication) . . . 3
- Communication Studies 3 (Group Communication) . . . 3

LIST B ***(choose two–6 units)***

- Any List A course not used above . . . 3
- Communication Studies 48 (Activities in Forensics) . . . 3
- Communication Studies 11 (Intercultural Communication) . . . 3
- Communication Studies 50 (Introduction to Communication Studies) . . . 3
- Communication Studies 2 (Oral Interpretation of Literature) . . . 3
- Communication Studies 20 (Persuasion and Communication) . . 3

LIST C ***(choose one–3 units)***

- Any List A or B course not used above . . . 3
- Anthropology 3 (Social and Cultural Anthropology) . . . 3
- Psychology 1 (General Psychology) . . . 3
- Sociology 1 (Principles of Sociology) . . . 3
- English 4 (Critical Thinking and Writing about Literature) . . . 3
- English 7 (Critical Thinking and Writing across Disciplines) . . . 3
- Mass Communications 41 (Introduction to Mass Communications) . . . 3
- Communication Studies 6 (Introduction to Performance Studies) . . . 3
- Communication Studies 12 (Gender, Sexual Identity, and Communication) . . . 3
- Theater Arts 12 (Film as Art and Communication) . . . 4

Total . . . 18-19

Required courses in the major: 18-19 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 3-18 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

SPEECH COMMUNICATION
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

- Communication Studies 1 (Fundamentals of Speech Communication) . . . 3

Communication Studies 10 (Interpersonal Communication) 3

YEAR ONE (SPRING)

Communication Studies 2A (Oral Interpretation of Literature 1) 3
Communication Studies 46 (Argumentation and Debate) 3

YEAR TWO

Option* 6
Total 18

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

Option-choose six units from the following:

Mass Communications 44 (Radio and Television Announcing/Performance) 3
Communication Studies 2B (Oral Interpretation of Literature II) 3
Communication Studies 3 (Group Communication) 3
Communication Studies 5 (Readers' Theater) 3
Communication Studies 11 (Intercultural Communication) 3
Communication Studies 30 (Elements of Speech) 3
Communication Studies 48 (Activities in Forensics) 1-4
Theater Arts 25 (Fundamentals of Stage Speech) 3

FORENSICS

CERTIFICATE OF PROFICIENCY

This certificate provides students with advanced training in public speaking and debate, especially through competition.
Career Opportunities in Communication Studies: Many forensics students go on to receive degrees in Communication and a large number go on to graduate school programs in Communication and Law. These students are more likely to teach and coach forensics, or enter legal careers.

REQUIRED COURSES

Communication Studies 1 (Fundamentals of Speech Communication) 3
Communication Studies 2 (Oral Interpretation of Literature) . . . 3
Communication Studies 46 (Argumentation and Debate) 3
Communication Studies 48 (Activities in Forensics) 5
Total 14

INTERPERSONAL COMMUNICATION

CERTIFICATE OF PROFICIENCY

This certificate provides students with interpersonal and intercultural competence for greater success in the workplace and personal relationships.
Career Opportunities in Communication Studies: This certificate can enhance resumes for students wishing to work in health care settings, customer service positions, and other business environments.

REQUIRED COURSES

Communication Studies 3 (Group Communication) 3
Communication Studies 10 (Interpersonal Communication) . . . 3
Communication Studies 11 (Intercultural Communication) 3
Communication Studies 12 (Gender, Sexual Identity, and Communication) 3
Total 12

RHETORIC

CERTIFICATE OF PROFICIENCY

This certificate prepares students to become strong verbal and nonverbal communicators and provides a solid foundation in the study of Rhetoric.
Career Opportunities in Communication Studies: Students who study Rhetoric often go into legal careers, but many students pursue careers in advertising, public relations, film, tv, and other emerging technological fields. Rhetoric students are often very successful in gaining acceptance into graduate programs, especially in Communication, Business, Law, and Media Studies..

REQUIRED COURSES

Communication Studies 1 (Fundamentals of Speech Communication) 3
Communication Studies 20 (Persuasion and Communication) . . 3
Communication Studies 46 (Argumentation and Debate) 3
Communication Studies 50 (Introduction to Communication Studies) 3
Total 12

Communication Studies (COMM)

1 FUNDAMENTALS OF SPEECH COMMUNICATION 3 UNITS
Fundamentals of speech communication; emphasis on developing, stating, organizing, and researching ideas, and presenting to an audience; includes developing the faculties of critical listening and problem-solving. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC: AA/AS; C-ID: COMM 110.

2 ORAL INTERPRETATION OF LITERATURE 3 UNITS
Development of skill in reading quality literature aloud; practice in writing scholarly criticism of the literature presented orally. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS; C-ID: COMM 170.

3 GROUP COMMUNICATION 3 UNITS
Communication in small group situations. Role of communication in various group processes, including norms, roles, leadership and decision-making, with application to modern concepts of organizational communication. Includes participation in simulation exercises and group activities. 3 hours. Transfer: CSU; UC; C-ID: COMM 140.

6 INTRODUCTION TO PERFORMANCE STUDIES 3 UNITS
Exploration of historically influential activist performances and contemporary performance art/installation pieces. Development of an understanding of basic interdisciplinary performance theories from everyday life, ritual, and on-stage. Emphasis on creating and observing

performances as tools for social critique. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

10 INTERPERSONAL COMMUNICATION 3 UNITS
Exploration, discussion, and evaluation of the components of verbal and non-verbal communication processes. Strongly recommended: Eligibility for English 1A or 52A. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS; C-ID: COMM 130.

11 INTERCULTURAL COMMUNICATION 3 UNITS
Intercultural communication with a focus on the analysis and comparisons of message perception and transmission in interactions between people from different cultures. Particular attention to values and meanings reflected in American culture, specifically the crisscrossing dynamics of race, ethnicity, gender, religion and class. Emphasis on practical application of skills for effective communication between people of different domestic and international cultures. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC; C-ID: COMM 150.

12 GENDER, SEXUAL IDENTITY, AND COMMUNICATION 3 UNITS
Processes and theories of gender and communication; emergence of sexual identity and orientation in society; the power of language and stereotypes in private discourse and public dialogue; the impact of historical, social, ethical, cultural, and psychological factors on gendered communication in multiple contexts. Strongly recommended: English 1A. 3 hours. Transfer: CSU; CSU/GE.

20 PERSUASION AND COMMUNICATION 3 UNITS
Investigation and development of persuasive techniques, strategies, and theories throughout ancient and modern times. Topics will include rhetoric, propaganda, and formal/informal argumentation. Strongly recommended: English 1A and Communication Studies 1. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

46 ARGUMENTATION AND DEBATE 3 UNITS
Analysis of contemporary questions through written and spoken discourse. Analysis, criticism, and synthesis of contemporary moral, political, economic and philosophical issues of a diverse, multicultural society, using traditional and modern models of argumentation. Strongly recommended: English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: COMM 120.

48 ACTIVITIES IN FORENSICS 1–4 UNITS
(May be repeated 3 times)
Intercollegiate competition in the areas of public speaking and oral interpretation. Other activities include performance in workshops, festivals, concert readings, and the community. 4–16 laboratory hours. Transfer: CSU.

50 INTRODUCTION TO COMMUNICATION STUDIES 3 UNITS
A survey of the discipline of Communication Studies with emphasis on multiple epistemological, theoretical, and methodological issues relevant to the systematic inquiry and pursuit of knowledge about human communication. This course explores basic history, assumptions, principles, processes, variables, methods, and specializations of human communication as an academic field of study. Strongly recommended: Eligibility for English 1A. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: COMM 180.

70A INTRODUCTION TO COMMUNICATION TUTOR TRAINING 2 UNITS
An introduction to tutor training for the Communication Laboratory. Through lecture and hands-on tutoring experience students will demonstrate lab procedure, tutor strategies, and knowledge of basic components of public speaking. Prerequisite: COMM 1 or COMM 2A or COMM 10 or COMM 20 or COMM 46 or COMM 50 (each completed with a grade of "C" or higher) and instructor recommendation required. 1 hour lecture, 3 hours laboratory. Transfer: CSU.

70B EXPERIENCED COMMUNICATION TUTOR TRAINING 2–3 UNITS
Tutor training for the Communication Laboratory. Through lecture and hands-on tutoring, experienced tutors with at least one semester of lab experience will demonstrate lab procedure, tutor stategies, thorough knowledge of basic components of public speaking, and ability to role-model these skills for new tutors. Prerequisite: COMM 70A (completed with a grade of "C" or higher). 1 hour lecture, 3-6 hours laboratory. Transfer: CSU.

Community Interest Studies

COMMUNITY INTEREST STUDIES NON-CREDIT
Community interest courses include both full-term and short-term courses in a wide variety of course patterns, field studies, seminars, workshops, and any other such educational activities that will meet the educational needs of the college community. May be offered under any course title contained in the Catalog, using the numbers 200 through 299.

Computer Application Systems (CAS)

DEGREE:
AS–Software Specialist
AS–Administrative Assistant

CERTIFICATE OF ACHIEVEMENT:
Administrative Assistant
Office Technology
Software Specialist

CERTIFICATE OF PROFICIENCY:
Business Graphics
Office Technology

The Computer Application Systems program includes microcomputer applications, programming languages and computer support of business organizations. The program offers state-of-the-art training in the use of business application software and hardware to prepare students for professional careers, transfer study, and/or personal use. Students receive individual hands-on training in laboratory facilities. Faculty work closely with business and industry to ensure relevant training.

SOFTWARE SPECIALIST

ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)

Computer Application Systems 50
(Introduction to Computer Application Systems)
or Computer Science 8 (Computer Literacy) 3
Computer Application Systems 72A
(Elementary Computer Keyboarding I). 1
Computer Application Systems 54A (Microsoft Excel I) 3

YEAR ONE (SPRING)

Computer Application Systems 88A (Microsoft Word I). 3
Computer Science 7 (Introduction to Computer Programming Concepts)
or Computer Science 10 (Introduction to Programming Using Visual BASIC.NET) 3–4

YEAR TWO (FALL)

Computer Application Systems 58
(Introduction to Microsoft Access) 3
Computer Application Systems 82 (Designing Web Pages)
or Computer Application Systems 84
(Designing Business Graphics) 3

YEAR TWO (SPRING)

Business 95 (Work Experience) . . . . . .
or Work Experience 95 (Work Experience) 1–3
Business 96 (Work Experience Seminar)
or Work Experience 96 (Work Experience Seminar) 1
Electives* 3

Total 24–26

**Three units may be selected from the following:*

Computer Application Systems 54B (Microsoft Excel II) 3
Computer Application Systems 55 (Microsoft Office Integration) 3
Computer Application Systems 82 (Designing Web Pages) 3
Computer Application Systems 84 (Designing Business Graphics) .3
Computer Application Systems 88B (Microsoft Word II) 3

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Computer Application Systems GE Requirement . . . 3
Complete a minimum of 3 units from
Business 14 (Business Communications)

Total minimum units required 60

ADMINISTRATIVE ASSISTANT

ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)

Computer Application Systems 50
(Introduction to Computer Application Systems)
or Computer Science 8 (Computer Literacy) 3
Computer Application Systems 72A (Computer Keyboarding I)
and Computer Application Systems 72B
(Computer Keyboarding II)
and Computer Application Systems 72C
(Computer Keyboarding III) 3

YEAR ONE (SPRING)

Business 7 (Accounting for Small Business)
or Business 1A (Financial Accounting) 3–4
Computer Application Systems 54A (Microsoft Excel I) 3
Computer Application Systems 88A (Microsoft Word I). 3

YEAR TWO (FALL)

Business 22 (Introduction to Management)
or Business 28 (Human Relations in the Workplace) 3
Computer Application Systems 58
(Introduction to Microsoft Access) 3
Computer Application Systems 72K (Business
English Skills I) 1

YEAR TWO (SPRING)

Computer Application Systems 54B
(Microsoft Excel II)
or Computer Application Systems 55 (Microsoft Office Integration)
or Computer Application Systems 82 (Designing Web Pages)
or Computer Application Systems 84 Designing Business Graphics)
or Computer Application Systems 88B (Microsoft Word II) 3
Computer Application Systems 72L (Business English Skills II) . 1
Business 95 (Work Experience)
or Work Experience 95 (Work Experience) 1–3
Business 96 (Work Experience Seminar)
or Work Experience 96 (Work Experience Seminar) 1

Total 28–31

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Computer Application Systems GE Requirement 3
Complete a minimum of 3 units from
Business 14 (Business Communications)

Total minimum units required 60

ADMINISTRATIVE ASSISTANT

CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)

Computer Application Systems 50 (Introduction
to Computer Application Systems)
or Computer Science 8 (Computer Literacy) 3

Computer Application Systems 72A (Computer Keyboarding I)
and Computer Application Systems 72B (Computer Keyboarding II)
and Computer Application Systems 72C (Computer Keyboarding III) 3
Computer Application Systems 88A (Microsoft Word I). 3

YEAR ONE (SPRING)

Business 14 (Business Communications)
or Computer Application Systems 72K (Business English Skills I)
and Computer Application Systems 72L (Business English Skills II) 2–3
Computer Application Systems 54A (Microsoft Excel I) 3
Computer Application Systems 58 (Introduction to Microsoft Access) 3
Electives* 3

Total 20–21

**Three units may be selected from the following:*

Business 7 (Accounting for Small Business). 3
Computer Application Systems 54B (Microsoft Excel II) 3
Computer Application Systems 55 (Microsoft Office Integration) 3
Computer Application Systems 82 (Designing Web Pages) 3
Computer Application Systems 84 (Designing Business Graphics) .3
Computer Application Systems 88B (Microsoft Word II) 3

OFFICE TECHNOLOGY

CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)

Computer Application Systems 50 (Introduction to Computer Application Systems)
or Computer Science 8 (Computer Literacy). 3
Computer Application Systems 72A (Computer Keyboarding I)
and Computer Application Systems 72B (Computer Keyboarding II)
and Computer Application Systems 72C (Computer Keyboarding III) 3
Computer Application Systems 88A (Microsoft Word I) 3

YEAR ONE (SPRING)

Business 14 (Business Communications)
or Computer Application Systems 72K (Business English Skills I)
and Computer Application Systems 72L (Business English Skills II) 2–3
Computer Application Systems 54A (Microsoft Excel I) 3
Electives* 6

Total units required 20–21

**Six units may be selected from the following:*

Computer Applications Systems 54B (Microsoft Excel II). 3
Computer Applications Systems 58 (Microsoft Access) 3
Computer Applications Systems 72J (Ten Key). 1
Computer Applications Systems 72P (Introduction to Windows) . 1
Computer Applications Systems 72Q (Microsoft Outlook) 1
Computer Applications Systems 82 (Designing Web Pages) 3
Computer Applications Systems 88B (Microsoft Word II) 3

SOFTWARE SPECIALIST

CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)

Business 14 (Business Communications). 3
Computer Application Systems 50 (Introduction to Computer Application Systems)
or Computer Science 8 (Computer Literacy). 3
Computer Application Systems 72A (Computer Keyboarding I). . 1

YEAR ONE (SPRING)

Computer Application Systems 54A (Microsoft Excel I) 3
Computer Application Systems 58 (Introduction to Microsoft Access) 3
Computer Application Systems 88A (Microsoft Word I). 3
Computer Science 7 (Introduction to Computer Programming Concepts)
or Computer Science 10 (Introduction to Programming Using Visual BASIC.NET) 3–4
Computer Application Systems 82 (Designing Web Pages)
or Computer Application Systems 84 (Designing Business Graphics) 3
Electives* 3

Total 25–26

**Three units may be selected from the following:*

Computer Application Systems 54B (Microsoft Excel II) 3
Computer Application Systems 55 (Microsoft Office Integration) 3
Computer Application Systems 82 (Designing Web Pages) 3
Computer Application Systems 84 (Designing Business Graphics) 3
Computer Application Systems 88B (Microsoft Word II) 3

BUSINESS GRAPHICS

CERTIFICATE OF PROFICIENCY

YEAR ONE (FALL)

Computer Application Systems 50 (Introduction to Computer Application Systems)
or Computer Science 8 (Computer Literacy). 3
Computer Application Systems 84 (Designing Business Graphics) 3
Computer Application Systems 72D (Introduction of Microsoft Word) 1

YEAR ONE (SPRING)

Computer Application Systems 72F (Introduction to Microsoft PowerPoint) 1
Computer Application Systems 82 (Designing Web Pages) 3
Digital Media 31A (Photoshop I) 1½
Digital Media 31B (Photoshop II) 1½
Digital Media 32A (Illustrator I). 1½
Digital Media 32B (Illustrator II) 1½

Total 17

OFFICE TECHNOLOGY

CERTIFICATE OF PROFICIENCY

CORE COURSES

Computer Application Systems 50
(Introduction to Computer Application Systems)
or Computer Science 8 (Computer Literacy) 3
Computer Application Systems 54A (Microsoft Excel I) 3
Computer Application Systems 88A (Microsoft Word I) 3

Select one course from the following:

Computer Application Systems 72A; 72B; 72C; 72F; 72G;
72J; 72P; 72Q 1

Total 10

Computer Application Systems (CAS)

50 INTRODUCTION TO COMPUTER APPLICATION SYSTEMS 3 UNITS

Introduction to computer applications systems as it relates to business and home use. Course introduces software topics in Microsoft Windows, Microsoft Office, internet, World Wide Web, electronic mail, file management, data communications and an introduction to basic computer programming. Hardware topics include PC system components and troubleshooting issues. Other topics include computer-based careers and trends, electronic computing issues, terminology, electronic communication skills, ethics, security, and netiquette in today's business computing environment. 3 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; AA/AS; C-ID: BUS 140.

54A MICROSOFT EXCEL I 3 UNITS

Introduction to spreadsheet techniques using Microsoft Excel to create a variety of spreadsheets with emphasis on business application programs. Calculate data using functions and formulas. Create charts, link and consolidate worksheets. This course prepares students to take the Microsoft Office Specialists (MOS) core level certification. Strongly recommended: Computer Application Systems 50, 72E, or Computer Science 8. 2 hours lecture, 2 hours laboratory. Transfer: CSU.

54B MICROSOFT EXCEL II 3 UNITS

Advanced spreadsheet applications using Excel to create a variety of advanced spreadsheets with emphasis on business application programs. Prepares students to take the Microsoft Office Specialists (MOS) expert level certification. Strongly recommended: Computer Application Systems 50 or 54A. 2 hours lecture, 2 hours laboratory. Transfer: CSU.

55 VIRTUAL OFFICE TECHNOLOGIES 3 UNITS

Learn how to work in a modern office environment using Google Docs, Windows Web Apps, and other online collaboration tools. Also learn intermediate level features of Microsoft Office; Word, Excel, Access, and PowerPoint, to design, produce and integrate documents, worksheets, databases and professional presentations. Students will complete integrated projects that apply technology to business tasks and represent what is required in an actual business environment using the components of technology, web applications and Microsoft Office. Prerequisites: Computer Application Systems 50 or Computer Application Systems 54A and 88A, or Computer Application Systems 72D, 72E, 72F and 72G. (Combined credit for Computer Application Systems 55, 61, and 88A may not exceed 12 units.) 2 hours lecture, 2 hours laboratory. Transfer: CSU.

66 WEB APPS, COLLABORATION AND CLOUD COMPUTING 2 UNITS

Over the Internet; create browser-based Office documents (word documents, spreadsheets, presentations, forms), securely save and share Office documents, and collaborate online with colleagues. Explore Google Docs, Windows Web Apps, and other online collaboration tools. Prerequisite: Computer Application Systems 55 (completed with a grade of "C" or higher). 1½ hours lecture, 1½ hours laboratory. Transfer: CSU.

58 INTRODUCTION TO MICROSOFT ACCESS 3 UNITS

Introduction to Microsoft Access, a computer program that is used to organize, store, and retrieve information. Understanding of data, file and database concepts using Microsoft Access for Windows with emphasis on business applications. Identify and evaluate client needs/requirements and translate those needs into a working database application model. Integrate Access data with other Microsoft applications, such as Word and Excel. Strongly recommended: Computer Application Systems 50 or 72G. 2 hours lecture, 2 hours laboratory. Transfer: CSU.

60 BUSINESS SOFTWARE APPLICATIONS/ GENERAL ACCOUNTING 12 UNITS

Introduction to the principles of automated and manual accounting systems and computerized spreadsheets and databases typically required for employment. This self-paced, individualized course in general accounting, systematic record keeping and business transaction analysis emphasizes using personal computers to develop a fluent understanding and hands-on application of accounting and database principles and practices and related software applications such as Excel, Access and Peachtree. (Combined credit for Computer Application Systems 60, Business 5 and/or Business 7 may not exceed 12 units.) 30 hours laboratory for 21 weeks. Transfer: CSU.

61 BUSINESS SOFTWARE APPLICATIONS/ ADMINISTRATIVE SUPPORT 12 UNITS

Introduction to the full range of office skills acquisition focusing on developing employable word processing skills as well as proofreading, business writing, filing, keyboarding and creating computer-based presentations. A self-paced, individualized approach is used to emphasize personal computers, and to develop a fluent understanding and hands-on use of word processing and presentation software concepts and applications such as Microsoft Word and PowerPoint. (Combined credit for Computer Application Systems 55, 61, and 88A may not exceed 12 units.) 30 hours laboratory for 21 weeks. Transfer: CSU.

72 OFFICE TECHNOLOGY SKILLS MODULES

Individualized, self-paced office skills modules offering development, review, and improvement of office computer skills. Modules are not sequential and may be taken in any order. Credit is earned based on competency in each module.

72A ELEMENTARY COMPUTER KEYBOARDING I **1 UNIT**
Self-paced basic introduction to the computer keyboard for developing correct keyboarding skills. 3 hours laboratory. Transfer: CSU.

72B ELEMENTARY COMPUTER KEYBOARDING II **1 UNIT**
Self-paced basic introduction to the computer keyboard skill for developing correct keyboarding skills. 3 hours laboratory. Transfer: CSU.

72C COMPUTER KEYBOARDING III **1 UNIT**
Self-paced computer keyboard review for improving keyboarding accuracy and speed. Strongly recommended: Computer Application Systems 72A or Computer Application Systems 72B. 3 hours laboratory. Transfer: CSU.

72D INTRODUCTION TO MICROSOFT WORD **1 UNIT**
Self-paced introduction to word processing using Microsoft Word. Strongly recommended: Computer Application Systems 72A or Computer Application Systems 72B. 3 hours laboratory. Transfer: CSU.

72E INTRODUCTION TO MICROSOFT EXCEL **1 UNIT**
Self-paced introduction to spreadsheets using Microsoft Excel. Strongly recommended: Computer Application Systems 72A or Computer Application Systems 72B. 3 hours laboratory. Transfer: CSU.

72F INTRODUCTION TO MICROSOFT POWERPOINT **1 UNIT**
Self-paced introduction to presentations using Microsoft PowerPoint. Strongly recommended: Computer Application Systems 72A or Computer Application Systems 72B. 3 hours laboratory. Transfer: CSU.

72G INTRODUCTION TO MICROSOFT ACCESS **1 UNIT**
Self-paced introduction to data bases using Microsoft Access. Strongly recommended: Computer Application Systems 72A or Computer Application Systems 72B. 3 hours laboratory. Transfer: CSU.

72J 10-KEY **1 UNIT**
Self-paced ten-key course using the computer numeric keypad. 3 hours laboratory. Transfer: CSU.

72K BUSINESS ENGLISH SKILLS I **1 UNIT**
Self-paced introductory course focusing on English fundamentals as applied to business documents. 3 hours laboratory. Transfer: CSU.

72L BUSINESS ENGLISH SKILLS II **1 UNIT**
Continuation of self-paced business English course focusing on English fundamentals as applied to business documents. Strongly recommended: Computer Application Systems 72K. 3 hours laboratory. Transfer: CSU.

72M TODAY'S COMPUTER TECHNOLOGY TOOLS **1 UNIT**
Introduction to Windows and technology tools and trends through the use of videos, animations, and hands-on activities. 3 hours laboratory. Transfer: CSU.

72N INTRODUCTION TO THE INTERNET **1 UNIT**
Basic introduction to learning the internet through the use of videos, animations, and hands-on activities. 3 hours laboratory. Transfer: CSU.

72P INTRODUCTION TO WINDOWS **1 UNIT**
Self-paced course focusing on the fundamentals of the latest version of Microsoft operating system; working with Windows programs; customizing the Desktop; and managing files and folders. Previous computer and keyboarding skills are highly desirable. 3 hours laboratory. Transfer: CSU.

72Q MICROSOFT TO OUTLOOK **1 UNIT**
Learn the basics of using Microsoft Outlook. Use Outlook email features to send, receive, reply to and forward email messages. Find out how to format, track messages and create auto-signatures. Learn to utilize the office clipboard, attach files to messages and open and save attached files. Discover how to use the calendar feature, manage contacts, and work with tasks. 3 hours laboratory. Transfer: CSU.

82 DESIGNING WEB PAGES **3 UNITS**
Design and enhance web pages using creative website design principles. Includes basic HTML formatting, use of Microsoft Office Suite applications, databases and style sheets in web page design. Includes internet search techniques, browsers, META tags, hyperlinks, inserting photos, graphics, and using shared borders, themes and tables. Students create a personal or business related website and learn to publish a website on the World Wide Web. Strongly recommended: Computer Application Systems 50 or Computer Science 8. 2 hours lecture, 2 hours laboratory. Transfer: CSU.

84 DESIGNING BUSINESS GRAPHICS **3 UNITS**
Design professional and customized business graphics for personal use or a small business. Create publications such as newsletters, brochures, calendars, logos, business cards, letterheads, envelopes, invoices, and mailing labels. Generate quality graphics to print at home, for a small business, or for commercial printer. Create business graphics to create a simple business web site. Strongly recommended: Computer Application Systems 50 or Computer Science 8. 2 hours lecture, 2 hours laboratory. Transfer: CSU.

88A MICROSOFT WORD I **3 UNITS**
Basic word processing using Microsoft Word to produce business letters, memos, reports, tables, and other documents. Includes Microsoft Office Core Certification preparation. Strongly recommended: Computer Application Systems 72A and 72B. (Combined credit for Computer Application Systems 55, 61, and 88A may not exceed 12 units.) 2 hours lecture, 2 hours laboratory. Transfer: CSU.

88B MICROSOFT WORD II **3 UNITS**
Advanced word processing techniques using Microsoft Word to produce complex business letters, memos, reports, tables, long documents, table of contents; advanced document formatting, including linking documents to other Microsoft Office applications, working with advanced graphic functions, saving documents as web pages, inserting hyperlinks and macros, creating indexes and bookmarks. Prepares students to take the Microsoft Office Specialist (MOS) expert level certification. Strongly recommended: Computer Application Systems 88A. 2 hours lecture, 2 hours laboratory. Transfer: CSU.

92A NETWORKING FOR HOME AND SMALL BUSINESSES 3 UNITS
First of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will plan, install, verify and troubleshoot a personal computer and home/small business network, configure Internet applications and services, and recognize and mitigate security threats. 2 hours lecture, 2 hours laboratory. Transfer: CSU: AA/AS.

92B NETWORKING FOR A SMALL—TO—MEDIUM BUSINESS OR ISP 3 UNITS
Second of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will install, configure, and troubleshoot Cisco IOS® devices, plan a wired network infrastructure, implement basic WAN connectivity, demonstrate proper disaster recovery procedures, perform server backups, monitor network performance, isolate failures, and troubleshoot problems using logical application of the OSI model and the process of encapsulation. Prerequisite: Computer Application Systems 92A. 2 hours lecture, 2 hours laboratory. Transfer: CSU; AA/AS.

92C ROUTING AND SWITCHING IN THE ENTERPRISE 3 UNITS
Third of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will implement, configure, and troubleshoot an enterprise LAN network utilizing VLANs, access control lists, WAN links and advanced routing protocols. Prerequisite: Computer Application Systems 92B. 2 hours lecture, 2 hours laboratory. Transfer: CSU: AA/AS.

92D DESIGNING AND SUPPORTING COMPUTER NETWORKS 3 UNITS
Fourth of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will implement, configure, and troubleshoot an enterprise LAN network utilizing VLANs, access control lists, WAN links and advanced routing protocols. Prerequisite: Computer Application Systems 92C. 2 hours lecture, 2 hours laboratory. Transfer: CSU: AA/AS.

100 ADAPTED COMPUTER KEYBOARDING 3 UNITS
Introduction to correct keyboarding techniques and familiarity with the entire computer keyboard, including the number pad with emphasis on adaptive, one handed, and ergonomic keyboarding skills. This course is designed for students with disabilities. 2 hours lecture, 3 hours laboratory.

101 ADAPTED WORD PROCESSING 3 UNITS
Individualized adapted basic word processing techniques using specialized keyboarding commands, accessibility options, adapted keyboard and mouse hardware and software to produce letters, memos, reports, tables, and other documents. This course is designed for students with disabilities. 2 hours lecture, 3 hours laboratory.

102 INTRODUCTION TO ASSISTIVE TECHNOLOGY 1 UNIT
Self-paced lab course in assistive technology using screen reader, scan and read, speech recognition, and screen enlargement software programs. Designed for students with disabilities, based on their individual needs. 3 hours laboratory.

103 ASSISTIVE TECHNOLOGY LABORATORY 1 UNIT
Support and individualized instruction in access technology use and adaptive strategies while working on assignments and research projects. Major emphasis on the Personal Computer and its practical use. Designed for students with disabilities. 3 hours laboratory
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Computer Network Technology (CNT)

CERTIFICATE OF PROFICIENCY: ICT Cloud Infrastructure ICT Cloud Services

Cloud Infrastructure is an increasingly critical segment of the Information and Communication Technology field. Earning the Certificate of Proficiency in Cloud Infrastructure or Cloud Services prepares the student to sit for the industry-recognized CompTIA Cloud+ certification, EMC Information Storage Associate Certification (EMCISA), and EMC E20-002 Cloud Infrastructure and Services certification.

Career Opportunities in Computer Network Technology: Cloud services and infrastructure is an expanding market with a growing demand for skilled technicians, especially in the expanding Bay Area tech sector.

ICT CLOUD INFRASTRUCTURE
CERTIFICATE OF PROFICIENCY

YEAR ONE (FALL)
CNT 62A (Cisco Networking Academy 1&2) 4
CNT 85 (Cloud Infrastructure and Services) 3
CNT 7701 (VMware, Microsoft, and Xen Virtual Machines). . . 4
YEAR ONE (SPRING)
CNT 84 (Information Storage and Management). 4
Total 15

ICT CLOUD SERVICES

CERTIFICATE OF PROFICIENCY

YEAR ONE (FALL)

CNT 62A (cisco Networking Academy 1&2) 4
CNT 7702 (Wireshark, TCP/IP Anslysis and Newwork Troubleshooting) 4
CNT 85 (Cloud Infrastructure and Services) 3

YEAR ONE (SPRING)

CNT 84 (Information Storage and Management). 4
Total 15

Computer Network Technology (CNT)

62A CISCO NETWORKING ACADEMY CCNA 1&2 4 UNITS

This course will cover the fundamentals of networking, including the OSI model and industry standards, concepts, network topologies, cabling, network hardware, basic network design, LANs, and network configuration and troubleshooting. It includes router and routing concepts and terminology including OSPF, RIP, EIGRP routing protocols, distance vector and link state routing, routing loop issues, routing theory, TCP/IP basics, IP v4 and v6 addressing, VLSM, CIDR, subnetting, router IOS and configuration, switching concepts, CDP and CSMA-CD. Students will get hands-on experience configuring Cisco routers and switches. Students should have strong basic computer skills and knowledge of Internet use. Strongly Recommended: Computer Application Systems 50. 3 hours lecture, 3 hours laboratory. Transfer: CSU.

62B CISCO NETWORKING ACADEMY CCNA 3-4 4 UNITS

This course covers the third and fourth parts of the Cisco Certified Network Associate (CCNA) curriculum, and the objectives of the CCNA 640-811 ICND exam. It covers internetwork topology and design, configuring LAN switches, STP, VLANs and trunking, TCP/IP suite, VLSM /CIDR IP addressing and subnetting, advanced routing concepts and configuration for RIP, EIGRP, IGRP, and static routes. Also includes WANs using Frame Relay, ISDN, dial-on-demand routing, PPP, PAP/CHAP authentication, and network address translation. Network security, best practices, router/switch security, passwords, and remote access concepts. This class includes hands-on experience using Cisco routers and switches. Prerequisite: Computer Network Technology 62A. 3 hours lecture, 3 hours laboratory. Transfer: CSU.

67 WIFI, WIRELESS, HOTSPOT NETWORKS AND SECURITY CWNA 3 UNITS

This course will prepare students to plan, purchase, and install a small to medium-sized wireless or WIFI HotSpot network and secure it, and meets the needs of small businesses, SOHO (Small Office, Home Office) workers, telecommuters, and home wireless networks. Subjects covered include: wireless network access, modems, routers, firewalls, war-driving, security, compatibility, site survey and network planning, basic network administration, basic network troubleshooting, and objectives of the CWNA wireless networking exam. Strongly Recommended: Computer Application Systems 50 or Computer Network Technology 62A or Electronic Systems Technology 62. 2½ hours lecture, 1½ hours laboratory. Transfer: CSU.

69 NETWORK SECURITY SEC+ 3 UNITS

Following the Sec+ certification objectives, an introduction to the concepts and practices of secure network design and management using desktop and network operating systems, router and switch operating systems, hardware and software Firewall and VPN technology for wired and wireless systems. The program will include authentication methods and devices, protocol analysis and IP network troubleshooting, strategies for identifying and countering vulnerabilities, network medias and topologies in a secure network, intrusion detection and forensic incident response. Strongly Recommended: Computer Network Technology 62B. 2½ hours lecture, 1½ hours laboratory. Transfer: CSU.

7301 VOIP: CISCO AND ASTERISK IP PHONES 4 UNITS

VoIP (Voice over Internet Protocol) offers a cost-effective alternative to plain old telephone service. What is it, how does it work and what does it mean? This class is for all business, SOHO and computer users interested in using this technology, and will provide a guide for selecting, setting up and using IP phone services. It will serve as a practical hands-on guide to the purchase and setup of hardware and software for Internet phones and the broadband Internet services required to support them, providing basic need-to-know information about getting the most out of VoIP services. Strongly Recommended: CAS 50. 3 hours lecture, 3 hours laboratory. Transfer: CSU.

7401 INTRO TO LINEX/UNIX, LINUX+ 4 UNITS

This course provides hands-on training covering basic installation, management, configuration, security, documentation and hardware topics for the Linux/UNIX operating system on workstations in a LAN environment. The objectives for basic technician certifications such as RHCT, CompTIA Linux+ are covered. Topics include desktop security objectives and major types of security vulnerabilities, physical security, file protection, basic system and network configuration, account security, logging, backups, Linux/UNIX desktop security features and useful utilities, detecting and preventing DOS attacks, hacking, authentication and data recovery. Strongly Recommended: Computer Application Systems 50. 3 hours lecture, 3 hours laboratory. Transfer: CSU.

7501 WHITEHAT HACKER PENETRATION TESTING 4 UNITS

WhiteHat and Pen testing training covers the concepts, use and appropriate application of Penetration Testing software and utilities in Ethernet networks. Students will explore the ethical use of security tools and countermeasures. Students are required to sign the "White Hat Oath" agreement of Ethical and Professional Conduct. The course will include: Hacking methods, tools, their use and detection; penetration testing and countermeasures; exploits, vulnerability assessment in computers and networks, hands-on practice in a sandbox environment. Tools used include Wireshark, Whitehat/Pentest tools for Windows, OSX, Linux. Strongly Recommended: Computer Network Technology 62A or 67 or 69. 3 hours lecture, 3 hours laboratory. Transfer: CSU.

7502 WIRESHARK, TCP/IP ANALYSIS AND NETWORK TROUBLESHOOTING 4 UNITS

Course is geared to teach solid network management skills using the WiresharkTM network analyzer. The class provides a logical troubleshooting approach to capturing and analyzing data frames. Armed with this knowledge, students can effectively troubleshoot, maintain, optimize and monitor network traffic and keep your network operating at its peak performance. Strongly Recommended: Computer Application Systems 50. 3 hours lecture, 3 hours laboratory. Transfer: CSU.

7701 VMWARE, MICROSOFT, AND XEN VIRTUAL MACHINES 4 UNITS

VMWare, Microsoft Virtual Server, Virtual PC and XEN are virtualization softwares, more common every day. Using virtual machines gives huge savings in time, money, energy and resources for individuals and companies. Every power user and sysadmin needs to understand virtualization and the implications for the future of desktops and servers. This class covers Virtual Machine basics, concepts, and use. Strongly Recommended: Computer Application Systems 50 or Computer Network Technology 83A or 63A or Electronic Systems Technology 62. 3 hours lecture, 3 hours laboratory. Transfer: CSU.

82A NETWORKING FOR HOME & SMALL BUSINESS 3 UNITS

(See also Electronic Systems Technology 72A)

First of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will plan, install, verify and troubleshoot a personal computer and home/small business network, configure Internet applications and services, and recognize and mitigate security threats. (May not receive credit if Computer Applications Systems 92A or Electronic Systems Technology 72A has been completed). 2 hours lecture, 2 hours laboratory. Transfer: CSU.

82B NETWORKING FOR SMALL TO MEDIUM BUSINESS OR ISP 3 UNITS

(See also Electronic Systems Technology 72B)

Second of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will install, configure, and troubleshoot Cisco IOS® devices, plan a wired network infrastructure, implement basic WAN connectivity, demonstrate proper disaster recovery procedures, perform server backups, monitor network performance, isolate failures, and troubleshoot problems using logical application of the OSI model and the process of encapsulation. (May not receive credit if Computer Applications Systems 92B or Electronic Systems Technology 72B has been completed) Prerequisite: CAS 92A or CNT 82A or ESYS 72A *(each completed with a grade of "C" or higher)*. 2 hours lecture, 2 hours laboratory. Transfer: CSU.

82C ROUTING AND SWITCHING IN THE ENTERPRISE 3 UNITS

(See also Electronic Systems Technology 72C)

Third of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will implement, configure, and troubleshoot an enterprise LAN network utilizing VLANs, access control lists, WAN links and advanced routing protocols. Prerequisite: CAS 92B or ESYS 72B or CNT 82B *(each completed with a grade of "C" or higher)*. 2 hours lecture; 2 hours laboratory. Transfer: CSU.

82D DESIGNING AND SUPPORTING COMPUTER NETWORKS 3 UNITS

(See also Electronic Systems Technology 72D)

Fourth of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will implement, configure, and troubleshoot an enterprise LAN network utilizing VLANs, access control lists, WAN links and advanced routing protocols. Prerequisite: CAS 92C or ESYS 72C or CNT 82C *(each completed with a grade of "C" or higher)*. 2 hours lecture; 2 hours laboratory. Transfer: CSU.

83A IT ESSENTIALS: PC HARDWARE AND SOFTWARE I 2 UNITS

(See also Electronic Systems Technology 63A)

First of two courses of the Cisco Networking Academy IT Essentials program. Students will describe the internal components of a computer, assemble a computer system, install an operating system, and troubleshoot using system tools and diagnostic software. Students will also connect to the Internet and share resources in a network environment. Additional topics covered include laptops and portable devices, wireless connectivity and basic implementation skills, Voice over Internet Protocol (VoIP), security, safety and environmental issues, applied network configuration and troubleshooting skills, and communication skills. (May not receive credit if Electronic Systems Technology 63A has been completed). 1 hour lecture, 2 hours laboratory. Transfer: CSU.

83B IT ESSENTIALS: PC HARDWARE AND SOFTWARE I I 2 UNITS

(See also Electronic Systems Technology 63B)

Second of two courses of the Cisco Networking Academy IT Essentials program. Students will describe the process for upgrading computer hardware, assemble a computer system, upgrade, configure, and optimize an operating system, and troubleshoot using system tools and diagnostic software. Students will also connect to the Internet and share resources in a network environment. Additional advanced topics covered include laptops and portable devices, wireless connectivity, Voice over Internet Protocol (VoIP), security, applied network configuration and troubleshooting skills. (May not receive credit if Electronic Systems Technology 63B has been completed) Prerequisite: ESYS 63A or CNT 83A *(each completed with a grade of "C" or higher)*. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

84 INFORMATION STORAGE AND MANAGEMENT 4 UNITS

Comprehensive study of storage technology in complex IT environments, with emphasis on the exam topics for the EMC Information Storage Associate Certification (EMCISA). Theory and hands-on activities of storage systems, storage networking technologies, archives, cloud

computing, storage security, and managing storage infrastructure. Strongly Recommended: CNT 62A or CNT 83B or ESYS 62 or equivalent industry experience with computer hardware, software, and networking. 3 hours lecture, 3 hours laboratory. Transfer: CSU.

85 CLOUD INFRASTRUCTURE AND SERVICES 3 UNITS
This course covers the objectives of the CompTIA Cloud+ and EMC E20-002 Cloud Infrastructure and Services certification exams. Topic included are cloud deployment and service models, cloud infrastructure, and the key considerations in migrating to cloud computing, including compute, storage, networking, desktop and application virtualization. Additional areas of focus are backup/recovery, business continuity, security, and management. Strongly Recommended: CNT 62A or CNT 83B or ESYS 62 or equivalent industry experience with computer hardware, software, and networking. 2 hours lecture, 3 hours laboratory. Transfer: CSU.

Computer Science (CSCI)

DEGREE:
AA–Computer Science (General)
AS–Computer Science (General)
AA–Computer Science (emphasis in mathematics)*
AS–Computer Science (emphasis in mathematics)*

*This is a program oriented towards satisfying lower division requirements for the computer science major. Serves as a source of courses for professional programmers to upgrade skills. Courses also provided for majors in mathematics, business, biology, physics, engineering, computer science, geology and related disciplines.

COMPUTER SCIENCE (GENERAL)
ASSOCIATE IN ARTS OR
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)
Computer Science 10 (Introduction to Programming Using Visual BASIC.NET) 4
YEAR ONE (SPRING)
Computer Science 14** (Introduction to Structured Programming In C++) 4
Computer Science 41 (Introduction to UNIX) 2
Mathematics 40 (Concepts of Mathematics)
or Mathematics 43 (Introduction to Probability and Statistics)
or Mathematics 36 (Trigonometry)
or Mathematics 37 (Trigonometry with an Emphasis on its Geometric Foundations) 3–5
YEAR TWO (FALL)
Computer Science 15 (Object-Oriented Programming Methods) 4
YEAR TWO (SPRING)
Computer Science 19A (Java Programming I) 4

In addition take 8 units of Computer Science courses chosen from:
Computer Science 18A (The C Programming Language) 2
Computer Science 20 (Introduction to Data Structures) 4
Computer Science 21 (Computer Organization and Assembly Language Programming) 4
Computer Science 42 (UNIX Tools, Shell Programming and System Administration Concepts) 2
Total 29–31

GENERAL EDUCATION UNITS FOR THE A.A. DEGREE 25
For specific General Education courses refer to catalog section on Graduation requirements.

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Computer Science GE Requirement 3

Complete a minimum of 3 units from
Mathematics 1 (Calculus I) 5
Mathematics 2 (Calculus II) 5
Mathematics 3 (Multivariable Calculus) 5
Mathematics 4 (Elementary Differential Equations) 3
Mathematics 6 (Elementary Linear Algebra) 3
Mathematics 8 (Discrete Mathematics) 4
Communication Studies 1 (Fundamentals of Speech Communication) 3
Communication Studies 10 (Interpersonal Communication) . . . 3
Communication Studies 11 (Intercultural Communication) 3
Chemistry 1A (General College Chemistry I) 5
Chemistry 10 (Introduction to Chemistry) 4
Physics 2A (Introduction to Physics I) 4
Physics 4A (General Physics I) 5
Physics 4B (General Physics II) 5
Physics 4C (General Physics III) 5
Physics 5 (Modern Physics) 3
Total minimum units required 60

This program is not designed to satisfy core requirements for most Computer Science majors. The Computer Science transfer pattern requires more mathematics and includes more breadth-based topics. Students should consult a counselor and especially the catalog of the intended transfer institution for specific transfer information.

**If a student is qualified to start at the Computer Science 15 level, the student may substitute any other 4 units of Computer Science courses. No mathematics or Computer Science course may be double counted except for General Education credit.

COMPUTER SCIENCE (EMPHASIS IN MATHEMATICS)

ASSOCIATE IN ARTS OR
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)

Computer Science 14 (Introduction to Structured Programming in C++) 4
Mathematics 1 (Calculus I) 5

YEAR ONE (SPRING)

Computer Science 41 (Introduction to UNIX) 2
Mathematics 2 (Calculus II) 5

YEAR TWO (FALL)

Computer Science 15 (Object-Oriented Programming Methods) or Computer Science 19A (Object-Oriented Programming Methods in Java) 4
Mathematics 6 (Elementary Linear Algebra) or Mathematics 8 (Discrete Mathematics)* 3-4

YEAR TWO (SPRING)

Computer Science 20 (Introduction to Data Structures) 4
Computer Science 21 (Computer Organization and Assembly Language Programming) 4

Total 31-32

GENERAL EDUCATION UNITS FOR THE A.A. DEGREE 25
For specific General Education courses refer to catalog section on Graduation requirements.

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.

General Education Courses (Areas A-E) 16
Computer Science GE Requirement 3
Complete a minimum of 3 units from
Mathematics 3 (Multivariable Calculus) *5*
Mathematics 4 (Elementary Differential Equations) 3
Mathematics 6 (Elementary Linear Algebra) 3
Mathematics 8 (Discrete Mathematics) 4
Communication Studies 1 (Fundamentals of Speech Communication) 3
Communication Studies 10 (Interpersonal Communication) . . . 3
Communication Studies 11 (Intercultural Communication) 3
Chemistry 1A (General College Chemistry I) 5
Chemistry 10 (Introduction to Chemistry) 4
Physics 2A (Introduction to Physics I) 4
Physics 4A (General Physics I) 5
Physics 4B (General Physics II) 5
Physics 4C (General Physics III) 5
Physics 5 (Modern Physics) 3
Physics 11 (Descriptive Physics) 4

Total minimum units required 60

*It is recommended that Computer Science majors take both Mathematics 6 (Elementary Linear Algebra) and Mathematics 8 (Discrete Mathematics). No Mathematics or Computer Science course may be double counted except for General Education credit.

This program is designed to satisfy core requirements for many Computer Science transfer patterns. However, students should consult a counselor and especially the catalog of the intended transfer institution for specific transfer requirements in the major. Some transfer institutions require Physics for example.

General Education courses should be carefully selected to meet the requirements of the intended transfer institution. Some transfer institutions require more general education units than required by the A.S. degree.

Computer Science (CSCI)

5 TECHNOLOGY FOR ACADEMIC SUCCESS 1 UNIT
An introduction to computer-based tools and skills supporting academic success: document management, word processing, multimedia presentations, online research, time and information management, communication tools, menu-driven software and help systems. More broadly, how to approach technology as a way to improve the academic experience. 1 hour lecture, 1 hour laboratory. Transfer: CSU; AA/AS.

6 COMPUTER PROGRAMMING FOR VISUAL THINKERS 3 UNITS
Students work within 2D and 3D virtual worlds to create interactive games, stories and animations. Programs are assembled using a drag-and-drop interface to bypass the abstract syntax rules required by conventional languages. Topics covered include variables, data types, expressions, input/output, logic and control flow, loops, functions, parameters, arrays, recursion, flowcharts, graphics, animation, 3D modeling, and computer game design. 2 hours lecture, 2 hours laboratory. Transfer: CSU; AA/AS.

7 INTRODUCTION TO COMPUTER PROGRAMMING CONCEPTS 3 UNITS
Introduction to computer programming for nonscience majors and for students requiring additional preparation before taking Computer Science 10 or Computer Science 14. Hardware, system software basics, the history of computing, basic computer operations, number systems, design of algorithms, and programming constructs such as variables, expressions, input/output, decision-making, loops, functions, and parameters. 3 hours lecture. 1 hour laboratory. Transfer: CSU; UC.

8 COMPUTER LITERACY 3 UNITS
Introduction to computers including: Microsoft Windows, Microsoft Office, Multimedia, the internet, browsers, World Wide Web, an awareness of types of computer software in use including programming languages, electronic mail, computer-based careers and trends, and other computing issues in today's society. No prior computer experience necessary. Course recommended for students of any major who want to learn about computers and how to use them. Hands-on laboratory experience reinforces lecture. Strongly recommended: eligibility for Mathematics 65 or Mathematics 65A. 2 hours lecture, 2 hours laboratory. Transfer: CSU; UC; AA/AS; C-ID: BUS 140.

10 INTRODUCTION TO PROGRAMMING USING VISUAL BASIC.NET 4 UNITS

Introduction to computer programming using Microsoft's programming language Visual BASIC.NET for Windows. The course includes programming algorithm development, Visual Studio.NET's IDE, the language's basic syntax and grammar, object event procedures, input/output, looping techniques, decision logic, variable data types, functions and subroutines and text file and database manipulation. Intended for a general audience with little or no prior formal programming experience. Strongly recommended: Computer Science 7 or Computer Science 8 *(completed with a grade of "C" or higher).* 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; AA/AS.

14 INTRODUCTION TO STRUCTURED PROGRAMMING IN C++ 4 UNITS

Introduction to structured programming and problem solving using the C++ language. Problem solving techniques, algorithm design, testing and debugging techniques, and documentation standards. C++ syntax: elementary operators, data types, control structures, user-defined and library functions, basic input/output, sequential files, arrays and structs. Appropriate for students with little or no programming experience, but comfortable using computers with modern GUI operating systems. Prerequisite: Mathematics 55, 55L, 54, or 54L *(completed with a grade of "C" or higher)* or an appropriate skill level demonstrated through the Mathematics Assessment process, or Computer Science 7 *(completed with a grade of "C" or higher).* Strongly recommended: Eligibility for English 1A. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; AA/AS.

15 OBJECT-ORIENTED PROGRAMMING METHODS 4 UNITS

Object-oriented programming methods employed to design, program, test and document intermediate level problems. Includes strings and string objects, multidimensional arrays, pointers, dynamic allocation, classes, overloaded functions, inheritance and polymorphism, introduction to linked lists. Designed to satisfy Association for Computing Machinery (ACM) guidelines for CS I as required for computer Science and related transfer majors. Prerequisite: Computer Science 14 *(completed with a grade of "C" or higher).* Strongly recommended: Mathematics 20 *(completed with a grade of "C" or higher)*. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; AA/AS; C-ID: COMP 122.

18A THE C PROGRAMMING LANGUAGE 2 UNITS

Intended for students with knowledge of a high-level programming language, such as C++ or Java. Introduction to the C programming language, particularly the differences between C and C++ or Java. Variables, control structures, functions and parameter passing, strings, pointers, memory management, linked lists, recursion, the preprocessor (macros, libraries), command-line parameters, and use of the command-line compiler. Prerequisite: Computer Science 14 or equivalent *(completed with a grade of "C" or higher).* Strongly recommended: Eligibility for English 1A and Computer Science 41 or Computer Science 15 or equivalents *(either may be taken concurrently)*. 1½ hours lecture, 1½ hours laboratory. Transfer: CSU.

19A OBJECT-ORIENTED PROGRAMMING METHODS IN JAVA 4 UNITS

Object-oriented programming methods employed to design, program, test and document intermediate level problems in the Java language. Overview of Java syntax, control structures, methods, I/O, strings, single and multidimensional arrays, recursion and exception handling. Abstract Data Types and Object-Oriented Programming principles including classes, information hiding, aggregation, inheritance, method overriding and polymorphism. Introduction to graphical user interfaces (GUIs) and applets using the javax.swing package. Dynamic allocation and de-allocation of memory; comparison of Java references with pointers in C++. Implementation and use of linked lists. Designed to satisfy Association of Computing Machinery (ACM) guidelines for CSI as required for Computer Science majors. Strongly recommended: Computer Science 14 and Mathematics 20 *(completed with a grade of "C" or higher).* 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; AA/AS.

20 INTRODUCTION TO DATA STRUCTURES 4 UNITS

Design and implementation of larger projects using object-oriented software engineering principles. Emphasis on definition and use of data structures. Includes specification of Abstract Data Types, recursion, dynamic memory allocation, stacks, linked lists, priority queues, graphs, binary trees, heaps, sorting and searching, algorithm analysis, hashing techniques, random access files. Prerequisite: Computer Science 15 *(completed with a grade of "C" or higher).* 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; C-ID: COMP 132.

21 COMPUTER ORGANIZATION AND ASSEMBLY LANGUAGE PROGRAMMING 4 UNITS

Basics of machine architecture, machine language, assembly language, operating system and higher level language interface. Data representation, instruction representation and execution, addressing techniques and use of macros. Space and time efficiency issues. Input/output including number conversion and use of system interrupts. Interrupt processing and interrupt handlers. Procedures including parameter passing and linkage to higher level languages. Prerequisite: Computer Science 14 *(completed with a grade of "C" or higher).* 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; C-ID: COMP 142.

41 INTRODUCTION TO UNIX 2 UNITS

UNIX operating system capabilities, introduction to Perl, elementary batch programming and compilation of C. Components of a UNIX system, common commands, directory and file management, UNIX editors, shells, electronic mail and user communication, the C language development environment, Internet resources. Strongly recommended: Completion of or concurrent enrollment in Computer Science 14 or equivalent programming course in the C or C++ programming languages *(completed with a grade of "C" or higher).* 1½ hours lecture, 1½ hours laboratory. Transfer: CSU.

42 UNIX TOOLS, SHELL PROGRAMMING AND SYSTEM ADMINISTRATION CONCEPTS 2 UNITS

Further experience with UNIX tools. Enhanced shells. Emphasis on Linux variant of UNIX. Basic networking concepts. Writing and testing shell scripts. Processes and scheduling. Security issues. Basic System administration.

Prerequisite: Computer Science 41 *(completed with a grade of "C" or higher).* 1½ hours lecture, 1½ hours laboratory. Transfer: CSU.

Construction Electricians Training Program (CELT)

31 BASIC STATE ELECTRICIAN CERTIFICATION PREPARATION 3½ UNITS

Develop math skills necessary for the success of electricians in the field. A chapter-by-chapter examination of the National Electrical Code to gain a deep understanding of the purpose and structure of the NEC. Introduction to OSHA Policy and Procedures. Prevention and initial care for breathing and cardiac emergencies along with basic first aid for both adults and children. 53 hours lecture, 27 hours laboratory.

32 STATE ELECTRICIAN CERTIFICATION PREPARATION—MODULE A 2 UNITS

Develop math skills necessary for the success of electricians in the field. Explore laws and theorems that are the bases for electrical theory, including the components and working of series and parallel circuits. A chapter-by-chapter examination of the National Electrical Code to gain a deep understanding of the purpose and structure of the NEC. Use the NEC to calculate conductors for various load and fill situations. Gain insight into equipment and wiring methods for special occupancies including hazardous locations. May not receive credit if Construction Electrician Training Program 31 has been completed. 27 hours lecture, 27 hours laboratory.

33 OSHA 10 CONSTRUCTION TRAINING—MODULE B 1 UNIT

Introduction to OSHA Policy and Procedures, employer and employee responsibilities, use of texts CFR 1910 and 1926, identification of job-site hazards, removal, remediation or protection from hazards, safe work practices and personal protective equipment for various construction site hazards. May not receive credit if Construction Electrician Training Program 31 has been completed. 18 hours lecture.

34 FIRST AID AND CPR—MODULE C ½ UNIT

Prevention and initial care for breathing and cardiac emergencies along with basic first aid for both adults and children. May not receive credit if Construction Electrician Training Program 31 has been completed. 8 hours lecture, consisting of two four-hour modules.

36 ADVANCED STATE ELECTRICIAN CERTIFICATION PREPARATION 3½ UNITS

Introduction to trainee program and regulations covering Electrician Trainee requirements. Overview of electrical tools, materials and meters. Introduction to OSHA Policy and Procedures including employer and employee responsibilities, use of texts CFR 1910 and 1926, identification of job-site hazards, removal, remediation or protection from hazards, safe work practices and personal protective equipment for various construction site hazards. Prevention and initial care for breathing and cardiac emergencies along with basic first aid for both adults and children. This class is recommended for electricians with a minimum of 8,000 hours of on-the-job experience who have not passed the California electrician certification test. 53 hours lecture, 27 hours laboratory.

37 ADVANCED STATE ELECTRICIAN CERTIFICATION PREPARATION—MODULE A 3 UNITS

Introduction to trainee program and regulations covering Electrician Trainee requirements. Overview of electrical tools, materials and meters. Fundamentals of electricity including: units of electricity, sources and types of electricity, magnetism and electricity, and properties of conductors, insulators and semiconductors. Common circuit devices, i.e., resistors, circuit protection devices, relays, motors. Use of Ohm's Law to solve parallel, series and series-parallel DC circuit calculations. Introduction to Kirchhoff's Law. This class is recommended for electricians with a minimum of 8,000 hours of on-the-job experience who have not passed the California electrician certification test. May not receive credit if Construction Electrician Training Program 36 has been completed. 27 hours lecture, 27 hours laboratory.

38 ADVANCED STATE ELECTRICIAN CERTIFICATION PREPARATION—MODULE B 1 UNIT

Introduction to OSHA Policy and Procedures, employer and employee responsibilities, use of texts CFR 1910 and 1926, identification of job-site hazards, removal, remediation or protection from hazards, safe work practices and personal protective equipment for various construction site hazards. This class is recommended for electricians with a minimum of 8,000 hours of on-the-job experience who have not passed the California electrician certification test. May not receive credit if Construction Electrician Training Program 36 has been completed. 18 hours lecture.

39 ADVANCED STATE ELECTRICIAN CERTIFICATION PREPARATION—MODULE C ½ UNIT

Prevention and initial care for breathing and cardiac emergencies along with basic first aid for both adults and children. This class is recommended for electricians with a minimum of 8,000 hours of on-the-job experience who have not passed the California electrician certification test. May not receive credit if Construction Electrician Training Program 36 has been completed. 8 hours lecture consisting of two four-hour modules.

Contemporary Studies

CONTEMPORARY STUDIES ½—4 UNITS

Content developed around selected areas of contemporary issues and thought. May be offered through any non technical-vocational course title contained in the Catalog by using the number 49. The same course content may not be offered more than two semesters under this course number. 1–12 hours. Transfer: CSU.

Continuing Education Studies

CONTINUING EDUCATION STUDIES **½–4 UNITS**

Continuing education courses include both full term and short term courses in a wide variety of course patterns, field studies, seminars, workshops, and any other such educational activities that will meet the educational needs of those students pursuing a community college program. May be offered under any course title contained in the Catalog, using the numbers 150 through 199. 1–12 hours.

Dance (DANC)

See Kinesiology - Dance.

Dental Hygiene (DHYG)

DEGREE: AA–Dental Hygiene

The Dental Hygiene Program is accredited by the Commission on Dental Accreditation of the American Dental Association, a specialized accrediting body recognized by the council on Postsecondary Accreditation and by the United States Department of Education. Completion of the two-year program qualifies the student to take the National Dental Hygiene Board examination and the California Dental Hygiene State Board Licensure examination for licensure as a Registered Dental Hygienist. The program includes courses such as Clinical Dental Hygiene, Dental Radiology, General and Oral Pathology, Expanded Functions for the Dental Hygienist, Educational Theories in Dental Hygiene Education, Community Dental Health. These are but a few of the courses in the program. The program admits 20 students per year. Students interested in dental hygiene need a background in the basic sciences, English, psychology and speech. Dental Hygienists are primary health care providers, including areas of clinical practice, research, educational theory, adult learning concepts and communication. This is a special admission program. For information go to the website: http://www.chabotcollege.edu/dhyg/.

Special Application Required

Prerequisites for admission to this program include: (1) Completion of Dental Hygiene application; (2) Anatomy 1, Chemistry 30A, Chemistry 30B, Physiology 1, Microbiology 1 or equivalents *(completed with a grade of "C" or higher)* prior to February 1 of the year of application; (3) Communication Studies 1, Psychology 1, Sociology 1 or equivalents *(completed with a grade of "C" or higher)* by June 30th of the year of application.

DENTAL HYGIENE
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Dental Hygiene 50A (Dental Hygiene Orientation I)	½
Dental Hygiene 60 (Dental Anatomy and Morphology)	1½
Dental Hygiene 60S (Dental Anatomy and Morphology Independent Study)	½
Dental Hygiene 61 (Head and Neck Anatomy)	2
Dental Hygiene 61S (Head and Neck Anatomy Independent Study)	1
Dental Hygiene 69A (Oral Health Education)	2
Dental Hygiene 71A (Pre-Clinical Dental Hygiene)	4
Dental Hygiene 71S ((Pre-Clinical Dental Hygiene Independent Study)	1
Dental Hygiene 74A (Dental Radiography I)	3
Health 60* (Responding to Emergencies)	1
Health 70B** (Basic Life Support for Health Care Providers)	0.2

YEAR ONE (SPRING)

Dental Hygiene 51 (General and Oral Pathology)	4
Dental Hygiene 55A (Dental Materials)	1
Dental Hygiene 69B (Treatment and Evaluation in Dental Hygiene)	1
Dental Hygiene 71B (Clinical Dental Hygiene)	4
Dental Hygiene 73 (Educational Theories in Dental Hygiene Care)	1½
Dental Hygiene 74B (Dental Radiography II)	1½
Dental Hygiene 75 (Medical Emergencies)	1
Nutrition 1***(The Science of Nutrition)	3

YEAR TWO (FALL)

Dental Hygiene 50B (Dental Hygiene Orientation II)	½
Dental Hygiene 52A (Periodontics)	2
Dental Hygiene 54 (Pharmacology)	2
Dental Hygiene 56A (Community Dental Health I)	1
Dental Hygiene 57 (Expanded Functions for the Dental Hygienist)	2
Dental Hygiene 80A (Patient Management)	1
Dental Hygiene 81A (Clinical Practice I)	4
Dental Hygiene 82A (Clinical Experience Seminar I)	1

YEAR TWO (SPRING)

Dental Hygiene 50C (Dental Hygiene Orientation III)	½
Dental Hygiene 52B (Advanced Periodontics)	1
Dental Hygiene 56B (Community Dental Health II)	1
Dental Hygiene 58 (Dental Office Practice)	1
Dental Hygiene 80B (Advanced Clinical Topics)	1
Dental Hygiene 81B (Clinical Practice II)	5
Dental Hygiene 82B (Clinical Experience Seminar II)	2
Dental Hygiene 83 (Patients with Special Needs)	1
Total	**60.2**

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.

Total minimum units required **60****

**A student who presents a current Responding to Emergencies Card may re-*

quest a waiver of Health 60
***A student who presents a current Professional Rescuer Cardiopulmonary Resuscitation Card may request a waiver of Health 70B*
****Completion of Nutrition 1 is strongly recommended prior to entrance into the Dental Hygiene Program.*
*****The Dental Hygiene Program units combined with the Associate in Arts Degree requirements will be in excess of the minimum 60 units*

Note: To progress in the Dental Hygiene Program and to graduate from the program, students must earn a minimum grade of "C" in each course.

Dental Hygiene (DHYG)

50A DENTAL HYGIENE ORIENTATION I **½ UNIT**
Orientation to the dental hygiene program to include information regarding scheduling, course requirements, financial aid considerations, program policies and procedures as well as core competencies. Prerequisite: Acceptance into the dental hygiene program. 9 hours.

50B DENTAL HYGIENE ORIENTATION II **½ UNIT**
Orientation for second year dental hygiene students focusing on patient management and scheduling as well as policies and procedures for treating periodontally involved patients. Prerequisite: Dental Hygiene 71B. 9 hours.

50C DENTAL HYGIENE ORIENTATION III **½ UNIT**
Orientation for second year dental students providing information regarding scheduling for complex cases, course requirements, program policies and procedures as well as patient/clinical competencies. Prerequisite: Dental Hygiene 81A. 9 hours.

51 GENERAL AND ORAL PATHOLOGY **4 UNITS**
Oral pathology and dysfunctions of systems of the body which directly affect the oral cavity. Significance of oral and general pathology in relationship to treatment by the dental hygienist. Corequisite: Concurrent enrollment in the Dental Hygiene Program. 4 hours. Transfer: CSU.

52A PERIODONTICS **2 UNITS**
Normal periodontium and the deviations from health, with emphasis on the hygienist's responsibility in examination, data collection and recognition of disease. Dental Hygiene therapy for periodontal disease prevention, active case management and maintenance programs. Contributing factors to disease process and case management. Decision-making for patient referral to the periodontal specialist. Prerequisite: Dental Hygiene 51 *(completed with a grade of "C" or higher).* 2 hours. Transfer: CSU.

52B ADVANCED PERIODONTICS **1 UNIT**
Continuation of 52A. Research-based comprehensive periodontal therapy. Focus on systemic diseases and their relationship to periodontal disease and adjunct periodontal treatment modalities through the use of evidence-based research and case studies. Prerequisite: Dental Hygiene 52A (completed with a grade of "C" or higher). 1 hour. Transfer: CSU.

54 PHARMACOLOGY **2 UNITS**
Sources, dosages, therapeutic action, and side effects of drugs used in dentistry and dental hygiene. Includes legal and ethical aspects of drug usage. Corequisite: Dental Hygiene 57. 2 hours. Transfer: CSU.

55A DENTAL MATERIALS **1 UNIT**
General and specialty practice materials and techniques. Prerequisite: Dental Hygiene 69A *(completed with a grade of "C" or higher).* ½ hour lecture, 1½ hours laboratory. Transfer: CSU.

56A COMMUNITY DENTAL HEALTH I **1 UNIT**
Study of individual and community oral health problems, relative to personal, family, and public health needs. Corequisite: Dental Hygiene 80A. Strongly recommended: Communication Studies 1, or 10, or 30. 1 hour. Transfer: CSU.

56B COMMUNITY DENTAL HEALTH II **1 UNIT**
Continuation of Dental Hygiene 56A. Individual and community oral health problems, with emphasis on the dental hygienist as a resource person. Prerequisite: Dental Hygiene 56A *(completed with a grade of "C" or higher).* 1 hour. Transfer: CSU.

57 EXPANDED FUNCTIONS FOR THE DENTAL HYGIENIST **2 UNITS**
Dental hygiene advanced clinical functions including clinical practice in administration of local anesthetics, topical anesthetic agents, nitrous oxide/oxygen analgesia and soft tissue curettage. Corequisite: Dental Hygiene 54 and 81A. 1 hour lecture, 3 hours clinical. Transfer: CSU.

58 DENTAL OFFICE PRACTICE **1 UNIT**
Dental office practices based on sound dental economics, legal and ethical framework of the State Dental Practice Act, and patient needs and services. Opportunities in the dental hygiene profession. Corequisite: Dental Hygiene 81B. 1 hour. Transfer: CSU.

60 DENTAL ANATOMY AND MORPHOLOGY **1 ½ UNITS**
Development, eruption, and structures of the intraoral cavity and extraoral structures; structures of the teeth, tooth numbering systems, occlusion and anomalies. Identification of teeth and oral structures. Prerequisite: Admission into the Dental Hygiene Program. Corequisite: Dental Hygiene 60S, 69A and 71A. 1½ hours. Transfer: CSU.

60S DENTAL ANATOMY AND MORPHOLOGY INDEPENDENT STUDY **½ UNIT**
Supplemental instruction on the development, eruption, and structures of the intraoral cavity and extraoral structures: structures of the teeth, tooth numbering systems, occlusion and anomalies. Identification of teeth and oral structures. Corequisite: Dental Hygiene 60. 1½ hours.

61 HEAD AND NECK ANATOMY **2 UNITS**
Anatomy of the head, neck and oral cavity; structure and function of the oral cavity and adjacent structures. Emphasis on clinical recognition of normal structures, the anatomical relationships between structures, their vascular supply and the regional osteology. Corequisite: Dental Hygiene 61S, 69A and 71A. 2 hours. Transfer: CSU.

61S HEAD AND NECK ANATOMY INDEPENDENT STUDY 1 UNIT
Supplemental instruction on the embryology of the head, neck and oral cavity, structure and function of the oral cavity and adjacent structures. Emphasis on the recognition of normal structures, the anatomical relationships between structures and regional osteology. Corequisite: concurrent enrollment in Dental Hygiene 61. 3 hours.

68 EXTENDED CLINICAL EXPERIENCE ½ UNIT
Clinical dental hygiene practice and screening for the California State Board Examination. Designed for Chabot College Dental Hygiene Program graduates who are not yet licensed in the State of California. Includes practice and screening of patients. Prerequisite: graduate of the Dental Hygiene Program. 9-27 hours laboratory.

69A ORAL HEALTH CARE EDUCATION 2 UNITS
Educational techniques and technical skills used to assist individuals and groups in becoming integrally involved in their dental/oral health care. Information and application of information related to oral health care oral health promotion and disease prevention. Corequisite: Current enrollment in the Dental Hygiene Program. 2 hours. Transfer: CSU.

69B TREATMENT AND EVALUATION IN DENTAL HYGIENE 1 UNIT
Continued development of the principles of assessment in dental hygiene care. Prevention, non-surgical periodontal therapy and maintenance through application of the Dental Hygiene process, including assessment, planning, goal setting, implementing and evaluation used in-providing dental hygiene care. Emphasis on evaluation of dental hygiene care as an essential component of the dental hygiene process. Prerequisite: Dental Hygiene 69A and 71A *(both completed with a grade-of "C" or higher).* Corequisite: Dental Hygiene 75. 1 hour. Transfer: CSU.

71A PRE-CLINICAL DENTAL HYGIENE 4 UNITS
Laboratory and clinical experiences in patient assessment, dental hygiene care planning, goal setting and implementation of instrumentation techniques for providing prevention-oriented dental care and non-surgical periodontal therapy. Emphasis on post-treatment evaluation. Application of theory to the treatment of clinical patients. Corequisite: Dental Hygiene 60, 69A and 71S. 2 hours lecture, 6 hours clinical. Transfer: CSU.

71B CLINICAL DENTAL HYGIENE 4 UNITS
Continuation of laboratory and clinical experiences in patient assessment with emphasis on dental hygiene care planning, goal setting and implementation of instrumentation techniques for providing prevention-oriented dental care and non-surgical periodontal therapy. Emphasis on post-treatment evaluation. Introduction to the technical skills and procedures used in the clinical practice of dental hygiene. Prerequisite: Dental Hygiene 71A (completed with a grade of "C" or higher). Corequisite: Dental Hygiene 69B and 75. 1 hour lecture, 9 hours clinical. Transfer: CSU.

71C ADVANCED PERIODONTAL PROCEDURES ½ UNIT
Laboratory and lecture experiences in advanced instrumentation techniques; workshops on recognizing patients' medical needs and their relationship to dental treatment. Prerequisite: Dental Hygiene 71B *(completed with a grade of "C" or higher)*. 6 total hours lecture, 6 total hours laboratory. Transfer: CSU.

71S PRE-CLINICAL DENTAL HYGIENE INDEPENDENT STUDY 1 UNIT
Supplemental instruction in the use of dental hygiene instruments. Emphasis on instrumentation technique including the use of fulcrum options, modified pen grasp, direct and indirect vision. Corequisite: Dental Hygiene 71A. 3 hours.

73 EDUCATIONAL THEORIES IN DENTAL HYGIENE CARE 1 ½ UNITS
Basics of research processes associated with clinical dental hygiene practice. Teaching, learning, and research processes. Application of principles for patient education. Identification of effective environments for teaching and learning. Prerequisites: Dental Hygiene 69A and 71A. Corequisites: Dental Hygiene 69B and 71B. 1½ hours. Transfer: CSU.

74A DENTAL RADIOGRAPHY I 3 UNITS
Introduction to principles of radiography, x-radiation protection, operation of x-ray equipment, infection control procedures and hazardous waste maintenance. Practice in film exposure, processing, mounting and interpretation. Prerequisite: Current enrollment in the Dental Hygiene Program. 2 hours lecture, 3 hours laboratory. Transfer: CSU.

74B DENTAL RADIOGRAPHY II 1 ½ UNITS
Continuation of clinical experience in exposing films, group and individualized criticism of mounted films; principles of Panographic and Digital radiology; special patient needs; occlusal and pedodontic surveys; emphasis on radiographic interpretative skills. Prerequisite: Dental Hygiene 74A *(completed with a grade of "C" or higher).* ½ hour lecture, 3 hours clinical. Transfer: CSU.

75 MEDICAL EMERGENCIES 1 UNIT
Prevention, recognition and management of medical emergencies that occur in the dental setting. Corequisite: Dental Hygiene 69B and Dental Hygiene 71B. 1 hour. Transfer: CSU.

80A PATIENT MANAGEMENT 1 UNIT
Dental Hygiene therapy with emphasis on the child patient and periodontal patients, education in prevention and control of dental disease, and case documentation. Prerequisite: Dental Hygiene 71B. Corequisite: Dental Hygiene 56A and 81A. 1 hour. Transfer: CSU.

80B ADVANCED CLINICAL TOPICS 1 UNIT
Development of skills and knowledge in dental hygiene therapy and disease control with emphasis on comprehensive patient care. Prerequisite: Dental Hygiene 80A *(completed with a grade of "C" or higher).* Corequisite: Dental Hygiene 81B, 82B and 83. 1 hour. Transfer: CSU.

81A CLINICAL PRACTICE I 4 UNITS
Continuation of clinical experience in performing dental hygiene therapy with emphasis on the young child and periodontal patient; patient education in prevention and control of dental disease and emergency procedures. Prerequisite: Dental Hygiene 69B and Dental Hygiene 71B *(both*

completed with a grade of "C" or higher). Corequisite: Dental Hygiene 56A, 57, 80A and 83. 12 hours clinical. Transfer: CSU.

81B CLINICAL PRACTICE II 5 UNITS
Continuation of clinical experience with a variety of clinical cases of adults and children to include a broad spectrum of clinical applications. Prerequisite: Dental Hygiene 81A *(completed with a grade of "C" or higher).* Corequisites: Dental Hygiene 58, 80B, 82B, and 83. 15 hours clinical. Transfer: CSU.

82A CLINICAL EXPERIENCE SEMINAR I 1 UNIT
Discussion and analysis of case-based clinical situations. Case studies addressing client care, protocol and advanced clinical techniques. Corequisite: Dental Hygiene 80A. 1 hour. Transfer: CSU.

82B CLINICAL EXPERIENCE SEMINAR II 2 UNITS
Discussion and analysis of complex case-based clinical situations. Ethical, legal decision making, occupational standards and incident reporting in the clinical setting. Review of materials pertaining to the National Dental Hygiene Board and the Clinical State Dental Hygiene Board exams. Corequisite: Dental Hygiene 58A and 80B. 2 hours. Transfer: CSU.

83 PATIENTS WITH SPECIAL NEEDS 1 UNIT
Dental Hygiene therapy with emphasis on patients with special needs. Prerequisite: Dental Hygiene 80A *(completed with a grade of "C" or higher).* Corequisite: Dental Hygiene 80B and 81B. 1 hour. Transfer: CSU.

Digital Media (DIGM)

CERTIFICATE: DIGITAL MEDIA

DIGITAL MEDIA
CERTIFICATE

YEAR ONE (FALL)
- Digital Media 31A (Photoshop I) 1½
- Digital Media 31B (Photoshop II) 1½

YEAR ONE (SPRING)
- Digital Media 32A (Illustrator I) 1½
- Digital Media 41 (Graphic Design Concepts) 3

YEAR TWO
- Digital Media 32B (Illustrator II) 1½
- Digital Media 35A (Building a Web Site I) 1½
- Digital Media 35B (Building a Web Site II) 1½
- Digital Media 34 (JavaScript for Designers) or
  - Digital Media 36A (Video Editing I) and
  - Digital Media 36B (Video Editing II) 3

Total 15

31A PHOTOSHOP I 1½ UNITS
Introduction to the use of Photoshop software for creating and editing digital images. Topics include retouching and restoration of photographs, color management, digital painting, and preparing images for printing. May not receive credit if Art/Architecture/Interior Design/Photography 31A has been completed. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

31B PHOTOSHOP II 1½ UNITS
Continuation of the content and skills introduced in Digital Media 31A (Photoshop I). Topics include filters, advanced layer effects, preparing images for commercial printing, and preparing images for use on web pages. May not receive credit if Art/Architecture/Interior Design/Photography 31B has been completed. Prerequisite: Digital Media 31A *(completed with a grade of "C" or higher)*. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

32A ILLUSTRATOR I 1½ UNITS
Introduction to the use of Adobe Illustrator software for digital illustration. Emphasis on the use of vector-based tools for artistic and technical drawing. Enhancement of illustrations through the addition of text, gradients, patterns, transparency, and effects. May not receive credit if Art/Architecture/Interior Design/Photography 32A has been completed. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

32B ILLUSTRATOR II 1½ UNITS
Continuation of the content and skills introduced in Digital Media 32A (Illustrator I). Creation of custom brushes and patterns; masking and distorting objects; simulating light and shadow through use of gradients, blends, meshes, and 3D effects; preparing files for commercial printing. May not receive credit if Art/Architecture/Interior Design/Photography 31B has been completed. Prerequisite: Digital Media 32A *(completed with a grade of "C" or higher)*. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

34 JAVASCRIPT FOR DESIGNERS 3 UNITS
Introduction to JavaScript, a scripting language used to add interactivity to web pages. Covers the aspects of JavaScript most useful to web designers: basic object-oriented programming techniques; using the Document Object Model to control page elements such as windows, links, forms, and images; working with free JavaScript libraries such as jQuery. Strongly Recommended: DIGM 35A *(completed with a grade of "C" or higher)*. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

35A BUILDING A WEB SITE I 1½ UNITS
Introduction to the basic skills required for designing and producing web pages and multi-page web sites, providing a foundation for eventual creation of interactive, multimedia web sites. Hand-coding HTML and Cascading Style Sheets; using Dreamweaver and other site design and management tools. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

35B BUILDING A WEB SITE II 1½ UNITS
Continuation of the content and skills introduced in Digital Media 35A (Building a Web Site I), with emphasis on using Dreamweaver in collaboration with other multimedia applications (such as Photoshop, Illustrator, and Flash) to create media-rich Web sites. Devising intuitive navigation schemes; incorporating sound and motion into a Web page.

Prerequisite: Digital Media 35A *(completed with a grade of "C" or higher)*. Strongly recommended: DIGM 31A and DIGM 32A and DIGM 36A *(each completed with a grade of "C" or higher)*. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

36A VIDEO EDITING I **1 ½ UNITS**
Introduction to digital video editing using desktop software. Capturing digital video; combining video clips by means of cuts and transitions; adding titles and audio; outputting the finished product to disk. Each student must have an external hard drive with a capacity of at least 500 GB and a set of headphones or earbuds. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

36B VIDEO EDITING II **1 ½ UNITS**
Continuation of the content and skills introduced in Digital Media 36A (Video Editing I), with emphasis on creative imagery through use of video and audio filters, motion and speed effects, and compositing. Each student must have an external hard drive with a capacity of at least 500 GB and a set of headphones or earbuds. Prerequisite: DIGM 36A *(completed with a grade of "C" or higher)*. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

41 GRAPHIC DESIGN CONCEPTS **3 UNITS**
Introduction to the essential visual elements of graphic design. Exploration of the principles, concepts, and protocols used for effective visual communication. Cultivation of the designer's creative process and problem-solving skills. Emphasis on strong conceptual development and solid craftsmanship through design execution. Projects explore creative development of graphic design ideas from start to finish. 2 hours lecture, 4 hours laboratory. Transfer: CSU; AA/AS.

Distance Education

Distance Education offers students a flexible schedule of courses through various modes of technology, such as television, video, CD-ROMs, and the internet. Current types of courses include Telecourses (television/videobased), Online courses (web-based), and CD-ROM-based courses, most of which fulfill General Education requirements. Students will find the complete list of Distance Education courses at www.chabotcollege.edu (select "Distance Education") or in the back pages of the current class schedule. Courses may also be found individually under each subject heading. .

Drama

(See Theater Arts)

Early Childhood Development (ECD)

DEGREE:
AS-T—Early Childhood Education
AA—Early Childhood Development
AA—Early Childhood Intervention

CERTIFICATE OF ACHIEVEMENT:
Early Childhood Development (Basic Teacher)
Early Childhood Intervention Assistant

CERTIFICATE OF PROFICIENCY:
Early Childhood Development (Associate Teacher)

This two-year diploma program leads to an Associate in Arts Degree in Early Childhood Development which includes two Certificates: Early Childhood Development (Basic Teacher) Certificate of Achievement, and Early Childhood Development (Associate Teacher) Certificate of Proficiency. The early childhood development program provides students with a fundamental understanding of the principles of child growth and development, as well as experience in the application of these principles. The early childhood development courses and programs are designed to prepare students for employment working with young children. A broad range of employment opportunities are available by fulfilling the various certificate and degree requirements listed on the following pages. Completion of the appropriate courses or programs will allow employment in state supported or private programs as Associate Teacher, Teacher, Master Teacher, or Director of an early education and care center. Family child care providers can benefit from courses designed to advance their skills both as providers and entrepreneurs of their own in-home businesses.

Completion of certificate programs dovetails with the California Child Development Permit as well as the requirements of Community Care Licensing for Title 22 programs. The Child Development Permit is required for employees of California State Funded Programs. Title 22 Programs are those that are privately owned and operated either for-profit or non-profit. Many early childhood development units are transfer-

able to four-year institutions for elective credit, but a counselor should be consulted for specific transfer information.

EARLY CHILDHOOD EDUCATION

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

	UNITS
Early Childhood Development 50 (Early Childhood Principles and Practices)	3
Early Childhood Development 54* (Child Health, Safety and Nutrition)	3
Early Childhood Development 56* (Child Growth and Development)	3
Early Childhood Development 62* (Child, Family, and Community)	3
Early Childhood Development 63 (Early Childhood Curriculum)	4
Early Childhood Development 69 (Child Study: Observation and Assessment)	3
Early Childhood Development 79 (Teaching in a Diverse Society)	3
Early Childhood Development 90 (Practicum: Supervised Experience)	4
Total	**26**

*These courses can be double counted for general education requirements and Early Childhood Development major.

Major: 26 units
CSU GE Breadth: 37-39 units
(Possible Double-counting: 6 units)
CSU transfer Electives as needed to reach 60 CSU transferable units
TOTAL UNITS: 60 units

Note: See an Early Childhood Development instructor or Early Childhood Professional Development Coordinator to review the requirements for the California Child Development Permit.

EARLY CHILDHOOD DEVELOPMENT

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Early Childhood Development 50 (Early Childhood Principles and Practices)	3
Early Childhood Development 54 (Child Health, Safety and Nutrition)	3
Early Childhood Development 56 (Child Growth and Development)	3

YEAR ONE (SPRING)

Early Childhood Development 62 (Child, Family, and Community)	3
Early Childhood Development 63 (Early Childhood Curriculum)	4

YEAR TWO (FALL)

Early Childhood Development 60 (Introduction to the Young Child with Exceptional Needs)	3
Early Childhood Development 69 (Child Study: Observation and Assessment)	3
Early Childhood Development 79 (Teaching in a Diverse Society)	3

YEAR TWO (SPRING)

Early Childhood Development 90 (Practicum: Supervised Experience)	4
Early Childhood Development 95 (Work Experience)	1
Early Childhood Development 96 (Work Experience Seminar)	1
Total	**31**

Note: Students should review with Early Childhood Development instructors or Early Childhood Professional Development Coordinators the requirements of the California Child Development Permit Matrix.

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required **60**

EARLY CHILDHOOD INTERVENTION

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Early Childhood Development 50 (Early Childhood Principles and Practices)	3
Early Childhood Development 56 (Child Growth and Development)	3
Early Childhood Development 62 (Child, Family, and Community)	3

YEAR ONE (SPRING)

Early Childhood Development 54 (Child Health, Safety and Nutrition)	3
Early Childhood Development 63 (Early Childhood Curriculum)	4
Early Childhood Development 79 (Teaching in a Diverse Society)	3

YEAR TWO (FALL)

Early Childhood Development 40 (Social and Emotional Foundations for Early Learning)	3
Early Childhood Development 60 (Introduction to the Young Child with Exceptional Needs)	3
Early Childhood Development 69 (Child Study: Observation and Assessment)	3
Early Childhood Development 90 (Practicum: Supervised Experience)	4

YEAR TWO (SPRING)

Early Childhood Development 67 (Infant and Toddler Development and Caregiving) 3
Early Childhood Development 91 (Adaptive Curriculum for Children with Exceptional Needs) 3
Total 38

Note: Students should review with Early Childhood Development instructors or Early Childhood Professional Development Coordinators the requirements of the California Child Development Permit Matrix.

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

EARLY CHILDHOOD DEVELOPMENT (BASIC TEACHER)

CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)

Early Childhood Development 50 (Early Childhood Principles and Practices) 3
Early Childhood Development 56 (Child Growth and Development) 3

YEAR ONE (SPRING)

Early Childhood Development 62 (Child, Family, and Community) 3
Early Childhood Development 63 (Early Childhood Curriculum) 4

YEAR TWO (FALL)

Early Childhood Development 60 (Introduction to the Young Child with Exceptional Needs) 3
Early Childhood Development 90 (Practicum: Supervised Experience) 4

YEAR TWO (SPRING)

Early Childhood Development 95 (Work Experience) 1
Early Childhood Development 96 (Work Experience Seminar) 1
Option* 3
Total 25

**One course to be selected from the following:*

Early Childhood Development 40 (Social and Emotional Foundation for Early Learning) 3
Early Childhood Development 54 (Child Health, Safety and Nutrition) 3
Early Childhood Development 69 (Child Study: Observation and Assessment) 3
Early Childhood Development 79 (Teaching in a Diverse Society) 3

EARLY CHILDHOOD INTERVENTION ASSISTANT

CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)

Early Childhood Development 50 (Early Childhood Principles and Practices) 3
Early Childhood Development 56 (Child Growth and Development) 3
Early Childhood Development 62 (Child, Family, and Community) 3

YEAR ONE (SPRING)

Early Childhood Development 54 (Child Health, Safety and Nutrition) 3
Early Childhood Development 63 (Early Childhood Curriculum) 4

YEAR TWO (FALL)

Early Childhood Development 40 (Social and Emotional Foundations for Early Learning) 3
Early Childhood Development 60 (Introduction to the Young Child with Exceptional Needs) 3
Early Childhood Development 90 (Practicum: Supervised Experience) 4

YEAR TWO (SPRING)

Early Childhood Development 67 (Infant and Toddler Development and Caregiving) 3
Early Childhood Development 91 (Adaptive Curriculum for Children with Exceptional Needs) 3
Total 32

EARLY CHILDHOOD DEVELOPMENT (ASSOCIATE TEACHER)

CERTIFICATE OF PROFICIENCY

YEAR ONE (FALL)

Early Childhood Development 50 (Early Childhood Principles and Practices) 3
Early Childhood Development 56 (Child Growth and Development) 3
Early Childhood Development 62 (Child, Family, and Community) 3

YEAR ONE (SPRING)

Early Childhood Development 63 (Early Childhood Curriculum) 4
Total 13

Early Childhood Development (ECD)

(These courses are designed to satisfy the recommendations of the State Board of Social Welfare regarding nursery school personnel.)

40 SOCIAL AND EMOTIONAL FOUNDATIONS FOR EARLY LEARNING 3 UNITS

Focus on the healthy social and emotional development of young children as the foundation for children's early learning. Students will become aware of the role of the teacher in establishing an environment that promotes the healthy social and emotional development of young children. Strongly recommended: Early Childhood Development 56 and 62. 3 hours. Transfer: CSU; AA/AS.

50 EARLY CHILDHOOD PRINCIPLES AND PRACTICES 3 UNITS

An examination of the underlying theoretical principles of developmentally appropriate practices applied to programs, environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development of all young children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics, and professional identity. 3 hours. Transfer: CSU; C-ID: ECE 120.

52 CHILDHOOD AND ADOLESCENCE 3 UNITS

Concentrating on the portions of the lifespan from middle childhood continuing through adolescence and addressing both typical and atypical children. Biological changes such as puberty, brain, cognitive development, changes in family and peer relationships, and identity development will be explored. Includes an understanding of the various contexts in which this age group develops, such as family, peer groups, school, and work. Emphasis on the continuity, observation, scientific methods, and stages of development. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

54 CHILD HEALTH, SAFETY AND NUTRITION 3 UNITS

Aspects of nutrition, health and safety that promote and maintain the health and wellbeing of all children and adults who work with young children. Topics include health and nutritional guidelines, maintaining safe and healthy learning environments, state regulations, policies and procedures, common childhood illnesses, infectious diseases, school-family collaboration and emergency preparedness, first aid and injury prevention. 3 hours. Transfer: CSU; CSU/GE; AA/AS; C-ID: ECE 220.

56 CHILD GROWTH AND DEVELOPMENT 3 UNITS

Major physical, psychosocial, and cognitive/language developmental milestones for children both typical and atypical from conception through adolescence. Emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: CDEV 100.

59 LITERACY IN EARLY CHILDHOOD 3 UNITS

Enhance the early literacy outcomes of young children by improving teachers' knowledge of early literacy development and their skills in teaching early literacy to young children from birth through school age. Strongly recommended: Early Childhood Development 56. 3 hours. Transfer: CSU.

60 INTRODUCTION TO THE YOUNG CHILD WITH EXCEPTIONAL NEEDS 3 UNITS

Introduces the variations in development of infants and children with exceptional needs and the resulting impact on families. Includes an overview of historical and societal influences, laws relating to children with exceptional needs, and the identification and referral process. Assessments, interventions, and learning environments for infants and children with exceptional needs. Prerequisite: Early Childhood Development 56 *(completed with a grade of "C" or higher).* 3 hours. Transfer: CSU.

61 LITERATURE FOR THE YOUNG CHILD 3 UNITS

An introduction to young children's literature, the development of speech and language and the exploration of teaching techniques which promote language, literacy and literature for the young child. Selection, evaluation and use of fiction, non-fiction, prose and poetry from existing written and/or recorded children's literature in the early childhood classroom. Approaches to reading books, storytelling, story writing, and use of puppets, flannel boards and props to facilitate children's language and appreciation of literature. 3 hours. Transfer: CSU.

62 CHILD, FAMILY, AND COMMUNITY 3 UNITS

Patterns of family living in contemporary society, including the varying roles and interactions of family members; demographic, socio-cultural, racial, educational, economic, historical and developmental factors affecting children, families and relationship of the family to early care and education and to community resources. The processes of socialization and identity development will be highlighted. 3 hours. Transfer: CSU; CSU/GE; AA/AS; C-ID: CDEV 110.

63 EARLY CHILDHOOD CURRICULUM 4 UNITS

Professional application of the principles of human growth and development in: the study of play based inclusive curriculum, the physical environment and learning experiences including program content, the use of materials, the facilitation and guidance of all children's experiences based on developmentally appropriate principles, the methods used to meet all children's physical, social, emotional, cognitive, and creative needs including infant and toddler within cultural context. Prerequisite: ECD 50 and ECD 56 (both completed with a grade of "C" or higher). 3 hours lecture, 3 hours laboratory. Transfer: CSU; C-ID: ECE 130.

64 PLAY: MATERIALS AND ENVIRONMENTS 3 UNITS

Application of principles of human growth and development in the consideration of play materials and environments for children birth through early elementary. The selection and development of play materials and environments that are developmentally, culturally, and age appropriate. Prerequisite: Early Childhood Development 56 *(completed with a grade of "C" or higher).* 3 hours. Transfer: CSU.

65 ADMINISTRATION I: PROGRAMS IN EARLY CHILDHOOD EDUCATION 3 UNITS

Introduction to the administration of early childhood programs. Covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program: Relationships with families, and community.

Prerequisite: Early Childhood Development 62 and 63 *(both completed with a grade of "C" or higher).* 3 hours. Transfer: CSU.

67 INFANT AND TODDLER DEVELOPMENT AND CAREGIVING 3 UNITS

A study of infants and toddlers from preconception to 36 months including physical, cognitive, language, social, and emotional growth and development. Applies theoretical frameworks to interpret behavior and interactions between heredity and environment. Examination of best practices, responsive caregiving techniques, environments, infant/toddler learning foundations, health, safety, and licensing requirements. Prerequisite: Early Childhood Development 56 *(completed with a grade of "C" or higher).* 3 hours. Transfer: CSU; CSU/GE..

68 ADMINISTRATION II: PERSONNEL AND LEADERSHIP IN EARLY CHILDHOOD EDUCATION 3 UNITS

Effective strategies for personnel management and leadership in early care and education settings. Includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program. Prerequisite: Early Childhood Development 62 and 63 *(both completed with a grade of "C" or higher).* 3 hours. Transfer: CSU.

69 CHILD STUDY: OBSERVATION AND ASSESSMENT 3 UNITS

Current approaches for observing and recording the behavior of infants and young children using various scientific techniques. Effective observations that build on respecting and fostering all children's competence, striving for objectivity and individualizing programs to meet individual children's learning and developmental assessment. Direct observational experience and application of methods is required weekly. Prerequisite: Early Childhood Development 56 *(completed with a grade of "C" or higher).* 3 hours. Transfer: CSU; AA/AS; C-ID: ECE 200.

79 TEACHING IN A DIVERSE SOCIETY 3 UNITS

Critical examination of societal and personal attitudes and beliefs, values, assumptions and biases about culture, race, language, identity, family structures, ability, socio-economic status and other issues influenced by systemic oppression. Ethnic/cultural groups referenced within course from the United States of America, including African American, Asian American, Chicano/Latino, European American, Indigenous People of the Americas and Americans of Middle Eastern origin. Recognize and confront barriers that interfere with one's ability to work effectively with diverse populations of children and families. Enhance teacher's skills for educating children in a pluralistic society. 3 hours. Transfer: CSU; AA/AS; AC; C-ID: ECE 230.

83 ADULT MENTORING AND SUPERVISION 2 UNITS

Methods and principles of mentoring and supervising adults in early care and education settings. Emphasis on the role of experienced classroom teachers who function as mentors and leaders to new teachers and other adults while simultaneously addressing the needs of children, families and other staff. Prerequisite: Early Childhood Development 62 and 63 *(both completed with a grade of "C" or higher).* 2 hours. Transfer: CSU.

85 MENTOR SEMINAR FALL ½ UNIT

This seminar is part of the statewide California Early Childhood Mentor Teacher program. Beginning early childhood Mentor teachers attend monthly seminars to explore issues related to their new role as supervisors of early childhood student teachers. Seminar content will be individualized to meet the needs of each Mentor. Prerequisite: Early Childhood Education 83. This seminar is only open to current California Early Childhood Mentor Teachers. 9 hours total. Transfer: CSU.

86 MENTOR SEMINAR SPRING ½ UNIT

This seminar is part of the statewide California Early Childhood Mentor Teacher program. Continuing early childhood Mentors attend monthly seminars to further explore issues begun in Mentor Seminar Fall and related to their role as early childhood professionals. Seminar content will be individualized to meet the needs of each Mentor. This seminar is only open to current California Early Childhood Mentor Teachers. 9 hours total. Transfer: CSU.

87 QUALITY ENVIRONMENTS FOR INFANTS/TODDLERS 3 UNITS

Applies current theory and research to the care and education of infants and toddlers in group care. Examines essential policies, classroom environments, caregiving principles and practices that lead to quality care and developmentally appropriate curriculum for infants and toddlers which is culturally sensitive and supports families. Strongly recommended: Early Childhood Development 67. 3 hours. Transfer: CSU; AA/AS.

88 EARLY CHILDHOOD ENVIRONMENTS ½ UNIT

Assessing the early childhood learning environment and analyzing the outcomes helps early childhood professionals to improve the quality of their programs. Students will understand and use the Early Childhood Environment Rating Scale (ECERS) to assess the physical environment, basic care, curriculum, schedule, program, child teacher interaction and parent and staff education of a child care setting. 9 total hours. Transfer: CSU.

89 ISSUES IN EARLY CHILDHOOD EDUCATION 1–3 UNITS

Series of workshops offered on a variety of topics, which are current and relevant to early childhood professionals. *(Specific topic to appear in schedule of classes.)* 1–3 hours. Transfer: CSU.

90 PRACTICUM: SUPERVISED EXPERIENCE 4 UNITS

Practicum lab experience working with young children under the supervision of an ECE/CD faculty. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. Prerequisite: ECD 63, ECD 62, ECD 50, and ECD 56 (all completed with a grade of "C" or higher). 2 hours lecture, 6 hours laboratory. Transfer: CSU; C-ID: ECE 210.

91 ADAPTIVE CURRICULUM FOR CHILDREN WITH EXCEPTIONAL NEEDS 3 UNITS

Direct experience working with young children in special day classes or inclusive settings: application of intervention strategies and best practices of early childhood development and special education in adapting curriculum to meet the individual needs of children. Observation of the assessment process by the special education team and assisting in the implementation of the educational plan. Includes the role of the teacher as a professional working in partnership with families, collaboration with interdisciplinary teams, and cultural competence. Lab hours required in an inclusive classroom setting. Prerequisite: Early Childhood Development 60 and 90 *(each completed with a grade of "C" or higher*). 2 hours lecture, 3 hours laboratory. Transfer: CSU.

95 WORK EXPERIENCE◊ 1–3 UNITS

College supervised on-the-job training in early childhood programs. Cooperative effort between student, supervisor and instructor to accomplish professional work objectives and broaden experiences. Corequisite: Early Childhood Development 96. 5–15 hours experience per week. Transfer: CSU.

96 WORK EXPERIENCE SEMINAR◊ 1 UNIT

Discussion and analysis of typical problems encountered by employees at the workplace. Application of National Association for the Education of Young Children (NAEYC) Code of Ethical Conduct to difficult situations that occur at the job site. Develop and complete measurable developmentally appropriate goals in early care and education settings. Corequisite: Early Childhood Development 95. 1 hour. Transfer: CSU.

◊Refer to page 14 for program requirements.

Economics (ECON)

1 PRINCIPLES OF MICROECONOMICS 3 UNITS

Economic analysis of market systems price theory, including supply and demand analysis, marginal utility, elasticity, cost and revenue concepts, perfect and imperfect competition, international trade, pricing of the factors of production, poverty and income inequalities. Strongly recommended: English 1A eligibility. Prerequisite: Mathematics 54, 55, 55L (*completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Mathematics assessment process. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

2 PRINCIPLES OF MACROECONOMICS 3 UNITS

Economic analysis of the theory of income determination, including national income analysis, business cycles, the consumption function, the multiplier, fiscal policy, monetary policy, money and banking, the public debt, economic growth and development, comparative economic systems and international trade. Strongly Recommended: English 1A eligibility. Prerequisite: Mathematics 54, 55, 55L (*completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Mathematics assessment process. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: ECON 202.

10 GENERAL ECONOMICS 3 UNITS

Survey of the economic system of the United States, covering such macroeconomic and microeconomic topics as supply and demand, firms' output and pricing decisions, international trade, comparative economic systems, economic growth, business cycles, fiscal and monetary policy, labor, and money and banking. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

Electronic Systems Technology (ESYS)

DEGREE:
AS–Electronic Systems Technology

CERTIFICATE OF ACHIEVEMENT:
Consumer Technology
Industrial Technology

Chabot offers three programs in Electronic Systems Technology: A.S. degree in Electronic Systems Technology and Certificates of Achievement in Consumer Technology and Industrial Technology. The A.S. degree prepares you for entry-level positions in a wide range of industries that use electronics technician skills, including biotechnology, manufacturing, entertainment, automotive and consumer products. Electronic Systems Technology is a key enabler of all of these contemporary industries.

With multiple courses offered in eight-week accelerated sessions, the Electronics Systems Technology program offers the option of choosing your own pace as you progress through the program. A typical full-time student will take four courses per semester, two in the first eight-week session, and two in the second. You may take more or fewer courses to match your personal schedule and learning style.

ELECTRONIC SYSTEMS TECHNOLOGY
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)

Electronic Systems Technology 50
(Introduction to Electronic Systems Technology) 2
Electronic Systems Technology 51
(Fabrication Techniques for Electronic Systems Technology) . 2
Electronic Systems Technology 63A
(IT Essentials: PC Hardware and Software I). 2
Electronic Systems Technology 63B
(IT Essentials: PC Hardware and Software II) 2

YEAR ONE (SPRING)

Electronic Systems Technology 52
(Electronic Systems Measurement and Troubleshooting) 2
Electronic Systems Technology 54
(Analog Circuits and Semiconductor Devices). 2
Electronic Systems Technology 55A
(Microcontroller Systems) 2
Electronic Systems Technology 55B
(Digital Logic Systems) 2

YEAR TWO (FALL)

Electronic Systems Technology 56A
(Electronic Power Systems I) 2
Electronic Systems Technology 56B
(Electronic Power Systems II) 2
Electronic Systems Technology 57A
(Process Control Systems) 2
Electronic Systems Technology 57B
(PLC and Robotic System Components). 2

YEAR TWO (SPRING)

Electronic Systems Technology 58
(Wireless Communication Systems) 2
Electronic Systems Technology 60
(Electronic Systems Analysis). 2
Electronic Systems Technology 61
(Electronic Systems Project Management) 2
Electronic Systems Technology 62
(Home Technology Systems) 2

Total 32

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.

General Education Courses (Areas A-E) 16
Electronic Systems Technology GE Requirement . . . 3
Complete a minimum of 3 units from
Business 14 (Business Communications). 3
English 70 (Report Writing) 3
Industrial Technology 74 (Measurements and Calculations) 3
Mathematics 36 (Trigonometry) 3
Mathematics 37 (Trigonometry with an Emphasis on its Geometric Foundations) 5
Physics 11 (Descriptive Physics) 4
Computer Network Technology 62A (Cisco Networking Academy CCNA 1 & 2) 4
Computer Network Technology 62B (Cisco Networking Academy CCNA 3-4) 4

Total minimum units required 60

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

CONSUMER TECHNOLOGY

CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)

Electronic Systems Technology 50
(Introduction to Electronic Systems Technology) 2
Electronic Systems Technology 51
(Fabrication Techniques for Electronic Systems Technology) . . 2
Electronic Systems Technology 63A|
(IT Essentials: PC Hardware and Software I). 2
Electronic Systems Technology 63B
(IT Essentials: PC Hardware and Software II) 2

YEAR ONE (SPRING)

Electronic Systems Technology 52
(Electronic Systems Measurement and Troubleshooting) 2
Electronic Systems Technology 54
(Analog Circuits and Semiconductor Devices). 2
Electronic Systems Technology 62
(Home Technology Systems) 2

YEAR ONE (SUMMER)

Electronic Systems Technology 56A
(Electronic Power Systems I) 2

Total 16

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

INDUSTRIAL ELECTRONIC TECHNOLOGY

CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)

Electronic Systems Technology 50
(Introduction to Electronic Systems Technology) 2
Electronic Systems Technology 52
(Electronic Systems Measurement and Troubleshooting) 2
Electronic Systems Technology 57A
(Process Control Systems) 2
Electronic Systems Technology 57B
(PLC and Robotic System Components). 2

YEAR ONE (SPRING)

Electronic Systems Technology 51
(Fabrication Techniques for Electronic Systems Technology) . . 2
Electronic Systems Technology 55A
(Microcontroller Systems) 2
Electronic Systems Technology 55B
(Digital Logic Systems) 2
Electronic Systems Technology 58
(Wireless Communication Systems) 2
Electronic Systems Technology 56A
(Electronic Power Systems I) 2

Total 18

The above listing is a suggested sequence only. Some courses may have

prerequisites. Students may take courses in any sequence except where a prerequisite applies.

ELECTRONIC SYSTEMS TECHNOLOGY (ESYS)

50 INTRODUCTION TO ELECTRONIC SYSTEMS TECHNOLOGY 2 UNITS

Introduction to electronic systems and circuits. Overview of career opportunities and job duties with electronic systems technology. Direct current and alternating current circuits including Ohm's law and Kirchhoff's laws. Measurement and characterization of electronic systems at the block diagram level. Laboratory practice includes the proper use of standard test instruments. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

51 FABRICATION TECHNIQUES FOR ELECTRONIC SYSTEMS TECHNOLOGY 2 UNITS

Prototype development includes sheet metal, printed circuit board layout and fabrication, connection and soldering techniques, use of hand tools, and machines in electronic fabrication. Use of computer software tools as applied to electronic fabrication. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

52 ELECTRONIC SYSTEMS MEASUREMENT AND TROUBLESHOOTING 2 UNITS

Measurement and characterization of electronic systems, data collection, and reporting results in industry-accepted formats. Comparing system and component performance to published specifications and developing troubleshooting techniques. Laboratory practice includes the proper use of standard test instruments. Prerequisite: Electronic Systems Technology 50 or equivalent. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

54 ANALOG CIRCUITS AND SEMICONDUCTOR DEVICES 2 UNITS

Analog circuits, including amplifiers, oscillators, and filters, using single-chip analog devices, operational amplifiers, field-effect transistors, bipolar transistors. Prerequisite: Electronic Systems Technology 52 or equivalent. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

55A MICROCONTROLLER SYSTEMS 2 UNITS

Architecture, programming, application and troubleshooting of single-chip microcontroller electronic systems. Digital building blocks, number systems, programming in high-level and assembly language. Interfacing the microcontroller for practical applications, measurement techniques and instrumentation, troubleshooting techniques. Prerequisite: Electronic Systems Technology 50 or equivalent. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

55B DIGITAL LOGIC SYSTEMS 2 UNITS

Architecture, programming, application and troubleshooting of complex programmable logic device (CPLD) electronic systems. Includes programming in VHDL. Digital building blocks, number systems, Boolean algebra, combinational and sequential logic, integrated logic families, digital circuit measurement techniques and instrumentation, troubleshooting techniques. Prerequisite: Electronic Systems Technology 55A or equivalent. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

56A ELECTRONIC POWER SYSTEMS I 2 UNITS

Switching power supply systems. Alternative energy systems. Advanced power bus management and control systems. Prerequisite: Electronic Systems Technology 52 or equivalent. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

56B ELECTRONIC POWER SYSTEMS II 2 UNITS

Power supply transformer, rectifier and filtering circuits. Measurement of line and load regulation, ripple, and efficiency in linear and switching power supply systems. Linear regulation techniques and troubleshooting. Prerequisite: Electronic Systems Technology 56A or equivalent. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

57A PROCESS CONTROL SYSTEMS 2 UNITS

Programmable logic control systems; function, interrelationship, and troubleshooting of systems components. PLC input/output systems and requirements. Ladder logic programming using basic I/O instructions, logic instructions, timers, counters, and comparison functions. Prerequisite: Electronic Systems Technology 50 (may be taken concurrently). 1 hour lecture, 2 hours laboratory. Transfer: CSU.

57B PLC AND ROBOTIC SYSTEM COMPONENTS 2 UNITS

Integration of sensors, indicators, controllers and final control elements for Programmable Logic Control and robotic systems. Control loop theory, PID, loop tuning, and control loop troubleshooting Process control system design and tuning. Prerequisite: Electronic Systems Technology 57A. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

58 WIRELESS COMMUNICATION SYSTEMS 2 UNITS

Introduction to wireless communications concepts and data communications, including modulation techniques, antenna and wave propagation. Digital data communication fundamentals and digital modulation techniques. Fiber optic and laser technology. Prerequisite: Electronic Systems Technology 52 or equivalent. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

60 ELECTRONIC SYSTEM ANALYSIS 2 UNITS

Analysis of electronic systems and circuits using modern software tools and mathematical formulae. Reactive circuits, active devices, amplifier, oscillator, and filter circuits. Includes many, but not all, of the objectives for the ETA and ISCET Certified Electronic Technician exam. Prerequisite: Electronic Systems Technology 54 and Industrial Technology 74 or equivalent or Mathematics 53 or eligibility for Mathematics 55. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

61 ELECTRONIC SYSTEMS PROJECT MANAGEMENT 2 UNITS

Planning, tracking, and completing electronics prototype projects; includes chassis, printed circuit board layout, connection and soldering techniques, use of hand tools, and machines in electronic fabrication. Use of computer software tools as applied to project management and electronic fabrication. Prerequisite: Electronic Systems Technology 51 and 54 or equivalent. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

62 HOME TECHNOLOGY SYSTEMS 2 UNITS

Hands-on training in digital home networking and systems integration. Home network design and configuration; home network central components and low-voltage wiring; video and audio fundamentals; audio/video installation and setup; wiring standards, testing and certification; troubleshooting.

Prerequisite: Electronic Systems Technology 50 or equivalent. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

63A IT ESSENTIALS: PC HARDWARE AND SOFTWARE I **2 UNITS**

(See also Computer Network Technology 83A)

First of two courses of the Cisco Networking Academy IT Essentials program. Students will describe the internal components of a computer, assemble a computer system, install an operating system, and troubleshoot using system tools and diagnostic software. Students will also connect to the Internet and share resources in a network environment. Additional topics covered include laptops and portable devices, wireless connectivity and basic implementation skills, Voice over Internet Protocol (VoIP), security, safety and environmental issues, applied network configuration and troubleshooting skills, and communication skills. (May not receive credit if Computer Networking Technology 83A has been completed). 1 hour lecture, 2 hours laboratory. Transfer: CSU.

63B IT ESSENTIALS: PC HARDWARE AND SOFTWARE II **2 UNITS**

(See also Computer Network Technology 83B)

Second of two courses of the Cisco Networking Academy IT Essentials program. Students will describe the process for upgrading computer hardware, assemble a computer system, upgrade, configure, and optimize an operating system, and troubleshoot using system tools and diagnostic software. Students will also connect to the Internet and share resources in a network environment. Additional advanced topics covered include laptops and portable devices, wireless connectivity, Voice over Internet Protocol (VoIP), security, applied network configuration and troubleshooting skills. (May not receive credit if Computer Networking Technology 83B has been completed) Prerequisite: ESYS 63A or CNT 83A *(each completed with a grade of "C" or higher).* 1 hour lecture, 2 hours laboratory.

72A NETWORKING FOR HOME & SMALL BUSINESS **3 UNITS**

(See also Computer Network Technology 82A)

First of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will plan, install, verify and troubleshoot a personal computer and home/small business network, configure Internet applications and services, and recognize and mitigate security threats. (May not receive credit if Computer Applications Systems 92A or Computer Networking Technology 82A has been completed). 2 hours lecture, 2 hours laboratory. Transfer: CSU.

72B NETWORKING FOR SMALL TO MEDIUM BUSINESS OR ISP **3 UNITS**

(See also Computer Network Technology 82B)

Second of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will install, configure, and troubleshoot Cisco IOS® devices, plan a wired network infrastructure, implement basic WAN connectivity, demonstrate proper disaster recovery procedures, perform server backups, monitor network performance, isolate failures, and troubleshoot problems using logical application of the OSI model and the process of encapsulation. (May not receive credit if Computer Applications Systems 92B or Computer Networking Technology 82B has been completed). Prerequisite: CAS 92A or ESYS 72A or CNT 82A *(each completed with a grade of "C" or higher)*. 2 hours lecture; 2 hours laboratory. Transfer: CSU.

72C ROUTING AND SWITCHING IN THE ENTERPRISE **3 UNITS**

(See also Computer Network Technology 82C)

Third of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will implement, configure, and troubleshoot an enterprise LAN network utilizing VLANs, access control lists, WAN links and advanced routing protocols. Prerequisite: CAS 92B or ESYS 72B or CNT 82B *(each completed with a grade of "C" or higher)*. 2 hours lecture; 2 hours laboratory. Transfer: CSU.

72D DESIGNING AND SUPPORTING COMPUTER NETWORKS **3 UNITS**

(See also Computer Network Technology 82D)

Fourth of four courses in the Cisco® Networking Academy® CCNA® Discovery program, providing career-oriented, IT-skills instruction. CCNA Discovery prepares the student for the Cisco Certified Entry Network Technician (CCENT™) and Cisco Certified Network Associate (CCNA™) exams. Students will implement, configure, and troubleshoot an enterprise LAN network utilizing VLANs, access control lists, WAN links and advanced routing protocols. Prerequisite: CAS 92C or ESYS 72C or CNT 82C *(each completed with a grade of "C" or higher).* 2 hours lecture; 2 hours laboratory. Transfer: CSU.

Emergency Medical Services (EMS)

1 FIRST RESPONDER **2½ UNITS**

This course is designed to provide students with the basic knowledge and skills to manage many medical and trauma-related emergencies; includes cardiopulmonary resuscitation and prevention of disease transmission. Students will learn through lecture and lab practice how their role as an Emergency medical responder aligns with the Emergency Medical Services community. Successful completion of the knowledge and skills tests qualifies for an Emergency Medical Responder Certificate and an American Heart Association "Basic Life Support Healthcare Provider" Certificate. May not receive credit if Health 61 has been completed. 2 hours. Transfer: CSU.

2 EMERGENCY MEDICAL TECHNICIAN — BASIC **6½ UNITS**

Provides training in the foundation skills and knowledge required of the EMT-1 scope of practice. The EMT-1 certification is the minimum requirement for ambulance attendants and most entry level firefighter positions. EMT-1 certification is also required for entry into paramedic training. This training program is accredited by the Alameda County Emergency Medical Services Agency. This course enrollment also requires: Evidence of immunizations for

measles, mumps, and rubella. Evidence of Hepatitis B immunization series completed or in progress. A current (within one year of course completion) negative TB test is also required. Current healthcare CPR certification is required. May not receive credit if Health 81 has been completed. Corequisite: EMS 2W. Prerequisite: EMS 1 (completed with a grade of "C" or higher). 5 hours lecture, 4½ hours laboratory. Transfer: CSU.

2W PATIENT STABILIZATION, EXTRICATION & TRIAGE ½ UNIT
Patient stabilization techniques to include safe patient extrication from a simulated motor vehicle accident. Includes triage for multi-casualty incident/ disaster management. May not receive credit if Health 83 has been completed. Corequisite: EMS 2. 3 total hours lecture, 4 total hours laboratory. Transfer: CSU.

4 EMERGENCY MEDICAL TECHNICIAN — BASIC — REFRESHER 1 ½ UNITS
Provides training in the foundation skills and knowledge required of the EMT-Basic scope of practice. The EMT-B certification is the minimum requirement for ambulance attendants and most entry level Firefighter positions. EMT certification is also required for entry into Paramedic school. 30 total hours accredited by the Alameda County Emergency Medical Services Agency. May not receive credit if Health 85 has been completed. Prerequisite: EMS2 and EMS2W (both completed with a grade of "C" or higher) or current EMT certification.

Engineering (ENGR)

degree:
AS—Engineering

certificate of proficiency:
Technical Design

The Associate in Science degree is designed to provide the foundation for subsequent transfer to a CSU or UC Engineering program. The core courses listed below fulfill most of the lower division requirements for the majority of CSU and UC engineering majors. The Associate in Science degree, as well as putting students on the path to transfer, ensures that students develop a strong foundation in engineering, mathematics, and the sciences.

Students should note that transfer-course requirements vary among universities, and between majors in the different branches of engineering. Students seeking to transfer with an engineering major are strongly advised to consult with Chabot Counseling. Counselors will assist the student with development of a Student Educational Plan (SEP) that prepares the student for transfer to the desired university in the engineering major of his/her choice. Students are also encouraged to consult the *ASSIST* webpage (*www.assist.org)* for more information on engineering tranfer-course agreements between Chabot College and the CSU/UC Colleges of Engineering.

ENGINEERING DEGREE RESIDENCY REQUIREMENT
Eligibility for the Engineering Degree requires completion at Chabot College of the courses: ENGR 25, ENGR 36, ENGR 43, and ENGR 45.

ENGINEERING
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)
- Chemistry 1A (General College Chemistry) 5
- Mathematics 1 (Calculus I) 5

YEAR ONE (SPRING)
- Engineering 25 (Computational Methods for Engineers and Scientists) 3
- Mathematics 2 (Calculus II) 5
- Physics 4A (General Physics I) 5

YEAR TWO (FALL)
- Engineering 36 (Engineering Mechanics - Statics) 3
- Physics 4B (General Physics II) 5

YEAR TWO (SPRING)
- Engineering 43 (Electrical Circuits and Devices) 4
- Engineering 45 (Materials of Engineering) 3

Plus One (1) Course from the Following:
- Biology 2A[1] (Principles of Biology I) 5
- Chemistry 1B[2] (General College Chemistry II) 5
- Engineering 10 (Introduction to Engineering) 2
- Engineering 11 (Engineering Design and Analysis) 2
- Engineering 22[3] (Engineering Design Graphics) 3
- Mathematics 4[4] (Elementary Differential Equations) 3
- Mathematics 6[4] (Elementary Linear Algebra) 3
- Physics 4C (General Physics III) 5

Total 40-43

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
- General Education Courses (Areas A-E) 16
- Engineering GE Requirement 3
- *Complete a minimum of 3 units from*
- Business 40 (International Business)
- Computer Science 14 (Introduction to Structured Programming in C++)
- Communication Studies 1 (Fundamentals of Speech Communication)
- Economics 1 (Principles of Microeconomics)

Total minimum units required 60

[1] *Bio Engineering, Biomedical Engineering, and Biomechanical Engineering majors should take Biology 2A.*

[2] *Chemical Engineering and Materials Engineering majors should take Chemistry 1B.*

[3] *Civil, Industrial, and Mechanical Engineering majors should take Engineering 22.*

[4] *Engineering Science majors, and students interested in applied mathematics, should take Mathematics 4 and 6.*

Students should note that General Education requirements vary significantly among CSU/UC Colleges of Engineering. In particular, most CSU/UC Engineering programs discourage the use of the IGETC GE pattern in favor of program-specific courses. The GE courses listed above satisfy many, but perhaps not all, of the GE requirements of a specific university engineering program. In these cases students complete any remaining GE courses at the university after transfer.

The above listing is a suggested sequence only. Some courses have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

TECHNICAL DESIGN

CERTIFICATE OF PROFICIENCY

Students develop the technical design skills required for many Design-Drafter professional positions. Completing the required courses prepares the students for a Design-Drafting career with Civil-Engineering, Building Design-Construction, and Electro-Mechanical Device firms.

Career Opportunities in Engineering

As noted above students who complete these required courses will have career opportunities with firms that design or produce Civil Engineering structures, e.g., roads, water-systems, and other large objects that comprise the "built" environment; Buildings and or Houses; Mechanical or ElectroMechanical devices.

	UNITS
Engineering 10 (Introduction to (Engineering)	2
Engineering 11 (Engineering Design and Analysis)	2
Engineering 22 (Engineering Design Graphics)	3
Engineering 25 (Computational Methods for Engineers and Scientists)	
or Mathematics 25 (Computational Methods for Engineers and Scientists)	
or Physics 25 (Computational Methods for Engineers and Scientists)	
or Mathematics 43, (Introduction to Probability and Statistics)	
or Machine Tool Technology 50 (Blueprint Reading, Sketching, and CAD	3-4
Total	**10-11**

ENGINEERING (ENGR)

10 INTRODUCTION TO ENGINEERING 2 UNITS

Introduction to careers, activities, and topics related to the field of engineering, including computer applications design and problem solving. Strongly recommended: eligibility for English 1A. 2 hours. Transfer: CSU; UC.

11 ENGINEERING DESIGN AND ANALYSIS 2 UNITS

An introduction to the engineering design process from a practical and professional perspective. Student teams work on a term-long engineering project that entails the creation of a design for a useful object with moving parts that requires the application of some external power source. Conceptual and Critical/Final design reviews require teams to describe and justify the effectiveness, and likely customer-acceptance, of the design. The student designers: select materials, components, sources of supply; produce detailed parts-lists; create using CAD-tools detailed and dimensioned production and assembly drawings; create formal electrical and fluid-control component interconnection schematics; provide a detailed estimate for the production-cost. When needed students use engineering software tools (such as MATLAB) to assess and predict the kinematical, structural, thermal, electrical, fluid-flow, wear/corrosion, optical and magnetic performance of the proposed design. Students are encouraged to build from the design plans a form-and-fit mock-up, or if possible a fully functioning prototype. Strongly recommended: Engineering 22. 1 hour lecture, 3 hours laboratory. Transfer: CSU; UC.

22 ENGINEERING DESIGN GRAPHICS 3 UNITS

Introduction to the engineering-design process, and to technical-graphic communications tools used by engineers. Conceptual design of products. Development of spatial reasoning skills. Orthographic and axonometric projection-drawing techniques. Tolerance analysis for fabrication. Documentation of designs through engineering working-drawings. Use of AutoCAD Computer-Assisted Drawing software as a design tool. Basic CAD 3-dimensional solid-modeling. Strongly recommended: Mathematics 37 and eligibility for English 1A. 2 hours lecture, 3 hours laboratory. Transfer: CSU; UC.

25 COMPUTATIONAL METHODS FOR ENGINEERS AND SCIENTISTS 3 UNITS

(See also Mathematics 25 and Physics 25)

Methodology and techniques for solving engineering/science problems using numerical-analysis computer-application programs MATLAB and EXCEL. Technical computing and visualization using MATLAB software. Examples and applications from applied-mathematics, physical-mechanics, electrical circuits, biology, thermal systems, fluid systems, and other branches of science and engineering. Prerequisite: Mathematics 1. Strongly recommended: Computer Science 8. May not receive credit if Mathematics 25 or Physics 25 has been completed. 2 hours lecture, 3 hours laboratory. Transfer: CSU; UC.

36 ENGINEERING MECHANICS—STATICS 3 UNITS

Force systems under equilibrium conditions; vector properties of forces, moments, couples, and resultants; rigid body structures; hydrostatics; shear and bending-moment diagrams; friction; centroids; area/mass moments of inertia. Graphical, algebraic, and numerical (computer) solutions of vector mechanics problems. Prerequisite: Physics 4A and Engineering 25 *(both completed with a grade of "C" or higher)*. Strongly recommended: Mathematics 2 (concurrent enrollment encouraged.) 2 hours lecture, 3 hours laboratory. Transfer: CSU; UC.

43 ELECTRICAL CIRCUITS AND DEVICES 4 UNITS

Introduction to basic electrical engineering circuit-analysis and devices. DC, transient and AC circuit analysis methods, Kirchoff's laws, nodal/

mesh analysis, network theorems, voltage and current sources, resistors, capacitors and inductors. Thévenin/Norton equivalent circuits. Natural and forced response of first and second order circuits. Steady-state sinusoidal circuit voltage/current analysis, and power calculations. Frequency response, phasors, Bode plots and transfer functions. Low/High/Band pass filters. Operational Amplifiers in DC, transient, and AC circuits. Diode and NMOS/PMOS FET characteristics. Diode and MOSFET circuits. Introduction to basic integrated-circuit technology and layout. Digital signals, logic gates, switching. Combinatorial logic circuits using AND/NAND OR/NOR gates. Sequential logic circuits using RS, D, and JK Flip-Flop gates. Computer based circuit-operation simulation using SPICE and MATLAB software. Electronics laboratory exercises demonstrating basic instruments, and experimental techniques in Electrical Engineering: DC current/voltage supplies, Digital MultiMeters (DMM), RLC Meters, oscilloscopes, and AC function generators. Measurements of resistance, inductance, capacitance, voltage, current, transient response, and frequency response. Prerequisites: Physics 4A and Engineering 25 *(both completed with a grade of "C" or higher)*. Strongly recommended: Physics 4B (concurrent enrollment encouraged). 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC.

45 MATERIALS OF ENGINEERING 3 UNITS

Application of principles of chemistry and physics to the properties of engineering materials. The relation of microstructure to mechanical, electrical, thermal and optical properties of metals. Solid material phase equilibria and transformations. The physical, chemical, mechanical and optical properties of ceramics, composites, and polymers. Operation and use of materials characterization instruments and methods. Prerequisite: Physics 4A, Engineering 25, and Chemistry 1A (*all completed with a grade of "C" or higher*). 2 hours lecture, 3 hours laboratory. Transfer: CSU; UC.

English (ENGL)

DEGREE:
AA-T–English
AA–English (Emphasis in Literature)

CERTIFICATE:
Creative Writing
Writing

The Associate in Arts in English for Transfer (AA-T), like the Associate in Arts in English (AA), provides major preparation in English through an introduction to composition, critical thinking, literature, creative writing and related areas of study. Either degree is useful preparation for other liberal arts degrees, and will offer students an enriched background towards preparation in many diverse professional fields. However, the intent of the AA-T is to assist students in transferring to the California State University system. California Community College students who are awarded the English AA-T degree are guaranteed admission with junior standing in the CSU system, and given priority admission consideration to their local CSU campus to a program that is deemed similar to their community college major. For more information on the AA-T degree, consult with a counselor.

ENGLISH
ASSOCIATE IN ARTS FOR TRANSFER DEGREE

	UNITS
REQUIRED CORE	
English 7 (Critical Thinking and Writing across Disciplines)	3
English 4 (Critical Thinking and Writing about Literature)	3
LIST A *(select two–6 units)*	
English 35 (Modern and Contemporary U.S. Literature)	3
English 41 (World Literature (17th Century to the Present))	3
LIST B *(select one–3 units)*	
English 20 (Studies in Shakespeare)	3
English 21 (The Evolution of the Black Writer)	3
English 22 (Mexican American/Latino Literature of the U.S.)	3
English 24 (Storytelling in Modern American Novels and Films)	3
English 25 (Asian-American Literature)	3
English 32 (U.S. Women's Literature)	3
English 45 (Studies in Fiction)	
English 11A (Introduction to Creative Writing)	3
LIST C *(select one–3 units)*	
Any course from List B not already used, or:	
English 12A (The Craft of Writing–Fiction)	3
English 13A (The Craft of Writing–Poetry)	3
English 26 (The Literature of Immigration and Migration)	3
English 28 (Classic and Contemporary Youth Literature)	3
English 31 (Introduction to Gay and Lesbian Literature)	3
English 48 (The Literature of the Holocaust)	3
Communication Studies 2 (Oral Interpretation of Literature I)	3
Theater 10 (Introduction to Theater Arts)	3
Mass Communications 20 (Journalism: Newswriting and Information Gathering)	3
Total	**18**

Required courses in the major: 18 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 12-14 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

The English Associate in Arts degree will allow students to fulfill the first two years of coursework towards a bachelors degree in English while also fulfilling general education requirements. In addition this degree is useful preparation for other liberal arts degrees and will offer students an enriched background towards professional preparation in fields from education to law. All of the courses for the degree transfer to universities and colleges.

ENGLISH (EMPHASIS IN LITERATURE)

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

English 1A (Critical Reading and Composition) 3
English 45 (Studies in Fiction) 3

YEAR ONE (SPRING)

English 4 (Critical Thinking and Writing About Literature). 3
English 20 (Studies in Shakespeare) 3

YEAR TWO

Choose one from the following:

English 22 (Mexican American/Latino Literature of the U.S.) . . 3
English 25 (Asian American Literature) 3
English 28 (Classic and Contemporary Youth Literature) 3
English 21 (The Evolution of the Black Writer) 3
English 26 (Literature of Immigration and Migration) 3
English 32 (U.S. Women's Literature) 3

Choose one from the following:

English 7 (Critical Thinking and Writing Across Disciplines) . . . 3
English 12A (The Craft of Writing—Fiction) 3
Communication Studies 2A (Oral Interpretation of Literature I). 3
English 13A (The Craft of Writing—Poetry) 3
English 48 (The Literature of the Holocaust) 3

Total 18

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.

Total minimum units required 60

CREATIVE WRITING

CERTIFICATE

CORE COURSES

Select two courses from the following for a total of 6 units:

English 11A (Introduction to Creative Writing)* 3
English 12A (The Craft of Writing-Fiction)* 3
English 13A (The Craft of Writing-Poetry)* 3

Select from the following for additional 9 units:

English 4 (Critical Thinking and Writing about Literature)* 3
English 11A (Introduction to Creative Writing)* 3
English 12A (The Craft of Writing-Fiction)* 3
English 13A (The Craft of Writing-Poetry)* 3
English 19 (Literary Magazine Workshop)*** 1
English 21 (The Evolution of the Black Writer)*** 3
English 22 (Mexican American/Latino Literature of the U.S.)* . . 3
English 32 (U.S. Women's Literature)*** 3
English 33 (HerStory: Women's Autobiographical Writing in Multicultural America)** 3
Theater Arts 16 (Introduction to Playwriting for Film, Television and Theater)* 3
Mass Communications 3 (Journalism: Magazine and Newspaper Feature Writing)*** 3

Total 15

**offered fall and spring semester*
***offered in fall only*
****offered in spring only*

WRITING

CERTIFICATE

CORE COURSES

English 1A (Critical Reading and Composition)* 3
English 4 (Critical Thinking and Writing About Literature) or English 7 (Critical Thinking and Writing Across Disciplines)* 3

SELECT FROM THE FOLLOWING FOR ADDITIONAL 9 UNITS:

Select one course from:

English 70 (Report Writing)* 3
English 4 (Critical Thinking and Writing About Literature) or English 7 (Critical Thinking and Writing Across Disciplines)* 3
Theater Arts 16 (Dramatic Writing I) 3

Select one course from:

Mass Communications 42 (Writing for Broadcasting)** 3
Mass Communications 1 (Journalism: Newswriting and Information Gathering)*** 3
Business 14 (Business Communications)* 3

Select one course from:

English 11 (Introduction to Creative Writing)* 3
English 12 (The Craft of Writing-Fiction)* 3
English 13 (The Craft of Writing-Poetry)* 3

Total 15

**offered fall and spring semester*
***offered in spring only*
****offered in fall only*

COMPOSITION & LITERATURE

1A CRITICAL READING AND COMPOSITION 3 UNITS
Integrated approach to reading, writing, and critical thinking intended to develop ability to read and write complex, college-level prose. Examination of ideas in relation to individuals' world view and contexts from which these ideas arise. Some research required. Prerequisite: English 101B, 102, or appropriate skill level demonstrated through English assessment process. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: ENGL 100.

4 CRITICAL THINKING AND WRITING ABOUT LITERATURE 3 UNITS
Develops critical thinking, reading, and writing skills as they apply to the analysis of fiction (short stories and novel), poetry and drama. Prerequisite: English 1A *(completed with a grade of "C" or higher.)* 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: ENGL 120.

7 CRITICAL THINKING AND WRITING ACROSS DISCIPLINES 3 UNITS
Develops critical thinking, reading, and writing skills as they apply to the analysis of primary and secondary non-fiction books, articles, and essays from a range of academic and cultural contexts. Theme based. Emphasis on the techniques and principles of effective written argument in research-based writing across disciplines. Prerequisite: English 1A *(completed with a grade of "C" or higher.* 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: ENGL 105.

10 UNDERGRADUATE TEACHING ASSISTANT IN ENGLISH 1–2 UNITS
Provides the opportunity for students interested in a teaching career to assist an instructor in one target course. Practice in presenting lessons, responding to students' written work, creating assignments, and facilitating group discussions. Recommendation of target course instructor required. Prerequisite: English 1A *(completed with a grade of "C" or higher).* 2–4 hours. Transfer: CSU.

11A INTRODUCTION TO CREATIVE WRITING 3 UNITS
Elements of creative writing, including narrative, verse and dialogue, using materials drawn from individual's own work and selected texts. Strongly Recommended: Eligibility for ENGL 1A. 3 hours. Transfer: CSU; CSU/GE; AA/AS. C-ID: ENGL 200

11B INTERMEDIATE CREATIVE WRITING 3 UNITS
Elements of creative writing at an intermediate level. Builds on the skills developed in English 11A including short story development, poetry writing and play writing, using materials drawn from individual's own work and selected texts. Prerequisite: ENGL 11A (completed with a grade of "C" or higher). 3 hours. Transfer: CSU.

12A THE CRAFT OF WRITING—FICTION 3 UNITS
Practice in writing fiction. Developing internal and external sources for stories and novels; biographical sources, characterization, plotting, points of view, narrative techniques; analysis and criticism of published writing and individual's own work. Strongly Recommended: Eligibility for ENGL 1A. 3 hours. Transfer: CSU; CSU/GE; AA/AS.

12B INTERMEDIATE CRAFT OF WRITING—FICTION 3 UNIT
Practice in writing fiction at an intermediate level. Builds on the skills developed in English 12A by requiring greater use of description, detail, character development, consistent point of view, and logical plotting that avoids cliche. Focus on developing themes that create intellectual or emotional resonance. Expectation of sentence structure, grammar, and format accuracy. Develop internal and external sources for stories and novels; analysis and criticism of published work. Requires submission for publication at the end of the semester. Prerequisite: ENGL 12A (completed with a grade of "C" or higher). 3 hours. Transfer: CSU.

13A CRAFT OF WRITING—POETRY 3 UNITS
Practice in writing poetry, using materials drawn from published poetry and individual's own work for analysis and criticism, with a focus on techniques of revision. Strongly recommended: English 1A. 3 hours. Transfer: CSU; CSU/GE; AA/AS.

13B INTERMEDIATE CRAFT OF WRITING—POETRY 3 UNITS
Practice in writing poetry at an intermediate level. Builds on skills developed in English 13A. 13B requires: greater and more integrated use of trope, image, and metaphor; more extensive development of themes, including across different poems; more nuanced eye towards personal revision and workshop critique of classmates' poems; deeper integration of materials drawn from published poetry and individual's own work for analysis and criticism with a focus on techniques of revision. Prerequisite: ENGL 13A (completed with a grade of "C" or higher). Transfer: CSU.

19 LITERARY MAGAZINE WORKSHOP 1 UNIT
Practical workshop training in the managing, editing, and printing of a literary supplement and/or magazine. Workshop enrollment constitutes the staff of the magazine Strongly Recommended: Eligibility for ENGL 1A. 1 hour. Transfer: CSU.

20 STUDIES IN SHAKESPEARE 3 UNITS
Readings of the sonnets and representative comedies, histories, tragedies, and romances of William Shakespeare, with attention to the early, middle and late phases of his art and to the Age of Elizabeth. Strongly recommended: English 4 (*completed with a grade of "C" or higher).* 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

21 THE EVOLUTION OF THE BLACK WRITER 3 UNITS
Introduction to America black writers of fiction, poetry, drama and the essay, beginning with the African experience as it relates to storytelling, to the "Slave Narratives" and continuing to the present. Emphasis on the 20th and 21st century writers' growth and development in relation to their historical and cultural context. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

22 MEXICAN AMERICAN/LATINO LITERATURE OF THE U.S. 3 UNITS
Introduction to literary works in fiction, poetry, drama and the essay which are concerned with the Mexican American/Latino cultural experience. Analysis of literature in the context of the historical growth of Mexican American/Latino identity in the United States in the 19th, 20th and 21st centuries. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

24 Storytelling in Modern American Novels and Films **3 units**

A critical comparison of storytelling in modern American novels and films. Examines how each genre uses its unique form and methods to convey narrative, integrating elements of contemporary culture and history. Explores the works of diverse novelists and filmmakers in light of particular periods and themes, as well as connections and adaptations between the two genres. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

25 asian-american literature **3 units**

Introduction to literary works of fiction, poetry, drama and the essay that reflect and explore the diversity of the Asian-American experience. Analysis of literature in the context of the historical growth of Asian-American identities with a focus on the 20th century. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

26 the literature of immigration and migration **3 units**

Exploration of literature that reflects the diverse experience of immigrating to and migrating within the United States. Focus on historical, political, social, and cultural background and issues of assimilation and identity drawn from the work of Asian Americans, Hispanic Americans, European Americans, African Americans, Native Americans, Arab Americans, among other groups. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS; AC.

28 classic and contemporary youth literature **3 units**

Social-historical context and tools for analyzing literature directed toward young readers. Emphasizes contemporary U.S. texts, classic works, and the origins of youth literature (including fables, folk tales and fairy tales). Explores subgenres and literary elements common to children's and young adult literature, including fantasy, journeys, and animal characters. Emphasizes literature from diverse authors and communities, and the impact of this literature on the psychological, sociological, and cultural growth of young readers. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS.

31 introduction to gay and lesbian literature **3 units**

Introduction to novels, poems, plays, and essays by and about gay men and lesbians. Analysis of the literature in the context of the gay and lesbian social and political movements of the 19th, 20th, and 21st centuries and evolving societal attitudes toward homosexuality. Strongly recommended: eligibility for English 1A. 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS.

32 u.s. women's literature **3 units**

Chronicles the expression of U.S. women authors through readings in a variety of genres such as fiction, poetry, drama, and the essay. Explores works by authors of varied racial and ethnic backgrounds in an effort to understand the diversity of women's voices, especially in the 20th century. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC.

35 modern and contemporary u.s. literature **3 units**

U.S. literature from the second half of the 19th Century to the present, including poetry, drama, prose fiction, and essays. Explores each work in relation to its social, cultural and historical contexts, and emphasizes the analysis of defining moments of the times as they are reflected in literature. Includes some research. Prerequisite: English 102 or English 101B *(completed with a grade of "P" or higher)* or eligibility for English 1A based on Accuplacer test score. Strongly Recommended: English 1A. 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS; C-ID: ENGL 135.

41 world literature (17th century to the present) **3 units**

Comparative study of selected works of literature, in English and in translation, from around the world, including Africa, Europe, the Middle East, Asia, the Americas, and other areas, from the mid seventeenth century to the present. Prerequisite: English 102 or English 101B *(completed with a grade of "P" or higher)* or eligibility for English 1A based on Accuplacer test score. Strongly Recommended: English 1A. 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS; C-ID: ENGL 145.

45 studies in fiction **3 units**

Form, development, and cultural insights of the novel and short story; exploration of particular themes or periods as reflected in works of fiction. Strongly recommended: Eligibility for English 1A or 52A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

48 the literature of the holocaust **3 units**

Explores the literatures of the Holocaust through readings in a variety of genres including the memoir, the diary, the essay, as well as fiction and poetry. Historically and culturally contextualizes the literature and examines the implications of writing which attempts to represent the Nazi genocide against the Jews. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

70 report writing **3 units**

Preparation of reports in business, industrial and technical fields, including explanations, instructions, argumentation and other kinds of writings, based on the demands of the occupations. Strongly recommended: Eligibility for English 1A or 52A. 3 hours. Transfer: CSU; AA/AS.

PREPARATORY READING AND WRITING

101A reading, reasoning, and writing I **4 units**

Academic reading, critical thinking, and writing expected in transfer and associate-degree classes. First semester of a two-semester sequence. Strongly recommended: participation in the English placement process. 3 hours lecture, 2 hours individualized instruction.

101B reading, reasoning and writing II **4 units**

Second semester study of academic reading, reasoning, and writing skills. Preparation for academic reading, critical thinking, and writing expected in transfer and associate-degree classes. Prerequisite: Successful

completion of English 101A. 3 hours lecture, 2 hours individualized instruction.

102 READING, REASONING, AND WRITING—ACCELERATED COURSE 4 UNITS
Preparation for academic reading, critical thinking, and writing expected in transfer and associate-degree classes. Strongly recommended: participation in the English placement process. 3 hours lecture, 2 hours individualized instruction.

107 INTRODUCTION TO ENGLISH GRAMMAR 3 UNITS
Basic components and rules of English grammar, syntax, and punctuation. Includes parts of speech, sentence patterns, sentence purpose, sentence construction, and sentence level errors in conjunction with writing. 3 hours.

115 FACULTY-STUDENT TUTORIAL: WRITING AND READING ACROSS THE CURRICULUM ½—3 UNITS
(See also General Studies 115)
Self-paced, individualized instruction in reading and writing effectiveness. Students may continue to take up to 3 units (maximum) of General Studies 115 and/or English 115 in subsequent terms. 2–6 hours laboratory.

LEARNING SKILLS

116 LEARNING SKILLS—DIAGNOSTIC CLINIC AND STUDY SKILLS 1 UNIT
Determination of eligibility for learning disabilities services through diagnostic testing. Includes state mandated tests. Focus on compensatory methods as derived from test results. 1 hour lecture, 1 hour laboratory.

117 LEARNING SKILLS—READING 4 UNITS
Reading to develop decoding, vocabulary and comprehension skills. Use of specialized techniques developed especially for students with learning disabilities. Includes reading comprehension strategies and vocabulary development, and other compensatory strategies. Designed for students with learning disabilities. Strongly recommended: English 116. 4 hours.

118A LEARNING SKILLS: READING/WRITING 3 UNITS
Strategies to develop college writing skills with an emphasis on developing reading comprehension strategies, summarizing and writing responses to readings. Includes compensatory strategies. Designed for students with learning disabilities to improve reading and writing skills. Strongly recommended: English 116. 3 hours.

118B LEARNING SKILLS: WRITING/READING 3 UNITS
Elements of the writing process including prewriting, organizing, writing and revising, and review of basic grammar. Includes reading comprehension strategies and review of compensatory strategies. Designed for students with learning disabilities to improve reading and writing skills. Strongly recommended: English 118A. 3 hours.

119 LEARNING SKILLS—PROBLEM SOLVING 3 UNITS
Preparation for problem solving success in college for those with learning disabilities. Emphasis on quantitative reasoning abilities needed to process and integrate word problems and related problem solving tasks. Designed for students with identified learning disabilities. Strongly recommended: English 116. 3 hours.

120 LEARNING SKILLS—STUDY STRATEGIES 2 UNITS
Guided practice in specific compensatory and study strategies for those with learning disabilities. Designed for Learning Skills students actively enrolled in an academic course. Focus on utilizing skills and strategies in conjunction with academic course materials. Designed for students with identified learning disabilities. Strongly recommended: English 116. 2 hours.

121 LEARNING SKILLS: QUANTITATIVE STRATEGIES THROUGH LANGUAGE SKILLS 2 UNITS
Guided practice in specific compensatory and study strategies for students with learning disabilities in language based quantitative reasoning skills (dyscalculia). Focus on utilizing skills and strategies in conjunction with academic course materials. Development of math and language skills. Designed for Learning Skills students enrolled in math. Strongly recommended: English 116. 2 hours.

ENGLISH AS A SECOND LANGUAGE (ESL)

Chabot College does not offer beginning or "survival" ESL courses. ESL classes at Chabot College are at intermediate and advanced levels only.

108 BASIC SPELLING FOR ENGLISH AS A SECOND LANGUAGE 1 UNIT
Basic sound/spelling patterns of English. Develops an understanding of the sounds and symbols of English, including open/closed syllables, short and long vowel sounds, consonant and consonant cluster sounds, spelling of homophones and other problem words in everyday English. Includes basic dictionary use. 1 hour

109 VOCABULARY SKILLS 1 UNIT
Build language proficiency by learning new vocabulary and developing vocabulary-building skills. 1 hour lecture, 1 hour laboratory.

110A HIGH BEGINNING READING AND WRITING 6 UNITS
A comprehensive review of basic sentence types; short writing assignments; reading fiction and nonfiction; reinforces fluency in reading, writing, and grammar. 6 hours.

110B INTERMEDIATE READING AND WRITING 6 UNITS
Logical paragraph development; reading both fiction and nonfiction; emphasis on the development of vocabulary and grammatical structures of written English. Prerequisite: A grade of pass in ESL 110A (or eligibility for ESL 110B demonstrated through the ESL Placement Process). 6 hours.

110C HIGH INTERMEDIATE READING AND WRITING 6 UNITS
Expository paragraphs and short essays; fiction and nonfiction reading; emphasis on the development of vocabulary and grammatical structures

of written English. Prerequisite: A grade of pass in ESL 110B (or eligibility for ESL 110C demonstrated through the ESL Placement Process). 6 hours.

110D ADVANCED READING AND WRITING 6 UNITS
Expository essays; critical reading; emphasis on advanced development of vocabulary and grammatical structures of written English. Prerequisite: A grade of pass in ESL 110C (or eligibility for ESL 110D demonstrated through the ESL Placement Process). 6 hours.

111A PRONUNCIATION 2 UNITS
Oral English with emphasis on strategies for clear pronunciation. 1 hour lecture, 3 hours laboratory.

111B ACADEMIC LISTENING AND SPEAKING 2 UNITS
Group and individual practice producing and responding to oral English in the academic environment. 1 hour lecture, 3 hours laboratory.

112 ENGLISH GRAMMAR: REVIEW FOR ESL 3 UNITS
Intermediate-level overview of the structures of English grammar. Important grammatical forms including verb tenses, articles, modal auxiliaries, the passive voice, reported speech, adjustive clauses, gerunds, infinitives, and conditional sentences. Strongly recommended: Eligibility for ESL 110C. 3 hours.

114 EDITING FOR THE ADVANCED ESL WRITER 2 UNITS
Use of standard written English to develop personal strategies for self-editing. Designed to ease the transition between explicit ESL instruction and the fluency demands of mainstream English curriculum. Strongly recommended: eligibility for ESL 110D or eligibility for English 101A demonstrated through the English Placement Process. 2 hours.

116A INTRODUCTION TO REVIEW OF BASIC ENGLISH 3 UNITS
A comprehensive review of basic sentence types; short writing assignments; reading fiction and nonfiction; reinforces fluency in reading, writing, and grammar. 3 hours.

116B REVIEW OF BASIC ENGLISH 3 UNITS
A continuation of a comprehensive review of basic sentence types; short writing assignments; reading fiction and nonfiction; reinforces fluency in reading, writing, and grammar. Prerequisite: ESL 116A. 3 hours.

117A INTRODUCTION TO INTERMEDIATE READING AND WRITING 3 UNITS
Introduction to logical paragraph development; reading both fiction and nonfiction; emphasis on the development of vocabulary and grammatical structures of written English. Prerequisite: ESL 116B (completed with a grade of "P" or higher) Eligibility for: ESL 110B. 3 hours.

117B INTERMEDIATE READING AND WRITING 3 UNITS
A continuation of the study of logical paragraph development; reading fiction and nonfiction; emphasis on the development of vocabulary and grammatical structures of written English. Prerequisite: ESL 117A (completed with a grade of "P" or higher) 3 hours.

120 WRITING WORKSHOP FOR NON-NATIVE SPEAKERS: EMPHASIS ON PRE-WRITING & PARAGRAPH ORGANIZATION ½ UNIT
Individualized and group instruction in writing with emphasis on pre-writing and paragraph organization. Student develops and reinforces academic writing skills through conferencing with instructor, group workshops, completing online exercises, completing and revising writing assignments, and working with instructor and tutors on individual writing needs. Strongly Recommended: Eligibility for ESL 110B. 1½ hours laboratory.

121 WRITING WORKSHOP FOR NON-NATIVE SPEAKERS: EMPHASIS ON THESIS DEVELOPMENT AND ESSAY ORGANIZATION ½ UNIT
Individualized and group instruction in writing with emphasis on thesis development and essay organization. Student develops and reinforces academic writing skills through conferencing with instructor, group workshops, completing online exercises, completing and revising writing assignments, and working with instructor and tutors on individual writing needs. Strongly Recommended: Eligibility for ESL 110B. 1½ hours laboratory.

122 WRITING WORKSHOP FOR NON-NATIVE SPEAKERS: EMPHASIS ON EDITING AND WRITING PROCESS ½ UNIT
This course is for non-native speakers of English who are taking English courses or other courses that require academic writing. It is also open to students enrolled in ESL courses. Editing and the writing process are emphasized, but all aspects of the writing process are addressed as needed on an individual basis. 1½ hours laboratory.

127 ESL PRONUNCIATION LAB ½ UNIT
Individual practice producing and responding to oral English with emphasis on clear pronunciation. 1½ hours laboratory.

128 FACULTY-STUDENT TUTORIAL—ESL ½—1 UNIT
Self-paced, individualized instruction in academic English for students who speak English as a second language. Focus on academic writing, reading, listening, and speaking skills needed in college courses. 1.5-3 hours laboratory.

129 VOCABULARY USAGE FOR ESL: IDIOMATIC EXPRESSIONS 1 UNIT
Designed to provide ESL students practice with idiomatic expressions. Strategies for identifying, defining and using a variety of idiomatic expressions. Strongly recommended: eligibility for ESL 110B and/or completion of ESL 109. 3 hours laboratory.

130 WRITING WORKSHOP FOR NON-NATIVE SPEAKERS: EMPHASIS ON USE AND CITATION OF SOURCE MATERIALS ½ UNIT
This course is for non-native speakers of English who are taking English courses or other courses that require academic writing. It is also open to students enrolled in ESL courses. Appropriate use and citation of source materials are emphasized, but all aspects of the writing process are addressed as needed on an individual basis.

Entrepreneurship (ENTR)

degree:
AS—Entrepreneurship

certificate of proficiency:
Administrative Assistant Entrepreneur
Automotive Technology Entrepreneur
Consumer Technology Entrepreneur
Entrepreneurship
Music Industry Entrepreneur
Personal Fitness Training Entrepreneur
Real Estate Entrepreneur

ENTREPRENEURSHIP
ASSOCIATE IN SCIENCE DEGREE

The degree program prepares students to start a new business, or to make an existing program more successful. Coursework focuses on development of broad business and communication skills, plus the specific skills and plans required to succeed as an entgrepreneur. If your main goal is to transfer to a four-year school, consider the AS-T in Business Administration instead.

YEAR ONE (FALL)
- Business 7 (Accounting for Small Business) . . . 3
- Business 36 (Introduction to Marketing) . . . 3
- Entrepreneurship 1 (Introduction to Entrepreneurship) . . . 3

YEAR ONE (SPRING)
- Business 16 (Business Mathematics) . . . 3
- Entrepreneurship 10 (Evaluating New Business Opportunities) . 2
- Entrepreneurship 20 (Marketing for Entrepreneurs) . . . 2

YEAR TWO (FALL)
- Business 10 (Business Law) . . . 4
- Entrepreneurship 30 (The Business Plan) . . . 3

YEAR TWO (SPRING)
- Business 92 (Excel Spreadsheets for Accounting) or Business 93 (Quickbooks) . . . 2
- Entrepreneurship 40 (Business Incubation and Launch) . . . 2
- Option* . . . 6

Total . . . 33

** Select six units from the following options:*
- Business 12 (Introduction to Business) . . . 3
- Business 22 (Introduction to Management) . . . 3
- Business 50G (Negotiating Skills) . . . 1
- Business 50J (Time Management Skills) . . . 1
- Business 50N (Dealing with Difficult People) . . . 1
- Business 50K (Listening Skills) . . . 1
- Computer Application Systems 50 (Introduction to Computer Application Systems) or Computer Science 8 (Computer Literacy) . . . 3
- Computer Application Systems 82 (Designing Webpages) . . . 3
- Psychology 45 (Psychology of Creativity and Innovation) . . . 3

GENERAL EDUCATION UNITS FOR A.S. DEGREE . . . 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
- General Education Courses (Areas A-E) . . . 16
- Business GE Requirement . . . 3
  - *Complete a minimum of 3 units*
  - Business 14 (Business Communications)

Total minimum units required . . . 60

ADMINISTRATIVE ASSISTANT ENTREPRENEUR
CERTIFICATE OF PROFICIENCY

The Administrative Assistant Entrepreneurship program prepares students to start a small home-based administrative support business. The focus is on building core administrative assisting capabilities supplemented with entrepreneurship and business planning courses. All courses in this certificate are offered online.

YEAR ONE (FALL)
- Entrepreneurship 1 (Introduction to Entrepreneurship) . . . 3
- Computer Application Systems 50 (Introduction to Computer Application Systems) or Computer Science 8 (Computer Literacy) . . . 3
- Computer Application Systems 88A (Microsoft Word I) . . . 3
- Computer Application Systems 54A (Microsoft Excel I) . . . 3

YEAR ONE (SPRING)
- Computer Application Systems 58 (Introduction to Microsoft Access) . . . 3
- Computer Application Systems 72F (Introduction to Microsoft PowerPoint) . . . 1
- Business 50F (Developing a Business Plan) . . . 1

Total . . . 17

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

AUTOMOTIVE TECHNOLOGY ENTREPRENEUR

CERTIFICATE OF PROFICIENCY

The Automotive Technology Entrepreneurship program introduces students to the fundamentals of automotive repair business ownership. The focus is on developing core automotive technology skills, and key business start-up skills.

YEAR ONE (FALL)

Automotive Technology 50 (Automotive Fundamentals) 2½
Automotive Technology 6A (Automotive Electrical and Electronic Fundamentals) 4
Entrepreneurship 1 (Introduction to Entrepreneurship) 3

YEAR ONE (SPRING)

Entrepreneurship 30 (The Business Plan) 3
Elective* 2½–4
Total 15–16½

*Elective
Choose any one of the following:
Automotive Technology 2 (Automotive Automatic Transmissions and Transaxles) 3
Automotive Technology 3 (Automotive Manual Transmissions and Transaxles) 3
Automotive Technology 4 (Automotive Suspension and Steering) 3
Automotive Technology 5 (Automotive Heating and Air Conditioning Systems) 3
Automotive Technology 7 (Automotive Braking Systems) 2½
Automotive Technology 8 (Automotive Air and Fuel Delivery Systems) 4

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

CONSUMER TECHNOLOGY ENTREPRENEUR

CERTIFICATE OF PROFICIENCY

The Consumer Technology Entrepreneurship program prepares students to start a home computer and home entertainment support business. The focus is on developing core electronic systems skills and key business start-up and management skills.

YEAR ONE (FALL)

Entrepreneurship 1 (Introduction to Entrepreneurship) 3
ESYS 50 (Introduction to Electronic Systems Technology) 2
ESYS 51 (Fabrication Techniques for Electronic Systems Technology) 2

YEAR ONE (SPRING)

Entrepreneurship 20 (Marketing for Entrepreneurs) 2
ESYS 63A (IT Essentials: PC Hardware and Software I) or CNT 83A (IT Essentials: PC Hardware and Software I) . . 2
ESYS 63B (IT Essentials: PC Hardware and Software II) or CNT 83B (IT Essentials: PC Hardware and Software II) 2
ESYS 62 (Home Technology Systems) 2
Business 50F (Developing a Business Plan) 1
Total 16

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

ENTREPRENEURSHIP

CERTIFICATE OF PROFICIENCY

The Entrepreneurship program prepares students to start a new business or to make an existing small business more successful. The focus is on identifying and evaluating business opportunities, developing in-depth marketing and business plans, building the skills needed to operate a small business, and developing detailed business launch plans. All courses in this certificate are offered online.

CORE COURSES

Entrepreneurship 1 (Introduction to Entrepreneurship) 3
Entrepreneurship 20 (Marketing for Entrepreneurs) 2
Entrepreneurship 30 (The Business Plan) 3

Choose one of the following:
Business 10 (Business Law) 4
Business 14 (Business Communications) 3

Choose one of the following:
Entrepreneurship 5 (The Entrepreneurial Mindset) 3
Entrepreneurship 40 (Business Incubation and Launch) 3
Business 7 (Accounting for Small Business) 3
Business 93 (QuickBooks) 2
Total 14-16

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

MUSIC INDUSTRY ENTREPRENEUR

CERTIFICATE OF PROFICIENCY

This certificate provides students interested in self-employment in the music industry with the essential music business knowledge, a core music recording technology background AND essential entrepreneurship skills they will need to succeed in self-employment and/or operating a music business.

YEAR ONE (FALL)

Entrepreneurship 1 (Introduction to Entrepreneurship) 3

Entrepreneurship 10 (Evaluating New Business Opportunities)
or Entrepreneurship 20 (Marketing for Entrepreneurs) 2
Music Recording Technology 21 (Audio Recording I)
or Music Recording Technology 22A (Electronic Music Production I) 3

YEAR ONE (SPRING)

Music Recording Technology 26 (Music Business and the Law) . 3
Music Recording Technology 28 (Music Industry Career Development) 3
Entrepreneurship 30 (The Business Plan) 3
Total 17

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

PERSONAL FITNESS TRAINING ENTREPRENEUR

CERTIFICATE OF PROFICIENCY

The Personal Fitness Training Entrepreneurship program prepares students to start a small personal fitness training business. The focus is on developing core training skills and key business start-up skills.

YEAR ONE (FALL)

Kinesiology 2 (Introduction to Athletic Training) 4
PEAC WEI1 (Introduction to Weight Training) 1-2½
Entrepreneurship 1 (Introduction to Entrepreneurship) 3

YEAR ONE (SPRING)

Entrepreneurship 20 (Marketing for Entrepreneurs) 2
Business 50F (Developing a Business Plan) 1
Kinesiology 15 (Introduction to Personal Fitness Training) 3
Total 14–15½

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

REAL ESTATE ENTREPRENEUR

CERTIFICATE OF PROFICIENCY

The Real Estate Entrepreneurship program prepares students for success as realtors. The focus is on building the core real estate capabilities required for licensing supplemented with an entrepreneurship course to develop business skills. All courses in this certificate are offered online.

YEAR ONE (FALL)

Entrepreneurship 1 (Introduction to Entrepreneurship) 3
Real Estate 80 (Real Estate Principles) 3
Real Estate 84 (Real Estate Practice) 3

YEAR ONE (SPRING)

Elective* 3–4
Business 50F (Developing a Business Plan) 1
Total 13–14

*Elective

Choose any one of the following:

Business 7 (Accounting for Small Business) 3
Business 10 (Business Law) 4
Real Estate 81A (Legal Aspects of Real Estate) 3
Real Estate 82A (Real Estate Appraisal) 3
Real Estate 83 (Real Estate Finance) 3
Real Estate 85 (Real Estate Economics) 3
Real Estate 86 (Escrows) 3
Real Estate 88 (Real Estate Property Management) 3
Real Estate 89 (Real Estate Office Administration) 3

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

Entrepreneurship (ENTR)

1 INTRODUCTION TO ENTREPRENEURSHIP 3 UNITS

Introduction to the key concepts and skill requirements for new business creation. Evaluation of personal entrepreneurship skills. Emphasis on identifying viable business opportunities, and the process of planning for new venture start-up. 3 hours. Transfer: CSU; AA/AS.

5 THE ENTREPRENEURIAL MINDSET 3 UNITS

A study of social and business entrepreneurs throughout history and around the world. An exploration of the traits that enable entrepreneurs to thrive in vastly different cultures and eras, and the important contributions made by these innovators. 3 hours. Transfer: CSU; CSU/GE; AA/AS.

15 THE ELEVATOR PITCH 1 UNIT

An elevator pitch is a short summary used to quickly and simply define a person, profession, product, service, organization or event and its value proposition. This course will help you to define your pitch for a business idea and to support it with relevant market research and financial projections. 1 hour. Transfer: CSU.

16 MAKING THE PITCH 1 UNIT

An elevator pitch is a short summary used to quickly and simply define a person, profession, product, service, organization or event and its value proposition. This course will teach you how to identify the attributes of a value proposition; outline a presentation that articulates those values; orally present your value proposition in the form of a 2 minute elevator pitch. Prerequisite: ENTR 1 or ENTR 15 (each completed with a grade of "C" or higher). 1 hour. Transfer: CSU.

20 MARKETING FOR ENTREPRENEURS 3 UNITS

Marketing strategy and techniques for start-up and small businesses. Focus on low-cost, flexible, innovative marketing tools. 2 hours. Transfer: CSU;

30 THE BUSINESS PLAN 3 UNITS

Development and presentation of a "ready to take to the bank for funding," realistic, and ready to implement business plan. Business plan components will include a business concept, industry and market analysis, a marketing and organizational plan, operations plan, funding plan, and financial projections. Prerequisite: Entrepreneurship 1 *(completed with a grade of "C" or higher)*. 3 hours. Transfer: CSU; AA/AS.

40 BUSINESS INCUBATION AND LAUNCH 3 UNITS

The transition from a business plan to successful business launch. Key emphasis areas are development of plans for legal structure, accounting, financing/funding and implementation, as well as contingency planning. Prerequisite: Entrepreneurship 30. 1.3 hours lecture, 2 hours laboratory. Transfer: CSU.

Environmental Science

(See Biological Sciences)

Environmental Studies

DEGREE: AA–Environmental Studies

Chabot College offers an associate in Arts Degree in Environmental Studies to provide students with a multidisciplinary overview of relationships between humans and the physical world. Contemporary environmental issues are examined from the vantage points of natural systems and ecology, human culture and cultural diversity, and modern political economy. The program enables the student to place emphasis on one of four approaches to the study of environment: the social/behavioral environment, social issues and ethics, environment and human health, or the physical/ecological environment.

ENVIRONMENTAL STUDIES

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Geography 1 (Introduction to Physical Geography) 3
Economics 1 (Principles of Microeconomics)
or Economics 10 (General Economics)
or Political Science 20 (Comparative Politics)
or Political Science 30 (International Relations) 3

YEAR ONE (SPRING)

Anthropology 1 (Biological/Physical Anthropology) 3

YEAR TWO (FALL)

Geography 2 (Cultural Geography)
or Anthropology 3 (Social and Cultural Anthropology)
or Anthropology 7 (Introduction to Globalization)
or Sociology 1 (Principles of Sociology) 3

YEAR TWO (SPRING)

Emphasis options (Select from the emphasis option list below) . 9-12

Total 21-24

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements

Total minimum units required 60

Emphasis 1 - The Social/Behavioral Environment

History 4 (World History: 1500 to the Present) 3
Psychology 1 (General Psychology)
or Psychology 3 (Introduction to Social Psychology)
or Early Childhood Development 62 (Child, Family and Community)
or Sociology 2 (Social Problems) 3
If core course taken was Economics 1 or Economics 10:
Political Science 20 (Comparative Politics)
or Political Science 30 (International Relations)
If core course taken was Political Science 20 or Political Science 30:
Economics 1 (Principles of Microeconomics)
or Economics 10 (General Economics) 3

Emphasis 2 - Social Issues and Ethics

Philosophy 60 (Introduction to Philosophy: Ethics)
or Business 42 (Green Business Practices) 3
Sociology 2 (Social Problems)
or Sociology 4 (Marriage and Family Relations)
or Administration of Justice/Political Science 45 (Law and Democracy)
or Political Science 12 (Introduction to California State and Local Government). 3
Psychology-Counseling 4 (Multiethnic/Cultural Communication)
or Psychology-Counseling 13 (Multicultural Issues in Contemporary America)
or Communication Studies 11 (Intercultural Communication) 3

Emphasis 3 - Environment and Human Health

Geography 10 (Global Environmental Problems) 3
Environmental Science 11 (Humans and the Environment with Laboratory) 4
Psychology 25 (Stress Management and Health Psychology)
or Nutrition 1 (The Science of Nutrition)
or Early Childhood Development 54 (Child Health, Safety and Nutrition) 2-3

Emphasis 4 - The Physical/Ecological Environment

Geography 10 (Global Environmental Problems) 3

Environmental Science 11 (Humans and the Environment with Laboratory)
or Biology 10 (Introduction to the Science of Biology)
or Biology 4 (Principles of Animal Biology and Evolution)
or Biology 6 (Principles of Plant Biology and Ecology) 4
Chemistry 10 (Introduction to Chemistry)
or Chemistry 31 (Introduction to College Chemistry)
or Chemistry 1A (General College Chemistry I) 4-5

Ethnic Studies (ES)

DEGREE: AA–Ethnic Studies

The Ethnic Studies Program, interdisciplinary in scope, will begin with a focus on the history, literature and cultures of African-Americans, Asian/Pacific Islander-Americans, Chicano-Latinos, Native Americans and Middle Eastern Americans.

ETHNIC STUDIES
ASSOCIATE IN ARTS DEGREE

CORE COURSES

Ethnic Studies 1 (Introduction to Ethnic Studies). 3
Anthropology 5 (Cultures of the U.S. in Global Perspective)
or Sociology 3 (American Cultural and Racial Minorities). . . 3

Select 15 units from the following. At least three different racial or ethnic groups must be studied.

Anthropology 8 (Native American Cultures). 3
English 21 (The Evolution of the Black Writer) 3
English 22 (Mexican American/Latino Literature of the U.S.) . . 3
Ethnic Studies 2 (Contemporary Ethnic Minority Families in the U.S.) 3
Ethnic Studies 3 (Introduction to Muslim-American Studies). . . 3
History 20 (The African-American Experience in U.S. History Through Reconstruction) 3
History 21 (The African-American Experience in U.S. History Since Reconstruction). 3
History 22 (Mexican American History and Culture) 3
History 25 (American Indian History and Culture) 3
Psychology Counseling 4 (Multiethnic/ Cultural Communication). 3
Psychology Counseling 13 (Multicultural Issues in Contemporary America) 3
Sociology 10 (Introduction to Asian American Studies) 3
Total 21

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements
Total minimum units required 60

Ethnic Studies (ES)

1 INTRODUCTION TO ETHNIC STUDIES 3 UNITS
An introduction to the historical and socio-cultural experiences of racial and ethnic groups in the United States. Focus will be on key issues such as immigration, political stratification, employment discrimination, Americanization, class, racial and ethnic identity, and gender roles that have shaped relations in American society. Study is inter- and multi-disciplinary. A comparative approach covering African American, Mexican American, Asian American, Native American and Middle Eastern American. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC.

2 CONTEMPORARY ETHNIC MINORITY FAMILIES IN THE U.S. 3 UNITS
Examination of the diversity of contemporary United States ethnic minority families with an emphasis on comparison and contrast. Family dynamics and processes will be the primary focus within the context of ethnicity. Adaptation and responses to dominant group social constructs and social structures will also be examined. Groups to include: African American; Asian American; Mexican, Central and Latin American; Native American; Middle Eastern American. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

3 INTRODUCTION TO MUSLIM-AMERICAN STUDIES 3 UNITS
An examination of the diversity of Muslim communities in the United States with an emphasis on comparing and contrasting their histories, cultures and experiences. Topics include: patterns of migration; religious beliefs and practice; acculturation and assimilation; political involvement; education and employment; 9/11 and its aftermath; relations with the broader Muslim world. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

Film (FILM)

9 FILM PRODUCTION COLLOQUIA 1 UNIT
Explorations in CV film production and presentation. Analysis of skills acquired through production assistance including research, budgets, permits, clearances, releases, location scouting, film crewing, post-production, marketing, screenings, festivals, or some combination of these. 1 hour lecture, 1 hour TBA. Transfer: CSU.

14 FILM PRE-PRODUCTION 3 UNITS
The pre-production process for film, as well as traditional and contemporary forms of visual media, including key participants and their job functions. Proposal pitches, log lines, script formats, and fundamentals of story, dialogue, and character development for pre-production planning. Examination of the roles and influence of audiences, clients, distributors, and studio executives on project financing and the script development phase. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; AA/AS.

50 BEGINNING FILM PRODUCTION 3 UNITS
Introduction to the history and theory of filmmaking as an artistic medium through lectures, screenings, demonstrations, and hands-on practicum. Critical analysis and appreciation of production elements and development of skills in pre-production planning, digital cinematography, direction of actors, sound design, art direction, and post-production. 3 hours lecture, 1 hour activity. Transfer: CSU; UC; CSU/GE; AA/AS.

60 DOCUMENTARY FILM 3 UNITS
Introduction to the historical development of documentary film and current techniques of documentary DV filmmaking. Story basics, research, structure, objective/subjective approach, simple shooting setups, interviewing, and rough-cut editing. Strongly Recommended: Film 50. 3 hours lecture, 1 hour activity. Transfer: CSU; UC; CSU/GE; AA/AS.

89 SPECIAL STUDIES IN FILM ½–5 UNITS
Individual projects in Digital Video (DV) film production at the intermediate to advanced level. Development of knowledge and skills acquired in previous or current work with emphasis on current projects involving writing, producing, directing, cinematography, sound recording/sound design, lighting, art direction, production design, editing, or some combination of these. Prerequisites: Two of the following courses: Film 14, Film 50, Film 60 *(completed with a grade of "B" or higher).* 1½–5 hours. Transfer: CSU

Fire Technology (FT)

DEGREE:
AA–Fire Technology
AS–Fire Technology
AA–Fire Prevention Inspector
AS–Fire Prevention Inspector

CERTIFICATE OF ACHIEVEMENT:
Fire Technology
Fire Prevention Inspector

This two-year diploma program is designed for students who wish to pursue careers in fire protection, primarily for the inspection of industrial, commercial and institutional properties, environmental safety and accident prevention, and for people presently in those areas wishing to improve their academic and technical skills and abilities.

FIRE TECHNOLOGY

The Fire Technology program is based on the Uniform Fire Technology curriculum as approved by the State Board of Fire Services and the California Fire Chiefs Association. Successful completion of the program qualifies the pre-service student for State Firefighter-1 Certification. Classes are also offered for Fire Service Personnel leading to State Fire Officer Certification.

FIRE PREVENTION INSPECTOR

The Fire Prevention Inspector program is also based on the Uniform Fire Technology curriculum and offers general courses in applied physics and chemistry, as well as specialized courses in fire prevention, public safety, building construction and fire protection system design.

FIRE TECHNOLOGY
ASSOCIATE IN ARTS OR
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)
- Fire Technology 50 (Fire Protection Organization) 3
- Fire Technology 51 (Fire Service Operations) 3
- Fire Technology 52 (Firefighter Safety and Survival) 3
- Health 61 (First Responder) 2½
- Physical Education 2FSC (Fire Science Conditioning) 1

YEAR ONE (SPRING)
- Fire Technology 53 (Fire Behavior and Combustion) 3
- Fire Technology 55 (Fire Protection Equipment and Systems) 3
- Health 81 (Emergency Medical Technician—Basic) 6½
- Health 83 (Patient Stabilization, Extrication and Triage) . . . . . ½

YEAR TWO (FALL)
- Fire Technology 54 (Fire Prevention Technology) 3
- Fire Technology 56 (Building Construction for Fire Protection) . . 3

YEAR TWO (SPRING)
- Fire Technology 89 (Firefighter-1 (Academy Introduction) . . . . ½
- Fire Technology 90A* (Firefighter-1 Certification Preparation I/Basic) 2
- Fire Technology 90B* (Firefighter-1 Certification Preparation II/Intermediate) 2
- Fire Technology 90C* (Firefighter-1 Certification Preparation III/Advanced) 2
- Fire Technology 91 A (CAL FIRE Wildland Firefighter Basic Training) 3
- Fire Technology 91 B (Hazardous Materials First Responder—Operational Level) 1½
- Fire Technology 91C (I-200 Basic ICS Incident Command System) 1½
- Fire Technology 91D (Fire Fighter Survival) . . . . . ½

Total 22–44½**

**Fire Technology 50, 51, 52 and Health 81 must be completed with a "C" or higher grade before acceptance to the Firefighter-I Academy (Fire Technology 89, 90A, 90B, 90C). A current EMT certificate will be accepted in lieu of Health 81. Fire Technology 89 must be completed with P before student may register for 90A, 90B, 90C.*

***Students pursuing the Associate Degree, who are currently employed by*

a Fire Department in the rank of Firefighter or higher, may have the following classes waived with proof of equivalent or higher certification: Fire Technology 89, 90A, 90B, 90C, 91A, 91B, 91C and Health 61, 81, 83. These students may opt for an alternate Physical Education course in lieu of the PE2FSC (Fire Science Conditioning) course.

GENERAL EDUCATION COURSES FOR THE A.A. DEGREE . . 25
For specific General Education courses refer to catalog section on Graduation requirements.

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Fire Technology GE Requirement. 3
Complete a minimum of 3 units from
English 70 (Report Writing)
Total minimum units required 60

FIRE TECHNOLOGY
CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)
Fire Technology 50 (Fire Protection Organization) 3
Fire Technology 51 (Fire Service Operations) 3
Fire Technology 52
(Firefighter Safety and Survival). 3
Health 61 (First Responder) 2½
Physical Education 2FSC (Fire Science Conditioning) 1
YEAR ONE (SPRING)
Fire Technology 53 (Fire Behavior and Combustion) 3
Fire Technology 55 (Fire Protection
Equipment and Systems). 3
Health 81 (Emergency Medical Technician—Basic) 6½
Health 83 (Patient Stabilization, Extrication and Triage). . . . . .½
YEAR TWO (FALL)
Fire Technology 54 (Fire Prevention Technology) 3
Fire Technology 56 (Building Construction for Fire Protection) . . 3
YEAR TWO (SPRING)
Fire Technology 89 (Firefighter-1 (Academy Introduction) . . . . ½
Fire Technology 90A* (Firefighter-1
Certification Preparation I/Basic) 2
Fire Technology 90B* (Firefighter-1
Certification Preparation II/Intermediate) 2
Fire Technology 90C* (Firefighter-1
Certification Preparation III/Advanced) 2
Fire Technology 91 A (CAL FIRE Wildland Firefighter Basic
Training) 3
Fire Technology 91 B (Hazardous Materials
First Responder—Operational Level) 1½
Fire Technology 91C (I-200 Basic ICS
Incident Command System) 1½
Fire Technology 91D (Fire Fighter Survival) . . . . . .½
Total 22–44½**

**Fire Technology 50, 51, 52 and Health 81 must be completed with a "C" or higher grade before acceptance to the Firefighter-I Academy (Fire Technology 89, 90A, 90B, 90C). A current EMT certificate will be accepted in lieu of Health 81. Fire Technology 89 must be completed with P before student may register for 90A, 90B, 90C.*

***Students pursuing the Associate Degree, who are currently employed by a Fire Department in the rank of Firefighter or higher, may have the following classes waived with proof of equivalent or higher certification: Fire Technology 89, 90A, 90B, 90C, 91A, 91B, 91C and Health 61, 81, 83. These students may opt for an alternate Physical Education course in lieu of the PE2FSC (Fire Science Conditioning) course.*

FIRE PREVENTION INSPECTOR
ASSOCIATE IN ARTS OR
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)
Fire Technology 50 (Fire Protection Organization) 3
Fire Technology 54 (Fire Prevention Technology) 3
YEAR ONE (SPRING)
Fire Technology 52 (Firefighter Safety and Public Education) . . . 3
Fire Technology 55 (Fire Protection Equipment and Systems). . . 3
YEAR TWO (FALL)
Fire Technology 53 (Fire Behavior Combustion). 3
Fire Technology 56 (Building Construction for Fire Protection) . . 3
YEAR TWO (SPRING)
Industrial Technology 74 (Measurements and Calculations) 3
Business 22 (Introduction to Management) 3
Total 24

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

GENERAL EDUCATION COURSES FOR THE A.A. DEGREE 25
For specific General Education courses refer to catalog section on Graduation requirements.

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Fire Technology GE Requirement. 3
Complete a minimum of 3 units from
English 70 (Report Writing)
Total minimum units required 60

FIRE PREVENTION INSPECTOR
CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)
Fire Technology 50 (Fire Protection Organization) 3
Fire Technology 54 (Fire Prevention Technology) 3

YEAR ONE (SPRING)

Fire Technology 52
(Firefighter Safety and Public Education) 3
Fire Technology 55 (Fire Protection
Equipment and Systems) 3

YEAR TWO (FALL)

Fire Technology 53 (Fire Behavior Combustion) 3
Fire Technology 56
(Building Construction for Fire Protection) 3

YEAR TWO (SPRING)

Industrial Technology 74 (Measurements and Calculations) 3
Business 22 (Introduction to Management) 3
Total 24

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

Fire Technology (FT)

Fire Technology courses may be scheduled alternating years. Students may be required to take day and evening classes to complete the degree.

50 FIRE PROTECTION ORGANIZATION 3 UNITS
Introduction to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems, introduction to fire strategy and tactics. Strongly recommended: eligibility for English A. 3 hours lecture, plus a total of 12 hours laboratory for the semester. Transfer: CSU.

51 FIRE SERVICE OPERATIONS 3 UNITS
Fundamentals of fire department organization, management and resources; fire company organization; resources to control various emergencies; multi=agency coordinating systems; support and regulatory agencies; strategy and tactics applied to structural fire fighting; wildland fire fighting and hazardous material emergencies; and safety conditions to be considered. 3 hours lecture, plus a total of 6 hours laboratory for the semester. Transfer: CSU.

52 FIREFIGHTER SAFETY AND SURVIVAL 3 UNITS
Basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services; assessing fire dangers and handling common fire situations; risk abatement and personal preparation for unforeseen fire emergencies; roles and responsibilities in educating the public on fire safety; development of a survival attitude using problem-solving techniques for increased situational awareness and self-reliance in an emergency. 3 hours lecture plus a total of 12 hours laboratory for the semester. Transfer: CSU.

53 FIRE BEHAVIOR AND COMBUSTION 3 UNITS
Theory and fundamentals of why fires start, spread, and are controlled. An in depth study of fire chemistry and physics fire characteristics of materials, extinguishing agents, and fire control techniques. 3 hours. Transfer: CSU.

54 FIRE PREVENTION TECHNOLOGY 3 UNITS
Provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationship of fire prevention with built-in fire protection systems, fire investigation and fire safety education. Provides skills necessary for California Fire Service Training and Education System, Certified Firefighter I and Fire Inspector I. 3 hours. Transfer: CSU.

55 FIRE PROTECTION EQUIPMENT AND SYSTEMS 3 UNITS
Features of design and operation of fire alarm systems, smoke detection systems, water-based fire suppression systems, special hazard fire suppression systems; means and adequacy of required exiting systems; installation and maintenance of automatic, manual, and other private fire-extinguishing equipment, heat and smoke control systems; water supply for fire protection and portable fire extinguishers. 3 hours. Transfer: CSU.

56 BUILDING CONSTRUCTION FOR FIRE PROTECTION 3 UNITS
Components of building construction that relate to firefighter and life safety. Elements of construction and design of structures as key factors when inspecting buildings, preplanning fire operations, and operating at fires/collapse emergencies. The development and evolution of building and fire codes in relationship to past fires/collapses in residential, commercial, and industrial occupancies. 3 hours. Transfer: CSU.

71A FIRE COMMAND 1A: COMMAND OPERATIONS FOR THE COMPANY OFFICER 2 UNITS
Provides first-in incident commander and fire company officers with an introduction to the principles of command; overview of the concept of command safety and the risk management process; pre-incident planning considerations; command considerations at structure fire incidents; company officer initial actions at an incident including the development of incident priorities, strategy, and tactics; information on the roles and responsibilities of a company officer for post-incident actions; and the opportunity to gain experience in a controlled environment through structure fire incident simulations. Satisfies part of the California Office of State Fire Marshal Certification Training Standards for Company Officer. Prerequisite: Fire Technology 91C or successful completion of I-200 (Basic Incident Command System). 30 total hours lecture, 10 total hours laboratory. Transfer: CSU.

71B FIRE COMMAND 1B: ALL-RISK COMMAND OPERATIONS FOR THE COMPANY OFFICER 2 UNITS
Provides first-in incident commander and fire company officers with an overview of considerations specific to incidents where the Incident Command System (ICS) may be used to manage a first alarm structure fire, multiple casualties, hazardous materials, and urban search and rescue (USAR); and the opportunity to gain experience in a controlled environment through incident simulations. Satisfies part of the California Office of State Fire Marshal Certification Training Standards for Company

Officer. Prerequisites: Fire Technology 71A, or successful completion of Fire Command 1A (Command Operations for the Company Officer), and Fire Technology 91C, or successful completion of I-200 (Basic Incident Command System). 30 total hours lecture, 10 total hours laboratory. Transfer: CSU.

72 FIRE MANAGEMENT I: MANAGEMENT FOR THE COMPANY OFFICER 2 UNITS

Prepares or enhances the first line supervisor's ability to supervise subordinates; introduces key management concepts and practices utilized, and includes discussions about decision-making, time management, leadership styles, personnel evaluations, and counseling guidelines. Satisfies part of the California Office of State Fire Marshal Certification Training Standards for Company Officer. 30 total hours lecture, 10 total hours laboratory. Transfer: CSU.

73A FIRE PREVENTION 1A: INTRODUCTION TO THE CALIFORNIA FIRE CODE BRIDGE (2009) 2 UNITS

Provides a broad, technical overview of fire prevention codes and ordinances, inspection practices, and key hazards. Satisfies part of the California Office of State Fire Marshal Certification Training Standards for Fire Officer, Fire Prevention Officer, and Public Education Officer I. 30 total hours lecture, 10 total hours laboratory. Transfer: CSU.

73B FIRE PREVENTION 1B: INSPECTION OF FIRE PROTECTION SYSTEMS AND SPECIAL HAZARDS BRIDGE (2009) 2 UNITS

Provides fire prevention professionals with the base level knowledge necessary to inspect fire protection systems and special hazards. Satisfies part of the California Office of State Fire Marshal Certification Training Standards for Fire Officer, Fire Prevention Officer, and Public Education Officer I. Prerequisite: Fire Technology 73A, or successful completion of Fire Prevention 1A (Introduction to the California Fire Code). 30 total hours lecture, 10 total hours laboratory. Transfer: CSU.

74A FIRE INVESTIGATION 1A: FIRE ORIGIN AND CAUSE DETERMINATION 2 UNITS

Provides firefighters, fire investigators and law enforcement officers assigned to a fire investigation with an introduction and basic overview of fire scene investigation; focus of the course is on fire scene indicators and to determine the fire's origin. Satisfies part of the California Office of State Fire Marshal Certification Training Standards for Company Officer. 30 total hours lecture, 10 total hours laboratory. Transfer: CSU.

76A TRAINING INSTRUCTOR 1A: COGNITIVE LESSON DELIVERY 2 UNITS

Provides company officers, state fire training registered instructors and training officers with methods and techniques for training in accordance with the latest concepts in career education; selecting, adapting, organizing, and using instructional materials appropriate for teaching cognitive lessons; criteria and methods to evaluate teaching and learning efficiency; and an opportunity to apply major principles of learning or teaching demonstrations. Two (2) student instructor teaching demonstrations are required of all. Satisfies part of the California Office of State Fire Marshal Certification Training Standards for Company Officer and Training Officer. 30 total hours lecture, 10 total hours laboratory. Transfer: CSU.

76B TRAINING INSTRUCTOR 1B: PSYCHOMOTOR LESSON DELIVERY 2 UNITS

Provides company officers, state fire training registered instructors and training officers with methods and techniques for training in accordance with the latest concepts in career education; selecting, adapting, organizing, and using instructional materials appropriate for teaching psychomotor lessons; criteria and methods to evaluate teaching and learning efficiency; and an opportunity to apply major principles of learning or teaching demonstrations. Two (2) student instructor teaching demonstrations are required of all. Satisfies part of the California Office of State Fire Marshal Certification Training Standards for Company Officer and Training Officer. Prerequisite: Fire Technology 76A, or successful completion of Training Instructor 1A (Cognitive Lesson Delivery). 24 total hours lecture, 16 total hours laboratory. Transfer: CSU.

88A INTRODUCTION TO FIRE FITNESS TRAINING 1 UNIT

This course is designed to prepare the Fire Technology student for the physical rigors of FT89 and the Chabot Fire Academy. Course sessions will address aspects of physical training, ladder and hydrant operations and knots utilized in the Fire Service. May not receive credit if PEAC FFT has been completed. 3 hours laboratory. Transfer: CSU; AA/AS.

88B INTERMEDIATE FIRE FITNESS TRAINING 1 UNIT

This course is designed to further the physical fitness and vocational skills of the fire technology student. Course sessions will consist of physical training and continuing fire service skills development. May not receive credit if PEAC FFT1 has been completed. Prerequisite: FT 88A or PEAC FFT *(each completed with a grade of "C" or higher.)* 3 hours laboratory. Transfer: CSU; AA/AS.

88C ADVANCED FIRE FITNESS TRAINING 1 UNIT

Designed to increase the skill and fitness levels developed in FFT 2 or FT 88B, intermediate fire fitness training. May not receive credit if PEAC FFT 2 has been completed. Prerequisite: FT 88B or PEAC FFT1 *(each completed with a grade of "C" or higher.)* 3 hours laboratory. Transfer: CSU; AA/AS.

88D TACTICAL FIRE FITNESS TRAINING 1 UNIT

This course is designed to maximize the physical fitness and vocational skills development of the Fire Technology student. May not receive credit if PEAC FFT 3 has been completed. Prerequisite: FT 88C or PEAC FFT2 *(each completed with a grade of "C" or higher)* 3 hours laboratory. Transfer: CSU; AA/AS.

89 FIREFIGHTER–1 ACADEMY INTRODUCTION ½ UNIT

Orientation and evaluation of the necessary knowledge, skills, and abilities to succeed in the Firefighter 1 Academy (Fire Technology 90A, 90B and 90C). Physical fitness and hand-eye coordination skills evaluation. Proof of a current Candidate Physical Ability Test (CPAT) certificate (no older than six months from the first day of this class) may allow the candidate to waive certain physical ability evaluations. Prerequisites: Fire Technology 50, 51, 52; Physical Education 2FSC or equivalent firefighter physical conditioning training; Health 81 (or proof of enrollment in an EMT program at another institution. *(All courses completed with a grade of "C" or higher)*. Strongly recommended: Mathematics 65 and eligibility for English 1A. 4 hours total lecture, 12 hours total laboratory.

90A FIREFIGHTER–1 CERTIFICATION PREPARATION I (BASIC) 2 UNITS

Development of individual skills and basic knowledge necessary to perform the functions of a firefighter. Practice in donning breathing apparatus, knot tying, placing ladders, pulling hose, making water supply connections and using the incident command system. Students will be required to pass a physical examination by a licensed medical professional and provide the Fire Academy Physical Verification forms and proof of current completion of an Emergency Medical Technician program by the first class meeting. Prerequisites: Fire Technology 50, 51, 52 and 89; Physical Education 2FSC or equivalent firefighter physical conditioning training. (All courses completed with a grade of "C" or higher; Fire Technology 89 completed with P before student may register for 90A.) 24 total hours lecture, 40 total hours laboratory. Transfer: CSU.

90B FIREFIGHTER–1 CERTIFICATION PREPARATION II (INTERMEDIATE) 2 UNITS

Continuation of skills and basic knowledge necessary to perform the functions of a firefighter, engineer and captain within a fire attack team. Practice in donning breathing apparatus, knot tying, placing ladders, pulling hose, making water supply connections and using the incident command system. Prerequisite: Fire Technology 90A (*completed with a grade of "C" or higher*). 24 total hours lecture, 40 total hours laboratory. Transfer: CSU.

90C FIREFIGHTER–1 CERTIFICATION PREPARATION III (ADVANCED) 2 UNITS

Continuation of skills and basic knowledge necessary to perform the functions of a fire attack team, in multiple company exercises, which include: hose and ladder evolutions; salvage and overhaul techniques; fire attack, control and extinguishment techniques for various situations. Firefighter–1 Graduation Certificate awarded upon successful completion. Students with six months paid experience or 12 months volunteer/work experience may apply for the State Certificate, with proof of current completion of a valid Emergency Medical Technician Program. Prerequisite: Fire Technology 90B (*completed with a grade of "C" or higher*). 24 total hours lecture, 40 total hours laboratory. Transfer: CSU.

91A CAL FIRE WILDLAND FIREFIGHTER BASIC TRAINING 3 UNITS

Provides a basic wildland firefighter course oriented toward entry-level employment opportunities within agencies responsible for wildland fire mitigation and interface I-Zone protection, with emphasis on the equipment utilized on California Department of Forestry and Fire Protection (CAL FIRE) engines. The course is structured with a maximum emphasis on demonstration, student application and performance examinations. Fundamentals of wildland fire control and techniques of controlling other emergency incidents are covered with a strong safety perspective. A live fire exercise is provided for application of fire control and suppression techniques. Provides S130 and S190 equivalency under National Wildfire Coordinating Group (NWCG), IS-700.a under the Emergency Management Institute, and CAL FIRE Wildland Firefighter Basic Training certification requirements. Course complies with the State Board of Fire Services Wildland Fire Fighting requirements for Firefighter I Certification. Prerequisite: current enrollment in, or successful completion of either Fire Technology 90C *(completed with a grade of "C" or higher)* or a California Accredited Fire Fighter 1 Academy. 2.25 hours lecture, 1.75 hours laboratory. Transfer: CSU.

91B HAZARDOUS MATERIALS FIRST RESPONDER—OPERATIONAL LEVEL 1 ½ UNITS

Hazard recognition and identification; incident response safety procedures; response to hazardous materials emergencies, emphasis on skills and knowledge necessary to protect lives, property, and the environment. Defensive tactics to contain the release from a safe distance and keep it from spreading, and to prevent exposures without trying to stop the release. Meets and exceeds the requirements of CFR 29 1910.120 and CCR Title 8. Course complies with the State Board of Fire Services requirements for Firefighter 1 certification (1999). 1½ hours. Transfer: CSU.

91C I–200 BASIC ICS (INCIDENT COMMAND SYSTEM) 1 ½ UNITS

Consists of modules 2 through 6 and meets the training needs of wildland fire personnel by introducing principles associated with the Incident Command System (ICS). Topics include: Organization, facilities, resource terminology, and the common responsibilities associated with incident or even assignments. Course complies with the State Board of Fire Services requirements for Firefighter–1 Certification (1999). 1½ hours. Transfer: CSU.

91D FIREFIGHTER SURVIVAL ½ UNIT

Orientation to causes of firefighter injuries and fatalities and how to avoid committing fatal errors on the fireground using problem-solving techniques for developing self-reliance in an emergency. Physical techniques emphasized for performing critical individual and team rescue skills to access, extricate and remove trapped or downed firefighters. Prerequisite: current enrollment in, or successful completion of either Fire Technology 90C (completed with a grade of "C" or higher) or a California Accredited Fire Fighter 1 Academy. 4 total hours lecture, 12 total hours laboratory.

95 WORK EXPERIENCE 1–3 UNITS

College-supervised on-the-job training while working in a fire service related occupation. Student Firefighters will need to provide proof of current EMT-Basic or Paramedic license, as well as current CPR certification and medical vaccinations before riding along with host fire agencies. Student Firefighter Prerequisite: Completion of an Accredited California Firefighter 1 Academy. Student Fire Inspector Prerequisite: Completion of Certificate of Achievement Program for Fire Prevention Inspector. Corequisite: Fire Technology 96. 5-15 hours. Transfer: CSU.

96 WORK EXPERIENCE SEMINARS 1 UNIT

Focal point for the coordination of the curriculum with college-supervised part-time or full-time employment or volunteer work in the fire service field. Case studies, job-related problems, student cases and presentations, and material related to employment, organization, and management; emphasis on building strong working relationships with supervisors, subordinates, and coworkers. Student Firefighters will need to provide proof of current EMT-Basic or Paramedic license, as well as current CPR certification and medical vaccinations before riding along with host fire agencies. Student Firefighter Prerequisite: Completion of an Accredited California Firefighter 1 Academy. Student Fire Inspector Prerequisite: Completion of Certificate of Achievement Program for Fire Prevention Inspector. Corequisite: Fire Technology 95. 1 hour. Transfer: CSU.

French (FRNC)

DEGREE
AA - French

This program consists of four semesters of thorough linguistic and cultural training in French. French is one of the world's most influential languages and there are opportunities for working in many industries where knowledge of French is considered valuable. Many majors at four-year universities have foreign language requirements that would be satisfied with the language courses in this degree program. Courses offered in this program meet general education and transfer requirements.

FRENCH
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
French 1A (Beginning French) 5
YEAR ONE (SPRING)
French 1B (Elementary French) 5
YEAR TWO (FALL)
French 2A (Intermediate French) 4
YEAR TWO (SPRING)
French 2B (Advanced French). 4
Total 18

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

FRENCH (FRNC)

1A BEGINNING FRENCH 5 UNITS
Introduction to the French-speaking cultures of the world featuring study and practice in the four language skills (listening, speaking, reading, and writing) of French. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Strongly recommended: Eligibility for English 1A.-5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

1B ELEMENTARY FRENCH 5 UNITS
Further study of French-speaking cultures of the world featuring the acquisition of the four language skills (listening, speaking, reading, and writing) of French begun in French 1A. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: French 1A (*completed with a grade of "C" or higher*). 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS. (Corresponds to 2 years high school study.)

2A INTERMEDIATE FRENCH 4 UNITS
Review of grammar; reading of works of modern authors; practice in conversation and composition. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: French 1B (*completed with a grade of "C" or higher*). 4 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

2B ADVANCED FRENCH 4 UNITS
Reading of Francophone authors; advanced review of grammar; emphasis on speaking and composition. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: French 2A (*completed with a grade of "C" or higher*). 4 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

50A FRENCH CONVERSATION AND CULTURE I 3 UNITS
Development of a basic understanding of spoken French through pronunciation, vocabulary, and applied grammar. Introduction to the everyday culture of Francophone people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50B FRENCH CONVERSATION AND CULTURE II 3 UNITS
Development of skills learned in French 50A. Understanding of spoken French through pronunciation, vocabulary, and applied grammar. Further study of the life and culture of the Francophone people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: French 50A *(completed with a grade of "C" or higher).* 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50C FRENCH CONVERSATION AND CULTURE III 3 UNITS
Development of skills learned in French 50B. Understanding of spoken French through pronunciation, vocabulary, and applied grammar. Further study of the culture and everyday life activities of the Francophone people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: French 50B *(completed with a grade of "C" or higher).* 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50D FRENCH CONVERSATION AND CULTURE IV 3 UNITS
Development of skills learned in French 50C. Understanding of spoken French through pronunciation, vocabulary, and applied grammar. Further study of the culture and everyday life activities of the Francophone people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: French 50C *(completed with a grade of "C" or higher).* 3 hours lecture, 1 hour laboratory. Transfer: CSU.

General Studies (GNST)

1 INTRODUCTION TO ONLINE LEARNING ½ UNIT
Introduction to the Blackboard course management system used in online courses, and an overview of how online courses work. Review of strategies

for success as an online student, including time management techniques. ½ hour. Transfer: CSU.

5 PASSION AND PURPOSE 1 UNIT
Exploration and discovery of personal passions in the context of social and family relationships, the community, and higher education – particularly at Chabot College. Focus on connection of passion to one's talents and potential purpose(s) in life. 1 hour lecture, 1 hour laboratory. Transfer: CSU.

10 FACULTY ASSISTANT EXPERIENCE FOR POTENTIAL TEACHERS 1–2 UNITS
Work as a faculty assistant to gain a variety of experiences related to teaching and learning tasks. May not assist in course sections in which enrolled. Prerequisite: consent of instructor and Office of Academic Services. 2½–5 hours. Transfer: CSU.

11 EXPLORING EDUCATION 3 UNITS
This course introduces students to the concepts and issues related to teaching diverse learners in today's contemporary schools, Kindergarten through the 12th grade (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary education issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in public school elementary classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. 2 hours lecture, 3 hours laboratory. Transfer: CSU; UC.

31 WOMEN'S SPIRITUALITY: AN EXAMINATION OF ANCIENT AND EMERGING TRADITIONS 3 UNITS
A cross-cultural look at the women's spirituality movement in the U.S. and abroad. Examination of reformist aspects of this movement as they impact religions such as Christianity, Islam, Judaism, Buddhism and/or Hinduism. Also focus on the reclamation of pre-Christian and indigenous spiritual systems of Europe and the Americas. Explores text, ritual, music, and film. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

32 SOCIAL JUSTICE LEADERSHIP 2 UNITS
Leadership practice in social justice values and methods. Students will organize, coordinate and plan advocacy events and activities to support Chabot College students, specifically the CIN program. Strongly Recommended: That students enrolled in this class have completed at least one course in Change It Now! Learning Community. 2 hours lecture. Transfer: CSU.

51 STUDENT LEADERSHIP LABORATORY 1-2 UNITS
Training in the student leadership and governance with an emphasis on practical application of effective student leadership skills. Students will attend and participate in Associated Student Senate meetings, club, or shared governance meetings to receive credit for this course. May not receive credit if Political Science 51 has been completed. 3-6 hours laboratory. Transfer: CSU.

66 LIFE SKILLS FOR THE ADOLESCENT 3½ UNITS
Educational Preparation for life for the young adult. Includes drug and alcohol education, nutrition education, disease prevention, college preparation, basic career goal setting, and risk factor reduction related to the prevention of obesity at an early age. Fitness component involves activity participation in team sports, along with basic fitness education in heart rate monitoring and physical fitness training. Designed for the adolescent learner interested in developing college preparatory skills and life-long learning strategies in the area of health and fitness. 27 total hours lecture, 108 total hours of laboratory. Total weeks = 5.

115 FACULTY-STUDENT TUTORIAL: WRITING AND READING ACROSS THE CURRICULUM ½–3 UNITS
(See also English 115)
Self-paced, individualized instruction in reading and writing effectiveness. Students may continue to take up to 3 units (maximum) of General Studies 115 and/or English 115 in subsequent terms. 2–6 hours.

116 GATEWAY TO SUCCESS PROGRAM– FACULTY-STUDENT TUTORIAL ½–3 UNITS
Self-paced instruction in effective reading, writing, and problem strategies in English, mathematics, and science. Tailored to individual student's needs and goals. Corequisite: enrollment in any Gateway to Success English, Mathematics, or Physics course. 2–6 hours.

Geography (GEOG)

DEGREE:
AA-T–Geography
AA–Geography

CERTIFICATE OF PROFICIENCY:
Geographic Information Systems

Chabot College offers an Associate in Arts for Transfer degree in Geography to introduce students to principles, theory, and applied methods of spatial analysis in studying both the natural and human environment. The degree provides students with a foundation in the knowledge and skills of the Geography profession and prepares them for upper division university course work. Recipients of the Associate in Arts for Transfer degree are guaranteed admission with junior standing at a campus of the California State University system. The program in Geography is designed to develop the student's awareness of human-environment relationships and changes in the physical and cultural landscape induced by human activities.

Career Opportunities in Geography
Geography is an integrative discipline that offers a knowledge base appropriate for many diverse academic and professional career paths, including secondary school, college, and university teaching and research, environmental conservation, land use planning, global change research, marketing, and applications of remote sensing and geographic information systems technology.

GEOGRAPHY

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

UNITS

REQUIRED CORE *(7 units)*

Geography 1 (Introduction to Physical Geography) 3
Geography 1L (Introduction to Physical Geography Laboratory) . 1
Geography 2 (Cultural Geography) 3

LIST A *(select 2 for 6 units)*

Geography 5 (World Regional Geography) 3
Geography 8 (Introduction to Weather and Climate) 3
Geography 12 (Geography of California) 3
Geography 20 (Introduction to Geographic Information Systems) 3

LIST B *(select 2 for 6 units)*

Any courses not selected above (from List A), any CSU transferable Geography courses and/or other courses (in or outside the discipline) that are articulated as lower division major preparation for the Geography major at a CSU
Anthropology 3 (Social and Cultural Anthropology). 3
Geography 3 (Economic Geography) 3
Geography 10 (Global Environmental Problems) 3
Mathematics 43 (Introduction to Probability and Statistics) or Psychology 5 (Introductory Statistics for the Behavioral and Social Sciences). 4

Total 19–20

Required Major Courses: 19-20 units
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 13 units)
CSU transfer Electives as needed to reach 60 CSU transferable units
TOTAL UNITS: 60 units

All courses in the major or area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

GEOGRAPHY

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Geography 1 (Introduction to Physical Geography) 3

YEAR ONE (SPRING)

Geography 1L (Introduction to Physical Geography Laboratory) . 1
Geography 5 (World Regional Geography) 3

YEAR TWO (FALL)

Geography 2 (Cultural Geography) 3

YEAR TWO (SPRING)

Geography 8 (Introduction to Weather and Climate) 3
Geography 20 (Introduction to Geographic Information Systems) .3
Elective* 3–4

Total 19–20

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements

Total minimum units required 60

***Select from the following for an additional 3–4 units**

Anthropology 3 (Social and Cultural Anthropology) 3
Economics 1 (Principles of Microeconomics) 3
Geography 3 (Economic Geography) 3
Geography 10 (Global Environmental Problems) 3
Geography 12 (Geography of California) 3

GEOGRAPHIC INFORMATION SYSTEMS

CERTIFICATE OF PROFICIENCY

YEAR ONE (FALL)

Geography 1 (Introduction to Physical Geography) 3
Geography 1L (Introduction to Physical Geography Laboratory) 1
Geography 20 (Introduction to Geographic Information Systems) 3

YEAR ONE (SPRING)

Geography 21 (Spacial Analysis with Geographic Information Systems (GIS)) 3
Geography 22 (Advanced GIS Applications). 3
Geography 95/Work Experience 95 (Work Experience) 1-3
Geography 96/Work Experience 96 (Work Experience Seminar) 1

Total 15–17

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

Geography (GEOG)

1 INTRODUCTION TO PHYSICAL GEOGRAPHY 3 UNITS

Earth's natural environments, with emphasis on spatial characteristics, change over time, interactions between environmental components, and human-environment interactions. Physical processes, techniques, and tools by which Earth's climates, soils, vegetation, water resources, and land forms are linked into integrated global patterns. Affect of natural environments on human activities and how humans modify environments. Field trips may be included. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: GEOG 110.

1L INTRODUCTION TO PHYSICAL GEOGRAPHY LABORATORY 1 UNIT

Application of the concepts, techniques, tools, and materials of physical geography. Practical exercises, experiments, observations, data analyses, and computer applications/simulations which augment understanding of geographic processes, interrelationships, spatial patterns and distributions.

Use of maps, remotely-sensed imagery, and geographic information systems. Includes locational reference systems, time-space relationships, weather, climate, soils, vegetation, and landforms. Field trips/field projects may be included. Prerequisite: Geography 1 (may be taken concurrently). 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: GEOG 111.

2 CULTURAL GEOGRAPHY 3 UNITS

Spatial analysis of human populations, their cultural traits, and activities. Emphasis on how diverse peoples, through their interactions and through their perceptions and use of the physical environment, create distinctive cultural landscapes. Social, political, and economic elements of geography which contribute to the evolution of these global and regional cultural patterns. Field trips may be included. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: GEOG 120.

3 ECONOMIC GEOGRAPHY 3 UNITS

An introduction to the world's major economic systems; their spatial distribution and characteristics; their relative contributions to regional development and global change; and related movements of people, goods, and ideas. Techniques and tools of spatial analysis applied to human-environment interactions, with emphasis on ecological problems associated with specific economic activities. Field trips may be included. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

5 WORLD REGIONAL GEOGRAPHY 3 UNITS

Regions of the world and the way humans live within those regions. Includes physical and cultural characteristics of world regions, how they are similar and how they are different, economic patterns, agriculture, industrial development and population dynamics. Emphasis on contemporary major issues and their geographic impact. May be offered in Distance Education delivery format. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS: C-ID: GEOG 125.

8 INTRODUCTION TO WEATHER AND CLIMATE 3 UNITS

Introduction to weather and climate and their impact on and modification by human activities. Emphasis on weather elements, events, and processes; climate controls; and the techniques, tools, and instruments of atmospheric science. Includes atmospheric optics, weather prediction, severe storms, air pollution, global/regional warming/cooling, ozone depletion, acid rain, El Niño, deforestation, desertification, and other topics related to everyday experience and global climate change. Field trips and observational activities may be included. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: GEOG 130.

10 GLOBAL ENVIRONMENTAL PROBLEMS 3 UNITS

Essential concepts of the interaction between human activities and the changing global environment, with emphasis on a multidisciplinary approach. Causes of environmental change, including ecosystem processes, the history of human population growth and demand for natural resources, fossil fuel consumption, land use change, and pollution sources. Economic and public policy issues pertaining to the sustainability of environments. Discussion of the dynamics of participation and leadership in promoting improved stewardship of the environment. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

12 GEOGRAPHY OF CALIFORNIA 3 UNITS

California's physical, cultural, and regional elements. The physical geographic base includes: location; geological evolution; geomorphic provinces, natural hazards, and resources; climate, water resources, vegetation, and soils. Historically developed cultural themes include: Native American and Hispanic origins; migration patterns and settlements; population growth and ethnic diversity; land use and economic activities; and Pacific Rim connections. Human-environment interactions and issues are considered throughout the course. Field trips may be included. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: GEOG 140.

19 GEOGRAPHIC INFORMATION SYSTEMS FOR THE SOCIAL SCIENCES 1 UNIT

An introduction to the techniques, theory, and practical experience necessary to acquire, convert, and create digital spatial data. Hands-on training in the acquisition of existing Geographic Information Systems (GIS) data, metadata, formatting and conversion of GIS data, utilization of remotely sensed data, and use of Global Positioning Systems (GPS). Computer-based information technology tools and techniques that analyze spatial relationships between locations and attributes of human activities and behaviors that occur over space. Emphasis is on visualization of geographic relationships to support decision-making in the social sciences. 3 hours laboratory. Transfer: CSU.

20 INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS 3 UNITS

Computer-based information technology tools and techniques that analyze spatial relationships between locations and attributes of physical, cultural, and economic features. Visualization of geographic relationships to support decision-making through interactive linkages of maps, databases, images, and charts. Introduction to GIS theory, principles, concepts, applications, and operations. Field trips may be required. (Strongly recommended: previous PC experience). 3 hours. Transfer: CSU; UC; AA/AS; C-ID: GEOG 155.

21 SPATIAL ANALYSIS WITH GEOGRAPHIC INFORMATION SYSTEMS (GIS) 3 UNITS

GIS facilitates visualization of spatial relationships and decision-making by means of interactive linkages between vector and raster data formats. Addresses real-world application of GIS principles, industry-standard software tools and quantitative techniques to multi-layered thematic data. Students will acquire advanced hands-on GIS experience in managing, editing, merging, intersecting, and statistically analyzing spatial data from many diverse sources, and in preparing high-quality cartographic presentations. Field trips may be required. Prerequisite: Geography 20 *(completed with a grade of "C" or higher)*. 3 hours. Transfer: CSU; AA/AS.

22 ADVANCED GIS APPLICATIONS 3 UNITS

Practical, hands-on survey of some of the more advanced applications of GIS, integrating vector, grid, and digital image data formats. Emphasizes environmental applications of GIS industry-standard software tools to analyze spatial problems quantitatively, including network analysis, watershed modeling, digital elevation modeling, digital image processing, and digital rectification of multi-layered thematic data. Includes integration of Global Positioning System (GPS) operational characteristics, collection and interfacing GPS data with GIS. Field trips may be required.

Prerequisite: Geography 20 *(completed with a grade of "C" or higher).* 3 hours. Transfer: CSU; AA/AS.

95 GEOGRAPHY WORK EXPERIENCE 1-3 UNITS
College supervised on-the-job training in Geographic Information Systems (GIS). Applications of principles, methodologies, and skills in using GIS to analyze real-world spatial problems and aid in decision-making. Cooperative effort between student, work supervisor, and instructor to broaden the student's experience with GIS tools and functionality in many professional endeavors. Corequisite: Geography 96. 5-15 hours of employment per week. Transfer: CSU.

96 GEOGRAPHY WORK EXPERIENCE SEMINAR 1 UNIT
Discussion and analysis of experiences on-the-job in applying Geographic Information Systems (GIS) techniques and methodologies to projects in a business or governmental agencies. Review of essential skills and management issues in using GIS to analyze real-world spatial problems and aid in decision-making. Discussion of ways to broaden experience with GIS tools and functionality in many professional endeavors, with emphasis on building strong working relationships with supervisors and coworkers. Corequisite: Geography 95. 1 hour. Transfer: CSU.

German (GERM)

1A BEGINNING GERMAN 5 UNITS
Introduction to the German-speaking cultures of the world featuring the study and practice of the four language skills (listening, speaking, reading, and writing) of German. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Strongly recommended: Eligibility for English 1A. 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

1B ELEMENTARY GERMAN 5 UNITS
Further study of German-speaking cultures of the world featuring the acquisition of the four language skills (listening, speaking, reading, writing) of German begun in German 1A. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: German 1A *(completed with a grade of "C" or higher).* 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS. (Corresponds to 2 years high school study.)

2A INTERMEDIATE GERMAN 4 UNITS
Review of grammar; reading of works of modern authors; practice in conversation and composition. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: German 1B *(completed with a grade of "C" or higher).* 4 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

2B ADVANCED GERMAN 4 UNITS
Reading of German authors; advanced review of grammar; emphasis on speaking and composition. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: German 2A *(completed with a grade of "C" or higher).* 4 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

50A GERMAN CONVERSATION AND CULTURE I 3 UNITS
Development of a basic understanding of spoken German through pronunciation, vocabulary, and applied grammar. Introduction to the everyday culture of German-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. 3 hours lecture, 1 hour laboratory. Transfer CSU.

50B GERMAN CONVERSATION AND CULTURE II 3 UNITS
Development of skills learned in German 50A. Understanding of spoken German through pronunciation, vocabulary, and applied grammar. Further study of the life and culture of the German-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: German 50A (*completed with a grade of "C" or higher*). 3 hours lecture, 1 hour laboratory. Transfer CSU.

Graphic Design

(See Art)

Health (HLTH)

1 INTRODUCTION TO HEALTH 3 UNITS
Physiological, psychological, and social perspectives of health. Emphasis on knowledge, attitudes and behaviors that will contribute to a healthy individual. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

4 WOMEN AND HEALTH 3 UNITS
Health issues that affect women in contemporary American society. Exploration of current health concerns, legislation, medical practices, attitudes and behaviors that promote health and wellness. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

8 HUMAN SEXUALITY 3 UNITS
(See also Psychology 8 or Sociology 8)
Physiological and psychosocial aspects of sexual health in our contemporary society. Understanding the interrelationship of attitude and behavior as it relates to sexual well-being and sexual integrity. May not receive credit if Psychology 8 or Sociology 8 has been completed. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

16 HEALTHY WEIGHT LOSS 3 UNITS
Physical, emotional, and spiritual perspectives of healthy weight loss. Emphasis on acquiring knowledge and developing life skills required to achieve a healthy weight for improved wellness. 3 hours. Transfer: CSU; CSU/GE.

51A BASIC MEDICAL TERMINOLOGY 4 UNITS
Terminology used typically by the medical profession; explanation of the history of terminology, prefixes, suffixes, and root words, emphasis on spelling, definitions, pronunciation, and an understanding of their meanings; includes medical abbreviations, anatomical, disease, diagnostic, medical, surgical, and additional terms as they relate to each body system. 4 hours. Transfer: CSU.

51B DISEASE PROCESS AND ADVANCED MEDICAL TERMINOLOGY 4 UNITS
Introduction to the nature of disease and to structural and functional changes of diseases as they affect the systems of the body; discussion of causes, symptoms and treatment of disease. Prerequisites: Health 51A (*completed with a grade of "C" or higher*). 4 hours. Transfer: CSU.

60 RESPONDING TO EMERGENCIES 1 UNIT
Development of knowledge and skills for recognizing and caring for emergency situations. Includes healthy lifestyles, and prevention of illness and injury. Designed to meet the needs of individuals in the community who frequently provide First Aid. Successful completion of the knowledge and skills tests qualifies for a National Safety Council First Aid and Adult CPR card. 1 hour lecture, 1 hour laboratory. Transfer: CSU.

70A HEARTSAVER CPR & AED ½ UNIT
A comprehensive course for the First responder, this course is designed to teach Cardiopulmonary Resuscitation (CPR), use of an Automatic External Defibrillator (AED) and relief of foreign body airway obstruction (FBAO) to all lay rescuers, particularly those expected to respond to emergencies in the workplace. Responders such as police, airline personnel, security personnel, corporate employees, family members of patients at high risk for sudden cardiac death, other rescuers, and those who need or want to learn CPR and how to operate an AED. Successful completion on the final exam and skills performance will qualify the participant for an American Heart Association Heartsaver AED course completion card. The mission of the American Heart Association's Emergency Cardiovascular Care Programs is to reduce disability and death from cardiac and respiratory emergencies and stroke by improving the Chain of Survival in every community. 6 hours lecture, 6 hours laboratory, 12 hours total. Transfer: CSU.

70B HEALTHCARE PROVIDER CPR 0.2 UNIT
The BLS Healthcare Provider Course teaches CPR skills for helping victims of all ages (including performing ventilation with a barrier device, a bag-mask device, and oxygen); use of an automated external defibrillator (AED); and relief of foreign-body airway obstruction (FBAO). It's intended for participants who provide heath care to patients in a wide variety of settings, including in-hospital and out-of-hospital. For Healthcare providers, such as physicians, nurses, paramedics, emergency medical technicians, respiratory therapists, physical and occupational therapists, physician's assistants, residents or fellows, or medical or nursing students in training, aides, medical or nursing assistants, police officers, and other allied health personnel. The mission of the American Heart Association's Emergency Cardiovascular Care Programs is to reduce disability and death from cardiac and respiratory emergencies and stroke by improving the Chain of Survival in every community. Successful completion of final exam and skills performance qualifies participant for American Heart Association Healthcare Provider course card. Prerequisite: Health 70A or Health 60 (either within the last 2 years) or current Healthcare Provider CPR card for renewal. 2 hours lecture, 4 hours laboratory, 6 hours total. Transfer: CSU.

205 FITNESS AFTER 50 NON-CREDIT
Benefits and techniques for a regular exercise routine for elders, geared to residents of skilled-nursing facilities. Students will discover special needs for fitness to maintain health and vigor throughout a lifetime. 1 hour

History (HIS)

1 HISTORY OF WESTERN CIVILIZATION TO 1600 3 UNITS
Origin and development of civilization in the Mediterranean and its expansion into Europe—the Near East, Greece, Rome and the Middle Ages, Renaissance and the Reformation. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

2 HISTORY OF WESTERN CIVILIZATION SINCE 1600 3 UNITS
History of the Modern Western World; Romanticism and the Industrial Revolution to the present. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

3 WORLD HISTORY: BEGINNINGS TO 1500 3 UNITS
A survey of world history from the beginning of civilization and ancient cultures to 1500 C.E. Interconnections and divergence among cultures and civilizations in a global context will be emphasized. During the classical period, up to 500 C.E., similarities and differences as civilizations developed will be examined. The postclassical period, 500 to 1500, will look specifically at contact and interaction among peoples. Broader forces that affect civilizations such as trade patterns, migration, nomadism, syncretism, and disease patterns will be studied. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

4 WORLD HISTORY: 1500 TO THE PRESENT 3 UNITS
A survey of world history from 1500, including the early modern and modern eras. Interconnections and exchange will be emphasized. Similarities and differences among cultures will be examined. Cultural, intellectual, and technological developments and exchange will be explored. Broader forces that affect civilizations such as borderlands, exploration and travel, gender and class will be studied. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

5 CRITICAL THINKING IN HISTORY 3 UNITS
Introduction to critical thinking, reading, writing skills and practical logic and reasoning through study of historical method. Emphasis on the techniques and principles of effective written and oral argument in case studies and historical problems. Includes the perspective of Middle Eastern and Arab Americans, European Americans, Asian Americans, African Americans and Mexican Americans. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS; AC.

7 U.S. HISTORY THROUGH RECONSTRUCTION 3 UNITS

A survey of United States history from its pre-colonial, indigenous origins through the end of Reconstruction. Emphasis on (1) distinctively American patterns of political, economic, social, intellectual and geographic developments, (2) the interaction amongst and the experiences of diverse racial, ethnic and socioeconomic groups in American history, and (3) the evolution of American institutions and ideals including the U.S. Constitution, representative democratic government, the framework of California state and local government, and the relationships between state/local government and the federal government. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC\; AA/AS; AC; C-ID: HIST 130.

7S SUPPLEMENTAL INSTRUCTION IN U.S. HISTORY THROUGH RECONSTRUCTION 1 UNIT

Introduction to and review of context-based skills for effective participation and successful completion of History 7 (U. S. History Through Reconstruction). Emphasis on building skills to succeed in a history survey course. Corequisite: History 7. 1 hour.

8 U.S. HISTORY SINCE RECONSTRUCTION 3 UNITS

A survey of United States history from 1877 to the present with a special emphasis on the interaction amongst and the experiences of diverse racial/ethnic (African Americans, European Americans, Native Americans, Chicano/Latino Americans, Asian Americans, and Middle Eastern Americans), gender and socioeconomic groups in American History. Includes analysis of (1) the U.S. Constitution as a living document in the context of historical change, and (2) significant issues related to California state and local governments. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC.

12 HISTORY OF CALIFORNIA 3 UNITS

Historical development of California, including Spanish exploration and settlement and the Mexican Revolution. Transformation of California under United States control: the American conquest, the Gold Rush, and dynamic expansion to the present day. Includes Native Americans, Mexican Americans, European Americans, Asian Americans and African Americans groups. Emphasis on political, economic, and social factors which transformed American California from a relatively simple rural society to a highly complex ethnically diversified agricultural-industrial system. Analysis of historical issues and current problems. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC.

19 HISTORY OF MODERN CHINA AND JAPAN FROM LATE 19TH TO EARLY 20TH CENTURY 3 UNITS

History and culture of modern China and Japan. Social, political, economic and cultural structures and processes; ideologies and leadership modernization and development; and selected aspects of regional and international interactions. 3 hours. Transfer: CSU; UC; CSU/GE: IGETC; AA/AS.

20 THE AFRICAN-AMERICAN EXPERIENCE IN U.S. HISTORY THROUGH RECONSTRUCTION 3 UNITS

Survey of major themes and issues of the history of the United States with a particular focus upon African Americans and the gendered racial, ethnic, and socioeconomic diversity within the nation. Contacts between European peoples, African peoples and the indigenous peoples of the New World to the establishment of the British colonies in North America, the formation of the nation, its expansion westward and the social, political and economic factors which lead to division. Examination of the role of race and slavery as evolving concepts and practices affecting the nation's development. Analysis of the role of local, state and federal governments and the constitution as institutions of both consistency and change. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

21 THE AFRICAN-AMERICAN EXPERIENCE IN U.S. HISTORY SINCE RECONSTRUCTION 3 UNITS

Survey of major themes and issues in of the history of the United States, focusing upon African Americans and the gendered racial, ethnic, and socioeconomic diversity within the nation. Emergence of the country from the Civil War and Reconstruction, tracing such themes as industrialization, immigration and migration, Progressivism, the nation at economic crisis and at war, the rise of social movements and the social and political backlash against them, and the evolving diversity of the nation. Analysis of the role of the local, state, and federal governments and the Constitution as institutions of both consistency and change. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

22 MEXICAN AMERICAN HISTORY AND CULTURE 3 UNITS

A survey of Mexican American history from pre-Columbian period through the present. Special emphasis on Mexican Americans' role in the-political, economic, social and geographic development in the United States. Major topics include European colonization, native cultures and-slavery, the U.S.—Mexican War, World War I and World War II, industrialization, immigration and labor, and the Civil Rights Movement. This course includes analysis of the U.S. Constitution, Supreme Court Rulings, and California state and local government issues related to the rights of Mexican Americans. 3 hours. Transfer; CSU; UC; CSU/GE; IGETC; AA/AS.

25 AMERICAN INDIAN HISTORY AND CULTURE 3 UNITS

Historical survey of American Indians in the United States from earliest times to the present day. Emphasis on Indian societies and cultures, Indian relations with predominant cultures, Indian movement for self-preservation, and historical background necessary to understand contemporary problems of the Indians. Emphasis on the Indians of California and the West. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

27 U.S. WOMEN'S HISTORY 3 UNITS

A survey of United States women's history from its indigenous origins through the present. Emphasizes the interaction and experiences of diverse racial/ethnic groups that include at least three of the following groups: African-Americans, Chicana/Latina Americans, Asian Americans, European Americans, Native Americans, and Middle Eastern Americans. Special areas of focus include women's role in the political, economic, social, and geographic development of the United States. This course includes an analysis of the U.S. Constitution and pertinent amendments as a living document. California State Constitution is compared to the U.S. Constitution with regard to women's rights. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC.

Human Services

(See Psychology-Counseling)

Humanities (HUMN)

DEGREE: AA—Humanities (general)

The humanities seek to render an integrative and critical examination of the human achievements in art, literature, philosophy and music. This approach will broaden and enrich the students' appreciation of human values derived from the creative forces as expressed in the arts. Courses offered in this curriculum meet general education and transfer requirements and may be applied to a major in humanities for an Associate in Arts degree.

HUMANITIES (GENERAL)

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Art History 4 (Art History—Ancient to Gothic) 3
History I (History of Western Civilization to 1600) 3

YEAR ONE (SPRING)

Humanities 50 (The Artful Life) 3
Philosophy 50 (God, Nature, Human Nature) 3
Religious Studies 50 (Religions of the World) 3

YEAR TWO (FALL)

History 2 (History of Western Civilization Since 1600) 3

YEAR TWO (SPRING)

Art History 5 (Art History—Renaissance to Modern) 3
Humanities 65 (The American Style) or Humanities 68 (World Mythology) or Humanities 72 (Contemporary Humanities) 3
Philosophy 60 (Introduction to Philosophy: Ethics) or Philosophy 65 (Introduction to Philosophy: Theory of Knowledge) 3

Total 27

General Education Course
For specific General Education courses refer to catalog section on Graduation Requirements.

Total minimum units required 60

Recommended: minimum one year of a foreign language.

Humanities (HUMN)

50 THE ARTFUL LIFE **3 UNITS**

A broad range of the arts, from a variety of historical periods and cultures, will be examined as expression and integration of self. Explore creativity as process, product, and attitude toward life. Study the artist as seeker of authenticity and the relationship between art and artist. Students will learn how to respond critically as well as to articulate their experience of great works of the human imagination. Explore foundational principles and theories in the various humanities disciplines. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

60 CREATIVITY AND THE COMMUNITY **3 UNITS**

The Arts as an expression of the community; the relationship between creativity and community; the artist as the conscience of society and the role of the audience in completing an artwork. Themes include the artist as prophet, art as transformative experience, the arts and social justice, and the shock of the new. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

65 THE AMERICAN STYLE **3 UNITS**

Humanities of the United States. Major works of literature, painting, sculpture, architecture, films, music, philosophy, science, religion and political and social institutions. Particular attention to values and meanings that reflect the American cultural experience specifically the crisscrossing dynamics of race, ethnicity, gender, religion and class in American society. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS; AC.

68 WORLD MYTHOLOGY **3 UNITS**

Introduction to mythic themes recurring in global literature, the visual arts, and music; gods, humans, heroes; their origins, variations, historical development, and full expression in classical times and continued presence in the arts. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

72 CONTEMPORARY HUMANITIES **3 UNITS**

Visual, literary, and/or musical works of art that reflect the issues and concepts of their time. A perspective through exploration of chosen works. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

Independent Study

INDEPENDENT STUDY **½—2 UNITS**

Independent study may be contracted through an instructor for research, field experience or skill development. Students must make arrangements with the instructor, as well as complete the Independent Study Contract (available from instructors or academic departments). The instructor monitors academic progress as the student completes the coursework within the guidelines of the agreement. Independent study may be offered under any subject area contained in the Catalog using the number 29. Transfer CSU.

Industrial Technology (INDT)

DEGREE:
AS–Industrial Technology

INDUSTRIAL TECHNOLOGY
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (SUMMER)
- Machine Tool Technology 70 (Introduction to Machine Shop) . . 2

YEAR ONE (FALL)
- Business 12 (Introduction to Business) 3
- Computer Application Systems 50 (Introduction to Computer Application Systems) 3

YEAR ONE (SPRING)
- Machine Tool Technology 50 (Blueprint Reading, Sketching, and CAD) 3
- Mathematics 36 (Trigonometry) or Mathematics 37 (Trigonometry with an Emphasis on its Geometric Foundations) 3–5
- Welding Technology 70 (Introduction to Welding). 2

YEAR TWO (FALL)
- Business 1A (Financial Accounting) 4
- Computer Science 10 (Introduction to Programming Using Visual BASIC.NET) 4
- Machine Tool Technology 65 (Production Practices). 4

YEAR TWO (SPRING)
- Business 1B (Managerial Accounting) 4
- Business 10 (Business Law) 4
- Total 36-38

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
- General Education Courses (Areas A-E) 16
- Industrial Technology GE Requirement 3
  Complete a minimum of 3 units from
  Industrial Technology 74 (Measurements and Calculations)

Total minimum units required 60

General Education Suggestions: Chemistry 30A-30B, Economics 1, Mathematics 1, Physics 2A-2B. This program is intended for technical career majors and is not designed for transfer to four-year institution.

This course listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

Industrial Technology (INDT)

74 MEASUREMENTS AND CALCULATIONS 3 UNITS
Calculator techniques for whole number and decimal arithmetic problem solving, fraction-decimal conversion, percentages, ratio and proportion, algebra, geometry, areas and volumes, English metric conversion, and numerical trigonometry as applied in industry. 3 hours. Transfer: CSU; AA/AS.

94 OCCUPATIONAL WORK EXPERIENCE 3-4 UNITS
College supervised on-the-job training. Apprenticeship work experience in an occupation related to student's apprenticeship program. Cooperative effort of the work supervisor, student, Joint Apprenticeship Training Council (JATC) or Program Sponsor, and instructor to achieve work-based learning objectives. Student must be enrolled in an apprenticeship program. Each unit of credit requires 75 hours of paid work experience.

Interior Design (INTD)

DEGREE:
AS–Interior Design

CERTIFICATE OF ACHIEVEMENT:
Interior Design
Kitchen and Bath Design

This two-year diploma program prepares students to design commercial, office, retail, institutional and residential solutions to real design problems. The program emphasizes space planning, creative problem-solving, communication skills, knowledge of building materials and construction, furnishings, presentation, conventional and computer-aided drafting, and the history of design.

INTERIOR DESIGN
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE
- Interior Design 50 (Residential Space Planning) 3
- Interior Design 54 (Principles of Interior Design) 3
- Interior Design 55 (Introduction to Textiles) 3
- Interior Design 52 (History of Interiors and Furnishings) 3
- Interior Design 62 (Kitchen and Bathroom Design) 3
- Interior Design 68 or Architecture 68 (CAD for Architecture and Interior Design) 3

YEAR TWO
- Interior Design 58 (Fundamentals of Lighting). 3
- Interior Design 60 (Materials and Resources) 3
- Interior Design 72 (Commercial Interior Design) 3
- Interior Design 56 (Professional Practice) 3
- Interior Design 60 (Materials and Resources) 3
- Interior Design 66 (Special Needs Design) 3

Total. 33

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on

A.S. Graduation Requirements.

General Education Courses (Areas A-E) 16
Interior Design GE Requirement 3
Complete a minimum of 3 units from
Art 23 (2-D Foundations)
Total minimum units required 60

INTERIOR DESIGN
CERTIFICATE OF ACHIEVEMENT

CORE COURSES (FALL)

Art 23 (2-D Foundations). 3
Interior Design 50 (Residential Space Planning) 3
Interior Design 52 (History of Interiors and Furnishings). 3
Interior Design 55 (Introduction to Textiles) 3
Interior Design 62 (Kitchen and Bathroom Design)
or Interior Design 66 (Special Needs Design) 3
Interior Design 68 (CAD for Architecture and Interior Design)
or Architecture 68 (CAD for Architecture and
Interior Design) 3
Interior Design 72 (Commercial Interior Design). 3

CORE COURSES (SPRING)

Interior Design 54 (Principles of Interior Design). 3
Interior Design 56 (Professional Practices) 3
Interior Design 58 (Fundamentals of Lighting). 3
Interior Design 60 (Materials and Resources) 3
Total 33

KITCHEN AND BATH DESIGN
CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)

Interior Design 50 (Residential Space Planning) 3
Interior Design 52 (History of Interiors and
Furnishings) 3
Interior Design 62 (Kitchen and Bathroom Design) 3

YEAR ONE (SPRING)

Interior Design 54 (Principles of Interior Design). 3
Interior Design 56 (Professional Practice) 3
Interior Design 58 (Fundamentals of Lighting). 3
Interior Design 60 (Materials and Resources) 3

YEAR TWO (FALL)

Interior Design 66 (Special Needs Design) 3
Interior Design 68 or Architecture 68 (CAD for
Architecture and Interior Design) 3
Interior Design 70 (Advanced Kitchen and
Bathroom Design). 3
Business 95/Work Experience 95 (Work Experience) 2
Business 96/Work Experience 96 (Work Experience
Seminar) 1
Total 33

To become National Kitchen and Bath Association certified, 120 hours of internship are required.

Interior Design (INTD)

50 RESIDENTIAL SPACE PLANNING 3 UNITS
Basic techniques in planning space for interiors. Private and group living spaces, support systems, functional planning of interior space, and color in space planning. 2 hours lecture, 3 hours laboratory. Transfer: CSU.

52 HISTORY OF INTERIORS AND FURNISHINGS 3 UNITS
A survey of the history of interiors and furnishings from Egyptian period to the present. Emphasis on furniture styles and ornamentation. 3 hours. Transfer: CSU.

54 PRINCIPLES OF INTERIOR DESIGN 3 UNITS
Elements and principles of design as they apply to interior design. Emphasis on the use of color and texture in the selection of home furnishings. 2 hours lecture, 3 hours laboratory. Transfer: CSU.

55 INTRODUCTION TO TEXTILES 3 UNITS
The textile industry and its effects on the apparel and home furnishing markets. Fiber identification, yarn and fabric construction, and decoration. Emphasis on consumer information, fabric performance, care and labeling, and legal responsibilities of the industry. 3 hours. Transfer: CSU.

56 PROFESSIONAL PRACTICES 3 UNITS
Interior design practices including business and marketing aspects, wholesale resource development, design presentation and career preparation, contractual obligations. 3 hours. Transfer: CSU.

58 FUNDAMENTALS OF LIGHTING 3 UNITS
Residential and commercial lighting systems as they apply to what constitutes a well-lit interior space. Includes an investigation of current lighting fixtures and lighting resources. 3 hours. Transfer: CSU.

60 MATERIALS AND RESOURCES 3 UNITS
Survey of residential and commercial interior furnishings with attention to product knowledge of furniture, textiles, ceramics, glass, metals, plastics and composite materials. Skills needed to perform related activities. Strongly recommended: Interior Design 55. 3 hours. Transfer: CSU.

62 KITCHEN AND BATHROOM DESIGN 3 UNITS
Survey of the field of kitchen and bathroom designs. Includes resources, materials, trends, costs and needs, both functional and aesthetic. 2 hours lecture, 3 hours laboratory. Transfer: CSU.

66 SPECIAL NEEDS DESIGN 3 UNITS
Design of interior space which encourages self-esteem and independence for the elderly or physically impaired. The American with Disabilities Act and its requirements for commercial buildings. Residential housing that satisfies the special needs of its inhabitants and improvement of existing interiors through barrier-free retrofitting. 3 hours. Transfer: CSU.

68 CAD FOR ARCHITECTURE AND INTERIOR DESIGN 3 UNITS
(See also Architecture 68)
Introduction to computer-aided drafting. Topics include command basics including drawing entity creation and modification, industry layering

standards, text and dimensioning systems appropriate to architecture, creating symbol libraries, external reference techniques, model and paper space commands, and plotting techniques. (Combined credit for Architecture 68 and Interior Design 68 may not exceed 12 units.) 2 hours lecture, 4 hours studio. Transfer: CSU.

70 ADVANCED KITCHEN AND BATH DESIGN 3 UNITS
National Kitchen and Bath (NKBA) planning guidelines and NKBA Access Standards for kitchen and bath. Emphasis on designing a universal kitchen and universal bath. Creation of working documents to design a kitchen and bath from its beginning to completion. Prerequisite: Interior Design 62. 3 hours. Transfer: CSU.

72 COMMERCIAL INTERIOR DESIGN 3 UNITS
Introduction to the field of commercial design. Emphasis on the design of interior spaces such as offices, restaurants and hotels. Topics will include space planning, interior specifications and costing out jobs. Prerequisite: Interior Design 50. 3 hours. Transfer: CSU.

International Studies

DEGREE: AA–International Studies

INTERNATIONAL STUDIES
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
- Foreign Language* 4-5
- Option Course 3

YEAR ONE (SPRING)
- Geography 2 (Cultural Geography) or Anthropology 3 (Social and Cultural Anthropology) 3

YEAR TWO (FALL)
- Foreign Language* 4-5
- Option Course 3

YEAR TWO (SPRING)
- Political Science 30 (International Relations) 3
- Economics 1 (Principles of Microeconomics) or Economics 2 (Principles of Macroeconomics) 3

Total 23–26

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

** Select from individual foreign languages (units may be from multiple languages); up to 5 foreign language units may be waived with demonstrated proficiency (see: Language Arts Division Advanced Level Competency form.).*

Options *(Choose six units from the following. Choices must come from two different disciplines.)*
- Anthropology 7 (Introduction to Globalization: An Anthropological Perspective) 3
- Business 40 (International Business) 3
- Communication Studies 6 (Introduction to Performance Studies).3
- Communication Studies 11 (Intercultural Communication). . . . 3
- English 26 (Literature of Immigration) 3
- English 48 (The Literature of the Holocaust) 3
- Geography 3 (Economic Geography) 3
- Geography 5 (World Regional Geography) 3
- General Studies 31 (Women's Spirituality) 3
- History 4 (World History: 1500 to the Present) 3
- Political Science 10 (Selected Topics in Comparative Politics) . . . 3
- Political Science 20 (Comparative Politics) 3
- Religious Studies 50 (Religions of the World) 3

Italian (ITAL)

1A BEGINNING ITALIAN 5 UNITS
Introduction to the Italian-speaking cultures of the world featuring the study and practice of the four language skills (listening, speaking, reading, and writing) of Italian. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Strongly recommended: Eligibility for English 1A. 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; AA/AS..

1B ELEMENTARY ITALIAN 5 UNITS
Further study of Italian-speaking cultures of the world featuring the study and practice of the four language skills (listening, speaking, reading, and writing) of Italian begun in Italian 1A. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Italian 1A (*completed with a grade of "C" or higher*). 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS. (Corresponds to 2 years high school study.)

2A INTERMEDIATE ITALIAN 4 UNITS
Review of grammar; reading of works of modern authors; practice in conversation and composition. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Italian 1B (*completed with a grade of "C" or higher*). 4 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

2B ADVANCED ITALIAN 4 UNITS
Reading of Italian authors; advanced review of grammar; emphasis on speaking and composition. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Italian 2A (*completed with a grade of "C" or higher*). 4 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

50A ITALIAN CONVERSATION AND CULTURE I 3 UNITS
Development of a basic understanding of spoken Italian through pronunciation, vocabulary, and applied grammar. Introduction to the everyday culture of Italian-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. 3 hours lecture, 1 hour laboratory. Transfer CSU.

50B ITALIAN CONVERSATION AND CULTURE II 3 UNITS
Development of skills learned in Italian 50A. Understanding of spoken Italian through pronunciation, vocabulary, and applied grammar. Further study of the life and culture of the Italian-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Italian 50A (*completed with a grade of "C" or higher*). 3 hours lecture, 1 hour laboratory. Transfer: CSU.

Japanese (JAPN)

1A BEGINNING JAPANESE 5 UNITS
Introduction to the Japanese cultures of the world featuring the study and practice of the four language skills (listening, speaking, reading, and writing) of Japanese. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Strongly recommended: eligibility for English 1A. 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

1B ELEMENTARY JAPANESE 5 UNITS
Further study of Japanese cultures of the world featuring the acquisition of the four language skills (listening, speaking, reading, and writing) of Japanese begun in Japanese 1A. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Japanese 1A (*completed with a grade of "C" or higher*). 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS. (Corresponds to 2 years high school study.)

50A JAPANESE CONVERSATION AND CULTURE I 3 UNITS
Development of an understanding of spoken Japanese through pronunciation, vocabulary, and applied grammar. Introduction to the everyday culture of Japanese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50B JAPANESE CONVERSATION AND CULTURE II 3 UNITS
Development of skills learned in Japanese 50A. Development of an understanding of spoken Japanese through pronunciation, vocabulary, and applied grammar. Further study of the life and culture of Japanese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Japanese 50A (*completed with a grade of "C" or higher*). 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50C JAPANESE CONVERSATION AND CULTURE III 3 UNITS
Continuation of skills developed in Japanese 50B. Continues to develop an understanding and application of conversational Japanese. Pronunciation, vocabulary, sentences and applied grammar will be covered. Introduces the everyday life and culture of Japanese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Japanese 50B (*completed with a grade of "C" or higher*). 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50D JAPANESE CONVERSATION AND CULTURE IV 3 UNITS
Continuation of skills developed in Japanese 50C. Continues to develop and apply conversational Japanese skills. Pronunciation, vocabulary, sentences and applied grammar will be covered. Further study of the everyday life and cultural traditions of Japanese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Japanese 50C (*completed with a grade of "C" or higher*). 3 hours lecture, 1 hour laboratory. Transfer: CSU.

Journalism

DEGREE:
AA-T—Journalism
AA—Journalism

The Mass Communications Studies: Journalism courses at Chabot College offer degree preparation with exciting hands-on media training for students interested in journalism or other mass communication career options. Our courses are not just for reporters, however! Courses such as Journalism News writing, Introduction to Mass Communication, Newspaper Production, Photojournalism and newspaper and magazine feature writing, prepare students to become strong researchers, information gatherers, vital communicators and advocates needed today in industries such as journalism, reporting, news production, advertising, media relations, public information and other forms of mass communications. These skills will also help people in numerous other careers that require public interaction, information gathering and research.

Chabot College students work with qualified instructors in hands-on learning environments that promote advanced development of research, writing, leadership, oral and written communication skills. Students also develop important technical skills in industry software and learn vital production processes while building social skills.

Career Opportunities in Journalism
Journalists, News reporters, Sports reporters, News editors, Copy editors, Designers, Multimedia reporters, Photojournalists, Public information officers, Public Relations practitioners, Advertising

JOURNALISM
ASSOCIATE IN ARTS FOR TRANSFER DEGREE

UNITS

REQUIRED CORE *(9 units)*
Mass Communications 20 (Journalism Newswriting) 3
Mass Communications 21 (Newspaper Production I) 3
Mass Communications 41 (Introduction to Mass Communications) 3

LIST A *(select any 3 units from the following)*
Mass Communications 22 (Newspaper Production II) 3
Mass Communications 26 (Photojournalism I) 3

LIST B *(select two for 6 units)*
Any course not selected above 3
Communication Studies 50 (Introduction to Communication Studies) 3
Communication Studies 46 (Race and Ethnic Relations) 3
Economics 1 (Principles of Microeconomics) or Economics 2 (Principles of Macroeconomics) 3
English 7 (Critical Thinking and Writing across Disciplines) 3
Mathematics 43 (Introduction to Probability and Statistics) 4
Photography 50 (Introduction to Photography) 3
Political Science 1 (Introduction to American Government) 3
Political Science 20 (Comparative Politics) 3
Total 18
Required Major Courses: 18 units
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 18 units)
CSU transfer Electives as needed to reach 60 CSU transferable units
TOTAL UNITS: 60 units

All courses in the major or area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

JOURNALISM
ASSOCIATE IN ARTS

YEAR ONE
Mass Communications 41 (Introduction to Mass Communications) 3
Mass Communications 20 (Journalism Newswriting) 3
Mass Communications 21 (Newspaper Production I) 3
Mass Communications 22 (Newspaper Production II) 3
Photography 50 (Introduction to Photography) 3

YEAR TWO
English 7 (Critical Thinking and Writing Across Disciplines)) . . 3
Mass Communications 23 (Newspaper Production III) 3
Mass Communications 24 (Newspaper Production IV) 3
Mass Communications 25 (Magazine and Newspaper Feature Writing) 3
Mass Communications 26 (Beginning Photojournalism) 3
Total 30

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

Kinesiology

DEGREE:
AA—Physical Education
AA-T—Kinesiology

CERTIFICATE OF ACHIEVEMENT:
Aquatics
Coaching
Fitness Instructor
Sports Injury Care

CERTIFICATE OF PROFICIENCY:
Aquatics
Coaching
Fitness Instructor
Sports Injury Care

The Physical Education A.A. degree program is designed for students who want to transfer to a CSU or UC. It provides a rigorous curriculum that will ensure students have met the science and math requirements to enter the CSU and UC Physical Education/Kinesiology and Exercise Physiology Bachelor of Arts programs. The certificate programs help prepare students for physical education careers as well as community based programs.

PHYSICAL EDUCATION
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
*Biology 31 (Introduction to College Biology) 4
*A total of 1 unit of any ATHL, PEAC, ADPE class(es) (Physical Education Activity) 1
KINE ASSE (Physical Fitness Assessments) or KINE 15 (Introduction to Personal Fitness Training) 3
KINE 1 (Introduction to Kinesiology and Physical Education) 3

YEAR ONE (SPRING)
Anatomy 1 (General Human Anatomy) 4
KINE 2 (Introduction to Athletic Training) 4

YEAR TWO (FALL)

Chemistry 30A (Introductory and Applied Chemistry). 4

YEAR TWO (SPRING)

Physiology 1 (Human Physiology) 5
KINE 8 (Sport in Contemporary Society) or
KINE 6 (Peak Performance Through Mental Training) 3

Total 29–31

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.

Total minimum units required 60

**Meets General Education requirement.*

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

KINESIOLOGY

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The Associate in Arts in Kinesiology for Transfer is intended for students who plan to complete a bachelor's degree in Kinesiology at a CSU campus. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn one of these degrees, students must complete 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements.

UNITS

REQUIRED CORE ***(16 units)***

Kinesiology 1 (Introduction to Kinesiology and Physical Education) 3
Anatomy 1 (General Human Anatomy) 5
Physiology 1 (Human Physiology) 5

Movement Based courses. Select a maximum of one (1) course from any three (3) of the following areas FOR A MAXIMUM OF 3 UNITS.
Individual PEAC courses MUST be taken for 1 unit in order to be used for this degree.

Aquatics (only 1 unit courses can be used)

PEAC AQA1 (Aqua Aerobics) or
PEAC SWM1 (Beginning Swimming) or
PEAC LSF1 (Introductory Lap Swimming for Cardiovascular Fitness) or
PEAC SMLP (Lap Swimming for Cardiovascular Conditioning) 1

Dance (only 1 unit courses can be used)

PEAC BAL1 (Introduction to Ballroom Dance). 1

Fitness (only 1 unit courses can be used)

PEAC WOW1 (Women's Weight Training 1) or
PEAC WEI1 (Introduction to Weight Training) or
PEAC WLK1 (Walking for Fitness) or
PEAC STP1 (Introduction to Cardio-Step) 1

Individual Sports (only 1 unit courses can be used)

PEAC ARH1 (Archery 1) or
PEAC TEN1 (Introduction to Tennis) or
PEAC TEN2 (Intermediate Tennis) or
PEAC TEN3 (Advanced Tennis) or
PEAC BAD1 (Introduction to Badminton) 1

Team Sports (only 1 unit courses can be used)

PEAC BSK1 (Introduction to Basketball) or
PEAC FFL1 (Flag Football League) or
PEAC SOC1 (Introduction to Soccer) 1

LIST A ***(select two courses)***

Mathematics 43 (Introduction to Probability and Statistics) or
Psychology 5 (Introductory Statistics for the Behavioral and Social Sciences) 4
Biology 31 (Introduction to College Biology 4
Chemistry 30A (Introduction to Applied Chemistry I) or
Chemistry 30B (Introduction to Applied Chemistry II) 4
Physics 2A (Introduction to Physics I) or
Physics 4A (General Physics I) 4-5

Total 24-25

Required courses in the major: 24-25 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 12 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

AQUATICS

CERTIFICATE OF ACHIEVEMENT

REQUIRED CORE UNITS

Kinesiology 1 (Introduction to Kinesiology and Physical Education) 3
Kinesiology 2 (Introduction to Athletic Training). 4

Kinesiology 6 (Performance Enhancement thru Mental Training) 3
Kinesiology 13 (American Red Cross Lifeguarding) 2
Kinesiology WSI (Water Safety Instructor) 3
Kinesiology 18 (Introduction to CPR and First Aid for Coaches) 2

PHYSICAL EDUCATION COURSES

PEAC SWM1 (Beginning Swimming) ½–1
Kinesiology PAD1 (Prevention of Type II Diabetes through Nutrition and Exercise) . . . . . ½
Kinesiology 11 (Nutrition for Sports and Human Performance . . . 3
Total 21–22½

COACHING

CERTIFICATE OF ACHIEVEMENT

REQUIRED COURSES	UNITS
Kinesiology 1 (Introduction to Kinesiology and Physical Education)	3
Kinesiology 2 (Introduction to Athletic Training)	4
Kinesiology 18 (Introduction to CPR and First Aid for Coaches)	2
Kinesiology 3 (Introduction to Principles of Coaching Interscholastic Sports: Beyond the Basics) or Kinesiology 6 (Performance Enhancement thru Mental Training)	3
Kinesiology 4 (Introduction to Sports Management)	3
Kinesiology CSA (College Success for Athletes)	1
Kinesiology 5 (Introduction to the Components of Physical Fitness–the Human Body) or Kinesiology 12BB (Introduction to Baseball Officiating) or Kinesiology 12BK (Introduction to Basketball Officiating) or Kinesiology 12FT (Introduction to Football Officiating) or Kinesiology 12TK (Introduction to Track & Field Officiating) or Kinesiology 3BB (Introduction to the Principles of Coaching Baseball) or Kinesiology 3FT (Introduction to Coaching Football) or Kinesiology 3SF (Introduction to Coaching Softball) or Kinesiology 3SO (Introduction to Coaching Soccer) or Kinesiology 3TK (Introduction to Coaching Track and Field)	2–3

PHYSICAL EDUCATION COURSES

Kinesiology PAD1 (Prevention of Type II Diabetes through Nutrition and Exercise) . . . . . ½
Kinesiology 10 (Nutrition for Fitness and Fat Loss) or Kinesiology 11 (Nutrition for Sports and Human Performance) 3
PEAC WEI1 (Introduction to Weight Training) or PEAC WOW1 (Women's Weight Training) or PEAC FUN1 (Beginning Functional Training for Fat Loss) or PEAC PLF1 (Plyometrics and Agility Training for Women) or PEAC SPM1 (Speed, Plyometric and Agility Training for Men) ½–2
Total 22–24½

FITNESS INSTRUCTOR

CERTIFICATE OF ACHIEVEMENT

	FALL	SPRING
KINE 1 (Introduction to Kinesiology and Physical Education)		3
KINE 8 (Sport in Contemporary Society) or KINE 6 (Peak Performance through Mental Training) or KINE 15 (Introduction to Personal Fitness Training)		3
Health 1 (Introduction to Health) or KINE 14 (Health and Fitness for Your Disability)		3
KINE 5 (Components of Physical Fitness–the Human Body)		3
A total of 2 units of any ATHL, PEAC, ADPE class(es)	1	1
PEAC HEAR (Basic Heart Rate Training) or KINE ASSE (Physical Fitness Assessments)		½–1
Health 60 (Responding to Emergencies) or Health 70B (Healthcare Provider CPR)		0.2–1
Nutrition 1 (The Science of Nutrition)		3
Biology 50 (Anatomy and Physiology)		4
KINE 2 (Introduction to Athletic Training)		4
Total		**25.7–27**

SPORTS INJURY CARE

CERTIFICATE OF ACHIEVEMENT

REQUIRED COURSES	UNITS
Biology 50 (Anatomy and Physiology) or Anatomy 1 (General Human Anatomy)	4–5
Kinesiology 2 (Introduction to Athletic Training)	4
Kinesiology 5 (Introduction to the Components of Physical Fitness–the Human Body)	3
Kinesiology 18 (Introduction to CPR and First Aid for Coaches) or Health 1 (Introduction to Health) or Kinesiology 14 (Introduction to Health and Fitness for Your Disability)	2–3
Kinesiology 11 (Nutrition for Sports and Human Performance) or Kinesiology 10 (Nutrition for Fitness and Fat Loss)	3

PHYSICAL EDUCATION COURSES

(Select 4 units from the following)

PEAC WEI1 (Introduction to Weight Training) ½–2
PEAC HEAR (Basic Heart Rate Training: Fitness Training Utilizing a Heart Rate Monitor ½–2
PEAC WOW1 (Women's Weight Training) ½–2
PEAC PLF1 (Plyometrics and Agility Training for Women) ½–2
PEAC SPM1 (Speed, Plyometric and Agility Training for Men) ½–2
Total 20–22

AQUATICS
CERTIFICATE OF PROFICIENCY

REQUIRED CORE UNITS

KINE 2 (Introduction to Athletic Training) 4
KINE 1 (Introduction to Kinesiology and Physical Education) or
KINE 8 (Introduction to Sport in Contenporary Society) or
KINE 6 (Performance Enhancement thru Mental Training) 3
KINE 5 (Components of Physical Fitness–the Human Body) 3
KINE 13 (American Red Cross Lifeguarding) 2
KINE WSI (Water Safety Instructor) 3
A total of 2 units of any ATHL, PEAC, ADPE class(es) 2
Health 60 (Responding to Emergencies) or
Health 70B (Healthcare Provider CPR) 0.2–1
Total 172–22½

COACHING
CERTIFICATE OF PROFICIENCY

FALL SPRING

KINE 2 (Introduction to Athletic Training) 4
KINE 1 (Introduction to Physical Education) or
KINE 8(Introduction to Sport in Contemporary Society) or
KINE 6 (Performance Enhancement through Mental Training) 3
KINE 3 (Introduction to Principles of Coaching Interscholastic Sports: Beyond the Basics) or
KINE 5 (Introduction to the Components of Physical Fitness-the Human Body) or
KINE 4 (Introduction to Sports Management). 3
KINE 12BK (Introduction to Basketball Officiating) or
Kine CSA (College Success for Athletes) 1–2
KINE 3BB (Introduction to the Principles of Coaching Baseball) 2
A total of 2 units of any ATHL, PEAC, ADPE class(es) . . 2
Health 60 (Responding to Emergencies) or
Health 70B (Healthcare Provider CPR) 0.2–1
Total 15.2–17

FITNESS INSTRUCTOR
CERTIFICATE OF PROFICIENCY

FALL SPRING

KINE 1 (Introduction to Kinesiology and Physical Education) or
KINE 8 (Introduction to Sport in Contemporary Society) or
KINE 6 (Performance Enhancement through Mental Training) or
KINE 15 (Introduction to Personal Fitness Training) 3
Health 1 (Introduction to Health) or
KINE 14 (Introduction to Health and Fitness for Your Disability) 3
KINE 5 (Introduction to Components of Physical Fitness–the Human Body). 3
A total of 2 units of any ATHL, PEAC, ADPE class(es) . 1 1
Health 60 (Responding to Emergencies) or
Health 70B (Healthcare Provider CPR) 0.2–1
Nutrition 1 (The Science of Nutrition) 3
Total 14.2–15

SPORTS INJURY CARE
CERTIFICATE OF PROFICIENCY

FALL SPRING

Biology 50 (Anatomy and Physiology) or
Physiology 1 (Human Physiology) 4–5
KINE 2 (Introduction to Athletic Training) 4
KINE 5 (Introduction to Components of Physical Fitness–the Human Body). 3
Health 70B (Health 70B (Healthcare Provider CPR) 0.2
Health 1 (Introduction to Health) or
KINE 14 (Introduction to Health and Fitness for Your Disability) 3
A total of 2 units of any ATHL, PEAC, ADPE class(es) . 2
Total 16.2–17.2

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except when a prerequisite applies.

Adapted Physical Education (ADPE)

1DSS ADAPTED STRETCH/STRENGTH TRAINING ½–2 UNITS
Designed to give students with disabilities a chance to gain strength and mobility through a series of stretching and resistance exercises in an atmosphere of friendly encouragement. Prerequisite: students must have their personal physician's clearance for the class and must be registered with Disabled Student Services. 2-6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

ADAA ADAPTED AEROBICS ½–2 UNITS
Designed for students with a disability to develop cardiovascular efficiency through a variety of exercises. Fitness assessment testing and re-testing will be done to establish appropriate training volumes and intensities. 2-6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

ADBK ADAPTED BASKETBALL ½–2 UNITS
This course is designed to allowed disabled students the opportunity to learn and play the game of basketball. 2-6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

ADSF ADAPTED STRETCH AND FLEXIBILITY ½—2 UNITS
This course is designed to give students with disabilities a chance to gain strength and mobility through a series of stretching and resistance exercise in an atmosphere of friendly encouragement. Long range goals are: increased mobility, increased strength and confidence in themselves so they can face their daily tasks with increased confidence. In some cases (strokes, accident rehabilitation) it may mean a return to almost normal lifestyles for some. Students will learn about training and prevention of metabolic syndrome through diet and exercise in this course. Prerequisite: Students must have their personal physician's clearance for the class and must be registered with Disabled Student Services. 2-6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

ADST ADAPTED STRENGTH TRAINING ½—2 UNITS
Designed to provide reasonable accommodations in resistance training, to students with disabilities. Exercises emphasize muscular strength, muscular endurance, and flexibility. Additional topics will include: safety considerations, resistance training principles, and the role of exercise in overall wellness. Prerequisite: Student must have their personal physician's approval to take this course and must be registered with the DSRC. 2-6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

ADSW ADAPTED SWIMMING ½—2 UNITS
This course is designed to provide reasonable accommodations in swimming, to students with disabilities. Students will utilize adapted/fundamental swimming skills for the purpose of improving aerobic conditioning. Additional topics will include aquatic safety methods, conditioning principles, and use of aquatic equipment. Students will learn about training and prevention of metabolic syndrome through diet and exercise in this course. Prerequisite: Medical release form must be completed by a physician. Register with DSS counselor. Students must demonstrate the ability to swim 25 yards (1 lap) of freestyle with rhythmic breathing in any depth of water. 2-6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

ADTK ADAPTED TRACK AND FIELD ½—2 UNITS
Designed to provide the adaptive student an opportunity to learn and enjoy the sport of track and field. 2-6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

ASD1 ADAPTED SELF DEFENSE ½—2 UNITS
Designed to teach the adaptive student the basics of self defense. Exercises promoting balance, flexibility, muscular strength and endurance, aerobic conditioning, and coordination will be performed. Additional topics will include safety considerations, training principles and the importance of regular exercise for overall wellness. 2-6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

Athletics (ATHL)

BB13 MEN'S INTERCOLLEGIATE BASEBALL 3 UNITS
(May be repeated 3 times)
Course will include, but not be limited to, baseball specific fundamentals and skills, techniques and sport specific conditioning/training. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Strongly Recommended: Students MUST possess, demonstrate and successfully execute advanced sport-specific skills (Baseball) and techniques as evaluated by the instructor (Head Coach). 10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

BBPS PRE-SEASON INTERCOLLEGIATE TRAINING FOR BASEBALL 1-2 UNITS
(May be repeated 3 times)
This is a course for pre-season Intercollegiate Baseball. The student will have the opportunity to a develop through a training program designed for baseball at the intercollegiate level. An extensive baseball background and previous experience is needed for success in this class. Strongly Recommended: High level of baseball skills combined with an extensive baseball background. The instructor will evaluate the student's skill level. 3-10 hours laboratory. Transfer: CSU; UC; CSU/GE: E; AA/AS.

BKMP PRE-SEASON INTERCOLLEGIATE TRAINING FOR MEN'S BASKETBALL ½—2 UNITS
(May be repeated 3 times)
This course is designed for students to increase their off-season physical conditioning, skill/technique level, and knowledge in Men's intercollegiate basketball. Strongly Recommended: Previous high level of competitive basketball experience and skill level. Approval of the instructor. 2-6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

BKWP PRE-SEASON INTERCOLLEGIATE TRAINING FOR WOMEN'S BASKETBALL ½—2 UNITS
(May be repeated 3 times)
This course is designed for students to increase their off-season physical conditioning, skill/technique level, and knowledge in women's intercollegiate basketball. Strongly Recommended: High level of basketball skills combined with previous competitive competition. 2-10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

DFTP PRE-SEASON INTERCOLLEGIATE TRAINING FOR DEFENSIVE FOOTBALL ½—2 UNITS
(May be repeated 3 times)
This course is for pre-season intercollegiate defensive football conditioning. The student will have the opportunity to analyze defensive techniques, develop training programs, and acquire a thorough working knowledge of the defensive side of the sport of football. Strongly Recommended: Student needs to have a high level of skills in football and prior playing experience. The instructor will evaluate if this is the appropriate class. 2-10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

FT1 INTERCOLLEGIATE FOOTBALL 3 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all

KINESIOLOGY — ATHLETICS

rules/regulations governing the specific intercollegiate sport will also be required. Additional requirements may be set forth by the Head Football Coach. Advisory: Student athlete must have prior high school experience and have talked with the head coach before enrolling in this course. 10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

MB11 MEN'S INTERCOLLEGIATE BASKETBALL 1½ UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Daily practice. 5 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

MCC7 MEN'S INTERCOLLEGIATE CROSS COUNTRY 3 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Daily practice. 10 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

MG21 MEN'S INTERCOLLEGIATE GOLF 3 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Daily practice. 10 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

MS15 MEN'S INTERCOLLEGIATE SWIMMING & DIVING 3 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Strongly Recommended: Previous experience in competitive swimming and diving. Contact the instructor prior to registering for this course. 10 hours laboratory. Transfer: CSU; AA/AS.

MT19 MEN'S INTERCOLLEGIATE TENNIS 3 UNITS
(May be repeated 3 times)
Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Additional requirements may be set forth by the Instructor of Record for each intercollegiate course. Training for intercollegiate competition. 10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

PRSW PRE-SEASON TRAINING FOR MEN'S AND WOMEN'S INTERCOLLEGIATE SWIMMING ½–2 UNITS
(May be repeated 3 times)
Pre-season training for men's and women's intercollegiate swimming. All athletes that plan to swim for the Chabot Intercollegiate Team in the Spring should be enrolled in this course. Strongly Recommended: Advanced swim skills and prior competitive experience in swimming. 2-10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

PRVB PRE-SEASON TRAINING FOR WOMEN'S INTERCOLLEGIATE VOLLEYBALL ½–2 UNITS
(May be repeated 3 times)
Pre-season for women's intercollegiate volleyball. 2-10 hours laboratory. Transfer: CSU; UC; AA/AS.

PRWR PRE-SEASON TRAINING FOR COMPETITIVE WRESTLING ½–2 UNITS
(May be repeated 3 times)
Pre-season training and conditioning for men and women who plan to wrestle on the Chabot Intercollegiate Team. Strongly Recommended: Previous high school wrestling experience. 2-10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

PSGF PRE-SEASON TRAINING FOR COMPETITIVE GOLF ½–2 UNITS
(May be repeated 3 times)
Pre-season training for athletes intending to participate in Intercollegiate Golf in the Spring. Strongly Recommended: Advanced competitive golf skills are required. 2-10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

PSOF PRE-SEASON TRAINING FOR OFFENSIVE FOOTBALL ½–2 UNITS
(May be repeated 3 times)
This course is for pre-season intercollegiate offensive football conditioning. The student will have the opportunity to analyze offensive techniques, develop training programs, and acquire a thorough working knowledge of the sport of football. Strongly Recommended: Highly experienced in the sport of football and approval from the head coach. 2-10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

SB12 WOMEN'S INTERCOLLEGIATE SOFTBALL 3 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Daily practice. 10 hours laboratory. Transfer: CSU; UC; AA/AS.

SCMP MEN'S PRE-SEASON SOCCER SPORTS CONDITIONING ½–2 UNITS
(May be repeated 3 times)
This course is designed to give students in men's soccer an understanding of the conditioning and training needed for intercollegiate soccer competition. Strongly Recommended: High level of soccer skill and previous competitive experience. This course is NOT for beginners. 2-6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

SFTP PRE-SEASON INTERCOLLEGIATE TRAINING FOR SOFTBALL ½–2 UNITS
(May be repeated 3 times)
This course is for pre-season intercollegiate Softball. The student will develop her softball skills through training programs designed for the intercollegiate level. An extensive softball background and previous experience is needed for success in this class. Strongly Recommended: Previous softball experience and background are required for success in this course. Instructor will evaluate each student's skill level to remain in this course. 2-10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

SM3 MEN'S INTERCOLLEGIATE SOCCER 3 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Daily practice. 10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

SW2 INTERCOLLEGIATE WOMEN'S SOCCER 3 UNITS
(May be repeated 3 times)
Training for women's intercollegiate soccer competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Daily practice. 10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

TK16 WOMEN'S INTERCOLLEGIATE TRACK & FIELD 3 UNITS
(May be repeated 3 times)
Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Additional requirements may be set forth by the Instructor of Record for each intercollegiate course. Training for intercollegiate competition. Daily practice. 10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

TK17 MEN'S INTERCOLLEGIATE TRACK & FIELD 3 UNITS
(May be repeated 3 times)
Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Additional requirements may be set forth by the Instructor of Record for each intercollegiate course. Training for intercollegiate competition. 10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

TNPS PRE-SEASON TENNIS CONDITIONING ½–2 UNITS
(May be repeated 3 times)
This course is designed for intercollegiate players in men's and women's tennis. Strongly Recommended: A high level of ability to play competitive tennis. Prior background in competitive tennis is a must. 2-10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

TRKP PRE-SEASON TRACK AND FIELD TRAINING 1–2 UNITS
(May be repeated 3 times)
This course is for pre-season intercollegiate track and field conditioning. The student will have the opportunity to analyze techniques, develop training programs, and acquire a thorough working knowledge of the rules and conditioning concerning their events. Strongly Recommended: Student must have the skills and ability to compete at the intercollegiate level in community college track and field. This skill level will be evaluated by the instructor. 5-10 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

VB4 WOMEN'S INTERCOLLEGIATE VOLLEYBALL 3 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Daily practice. 10 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WB10 INTERCOLLEGIATE WOMEN'S BASKETBALL 1 ½ UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Daily practice. 5 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WCC6 WOMEN'S INTERCOLLEGIATE CROSS COUNTRY 3 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to

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safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Daily practice. 10 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WR5 INTERCOLLEGIATE WRESTLING 3 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Daily practice. 10 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WS14 WOMEN'S INTERCOLLEGIATE SWIMMING & DIVING 3 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. Additional requirements may be set forth by the Instructor of Record for each intercollegiate course. Daily practice. Prerequisite: Prior Competitive Experience. 10 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WSCP WOMEN'S PRE-SEASON SOCCER SPORTS CONDITIONING ½—2 UNITS
(May be repeated 3 times)
This course is designed to give students in women's soccer an understanding of the conditioning needed for more advanced soccer skills and competition. Strongly Recommended: High level of soccer skill and previous competitive experience. Strongly Recommended: High level of soccer skills and a high level of personal fitness is required as a prerequisite for this course. This class is NOT for beginners. 2-10 hours laboratory. Transfer: CSU; UC; AA/AS.

WT18 WOMEN'S INTERCOLLEGIATE TENNIS 2 UNITS
(May be repeated 3 times)
Training for intercollegiate competition. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. Compliance with all rules/regulations governing the specific intercollegiate sport will also be required. ACourse will focus on the basic techniquesdditional requirements may be set forth by the Instructor of Record for each intercollegiate course. Daily practice. 10 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WWP8 INTERCOLLEGIATE WOMEN'S WATER POLO 3 UNITS
(May be repeated 3 times)
Training for women's intercollegiate water polo. Students who desire to participate in intercollegiate athletics will be required to adhere to academic eligibility requirements listed in the CCCAA/COA manual, pass a physical examination by a licensed medical doctor and demonstrate an ability to safely participate in the specific intercollegiate sport. 10 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

Dance (DANC)

BAL1 INTRODUCTION TO BALLROOM DANCE ½—2 UNITS
Course will focus on the basic techniques, terminology and principles of ballroom and social dance. 2-6 hours. Transfer: CSU; AA/AS.

BLT1 INTRODUCTION TO BALLET ½—2 UNITS
Designed to introduce the student to basic exercises, positions, and movement in ballet dance.. 2-6 hours. Transfer: CSU; AA/AS.

HIP1 INTRODUCTION TO HIP-HOP DANCE ½—2 UNITS
A dance class designed to teach students the fundamental dance steps and techniques of Beginning Hip-hop dance. 2-6 hours. Transfer: CSU; AA/AS.

HIP2 ADVANCED BEGINNING HIP-HOP DANCE ½—2 UNITS
Advanced beginning Hip-hop Dance choreography, alignment, floor patterns, with group interactions and projects. Prerequisite: PEAC HIP1 (completed with a grade of "C" or higher) 2-6 hours. Transfer: CSU; AA/AS.

HIP3 INTERMEDIATE HIP-HOP DANCE ½—2 UNITS
Intermediate Hip-hop Dance techniques, steps, routines and group presentations. Prerequisite: PEAC HIP2 (completed with a grade of "C" or higher) 2-6 hours. Transfer: CSU; AA/AS.

HIP4 ADVANCED HIP-HOP DANCE ½—2 UNITS
Advanced hip-hop dance techniques, patterns which include floor breaking, rhythmic and direction changes. Choreography and improvisational group projects/presentations which include exploring rhythmic structures of hip-hop dance. Dance Performance will be emphasized. Prerequisite: PEAC HIP2 (completed with a grade of "C" or higher) 2-6 hours. Transfer: CSU; AA/AS.

JD1 INTRODUCTION TO JAZZ DANCE ½—2 UNITS
Introduction to Beginning Jazz Dance terminology, techniques, characteristics and dance routines. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

JD2 ADVANCED BEGINNING JAZZ DANCE ½—2 UNITS
Advanced Beginning Jazz Dance techniques, terminology, routines, choreography and improvisations. Prerequisite: PEAC JD1 (completed with a grade of "C" or higher). 2-6 hours Transfer: CSU; UC; CSU/GE; AA/AS..

JD3 INTERMEDIATE JAZZ DANCE ½—2 UNITS
Intermediate Jazz Dance warm ups, terminology, characteristics, group choreography and improvisation. Comparison of different styles of Jazz Dance. Prerequisite: PEAC JD2 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

JD4 ADVANCED JAZZ DANCE ½—2 UNITS
Advanced Jazz Dance technique, terminology and choreography. Advanced warm up and across the floor movement. Emphasis on group choreography and student performance. Prerequisite: PEAC JD3 (completed with a grade of "C" or higher) 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

Healthy Aging Older Adults (HEAG)

FN50 FUNCTIONAL MOVEMENT AND BALANCE FOR THE MATURE ADULT NON-CREDIT
(May be repeated 3 times)
Develops balance and functional movement for the mature adult (50+years in age). Course will include nutritional information to prevent hypertension and diabetes. Course is moderate to hard in intensity. Prior to enrollment student should get physician's OK to exercise. 2-6 hours laboratory.

WE50 RESISTANCE TRAINING FOR BONE DENSITY FOR THE MATURE ADULT NON-CREDIT
(May be repeated 3 times)
Designed to teach the basic elements of resistance training and wellness to older adult. Technique and nutritional information to improve bone density and metabolism will be emphasized. 2-3 hours laboratory.

Kinesiology (KINE)

1 INTRODUCTION TO KINESIOLOGY AND PHYSICAL EDUCATION 3 UNITS
This is an introductory course that surveys various subdisciplines related to the study of human movement. Students will examine the areas of history, sociology, biomechanics, physiology, and psychology, as they relate to the sport and exercise environment. (May not receive credit if PHED 20 has been completed.) 3 hours. Transfer: CSU; UC; C-ID KIN 100.

2 INTRODUCTION TO ATHLETIC TRAINING 4 UNITS
Introduces the student to basic taping skills, therapeutic modalities, and rehabilitation principles associated with the field of athletic training. Strong emphasis on injury prevention, recognition and management. Designed to be preparatory for a career in athletic training. (May not receive credit if PHED 17 has been completed.) 3 hours lecture, 3 hours laboratory. Transfer: CSU UC; AA/AS.

3 INTRODUCTION TO PRINCIPLES OF COACHING INTERSCHOLASTIC SPORTS: BEYOND THE BASICS 4 units
Coaching beyond the basics: ethics, physical training theories and management principles. Research into successful leadership principles, skills and philosophies. Coaching effectiveness and team building dynamics. Upon successful completion of the course, the student will be able to take the California and National High School Coaching certification examination. (May not receive credit if PHED 61 has been completed.) 3 hours. Transfer: CSU; UC.

3BB INTRODUCTION TO PRINCIPLES OF COACHING BASEBALL 2 UNITS
Theory, principles, training concepts and ethics of coaching with emphasis on the fundamentals and techniques of coaching the sport of baseball. 2 hours. (May not receive credit if PHED 27 has been completed.) Transfer: CSU; UC.

3FT INTRODUCTION TO COACHING FOOTBALL 2 UNITS
This course is designed to teach the basics of coaching football. Basic offensive and defensive drills and teamwork will be taught. Individual position skills and development will be introduced along with team training and structure. 2 hours. Transfer: CSU; UC.

3SF INTRODUCTION TO COACHING SOFTBALL 2 UNITS
Designed to teach the basics of coaching Softball. Individual skill development, along with team development and dynamics, will be thoroughly covered. 2 hours. Transfer: CSU; UC.

3SO INTRODUCTION TO COACHING SOCCER 2 UNITS
Designed to teach the basics of coaching Soccer. Individual skill development, along with team development and dynamics, will be thoroughly covered. 2 hours. Transfer: CSU; UC.

3TK INTRODUCTION TO COACHING TRACK & FIELD 2 UNITS
Designed to teach the basics of coaching track and field. Methods, drills and skill development of all the events in track will be covered. 2 hours. Transfer: CSU; UC.

4 INTRODUCTION TO SPORTS MANAGEMENT 3 UNITS
Introduction into the field of sports management. Career opportunities, human resource management, leadership, strategic planning, teamwork, ethics and values, marketing and advertising, finance, managing facilities, sports and the law, economics of sport and community impact. 3 hours. (May not receive credit if PHED 60 has been completed.) Transfer: CSU.

5 INTRODUCTION TO THE COMPONENTS OF PHYSICAL FITNESS - THE HUMAN BODY 3 UNITS
The impact of physical activity, nutrition and dietary principles upon the body. Basic exercise physiology, anatomy, kinesiology, exercise testing, body mechanics and body composition testing. 3 hours. (May not receive credit if PHED 28 has been completed.) Transfer: CSU; UC.

6 PERFORMANCE ENHANCEMENT THRU MENTAL TRAINING 3 UNITS
The study and development of the concepts and theories associated with maximizing performance, from the perspective of sport as well as life, emphasizing the mental skills and strategies for stress control, visualization, goal setting and concentration. 3 hours. (May not receive credit if PHED 15 has been completed.) Transfer: CSU; UC; CSU/GE.

7 INTRODUCTION TO LIFETIME FITNESS 3 UNITS
Designed for students to take control of their personal health and cope with the changes that will occur in their physical abilities as they age. Includes skills, techniques and information to help adapt activity through the aging process with emphasis on physical activity appropriate for age

group. 3 hours. (May not receive credit if PHED 59 has been completed.) Transfer: CSU; UC.

8 INTRODUCTION TO SPORT IN CONTEMPORARY SOCIETY 3 UNITS

An introduction into the phenomenon of sport in society, including cultural stratification, race, gender, education, economics, politics and the mass media. 3 hours. (May not receive credit if PHED 8 has been completed.) Transfer: CSU; UC.

10 NUTRITION FOR FITNESS AND FAT LOSS 3 UNITS

Study the role that nutrition and activity play in developing fitness and lowering body fat. Major concepts of fitness and nutrition will be presented along with training utilizing a heart rate monitor. Students will learn to assess current fitness levels and design a personal fitness and nutritional plan. 3 hours. (May not receive credit if PHED 57 has been completed.) Transfer: CSU; UC; CSU/GE.

11 NUTRITION FOR SPORT AND HUMAN PERFORMANCE 3 UNITS

An investigation into the role nutrition plays in sports and human achievement. Determination of optimum hydration and nutrient intake in relation to activity. 3 hours. (May not receive credit if PHED 58 has been completed.) Transfer: CSU; UC; CSU/GE.

12BB INTRODUCTION TO BASEBALL OFFICIATING 2 UNITS

This course will introduce the student to the basic rules and mechanics of officiating baseball. Students will learn the rules and basics of becoming a baseball umpire. 1 hour lecture, 3 hours laboratory. Transfer: CSU; UC.

12BK INTRODUCTION TO BASKETBALL OFFICIATING 2 UNITS

Designed to teach the Fundamentals of Basketball Officiating, National Federation and NCAA Rules, Responsibilities, Court Mechanics and Concepts of Officiating with Two Person and Three Person Techniques. 1 hour lecture, 3 hours laboratory. Transfer: CSU; UC.

12FT INTRODUCTION TO FOOTBALL OFFICIATING 2 UNITS

This course is designed to teach the Fundamentals of Football Officiating, National Federation Rules, Responsibilities, On the Field Mechanics & Concepts of Officiating high school football. 1 hour lecture, 3 hours laboratory. Transfer: CSU; UC.

12TK INTRODUCTION TO BASKETBALL OFFICIATING 2 UNITS

This course will introduce the student to the basics of hosting and officiating a track and field competition. 1 hour lecture, 3 hours laboratory. Transfer: CSU; UC.

13 AMERICAN RED CROSS LIFEGUARDING 2 UNITS

Skills and knowledge needed to prevent and respond to aquatic emergencies. Upon successful completion of this course students will receive American Red Cross certification in Lifeguard Training, CPR for the Professional Rescuer, and First Aid. Prerequisite: PEAC SWM1 (completed with a grade of "C" or higher) Demonstrate the ability to swim continuously 100 yards freestyle, 100 yards breaststroke, 100 yards freestyle and swim 20 yards, surface dive to 9 feet, retrieve 10 lb. brick, swim back to start, place brick on the side of the pool, exit the pool in 100 seconds or less. 1 hour lecture, 3 hours laboratory. (May not receive credit if PHED 13 has been completed.) Transfer: CSU; UC.

13R AMERICAN RED CROSS LIFEGUARD TRAINING REVIEW 1 ½ UNITS

To review the skills and knowledge needed by lifeguards to prevent and respond to aquatic emergencies. Upon successful completion of this course students will receive American Red Cross certification in Lifeguard Training, CPR for the Professional Rescuer, and First Aid. Prerequisite: KINE 13 (completed with a grade of "C" or higher). 1 hour lecture, 2 hours laboratory. (May not receive credit if PHED 13R has been completed.) Transfer: CSU; UC.

14 INTRODUCTION TO HEALTH AND FITNESS TRAINING 3 UNITS

Application of current health teachings to individuals and life. Physiological, psychological, and social perspectives of health. Emphasis on knowledge, attitudes and behaviors that will contribute to a healthy individual. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

15 INTRODUCTION TO PERSONAL FITNESS FOR YOUR DISABILITY 3 UNITS

Includes the areas of physical activity and health, fitness evaluation, exercise prescription, exercise for special populations, exercise programming and the fundamentals of functional anatomy and exercise physiology as they pertain to personal training. Upon successful completion of the course students will be eligible for the National Certification Board Exam to attain certification in Personal Training through the American Council on Exercise. (May not receive credit if PHED 62 has been completed.) 3 hours. Transfer: CSU.

16 THEORY AND TECHNIQUES OF OFFENSIVE FOOTBALL 2 UNITS

Analysis and examination of various approaches to offensive intercollegiate football. Includes all aspects of offensive football; punt return, point after touchdown and field goal kicking. (May not receive credit if PHED 25 has been completed.) 2 hours. Transfer: CSU; UC.

17 THEORY AND TECHNIQUE OF DEFENSIVE FOOTBALL 2 UNITS

Analysis and examination of various approaches to defensive intercollegiate football. Includes all aspects of defensive football; kick off, punt rush, punt return and P.A.T./FG rush. (May not receive credit if PHED 27 has been completed.) 2 hours. Transfer: CSU; UC.

18 INTRODUCTION TO CPR AND FIRST AID FOR COACHES 2 UNITS

Survey of non-emergency procedures and techniques used in the field including basic life support CPR and first aid designed to teach lifesaving skills to be used in an athletic setting. 1 hour lecture, 3 hours laboratory. Transfer: CSU; UC.

19 FIT FOR DUTY: HEALTH AND FITNESS FOR LAW ENFORCEMENT 2 UNITS

Designed for individuals who intend to enter the law enforcement field. An introduction to fitness, stress, psychological health and wellness are

examined as they relate to occupations within law enforcement. 1 hour lecture, 3 hours laboratory. Transfer: CSU; CSU/GE; AA/AS.

21 GROUP FITNESS INSTRUCTOR 3 UNITS
This course is an introduction to Group Fitness Instructor certification. Upon successful completion of the course students will have the opportunity to take the national certification exam in Group Fitness with the American Council on Exercise. 3 hours. Transfer: CSU.

22 INTRODUCTION TO HEALTH COACHING 3 UNITS
In combination with the American Council on Exercise this course is designed to give the student the most current, complete picture of instructional techniques and professional responsibilities that ACE certified Health Coaches need to teach their clients. Upon successful completion of this course the student can elect to take the certification exam through the American Council on Exercise. 3 hours. Transfer: CSU.

23 TECHNIQUES OF STRENGTH TRAINING INSTRUCTION 3 UNITS
This course covers how to teach a variety of strength and resistance training activities. It studies strength training sequences, theories on the development of strength, periodization, equipment, safety factors and anatomy and physiology as they apply to strength training and development. 3 hours. Transfer: CSU.

ASSE PHYSICAL FITNESS ASSESSMENTS 1 UNIT
Students will learn how to perform Physical Fitness Assessments on body composition, flexibility, muscular strength and endurance. Upon assessing fitness status students will develop an exercise prescription to maintain or improve their physical fitness level. (May not receive credit if PHED 6 has been completed.) 1 hour. Transfer: CSU; UC.

BBDT THEORY AND TECHNIQUE OF DEFENSIVE BASEBALL 2 UNITS
Students will learn how to improve and perform advanced sport-specific and skill specific fundamentals, training and conditioning for intercollegiate competition. Training will include, but not be limited to, defensive baseball specific fundamentals and skills, techniques and sport specific conditioning/training; i.e., fielding, throwing, infield and outfield play, pitching, catching. This is a course for pre-season Intercollegiate Baseball. The student will have the opportunity to develop through a training program designed for baseball at the intercollegiate level. An extensive baseball background and previous experience is needed for success in this class. Prerequisite: High level of baseball skills combined with an extensive baseball background. The instructor will evaluate the student's skill level. 2 hours. Transfer: CSU; UC.

BBOT THEORY AND TECHNIQUE OF OFFENSIVE BASEBALL 2 UNITS
Designed to teach advanced fundamentals of hitting and the offensive side of baseball. Training will include, but not be limited to, offensive baseball specific fundamentals and skills, techniques and sport specific conditioning/training; i.e., hitting, base running and the short game. Prerequisite: High level of baseball skills combined with an extensive baseball background. The instructor will evaluate the student's skill level. 2 hours. Transfer: CSU; UC.

CSA COLLEGE SUCCESS FOR ATHLETES 1 UNIT
Aiding the student-athlete in developing realistic expectations of college, explore academic programs, and understand what is necessary to succeed in college while competing in an intercollegiate sport. Rules and regulations of the Commission on Athletics (COA), National Collegiate Athletic Association (NCAA), and the National Association of Intercollegiate Athletics (NAIA) will be defined. Eligibility and transferring to a four-year institution will be explored. 1 hour lecture. Transfer: CSU.

PAD1 PREVENTION OF TYPE II DIABETES THROUGH NUTRITION AND EXERCISE ½ UNIT
This course is designed to cover basic concepts for prevention of Type II diabetes through proper nutrition and exercise. ½ hour. Transfer: CSU; UC.

PDBB PRINCIPLES OF DEFENSIVE BASEBALL 2 UNITS
Defensive theory and principles as related to baseball. This course will include defensive baseball fundamentals, techniques and sport specific conditioning/training; i.e., fielding, throwing, infield and outfield play, pitching, catching. Strongly Recommended: High level of baseball skills combined with an extensive baseball background. This class is not for the beginning baseball player. 2 hours. Transfer: CSU; UC.

POBB PRINCIPLES OF OFFENSIVE BASEBALL 2 UNITS
Designed to present theory and principles of offensive baseball. When to play long ball, when to play the short game are just a few of the concepts to be covered. Instruction will include, but not be limited to, offensive baseball specific fundamentals and skills, techniques and sport specific conditioning/training; i.e., hitting, base running and the short game. Strongly Recommended: High level of baseball skills combined with an extensive baseball background. The instructor will evaluate the student's skill level. 2 hours. Transfer: CSU.

WSI PHYSICAL FITNESS ASSESSMENTS 1 ½ UNITS
To train swimming instructor candidates to teach American Red Cross Swimming and Water Safety courses. Provides Water Safety certification. Prerequisite: Seventeen years of age. Must pass a swim test at the first class meeting. (May not receive credit if PHED 14 has been completed.) 2 hours lecture, 3 hours laboratory. Transfer: CSU; UC.

Physical Education Activity (PEAC)

ABBS ADVANCED BASEBALL SKILLS ½–2 UNITS
This is an advanced sport specific course for students to increase their individual skills in the sport of baseball. This course is not for beginning baseball enthusiasts. Prerequisite: Students must possess advanced baseball skills. Students should be enrolled in ATHBB13. 2–6 hours laboratory. Transfer: CSU; UC; CSU/GE; AA/AS.

AKD1 AIKIDO 1 ½–2 UNITS
Designed to teach the beginning concepts and philosophy in the art of Aikido. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

KINESIOLOGY — PHYSICAL EDUCATION ACTIVITY

AQA1 AQUA AEROBICS ½—2 UNITS
A conditioning workout that emphasizes cardiovascular endurance activities in the pool. After sufficient warm-up, water exercises that develop increased aerobic efficiency will be performed by students. Student need not be a swimmer to participate in this class. Students will learn about training and prevention of metabolic syndrome through diet and exercise in this course. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

AQDW AQUA AEROBICS—DEEP WATER 2 ½—2 UNITS
A conditioning workout that emphasizes cardiovascular endurance activities in the deep end of the pool. After sufficient warm-up, water exercises that develop increased aerobic efficiency will be performed by students. Students must be able to tread water to participate in this class. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

ARH1 ARCHERY 1 ½—2 UNITS
This beginning course in archery has an emphasis on safety, knowledge, and basic skill development in a variety of beginning archery activities. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

ARH2 INTERMEDIATE ARCHERY ½—2 UNITS
Designed to allow archers who have completed beginning archery (ARH1) an arena to enhance their archery knowledge and skill level. Prerequisite: PEACARH1 (completed with a grade of "P" or higher) 2-6 hours. Transfer: CSU; AA/AS.

ARH3 ADVANCED ARCHERY ½—2 UNITS
Advanced instruction in Archery and bowmanship. Prerequisite: PEAC ARH2 (completed with a grade of "P" or higher). 2-6 hours. Transfer: CSU; AA/AS.

BAB1 BAY AREA BIKING ½—2 UNITS
This course is designed to teach the basics of safe and healthy biking. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BAD1 INTRODUCTION TO BADMINTON ½—2 UNITS
Basic fundamental badminton techniques and strategies will be covered. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BAD2 INTERMEDIATE BADMINTON ½—2 UNITS
This course is for students who have played Badminton before. Students should already know how to rally, and have knowledge of the rules. This course is not for beginners. Prerequisite: PEAC BAD1. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BAD3 ADVANCED BADMINTON ½—2 UNITS
Theory and practice of advanced badminton that includes advanced techniques and tactics. This will include drills, practice, and tournament play. Fitness drills and conditioning will be incorporated into the class. Prerequisite: PEAC BAD2 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BAD4 TOURNAMENT BADMINTON ½—2 UNITS
Designed for students who wish to compete in badminton tournaments. The theory and practice of advanced badminton will be covered. This will include drills, practice, fitness conditioning, and tournament play. Prerequisite: PEAC BAD3. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BAL1 INTRODUCTION TO BALLROOM DANCE ½—2 UNITS
Course will focus on the basic techniques, terminology and principles of ballroom and social dance. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BBSD BASEBALL SPECIFIC SKILL DEVELOPMENT ½—2 UNITS
This course is designed to increase individual skills in the sport of Baseball. An extensive baseball background and previous experience is needed for success in this class. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BLT1 INTRODUCTION TO BALLET ½—2 UNITS
Designed to introduce the student to basic exercises, positions, and movement in ballet dance. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BSK1 INTRODUCTION TO BASKETBALL ½—2 UNITS
Designed to teach to the basic skills and mechanics needed to successfully play the game of basketball. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BSK2 INTERMEDIATE BASKETBALL ½—2 UNITS
Designed to teach to the intermediate skills of basketball. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BSK3 ADVANCED BASKETBALL ½—2 UNITS
Designed to teach advanced skills of basketball. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BSK4 PRE-COMPETITIVE BASKETBALL ½—2 UNITS
Designed to teach pre-competitive basketball. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

BT1 BEGINNING BOOT CAMP ½—2 UNITS
A full body conditioning class that will utilize equipment and facilities available to the general public to create an intense workout. Training in all five of the areas of fitness will be developed. Students will learn about training and prevention of metabolic syndrome through diet and exercise. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

CYC1 INTRODUCTION TO SPIN CYCLING ½—2 UNITS
This course uses group stationary cycling training to develop cardiovascular fitness. Students will also utilize various strength and flexibility modalities, mental imagery, visualization, nutrition concepts, as well as assessments of their cardiovascular fitness training level through heart rate monitoring and resting heart rate values. Students will learn about training and prevention of metabolic syndrome through diet and exercise. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

CYC2 INTERMEDIATE INDOOR SPIN CYCLING ½—2 UNITS
An intermediate group spin class to develop cardiovascular fitness. Students will also utilize various strength and flexibility activities, visualization, nutrition concepts, as well as assessments of their cardiovascular fitness

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training level through heart rate monitoring. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

DWA1 AQUA AEROBICS—DEEP WATER 1 ½—2 UNITS
This course is designed for students who would like to achieve higher fitness levels utilizing deep water aerobics. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FFL1 FLAG FOOTBALL LEAGUE ½—2 UNITS
This course is designed to teach organized flag football. Basic play design and defensive schemes will be taught in a league structure. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FFT INTRODUCTION TO FIRE FITNESS TRAINING 1 UNIT
This course is designed to prepare the Fire Technology student for the physical rigors of FT 89 and the Chabot Fire Academy. Course sessions will address aspects of physical training, ladder and hydrant operations and knots utilized in the Fire Service. May not receive credit if Fire Technology 88A has been completed. Transfer: CSU; UC; CSU/GE; AA/AS.

FFT1 INTERMEDIATE FIRE FITNESS TRAINING 1 UNIT
Designed to raise the fitness level of future firefighters Prerequisite: KINE 20. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FFT2 ADVANCED FIRE FITNESS TRAINING 1 UNIT
This course is designed to increase skill and fitness levels developed in PEAC FFT1 or FT 88B, intermediate fire fitness training. May not receive credit if FT 88C has been completed. Prerequisite: PEAC FFT1 or FT 88B (each completed with a grade of "C" or higher). Transfer: CSU; UC; CSU/GE; AA/AS.

FFT3 TACTICAL FITNESS FOR FIRE FIGHTERS ½—2 UNITS
Designed to enhance the fitness level of advanced fire fighters. Prerequisite: PEAC FFT2 (completed with a grade of "C" or higher) 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FIT1 FITNESS FOR EVERYONE ½—2 UNITS
Designed to provide the students whose schedules do not allow enrollment in the traditional class settings. Students may participate in these areas following a required orientation in each desired area of participation: Fitness, Weight Training and Aquatics. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FLW1 PHYSICAL FITNESS FOR LAW ENFORCEMENT ½—2 UNITS
This course is designed to prepare the administration of justice student for pre-employment physical ability testing, physical aspects of the Police Academy, and the maintenance of fitness and wellness as an incumbent. Course sessions will address aerobic and strength training, muscular endurance, nutrition and weight management, agility, coordination, balance and flexibility. An emphasis will be placed on injury prevention and back care. Prerequisite: KINE 19. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FLW2 INTERMEDIATE FITNESS FOR LAW ENFORCEMENT ½—2 UNITS
Designed to develop specific fitness levels for law enforcement professionals Prerequisite: PEAC FLW1 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FLW3 ADVANCED FITNESS FOR LAW ENFORCEMENT ½—2 UNITS
Designed to teach advanced levels of fitness specific to law enforcement. Prerequisite: PEAC FLW2 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FLYF INTRODUCTION TO FLY FISHING ½—2 UNITS
This course is designed to teach the beginner the basics in fly casting and fishing. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FTS1 FUTSAL—INDOOR SOCCER ½—2 UNITS
Indoor Futsal Soccer is a fast paced form of indoor soccer that places a large emphasis on technical skill and ability in situations of high pressure, and is subsequently an excellent training ground for developing foot skills that can be translated into the 11-a-side format of the game. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FUN1 BEGINNING FUNCTIONAL TRAINING FOR FAT LOSS ½—2 UNITS
This beginning course will develop strength and fat loss through a functional strength training program. Course is moderate to hard in intensity. Students will learn about training and prevention of metabolic syndrome through diet and exercise. Strongly Recommended: Personal physician's approval to exercise vigorously. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FUN2 INTERMEDIATE FUNCTIONAL TRAINING FOR FAT LOSS ½—2 UNITS
Designed to challenge students who have successfully completed Beginning Functional Training. Course is very hard in intensity. Prerequisite: PEAC FUN1. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

FUN3 ADVANCED FUNCTIONAL TRAINING FOR FAT LOSS ½—2 UNITS
Designed to challenge students who have successfully completed Intermediate Functional Training or FUN 2. Course is very hard in intensity. Prerequisite: PEAC FUN2 (completed with a grade of "P" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

GFTE GET FIT WITH TECHNOLOGY ½—2 UNITS
Designed to develop fitness and well-being in a flexible manner utilizing technology as a guide in the process. Students will utilize global positioning technology along with online learning to develop and implement a solid personal cardiovascular fitness and wellness program. Strong computer skills and the access to a handheld global positioning device are required. 2-6 hours. Transfer: CSU; CSU/GE; AA/AS.

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GTB1 BEGINNING TOURNAMENT GOLF ½—2 UNITS
Designed to give instruction and practice in the fundamental skills of golf. Skills, rules, etiquette, safety and golf course layouts will be covered. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

HEAR BASIC HEART FATE TRAINING: FITNESS TRAINING UTILIZING A HEART RATE MONITOR ½—2 UNITS
Improvement of cardiovascular fitness through the use of a heart rate monitor. Use of a heart rate monitor, target heart rate training zones and adult type II diabetes prevention will be covered. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

HTA1 HIPS, THIGHS AND ABS WORKOUT ½—2 UNITS
This course is designed to reduce, tone and strengthen the abdominal areas and the buttocks and thigh region through exercises. Proper techniques for a variety of exercises for specific muscle groups will be presented. 2-6 hours Transfer: CSU; UC; CSU/GE; AA/AS..

HTA2 INTERMEDIATE HIPS, THIGHS AND ABS ½—2 UNITS
Strenuous exercises to tone, strengthen and reduce the abdominal, buttocks and thigh regions. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

HTA3 ADVANCED HIPS, THIGHS AND ABS WORKOUT ½—2 UNITS
This an advanced course designed to strengthen, reduce and tone the "core" region of the body through various exercises and techniques. The core region includes: hips, thighs and buttocks; abdominals and obliques; and lower back. A variety of strength and flexibility exercises for these specific muscle body groups will be presented. Prerequisite: PEAC HTA2 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

INSC SOCCER/FUTSOL ½—2 UNITS
Emphasizes the fundamental skills and strategies of futsol. Offensive and defensive positions and basic team strategies will be addressed. No previous futsol experience is necessary. 2–6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

JUD1 BEGINNING JUDO ½—2 UNITS
Designed to teach beginning judo. Basic history, philosophy, techniques and safety aspects of judo will be covered. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

JUD2 INTERMEDIATE JUDO ½—2 UNITS
Students should have completed Beginning Judo or have had previous judo experience. Prerequisite: PEAC JUD1 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

JUD3 ADVANCED JUDO ½—2 UNITS
Advanced judo course. Students should have completed intermediate judo with a passing grade prior to enrolling in this course. Prerequisite: PEAC JUD2 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

LSF1 INTRODUCTORY LAP SWIMMING FOR CARDIOVASCULAR FITNESS ½—2 UNITS
Designed to develop cardiovascular fitness in the accomplished swimmer through aerobic non-stop lap swimming. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

LSF2 BEGINNING LAP SWIMMING FOR CARDIOVASCULAR FITNESS ½—2 UNITS
Designed to develop cardiovascular fitness in the accomplished swimmer and introduce the student to competitive swim training concepts. Prerequisite: PEAC LSF1 (completed with a grade of "C" or higher). Transfer: CSU; AA/AS.

LSF3 INTERMEDIATE LAP SWIMMING FOR CARDIOVASCULAR FITNESS ½—2 UNITS
Designed for the Advanced Lap Swimmer to accentuate their cardiovascular fitness as it relates to the competitive swimmer. Introduction to rigorous training of the competitive swimmer. Prerequisite: PEAC LSF2 (completed with a grade of "C" or higher). Transfer: CSU; AA/AS.

LSF4 ADVANCED SWIMMING FOR CARDIOVASCULAR FITNESS ½—2 UNITS
Designed for the advanced swimmer who wants to train for competition. Prerequisite: PEAC LSF3 (completed with a grade of "C" or higher). Transfer: CSU; AA/AS.

PIL1 INTRODUCTION TO PILATES ½—2 UNITS
This course will enable the student to participate in Pilates exercise routines for body and mind fitness. Pilates develops a strong core or center of the body through body awareness, good posture and easy, graceful movement while improving flexibility, agility and economy of motion. Students will learn about training and prevention of metabolic syndrome through diet and exercise in this course. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

PIL2 ADVANCED PILATES ½—2 UNITS
Pilates develops a strong core or center through body awareness, good posture and easy graceful movement while improving flexibility, agility and economy of motion. Intermediate Pilates will build on the basic principles learned in PIL1. Students will learn about eating to support an active lifestyle as well as principles of total wellness. Prerequisite: PEAC PIL1 (completed with a grade of "C" or higher). 2–6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

PIL3 INTERMEDIATE PILATES ½—2 UNITS
This course will enable the student to participate in Pilates exercise routines for body and mind fitness. Pilates develops a strong core or center through body awareness, good posture and easy graceful movement while improving flexibility, agility and economy of motion. Advanced Pilates will build on the basic principles learned in PIL2. Students will learn about eating to support an active lifestyle as well as principles of total wellness. Prerequisite: PEAC PIL2 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

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PIL4 FUNCTIONAL PILATES ½–2 UNITS

This course will enable the student to participate in Pilates exercise routines for body and mind fitness. Pilates develops a strong core or center through body awareness, good posture and easy, graceful movement while improving flexibility, agility and economy of motion. Functional Pilates will build on the basic principles learned in PIL3. Students will learn about eating to support an active lifestyle as well as principles of total wellness. Prerequisite: PEAC PIL3 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

PLF1 PLYOMETRICS AND AGILITY TRAINING FOR WOMEN ½–2 UNITS

This course focuses on physical training for women and is designed to help improve performance and minimize the potential for injury. Training will include progressive plyometric techniques, agility drills, flexibility exercises and core strengthening techniques. Health and nutritional issues specific to women will also be addressed. Students will learn about training and prevention of metabolic syndrome through diet and exercise in this course. Strongly Recommended: Previous athletic experience. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

PRTR PERSONAL TRAINING ½–2 UNITS

Designed to give the student an individual training plan and instruction based on their personal needs and level of conditioning. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SBB1 SPORT-SPECIFIC TRAINING - BASEBALL ½–2 UNITS

Designed to increase an individual's specific skills in the sport of baseball. 2-6 hours. Transfer: CSU; UC; AA/AS.

SBB2 INTERMEDIATE SPORT-SPECIFIC TRAINING - BASEBALL ½–2 UNITS

Designed to increase physical conditioning, skill level, and knowledge in the sport of baseball. Individual baseball player to increase their specific physical conditioning, skill/technique level. Students must have experience and a high level of skill to enroll in this course. Prerequisite: PEAC SBB1 (completed with a grade of "C" or higher) 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SBB3 ADVANCED BASEBALL-SPECIFIC TRAINING ½–2 UNITS

Students will learn resistance and plyometric training methods to dramatically improve bat, leg and throwing speed. Students must have experience in resistance training and a high level of skill in the sport of baseball to enroll in this course. Prerequisite: PEAC SBB2 (completed with a grade of "C" or higher) 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SBM1 SPORT-SPECIFIC INDIVIDUAL TRAINING FOR MEN'S BASKETBALL ½–2 UNITS

Designed to provide individual training for the intermediate level to highly competitive level male basketball player. There will be an emphasis on training, skills, basketball strategies. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SBW1 SPORT-SPECIFIC TRAINING FOR THE FEMALE BASKETBALL PLAYER ½–2 UNITS

Designed to provide individualized training for the intermediate level to highly competitive level female basketball player. There will be an emphasis on individual training and skills in a demanding classroom environment. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SMLP LAP SWIMMING FOR CARDIOVASCULAR CONDITIONING ½–2 UNITS

Designed to increase cardiovascular conditioning through swimming. Strongly Recommended: Student must be water safe and have ability to complete 200 yards of swimming without interruption. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SOC1 INTRODUCTION TO SOCCER ½–2 UNITS

Emphasizes the fundamental skills and strategies of soccer. This course focuses on rules, etiquette, safety, and soccer skills, such as dribbling, passing, shooting and defending. Offensive and defensive positions and basic team strategies are also addressed. No previous soccer experience is necessary. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SOC2 INTERMEDIATE SOCCER ½–2 UNITS

This course is designed to give the student an understanding and training in the advanced principles of competitive soccer. Training and skill development will be combined in practice and applied in games situations. Prerequisite: PEAC SOC1 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SOC3 ADVANCED SOCCER ½–2 UNITS

This course is designed to give the students an advanced understanding of the more complex principles of the game so they can apply them in the game situation. Prerequisite: PEAC SOC2 (completed with a grade of "C" or higher) . 2-6 hours. Transfer: CSU; CSU/GE; AA/AS.

SPM1 SPEED, PLYOMETRIC AND AGILITY TRAINING FOR MEN ½–2 UNITS

Course focuses on the development of speed, agility and plyometric training for men. Training will include speed training, progressive plyometric techniques, agility drills, flexibility exercises and core strengthening techniques. Health and nutritional issues specific to athletics will also be addressed. Strongly Recommended: Previous athletic experience. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SPM2 INTERMEDIATE PLYOMETRIC AND SPEED TRAINING FOR MEN ½–2 UNITS

Intermediate course on the development of speed and power for men. Training will have a strong emphasis on advanced plyometric training techniques along with speed and agility training. Prerequisite: PEAC SPM1 (completed with a grade of "P" or higher). 2-6 hours. Transfer: CSU; UC; AA/AS.

SSB1 SPORT-SPECIFIC TRAINING FOR SOFTBALL ½–2 UNITS

Designed to increase specific physical conditioning, skill/technique level, and knowledge in the sport of softball. Students must have experience and a high level of skill in softball to enroll in this course. Students will learn

about training and prevention of metabolic syndrome through diet and exercise in this course. Strongly Recommended: Extensive experience in softball along with the appropriate skills to play softball at the collegiate level. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SSCC SPORT-SPECIFIC TRAINING CROSS COUNTRY/DISTANCE RUN ½–2 UNITS
This course is designed to provide sport-specific training in track and cross country. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SSTK TRACK AND FIELD SKILLS ½–2 UNITS
Designed to teach, analyze techniques and develop training programs in the sport of track and field. Students will acquire a thorough working knowledge of the rules of all the events within the sport of track and field. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

STP1 INTRODUCTION TO CARDIO-STEP ½–2 UNITS
Designed to improve cardio-respiratory fitness utilizing a variety of choreographed and non-choreographed movement patterns. Proper stepping techniques, coinciding and non-coinciding arm and leg patterns, floor exercises and mat work, light hand weights with stretching, will be incorporated. Transfer: CSU; UC; CSU/GE; AA/AS.

STP2 INTERMEDIATE CARDIO-STEP ½–2 UNITS
Designed to develop strength and cardiovascular fitness through an intermediate level of stepping routines. Prerequisite: PEAC STP1. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SWM1 BEGINNING SWIMMING ½–2 UNITS
Designed to teach proficiency in the basic strokes of swimming. No prior knowledge or skill in swimming is needed to join this course. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SWM2 INTERMEDIATE SWIMMING ½–2 UNITS
Designed for students who have completed beginning swimming (SWM1). Intermediate stroke development will be presented in this course. Prerequisite: PEAC SWM1 (completed with a grade of "C"or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SWM3 ADVANCED SWIMMING ½–2 UNITS
Designed for those students who would like to learn advanced strokes in swimming. Prerequisite: PEAC SWM2 (completed with a grade of "C"or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

SWM4 HIGH LEVEL SWIMMING ½–2 UNITS
Designed for students who are interested in acquiring the swimming skills and conditioning necessary to compete at high level. Prerequisite: PEAC SWM3 (completed with a grade of "C"or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

TBB1 TOURNAMENT BASEBALL LEAGUE ½–2 UNITS
Designed for students to develop sport specific individual, group and team skills while participating in actual Baseball games. An extensive baseball background and previous experience is needed for success in this class. Prerequisite: Students need an extensive baseball background and skill set. Students should be a member of a team and/or established and recognized baseball league. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

TEN1 INTRODUCTION TO TENNIS ½–2 UNITS
Introduction to the game of tennis. The course will involve basic stroking methods, conditioning techniques, historical background, rules, scoring, as well as singles and doubles strategies. 2-6 hours. CSU; UC; CSU/GE; AA/AS.

TEN2 INTERMEDIATE TENNIS ½–2 UNITS
This course is designed for those students who have completed Tennis 1. The course will involve more techniques on the strokes of tennis, introducing spin as a control technique, footwork patterns, conditioning, historical background, rules, scoring, as well as strategy and court positioning for singles and doubles play. Prerequisite: PEAC TEN1 (completed with a grade of "C" or higher). 2-6 hours. Transfer; CSU; UC; CSU/GE; AA/AS.

TEN3 ADVANCED TENNIS ½–2 UNITS
This course is for tennis players who are at an advanced level of play. The course will involve singles and doubles strategies that utilize high percentage play, footwork and conditioning drills, strategies for courts positioning in both singles and doubles play. Prerequisite: PEAC TEN2 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

TEN4 TOURNAMENT TENNIS ½–2 UNITS
This course is designed for those tennis players who are competing in tournaments or league play. The course will cover strategy, court positioning, footwork and conditioning, and tennis strokes technique. Prerequisite: PEAC TEN3 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

TKD1 TAE-KWON-DO ½–2 UNITS
Introductory course in the history, philosophy, techniques and safety aspects of tae-kwon-do. This is an ancient Korean martial art where students will learn "the way of fist and foot," as well as increase cardiovascular and muscular fitness. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

VOL1 INTRODUCTION TO VOLLEYBALL ½–2 UNITS
Designed to provide students an opportunity to learn or review and practice those skills which are acceptable under current rules and interpretations in the game of volleyball; to promote an interest in leisure time activity; acquire an appreciation of competitive play as a spectator; and to teach students what acceptable conduct is in a coeducational activity. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WAP1 INTRODUCTION TO WATER POLO ½–2 UNITS
Designed to provide the student the opportunity to develop their skills in water polo. Aspects of leadership, team play, sportsmanship, and other social values are concomitant objectives. Students will learn about training and prevention of metabolic syndrome through diet and exercise in this course. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

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WAP2 BEGINNING WATER POLO ½–2 UNITS
Designed to enhance and to develop strategic play necessary for tournament play. Prerequisite: PEAC WAP1 (completed with a grade of "C" or higher). 2-6 hours. Transfer; CSU; UC; AA/AS.

WAP3 INTERMEDIATE WATER POLO ½–2 UNITS
Designed to provide the student the capability of participating in tournament play. Aspects of leadership, team play, sportsmanship, and other social values are concomitant objectives. Prerequisite: PEAC WAP2 (completed with a grade of "C" or higher) . 2-6 hours. Transfer; CSU; UC; AA/AS.

WAP4 ADVANCED WATER POLO ½–2 UNITS
Designed to provide the student participation in tournament play. Aspects of team play, good sportsmanship and life long health and well-being. Prerequisite: PEAC WAP3 (completed with a grade of "C" or higher). 2-6 hours. Transfer; CSU; UC; AA/AS.

WEI1 INTRODUCTION TO WEIGHT TRAINING ½–2 UNITS
Designed to teach the basic elements of weight training and prepare the student's body; i.e., muscles, ligaments, tendons and joints to endure weight training. Emphasis on developing muscle strength balances in the 3 different planes of motion and muscular endurance training. Circuit training will be utilized. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WEI2 INTERMEDIATE WEIGHT TRAINING ½–2 UNITS
Designed to focus on increasing the muscular hypertrophy of the prime movers. Workout templates will be provided that stimulate and provoke high and positive chemical changes within the muscle system. Prerequisite: PEAC WEI1 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WEI3 ADVANCED WEIGHT TRAINING ½–2 UNITS
Designed to teach the student advanced lifts and training methods in weight training and to develop the highest level of force and to become significantly stronger through the use of muscular strength training stimulus. The student will learn to synchronize their muscles involved in the exercise. Prerequisite: PEAC WEI2 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WEI4 WEIGHT TRAINING FOR MUSCULAR POWER ½–2 UNITS
This is a course designed to increase the muscular power of the student through high velocity training. Emphasis on improving neuromuscular coordination through the utilization of the stretch-reflex principle and higher rates of acceleration through lighter training loads. Prerequisite: PEAC WEI3 (completed with a grade of "C" or higher), 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WLK1 WALKING FOR FITNESS ½–2 UNITS
This is course is for students of all fitness levels who would like to utilize walking as a fitness enhancing activity. Walking routes begin on campus and explore a multitude of nearby parks and trails. Topics to be discussed include: fitness and health assessment, equipment and safety, walking techniques, motivation, nutrition basics, program design and evaluation, volkssporting and more. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WLK2 ADVANCED WALKING FOR FITNESS ½–2 UNITS
This is course is for students of intermediate-to-advanced fitness levels who would like to utilize walking as a fitness enhancing activity. Walking routes are on campus and will utilize the stadium bleachers, stairs and track. Multiple discussion topics will include: interval training, fitness and health assessment, equipment and safety, walking techniques, motivation, nutrition basics, program design and evaluation. Students will learn about target heart rate training and recording and monitoring their heart rate in this course. Prerequisite: PEAC WLK1 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WLK3 ADVANCED CARDIOVASCULAR FITNESS THRU WALKING ½–2 UNITS
Designed to develop advanced cardiovascular fitness through walking and a series of supplemental exercises. Prerequisite: PEAC WLK2 (completed with a grade of "P" or higher), 2-6 hours. Transfer: CSU; UC; AA/AS.

WOW1 WOMEN'S WEIGHT TRAINING 1 ½–2 UNITS
Designed to provide introductory information on physical fitness and strength training through the use of progressive resistance exercises. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

WOW2 WOMEN'S WEIGHT TRAINING 2 ½–2 UNITS
Designed to provide basic information to students wishing to improve their physical fitness through the use of progressive resistance exercises. The material for the course is predicated upon the use of sound physiological principles. Students will learn about training and prevention of metabolic syndrome through diet and exercise in this course. Prerequisite: PEAC WOW1 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

YOG1 INTRODUCTION TO YOGA ½–2 UNITS
This is course explores the basic principles of Hatha Yoga and how they apply to achieving lifetime fitness. It incorporates yoga postures (asanas) designed to strengthen and tone the body. Breathing exercises, relaxation and meditation techniques are learned and practiced throughout the course. Students will learn about training and prevention of metabolic syndrome through diet and exercise in this course. 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

YOG2 INTRODUCTION TO YOGA ½–2 UNITS
Designed for students who have completed beginning Yoga (YOG1) and are ready to progress to more complex moves in hatha yoga. Prerequisite: PEAC YOG1 (completed with a grade of "C" or higher). 2-6 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

YOG3 ADVANCED YOGA ½–2 UNITS
Designed for students who have completed Yoga 2 and are ready to study more advanced and complicated asanas. Prerequisite: PEAC YOG2 (completed with a grade of "P" or higher). 2-6 hours. Transfer: CSU; AA/AS.

Liberal Arts

(See Psychology-Counseling)

Liberal Studies

(See Psychology-Counseling)

Library Studies (LIBS)

1 LIBRARY SKILLS FOR AN INFORMATION SOCIETY 1 UNIT
Introduction to academic libraries and information resources they provide, including development of search strategies, and the retrieval, evaluation, and use of information. Effective use of print and electronic resources, including online library catalogs, reference sources, online periodicals and research databases, and the internet. Prepares students to resolve different information queries, problems or issues (both academic and non-academic) in a systematic way—locate, evaluate, synthesize and communicate information. 1 hour. Transfer: CSU; UC.

2 LIBRARY RESEARCH AND INFORMATION LITERACY SKILLS VIA POPULAR CULTURE 2 UNITS
Introduction to research techniques using Chabot College library resources. Teaches the skills needed to successfully find, evaluate, and document information in print, electronic, and Internet formats. Covers plagiarism, the ethical and legal aspects of information use, and the critical thinking skills necessary for successful college research, 2 hours. Transfer: CSU.

Machine Tool Technology (MTT)

DEGREE:
AS—Machine Tool Technology
AS—Numerical Control

CERTIFICATE OF ACHIEVEMENT:
Machinist
Numerical Control Programmer (machinist)
Tool Maker

The Machinist one-year certificate program is designed to train students in the operation of a variety of precision metal removal tools, from small hand tools to machine tools such as: drill presses, lathes, milling machines, and grinders. Graduates acquire basic skills to setup and operate all standard machine tools and machine parts from blueprint specifications. Graduates are also introduced to computerized numerical control (CNC) machines. In addition, students learn basic hand skills including general machining techniques required to setup and operate all standard machine tools for the manufacture of parts from blueprint specifications.

The Tool Maker two-year program is designed to train students for a tool and die making career. Graduates are trained in tool and die making, computerized numerical control (CNC) machining, computer-aided manufacturing, computer-aided drafting and design, and are capable of learning new skills with minimum instruction. Students are expected to have an appreciation of precise work and a desire to observe the progression of complex parts.

Students use a variety of computer software applications to draw, design, and program CNC machines, and application work focuses on jigs, fixtures, and punch and die work.

Numerical Control is a system (sometimes referred to as CAM—Computer-Aided Manufacturing) using specially prepared instructions, developed by the N/C Programmer, to control the operation of various manufacturing equipment such as machine tools, inspection machines, woodworking machines, laser machines, and robots.

MACHINE TOOL TECHNOLOGY
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)
- Machine Tool Technology 50 (Blueprint Reading, Sketching, and CAD) 3
- Machine Tool Technology 60A (Machine Tool Technology I) . . . 4
- Welding Technology 70 (Introduction to Welding) 2

YEAR ONE (SPRING)
- Machine Tool Technology 60B (Machine Tool Technology II) . . 4

YEAR TWO (FALL)
- Machine Tool Technology 65 (Production Practices) 4
- Machine Tool Technology 71A (Numerical Control Programming I) 4

YEAR TWO (SPRING)
- Machine Tool Technology 66 (Basic Toolmaking) 4
- Machine Tool Technology 81B (Surfcam) or Machine Tool Technology 81C (Mastercam X) 3

Total 28

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
- General Education Courses (Areas A-E) 16
- Machine Tool Technology GE Requirement 3
  Complete a minimum of 3 units from
  Industrial Technology 74 (Measurements and Calculations)

Total minimum units required 60

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

NUMERICAL CONTROL
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)
- Machine Tool Technology 50 (Blueprint Reading, Sketching, and CAD) 3
- Machine Tool Technology 60A (Machine Tool Technology I) . . 4
- Machine Tool Technology 71A (Numerical Control Programming I) 4

YEAR ONE (SPRING)
- Machine Tool Technology 60B (Machine Tool Technology II) . . 4
- Machine Tool Technology 71B (Numerical Control Programming II) 4

YEAR TWO (FALL)
- Machine Tool Technology 65 (Production Practices) 4
- Machine Tool Technology 81A (SolidWorks for Machine Shops) 3

YEAR TWO (SPRING)
- Machine Tool Technology 71C (Numerical Control Programming III) 4
- Machine Tool Technology 81B (Surfcam)
  - Machine Tool Technology 81C (Mastercam X) 3

Total 33

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
- General Education Courses (Areas A-E) 16
- Numerical Control GE Requirement 3
  - *Complete a minimum of 3 units from*
  - Industrial Technology 74 (Measurements and Calculations)

Total minimum units required 60

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

MACHINIST
CERTIFICATE OF ACHIEVEMENT

CORE COURSES (FALL)
- Machine Tool Technology 60A (Machine Tool Technology I) . . . 4
- Machine Tool Technology 63A (Individual Projects) 2
- Machine Tool Technology 71A (Numerical Control Programming I) 4
- Machine Tool Technology 50 (Blueprint Reading, Sketching, and CAD) 3
- Industrial Technology 74 (Measurements and Calculations) 3

CORE COURSES (SPRING)
- Machine Tool Technology 60B (Machine Tool Technology II) . . 4
- Machine Tool Technology 63B (Advanced Individual Projects) . . 2
- Machine Tool Technology 81B (Surfcam)
  - or Machine Tool Technology 81C (Mastercam X) 3
- Welding Technology 70 (Introduction to Welding) 2

Total 27

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

NUMERICAL CONTROL PROGRAMMER (MACHINIST)
CERTIFICATE OF ACHIEVEMENT

YEAR ONE (FALL)
- Machine Tool Technology 50 (Blueprint Reading, Sketching, and CAD) 3
- Industrial Technology 74 (Measurements and Calculations) 3
- Machine Tool Technology 60A (Machine Tool Technology I) . . . 4
- Machine Tool Technology 71A (Numerical Control Programming I) 4

YEAR ONE (SPRING)
- Machine Tool Technology 60B (Machine Tool Technology II) . . 4
- Machine Tool Technology 71B (Numerical Control Programming II) 4

YEAR TWO (FALL)
- Machine Tool Technology 65 (Production Practices) 4
- Machine Tool Technology 81A (SolidWorks for Machine Shops) 3

YEAR TWO (SPRING)
- Machine Tool Technology 71C (Numerical Control Programming III) 4
- Machine Tool Technology 81B (Surfcam)
  - or Machine Tool Technology 81C (Mastercam X) 3

Total 36

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

TOOL MAKER
CERTIFICATE OF ACHIEVEMENT

CORE COURSES (FALL)
- Machine Tool Technology 60A (Machine Tool Technology I) . . . 4
- Machine Tool Technology 65 (Production Practices) 4
- Industrial Technology 74 (Measurements and Calculations) 3
- Machine Tool Technology 71A (Numerical Control Programming I) 4
- Welding Technology 70 (Introduction to Welding) 2
- Machine Tool Technology 50 (Blueprint Reading, Sketching, and CAD) 3

CORE COURSES (SPRING)

Machine Tool Technology 60B (Machine Tool Technology II) . . 4
Machine Tool Technology 66 (Basic Toolmaking) 4
Machine Tool Technology 81B (Surfcam)
or Machine Tool Technology 81C (Mastercam X) 3
Total 31

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

Machine Tool Technology (MTT)

50 BLUEPRINT READING, SKETCHING, AND CAD 3 UNITS
Fundamentals of freehand sketching, reading of blueprints, interpreting of commonly used symbols, pictorial drawings, orthographic projection, geometric construction, dimensioning, and sectioning. Includes a general approach to Computer Aided Drafting (CAD). Focus on subject matter relevant to Machine Tool Technology and Industrial Technology applications and local industry requirements. Designed to provide a working knowledge of methods of graphical communication. 2 hours lecture, 3 hours laboratory.

60A MACHINE TOOL TECHNOLOGY I 4 UNITS
Introduction to machine tool operations relating to precision measuring tools, layout methods, screw threads, benchwork, drill presses, bandsaws, basic lathe and vertical milling operations, and evaluation of manufacturing job opportunities. Emphasis on safe and correct use of hand and machine tools. 2 hours lecture, 6 hours laboratory. Transfer: CSU.

60B MACHINE TOOL TECHNOLOGY II 4 UNITS
Continuation of Machine Tool Technology 60A. Theory and laboratory practice relating to advanced lathe and milling machine operations, gear cutting, steel and heat treating, basic surface and cylindrical grinding, and introduction to metric measurement. Emphasis on correct machine tool setups and quality of project work are stressed. Prerequisite: Machine Tool Technology 60A *(completed with a grade of "C" or higher)*. Strongly recommended: Industrial Technology 74. 2 hours lecture, 6 hours laboratory. Transfer: CSU.

63A INDIVIDUAL PROJECTS 2 UNITS
Design, development, and fabrication of selected projects for the machine tool technology major to develop special entry-level job skills. Strongly recommended: Machine Tool Technology 60A. 6 hours laboratory.

63B ADVANCED INDIVIDUAL PROJECTS 2 UNITS
Continuation of Machine Tool Technology 63A. Selected projects to provide certain specialized skills required for job updating, job advancement, or skill specialization. Strongly recommended: Machine Tool Technology 60A. 6 hours laboratory.

65 PRODUCTION PRACTICES 4 UNITS
Introduction to design and fabrication of production-type toolings such as jigs, fixtures, and gauges as applied in industry. Emphasis on tool design practices, fabrication techniques, set-up procedures, and inspection of production parts. Prerequisite: Machine Tool Technology 60B *(completed with a grade of "C" or higher)*. 2 hours lecture, 6 hours laboratory. Transfer: CSU.

66 BASIC TOOLMAKING 4 UNITS
Toolroom grinding, precision measurement, precision boring, steels and heat treating, carbide cutting tools, job estimating, and basic die-making theory. Prerequisite: Machine Tool Technology 65 *(completed with a grade of "C" or higher)*. 2 hours lecture, 6 hours laboratory. Transfer: CSU.

70 INTRODUCTION TO MACHINE SHOP 2 UNITS
Introduction to machine shop practice. Includes measuring tools, benchwork, screw threads, drill presses, lathes, and vertical milling machine operations. Safe and correct use of machine tools. 1 hour lecture, 3 hours laboratory. Transfer: CSU.

71A NUMERICAL CONTROL PROGRAMMING I 4 UNITS
Introduction to programming and operating three-axis computer numerical controlled drilling and milling machining centers. Instruction includes the standard XYZ Cartesian Coordinate system, manual and automatic machining center operation, absolute and incremental positioning, program coding and preparation, fabrication of basic three-axis drill and mill parts, and laboratory "first article" inspection reports. Strongly recommended: Industrial Technology 74. 2 hours lecture, 6 hours laboratory. Transfer: CSU.

71B NUMERICAL CONTROL PROGRAMMING II 4 UNITS
Intermediate programming and operating three-axis computer numerical controlled drilling and milling machining centers. Instruction includes intermediate contouring, helical interpolation, thread milling, sub programs, basic macro programming, conversational programming, programming with DXF files, program coding and preparation, process planning, fabrication of intermediate three-axis drill and mill parts, and laboratory "first article" inspection reports. Prerequisite: Machine Tool Technology 71A *(completed with a grade of "C" or higher)*. 2 hours lecture, 6 hours laboratory. Transfer: CSU.

71C NUMERICAL CONTROL PROGRAMMING III 4 UNITS
Basic programming and operating of two-axis and live tooling computer numerical controlled lathes. Instruction includes lathe programming using constant surface speeds, internal and external turning, live tool drilling, tapping, milling, sub spindle operation, and laboratory "first article" inspection reports. Strongly recommended: Industrial Technology 74. 2 hours lecture, 6 hours laboratory. Transfer: CSU.

75 NUMERICAL CONTROL OPERATOR 4 UNITS
Introduction to operating computer numerical controlled drilling and milling machining centers, two-axis lathes, and mill-turn machining centers. Instruction includes the XYZ Cartesian Coordinate system, manual and automatic machining center setup and operation, 2-axis lathe setup and operation, mill-turn machining center setup and operation, basic program editing, run programmed mill and lathe parts, laboratory "first article" inspection, and creating lab inspection reports. 2 hours lecture, 6 hours laboratory.

81A SOLIDWORKS FOR MACHINE SHOPS 3 UNITS
The fundamentals of SolidWorks design software as it pertains to machine shop use and requirements. Instruction includes theory and laboratory practice on the use of the SolidWorks design software environment to create solid models, drawings, assemblies and how to interface SolidWorks models with CAD/CAM software. PhotoWorks Cosmos Express, eDrawings, and other third party "add-ins" will be touched on briefly. Strongly recommended: Machine Tool Technology 71A. 2 hours lecture, 3 hours laboratory.

81B SURFCAM 3 UNITS
The fundamentals of Surfcam CAD/CAM manufacturing software as it pertains to machine shop use and requirements. Instruction includes theory and laboratory practice on the use of the Surfcam software environment to create 2½ and 3 axis, lathe, and wire edm tool paths. Instruction includes part drawing, dimensioning, importing electronic files (DXF, IGES, Sldprt, and Dwg), lathe and mill tool path construction, geometry and tool path transformations, tool path editing, and post processors. Strongly recommended: Machine Tool Technology 71A. 2 hours lecture, 3 hours laboratory.

81C MASTERCAM X 3 UNITS
The fundamentals of the latest version of Mastercam X CAD/CAM manufacturing software as it pertains to machine shop use and requirements. Instruction includes theory and laboratory practice on the use of the Mastercam X software environment to create 2 ½ and 3 axis, lathe, and wire edm tool paths. Instruction includes part drawing, dimensioning, importing electronic files (DXF, IGES, Sldprt, and Dwg), lathe and mill tool path construction, geometry and tool path transformations, tool path editing, and post processors. Strongly recommended: Machine Tool Technology 71A. 2 hours lecture, 3 hours laboratory.

Mass Communications (MCOM)

AA–Mass Communications

In pursuing this degree, students will gain knowledge and hands-on experience in radio, television, and print journalism. They will be able to transfer to a university program using their knowledge and experience or seek job entry in one of the media fields.

MASS COMMUNICATIONS
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
Mass Communications 40 (Introduction to Broadcasting) 3
Mass Communications 41 (Introduction to Mass Communications). 3
Mass Communications 20 (Journalism: Newswriting and Information Gathering) 3

YEAR ONE (SPRING)
Mass Communications 25 (Journalism: Magazine and Newspaper Feature Writing). 3
Mass Communications 42 (Writing for Broadcasting) 3
Photography 50 (Introduction to Photography) 3

YEAR TWO (FALL)
Mass Communications 15 (Publications: Editorial Leadership and Production) 3
Business 34 (Introduction to Advertising). 3
Mass Communications 60 (Introduction to Television Studio Techniques) 3

YEAR TWO (SPRING)
Mass Communications 43 (Advertising Sales and Media Management) 4
Mass Communications 44 (Radio and Television Announcing/Performance) 3
Mass Communications 61 (Intermediate Television Studio Techniques) 3
Mass Communications Option* 3
Total 40

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

**Any course in Mass Communications.*

Mass Communications (MCOM)

14 WRITING AND PHOTOGRAPHY FOR A WEEKLY PUBLICATION 1 UNIT
Journalism and photojournalism, content development/production for the weekly college newspaper. 3 hours laboratory. Transfer: CSU.

15 PUBLICATIONS–EDITORIAL LEADERSHIP AND PRODUCTION 3 UNITS
Production of the college newspaper, including instruction and experience in writing, business management, graphic arts, leadership and editing. Strongly recommended: Eligibility for English 1A. 1 hour lecture, 6 hours production. Transfer: CSU.

20 JOURNALISM: NEWSWRITING AND INFORMATION GATHERING 3 UNITS
Fundamentals of reporting and newswriting to develop ability to identify a compelling story, gather information, organize, write, rewrite and deliver in the chosen format, according to professional standards of traditional print journalism and online journalism, supported by multimedia. Analysis of exemplary journalistic models. Conceive, research, and write stories using traditional news values. Requires source interviews or original research. (May not receive credit if MCOM 1 has been completed.) Strongly Recommended: Eligibility for ENGL 1A. 3 hours. Transfer: CSU; C-ID: JOUR 110.

21 NEWSPAPER PRODUCTION I 3 UNITS
This course focuses on writing and producing student news publications using the school newspaper, the Spectator and its online version, thechabotspectator.com, as a practical laboratory that produces a journalistic product for distribution to a college-wide audience. Students will work primarily in one of the following areas: researching, writing, and editing articles for the two publications; taking photographs and creating graphic illustrations; developing multimedia stories; or designing pages. Ethics and legal aspects of communication are also covered. Strongly Recommended: MCOM 20 (completed with a grade of "C" or higher), eligibility for ENGL 1A. 1 hour lecture, 6 hours laboratory. Transfer: CSU; C-ID: JOUR 130.

22 NEWSPAPER PRODUCTION II 3 UNITS
This course focuses on intermediate writing and producing student news publications using the school newspaper, the Spectator and its online version, thechabotspectator.com, as a practical laboratory that produces a journalistic product for distribution to a college-wide audience. Students will work primarily in two or three of the following areas: researching, writing, and editing articles for the two publications; taking photographs and creating graphic illustrations; developing multimedia stories; or designing pages. Ethics and legal aspects of communication and media leadership/management are also covered. Prerequisite: MCOM 21 (completed with a grade of "C" or higher) Strongly Recommended: MCOM 20 (completed with a grade of "C" or higher); eligibility for ENGL 1A. 1 hour lecture, 6 hours laboratory. Transfer: CSU ; C-ID: JOUR 131.

23 NEWSPAPER PRODUCTION III 3 UNITS
This course focuses on advanced intermediate writing and producing student news publications using the school newspaper, the Spectator and its online version, thechabotspectator.com, as a practical laboratory that produces a journalistic product for distribution to a college-wide audience. Students will work primarily in four or five of the following areas: researching, writing, and editing articles for the two publications; taking photographs and creating graphic illustrations; developing multimedia stories; or designing pages. Ethics and legal aspects of communication and media leadership/management are also covered and students should serve in leadership roles. Prerequisite: MCOM 22. 1 hour lecture, 6 hours laboratory. Transfer: CSU.

24 NEWSPAPER PRODUCTION IV 3 UNITS
This course focuses on advanced leadership, writing and producing student news publications using the school newspaper, the Spectator and its online version, thechabotspectator.com, as a practical laboratory that produces a journalistic product for distribution to a college-wide audience. Students will produce work in six or more of the following areas: researching, writing, and editing advanced investigative and in-depth articles for the two publications; taking photographs and creating graphic illustrations; developing multimedia stories; or designing pages. Ethics and legal aspects of communication and media leadership/management are also covered and students should serve in leadership roles and cover a major or public affairs beat. Prerequisite: MCOM 23. 1 hour lecture, 6 hours laboratory. Transfer: CSU.

25 MAGAZINE AND NEWSPAPER FEATURE WRITING 3 UNITS
Feature writing, free lance journalism and how to get published in newspapers and magazines and online opportunities. (May not receive credit if MCOM 3 has been completed.) Strongly Recommended: ENGL 1A (completed with a grade of "C" or higher). 3 hours. Transfer: CSU.

26 BEGINNING PHOTOJOURNALISM 3 UNITS
Beginning photojournalism focuses on the technical, aesthetic, journalistic and interpersonal skills needed to produce images that tell stories for newspapers, magazines, books and the Internet. Assignments will introduce students to specific areas of photojournalism including current technology and tools for preparing images. Students may be assigned to cover protests, demonstrations, political campaigns, live performances, campus events, press conferences, sporting events and feature stories that explore contemporary social issues. Journalistic ethics will be the subject of ongoing discussions throughout the semester, as will applicable business practices. Strongly Recommended: PHOT 50 or PHOT 53A. 1 hour lecture, 6 hours laboratory. Transfer: CSU; C-ID: JOUR 160.

40 INTRODUCTION TO BROADCASTING 3 UNITS
A survey of radio, television, film, and multimedia and their impact on culture and society; includes economics, technological development, programming, ratings, legal aspects, and social control of broadcasting in America, and cross-cultural, international comparisons. (May not receive credit if Mass Communications 31 has been completed.) 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS

41 INTRODUCTION TO MASS COMMUNICATIONS 3 UNITS
History of the press and mass media; the political, social and economic impact of the press on government and public opinion. The social and cultural impact of the media and its role in shaping public perception. An overview of the news process and job opportunities in the media. Strongly recommended: Eligibility for English 1A. (May not receive credit if Mass Communications 5 has been completed.) 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: JOUR 100.

42 WRITING FOR BROADCASTING 3 UNITS
Techniques of writing for radio and television; including script writing and discussion of professional and student scripts, with emphasis on commercials; and underwriting announcements, public service announcements, news and program introductions. Strongly recommended: Eligibility for English 1A or 52A. (May not receive credit if Mass Communications 35 has been completed.) 3 hours. Transfer: CSU.

43 ADVERTISING SALES AND MEDIA MANAGEMENT 4 UNITS
Introduction to broadcast advertising sales from research through the sales presentation to the airing of the commercial campaign. Broadcast and cable station managerial objectives, procedures and problems pertaining to daily operations; and the managerial perspective of individual departments within the broadcast and cable station. (May not receive credit if Mass Communications 8 has been completed.) 4 hours. Transfer: CSU; AA/AS.

44 RADIO AND TELEVISION ANNOUNCING/ PERFORMANCE 3 UNITS
Projection of personality, voice control and pronunciation necessary for communication of ideas in radio and television broadcasting under simulated studio circumstances. (May not receive credit if Mass Communications 32 has been completed.) 3 hours. Transfer: CSU; AA/AS.

50 RADIO STUDIO TECHNIQUES 3 UNITS
Operational procedures and practices in a modern radio broadcast studio. Emphasis on production aspects including editing and announcing, station operations and commercial radio programming. (May not receive credit if Mass Communications 34 has been completed.) 3 hours lecture, 1 hour laboratory. Transfer: CSU.

56 INTRODUCTION TO KCRH RADIO EXPERIENCE 3 UNITS
Introduction to practical experience in KCRH radio station operations including programming, music, audio production techniques, promotions, news, live sports, and underwriting sales. Experience in broadcast operation of KCRH-FM. Prerequisite: MCOM 50 (completed with a grade of "C" or higher). 2 hours lecture, 3 hours laboratory. Transfer: CSU.

58 INTERMEDIATE KCRH RADIO EXPERIENCE 3 UNITS
Intermediate practical experience in KCRH radio station operations including programming, music, audio production techniques, promotions, news, live sports, and underwriting sales. Experience in broadcast operation of KCRH-FM. Prerequisite: MCOM 50 (completed with a grade of "C" or higher), MCOM 56 (completed with a grade of "C" or higher). 2 hours lecture, 3 hours laboratory. Transfer: CSU.

59 ADVANCED KCRH RADIO EXPERIENCE 3 UNITS
Advanced practical experience in KCRH radio station operations including running programming, music, audio production, promotions, news, live sports, and underwriting sales departments. Experience in broadcast operation of KCRH-FM. Prerequisite: Mass Communications 58 (completed with a grade of "C" or higher). 2 hours lecture, 3 hours laboratory. Transfer: CSU.

60 TELEVISION STUDIO TECHNIQUES I 3 UNITS
Introduction to studio practices. Hands-on experience in television studio operations, control room procedures, and basic program production. (Mass Communications 33A and 60 may be taken a combined total of four times.) 2 hours lecture, 3 hours laboratory. Transfer: CSU.

61 TELEVISION STUDIO TECHNIQUES II 3 UNITS
Further experience in television studio operations, control room procedures, and program production. Designed to improve skills in operating television equipment, and producing and directing television programs. Prerequisite: Mass Communications 60. 2 hours lecture, 3 hours laboratory. Transfer: CSU.

62 TELEVISION SPORTS PRODUCTION 2 UNITS
Introduction to the exciting field of television sports production. This course offers hands-on experience in LIVE broadcast of Chabot College home games and production of the *Chabot Sports Show,* both of which are broadcast on Chabot Television on Comcast cable channel 27. Other topics include: shooting and editing sports highlights and features, field production, sports field reporting, interviewing athletes, and news writing. Strongly recommended: Mass Communications 60. (Mass Communications 72 and 62 may be taken a combined total of 4 times). 1 hour lecture, 4 hours laboratory. Transfer: CSU.

63 CABLE TELEVISION STATION OPERATION 2 UNITS
Practical experience in cable television station operation including: programming the television line up, content development, community outreach, underwriting and sales, soliciting clients, and proper equipment maintenance. Experience in the broadcast operation of Chabot Television on Comcast cable 27. Strongly recommended: Mass Communications 60. (Mass Communications 73 and 63 may be taken a combined total of four times.) 1 hour lecture, 4 hours laboratory. Transfer: CSU.

68 KCTH TELEVISION EXPERIENCE 3 UNITS
Practical experience in television production and programming. Prerequisite: Mass Communications 60. (Mass Communications 73 and 63 may be taken a combined total of four times.) 2 hours lecture, 3 hours laboratory. Transfer: CSU.

69 ADVANCED KCTH TELEVISION EXPERIENCE 3 UNITS
Advanced practical experience in television production and programming. Prerequisite: Mass Communications 60 *(completed with a grade of "C" or higher)*. Strongly recommended: Mass Communications 68 *(completed with a grade of "C" or higher)*. 2 hours lecture, 3 hours laboratory. Transfer: CSU.

Mathematics (MTH)

DEGREE:
AS-T–Mathematics
AA–Mathematics
AS–Mathematics

MATHEMATICS
ASSOCIATE IN SCIENCE FOR TRANSFER

This curriculum provides an opportunity to achieve an Associate in Science Degree in Mathematics for Transfer to the California State University System (CSU) while completing the first and second year requirements for transfer to a four-year institution. A baccalaureate degree is recommended preparation for those considering professional careers in business. Completion of this curriculum will demonstrate commitment to the field and provide comprehensive preparation for upper-division work. This program is designed specifically for the California State University system. Lower Division requirements for the University of California system and private four-year

colleges vary by transfer school. Please see a counselor for transfer requirements for other institutions.

Students who intend to transfer must meet all current transfer requirements including minimum GPA. Students are strongly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer school.

UNITS

REQUIRED CORE ***(15 units)***

Mathematics 1 (Calculus I) 5
Mathematics 2 (Calculus II) 5
Mathematics 3 (Multivariable Calculus) 5

LIST A ***(choose one—3-4 units)***

Mathematics 4 (Elementary Differential Equations) 3
Mathematics 6 (Elementary Linear Algebra) 3
Mathematics 8 (Discrete Mathematics) 4

LIST B ***(choose one—3-5 units)***

Any course from List A not used above 3-4
Computer Science 14 (Introduction to Structured Programming in C++) 4
Computer Science 15 (Objected-Oriented Programming Methods) 4
Computer Science 20 (Introduction to Data Structures) 4
Computer Science 21 (Computer Organization and Assembly Language Programming) 4
Engineering 36 (Engineering Mechanics—Statics) 3
Engineering 43 (Engineering Circuit Analysis) 4
Engineering 45 (Materials of Engineering) 3
Mathematics 43 (Introduction to Probability and Statistics) 4
Physics 4A (General Physics I) 5
Total 21-24

Major: 21-24 units
CSU GE Breadth: 37-39 units
(Possible Double-counting: 12 units)
CSU transfer Electives as needed to reach 60 CSU transferable units
TOTAL UNITS: 60 units

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies

MATHEMATICS

ASSOCIATE IN ARTS OR
ASSOCIATE IN SCIENCE DEGREE

Mathematics and related subjects play important dual roles in our culture. On the one hand, mathematics is a study in its own right; on the other hand it is an indispensable tool for expressing and understanding ideas in the sciences, engineering, and an increasing number of other fields.

YEAR ONE (FALL)

Mathematics 1 (Calculus I) 5

YEAR ONE (SPRING)

Mathematics 2 (Calculus II) 5
Choose at least one other course from the following 3–5
Computer Science 14 (Introduction to Structured Programming In C++)
Computer Science 15 (Object-Oriented Programming Methods)
Computer Science 20 (Introduction to Data Structures)
Computer Science 21 (Computer Organization and Assembly Language Programming)
Engineering 25 (Computational Methods for Engineers And Scientists)
Engineering 36 (Engineering Mechanics—Statics)
Engineering 43 (Engineering Circuit Analysis)
Engineering 45 (Materials of Engineering)
Mathematics 25 (Computational Methods for Engineers And Scientists)
Physics 4A (General Physics I)
Physics 25 (Computational Methods for Engineers And Scientists)

YEAR TWO (FALL)

Mathematics 3 (Multivariable Calculus) 5

YEAR TWO (SPRING)

Choose two Mathematics courses from the following: 6
Mathematics 4 (Elementary Differential Equations)
Mathematics 6 (Elementary Linear Algebra)
Mathematics 8 (Discrete Mathematics)
Total 24–26

GENERAL EDUCATION COURSES FOR A.A. DEGREE . 25
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Mathematics GE Requirement 3
Complete a minimum of 3 units from
Anatomy 1
Anthropology 1, 1L, 2, 3, 5, 8, 12
Architecture 2A, 2B, 4A, 4B, 8A, 8B, 12, 14, 16
Astronomy 10, 20, 30

Biology 2, 4, 5, 6, 10, 31, 50
Chemistry 1A, 8, 10, 30A, 30B, 31
Computer Science 8, 10, 14, 15, 19A
Economics 1, 2, 5, 10, 12
Environmental Science 10, 11, 12
Geography 1, 1L, 8, 20
Mathematics 12, 33, 43
Microbiology 1
Physics 2A, 4A, 4B, 4C, 5, 11
Physiology 1
Psychology 5

Total minimum units required 60

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies

Mathematics (MTH)

1 CALCULUS I 5 UNITS
Elements of analytic geometry, derivatives, limits and continuity, differentiation of algebraic and trigonometric functions, the definite integral. Prerequisite: Mathematics 20 (*completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Mathematics assessment process. 5 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS ; C-ID: MATH 211.

1W CALCULUS I WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Calculus 1. Corequisite: Mathematics 1. 1–2 hours laboratory.

2 CALCULUS II 5 UNITS
Continuation of differential and integral calculus, including transcendental, inverse, and hyperbolic functions. Techniques of integration, parametric equations, polar coordinates, sequences, power series and Taylor series. Introduction to three-dimensional coordinate system and operations with vectors. Primarily for mathematics, physical science, and engineering majors. Prerequisite: Mathematics 1 *(completed with a grade of "C" or higher).* 5 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

2W CALCULUS II WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Calculus II. Corequisite: Mathematics 2. 1–2 hours laboratory.

3 MULTIVARIABLE CALCULUS 5 UNITS
Vector valued functions, functions of several variables, partial differentiation, multiple integration, change of variables theorem, scalar and vector fields, gradient, divergence, curl, line integral, surface integral, Theorems of Green, Stokes and Gauss, applications. Prerequisite: Mathematics 2 (*completed with a grade of "C" or higher*). 5 hours. Transfer: CSU; UC; CSU/GE; IGETC; C-ID: MATH 230.

3W MULTIVARIABLE CALCULUS WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Multivariable Calculus. Corequisite: Mathematics 3. 1–2 hours laboratory.

4 ELEMENTARY DIFFERENTIAL EQUATIONS 3 UNITS
Introduction to elementary differential equations, including first and second order equations, series solutions, Laplace transforms, applications. Prerequisite: Mathematics 2 (*completed with a grade of "C" or higher*). 3 hours. Transfer: CSU; UC; CSU/GE; IGETC.

4W ELEMENTARY DIFFERENTIAL EQUATIONS WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Elementary Differential Equations. Corequisite: Mathematics 4. 1–2 hours laboratory.

6 ELEMENTARY LINEAR ALGEBRA 3 UNITS
Introduction to linear algebra: matrices, determinants, systems of equations, vector spaces, linear transformations eigenvalue, eigenvectors, applications. Prerequisite: Mathematics 2 (*completed with a grade of "C" of higher*). 3 hours. Transfer: CSU; UC; CSU/GE; IGETC.

6W ELEMENTARY LINEAR ALGEBRA WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Elementary Linear Algebra. Corequisite: Mathematics 6. 1–2 hours laboratory.

8 DISCRETE MATHEMATICS 4 UNITS
Sets, relations and functions; logic, methods of proof, induction; combinatorics, discrete probability, recursion, and recurrence relations; graphs and trees; logic circuits; finite state machines. Designed for majors in mathematics and computer science. Prerequisite: MTH 1 (completed with a grade of "C" or higher). Strongly Recommended: CSCI 14 (completed with a grade of "C" or higher) 4 hours. Transfer: CSU; UC; CSU/GE; IGETC.

8W DISCRETE MATHEMATICS WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Discrete Mathematics. Corequisite: Mathematics 8. 1–2 hours laboratory.

15 APPLIED CALCULUS I 3 UNITS
Differential calculus of algebraic, exponential, and logarithmic functions; introduction to integral calculus. Applications in business, economics and the life and social sciences. Prerequisite: Mathematics 31 *(completed with a grade of "C" or higher)* or Mathematics 20 *(completed with a grade of "C" or higher)* or an appropriate skill level demonstrated through the Mathematics Assessment process. 3 hours lecture. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

16 APPLIED CALCULUS II 3 UNITS
Techniques of integration; multivariable calculus; calculus of trigonometric functions; differential equations; Taylor polynomials. Applications in business, economics and the life and social sciences. Prerequisite: MTH 15 (completed with a grade of "C" or higher) or an appropriate skill level demonstrated through the Mathematics Assessment process. Strongly

Recommended: MTH 36 or MTH 37. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

20 PRE-CALCULUS MATHEMATICS 5 UNITS
Rational functions and relations with emphasis on logical development and graphing. Solution of polynomial equations and inequalities, graphing conic sections, mathematical induction, binomial theorem; strengthening of skills in working with exponential, logarithmic, and trigonometric functions; equations, graphs, and applications. Prerequisite: Mathematics 36 or 37 (*both completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Mathematics assessment process. 5 hours lecture, 0–1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

20W PRE-CALCULUS WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Pre-calculus Mathematics. Corequisite: Mathematics 20. 1–2 hours laboratory.

25 COMPUTATIONAL METHODS FOR ENGINEERS AND SCIENTISTS 3 UNITS
(See also Engineering 25, Physics 25)
Methodology and techniques for solving engineering/science problems using numerical-analysis computer-application programs MATLAB and EXCEL. Technical computing and visualization using MATLAB software. Examples and applications from applied-mathematics, physical-mechanics, electrical circuits, biology, thermal systems, fluid systems, and other branches of science and engineering. Prerequisite: Mathematics 1. Strongly recommended: Computer Application System 8 or Computer Science 8. May not receive credit if Engineering 25 or Physics 25 has been completed. 2 hours lecture, 3 hours laboratory. Transfer: CSU; UC.

31 COLLEGE ALGEBRA 3 UNITS
Preparation for Calculus for Business and Social Science students. Functions and graphs; polynomials, rational functions, exponential and logarithmic functions; circles, parabolas, binomial theorem, sequences and series. Solving rational, radical, quadratic in form, exponential and logarithmic equations. Prerequisite: Mathematics 54, 54L, 55, or 55L (*completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Early Assessment Program or an appropriate skill level demonstrated through the mathematics assessment process. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

31W COLLEGE ALGEBRA WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for College Algebra. Corequisite: Mathematics 31. 1–2 hours laboratory.

33 FINITE MATHEMATICS 4 UNITS
Straight lines, systems of linear equations, matrices, systems of linear inequalities, linear programming, mathematics of finance, sets and Venn diagrams, combinatorial techniques and an introduction to probability. Applications in business, economics and the social sciences. Prerequisite: Mathematics 55, or 55L (*completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Early Assessment Program or an appropriate skill level demonstrated through the Mathematics assessment process. 4 hours lecture, 0–1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

33W FINITE MATHEMATICS WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Finite Mathematics. Corequisite: Mathematics 33. 1–2 hours laboratory.

36 TRIGONOMETRY 3 UNITS
Plane trigonometry. Includes circular and right triangle trigonometric functions; trigonometric equations, graphs and identities; triangle solutions. Polar coordinates. Prerequisite: Mathematics 57 and Mathematics 55, or 55L (*all completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Mathematics Assessment process. May not receive credit if Math 37 has been completed. 3 hours. Transfer: CSU; CSU/GE; AA/AS.

37 TRIGONOMETRY WITH AN EMPHASIS ON ITS GEOMETRIC FOUNDATIONS 5 UNITS
Plane trigonometry, with topics from plane geometry. Contains the entire subject content of Mathematics 36. Includes circular and right triangle trigonometric functions; trigonometric equations, graphs and identities; triangle solutions. Polar coordinates. Also includes congruence, properties of polygons, parallel lines, similarity, areas, volumes, and coordinate geometry. Prerequisite: Mathematics 55, or 55L (*both completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Mathematics Assessment process. May not receive credit if Mathematics 36 has been completed. 5 hours. Transfer: CSU; CSU/GE; AA/AS.

37W TRIGONOMETRY WITH AN EMPHASIS ON ITS GEOMETRIC FOUNDATIONS WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Trigonometry with an Emphasis on its Geometric Foundations. Corequisite: Mathematics 37. 1–2 hours laboratory.

40 CONCEPTS OF MATHEMATICS 3 UNITS
Investigation of the nature of mathematics as a human endeavor and an examination of important concepts of mathematics. Prerequisite: MTH 54, MTH 54L, MTH 55, or MTH 55L (completed with a grade of "C" or higher) or an appropriate skill level demonstrated through the Mathematics Assessment process. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

40W CONCEPTS OF MATHEMATICS WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Concepts of Mathematics. Corequisite, Mathematics 40. 1-2 hours laboratory.

41 NUMBER SYSTEMS 3 UNITS
Development of quantitative reasoning skills through exploration of mathematical topics. Topics include structure of numeration systems including the real number system and its subsystems, number theory, and computational algorithms. Prerequisite: Mathematics 53, 53B, 54, 54L, 55, 55L (each completed with a grade of "C" or higher) or an appropriate skill level demonstrated through the Early Assessment Program or an

appropriate skill level demonstrated through the Mathematics assessment process. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

43 INTRODUCTION TO PROBABILITY AND STATISTICS 4 UNITS
Descriptive statistics, including measures of central tendency and dispersion; elements of probability; tests of statistical hypotheses (one and two populations); correlation and regression; applications in various fields. Introduction to the use of a computer software package to complete both descriptive and inferential statistics problems. Prerequisite: Mathematics 54, 54L, 55, or 55L or an appropriate skill level demonstrated through the Early Assessment Program or the equivalent (*completed with a grade of "C" or higher*), or an appropriate skill level demonstrated through the mathematics assessment process. May not receive credit if Mathematics 35 has been completed. Strongly recommended: Eligibility for English 1A. May not receive credit if Mathematics 35 has been completed. 4 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

43W INTRODUCTION TO PROBABILITY AND STATISTICS WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Introduction to Probability and Statistics. Corequisite: Mathematics 43. 1–2 hours laboratory.

47 MATHEMATICS FOR LIBERAL ARTS 3 UNITS
An introduction to a variety of mathematical concepts for students interested in liberal arts. Focus is on using mathematics to help make informed decisions. Applications include voting practices, apportionment and personal finance. Prerequisite: MTH 54 or MTH 54L or MTH 55 or MTH 55L (each completed with a grade of "C" or higher) or an appropriate skill level demonstrated through the Early Assessment Program or an equivalent course or an appropriate skill level demonstrated through the mathematics assessment process. 3 hours. Transfer: CSU; UC; AA/AS.

53 APPLIED ALGEBRA AND DATA ANALYSIS 6 UNITS
Equations and formulas; linear, exponential, logarithmic and variation functions; measurement and conversion of units; exponents and scientific notation; introduction to descriptive statistics including graphical methods; introduction to probability; measures of risk. Intended for students who do not need calculus. Prerequisite: MTH 104 (completed with a grade of "C" or higher) or an appropriate skill level demonstrated through the Mathematics Assessment process. Strongly Recommended: ENGL 102 or ENGL 101B. 6 hours lecture, 1 hour laboratory. AA/AS.

53A ELEMENTARY APPLIED ALGEBRA AND DATA ANALYSIS 3 UNITS
Equations and formulas; linear functions; measurement and conversion of units; exponents and scientific notation; proportional reasoning and problem solving. Intended for students who do not need calculus. Prerequisite: MTH 104 (completed with a grade of "C" or higher) or an appropriate skill level demonstrated through the Mathematics Assessment process. Strongly Recommended: ENGL 102 or ENGL 101B. 3 hours lecture, 1 hour laboratory. AA/AS.

53B INTERMEDIATE APPLIED ALGEBRA AND DATA ANALYSIS 3 UNITS
Formulas; exponential, logarithmic functions, variation and piecewise linear function; introduction to descriptive statistics including graphical methods; introduction to probability; measures of risk. Intended for students who do not need calculus. Prerequisite: MTH 53A (completed with a grade of "C" or higher) or an appropriate skill level demonstrated through the Mathematics Assessment process. Strongly Recommended: ENGL 102 or ENGL 101B. 3 hours lecture, 1 hour laboratory. AA/AS.

54 APPLIED INTERMEDIATE ALGEBRA 5 UNITS
An intermediate algebra course for students not taking college algebra and calculus. Functions in the context of real data; rates of change of linear functions; linear systems; laws of rational exponents; mathematical models (including graphs) using exponential, logarithmic, power, and linear, quadratic and other polynomial functions; solution of exponential and logarithmic equations. Prerequisites: Mathematics 65, or 65L (*completed with a grade of C or higher*) or an appropriate skill level demonstrated through the Early Assessment Program or an appropriate skill level demonstrated through the Mathematics Assessment process. May not receive credit if Mathematics 54L has been completed. 5 hours lecture, 0–1 hour laboratory. AA/AS.

54L APPLIED INTERMEDIATE ALGEBRA WITH LAB 5½ UNITS
Functions in the context of real data; rates of change of linear functions; linear systems; laws of rational exponents; mathematical models (including graphs) using exponential, logarithmic, power, and linear, quadratic and other polynomial functions; solution of exponential and logarithmic equations. Includes laboratory and study group time to reinforce and enhance the learning of applied intermediate algebra skills. Prerequisites: Mathematics 65, or 65L (*completed with a grade of C or higher*) or an appropriate skill level demonstrated through the Early Assessment Program or an appropriate skill level demonstrated through the Mathematics Assessment process. May not receive credit if Mathematics 54 has been completed. 5 hours lecture, 1½ hours laboratory. AA/AS.

55 INTERMEDIATE ALGEBRA 5 UNITS
Concepts involving complex numbers, quadratic equations, parabolas and circles, functions and their graphs, systems of equations, rational exponents, radical equations, absolute value equations and inequalities, exponential and logarithmic functions and equations. Prerequisites: Mathematics 65 or 65L (*completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Mathematics Assessment process. May not receive credit if Mathematics 55A and 55B or Mathematics 55L have been completed. 5 hours lecture. AA/AS.

55L INTERMEDIATE ALGEBRA WITH LABORATORY 5½ UNITS
Concepts involving complex numbers, quadratic equations, parabolas and circles, functions and their graphs, systems of equations, rational exponents, radical equations, absolute value equations and inequalities, exponential and logarithmic functions and equations. Includes laboratory time designed to reinforce concepts and enhance problem-solving skills. Prerequisites: Mathematics 65 or 65L *(completed with a grade of "C" or higher)* or an appropriate skill level demonstrated through the Early Assessment Program or an appropriate skill level demonstrated through the Mathematics Assessment process. May not receive credit if Mathematics

55A and Mathematics 55B or Mathematics 55 have been completed. 5 hours lecture, 1 hour laboratory. AA/AS.

55W INTERMEDIATE ALGEBRA WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Intermediate Algebra. Corequisite: Mathematics 55. 1–2 hours laboratory.

57 PLANE GEOMETRY 3 UNITS
Topics in plane geometry. Includes congruence, similarity, parallel lines, and properties of polygons and circles. Prerequisite: Mathematics 65, 65B or 65L (*completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Mathematics Assessment process. 3 hours. AA/AS.

57W PLANE GEOMETRY WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Plane Geometry. Corequisite: Mathematics 57. 1–2 hours laboratory.

65 ELEMENTARY ALGEBRA 5 UNITS
Elementary concepts, including signed numbers, integral exponents, polynomials and rational expressions; linear, quadratic and rational equations; linear inequalities; introduction to graphs and set theory; systems of equations. Prerequisite: Mathematics 104 (*completed with a grade of "C" or higher*) or an appropriate skill level demonstrated through the Mathematics Assessment process. May not receive credit if Mathematics 65L or 65A and 65B have been completed. 5 hours. AA/AS.

65W ELEMENTARY ALGEBRA WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Elementary Algebra. Corequisite: Mathematics 65. 1–2 hours laboratory.

65L ELEMENTARY ALGEBRA WITH LABORATORY 5½ UNITS
Elementary concepts, including signed numbers, integral exponents, polynomials and rational expressions; linear, quadratic and rational equations; linear inequalities; introduction to graphs and set theory; systems of equations. Includes laboratory time designed to reinforce concepts and enhance problem-solving skills. Prerequisite: Mathematics 104 *(completed with a grade of "C" or higher)* or an appropriate skill level demonstrated through the Mathematics Assessment process. May not receive credit if Mathematics 65 or Mathematics 65A and Mathematics 65B have been completed. 5 hours lecture. 1½ hours laboratory. AA/AS.

103 BASIC MATHEMATICS 3 UNITS
Fundamental concepts in arithmetic, including fractions, decimals, ratios, proportions, percents; order of operations, measurement, and geometric formulas. 3 hours lecture, 1 hour laboratory.

104 PREALGEBRA 3 UNITS
Brief review of arithmetic, including fractions, decimals, percents; order of operations, and geometric formulas. Introduction to algebraic concepts, including signed numbers, properties of real numbers, algebraic expressions, linear equations, and graphs. Prerequisite: Mathematics 103 *(completed with a grade of "C" or higher)* or an appropriate skill level demonstrated through the Mathematics Assessment process. 3 hours lecture, 1 hour laboratory.

104W PREALGEBRA WORKSHOP ¼—½ UNIT
Laboratory, study group, collaborative workshop or computer laboratory time for Prealgebra. Corequisite: Mathematics 104. 1–2 hours laboratory.

122 MATH LABORATORY ½—1 UNIT
Provides mathematics students an opportunity to study a mathematics course with tutorial assistance from an instructor, student tutors, and fellow classmates. Students may also use a software program and work on problems at their own pace. 1½–3 hours laboratory.

Medical Assisting (MEDA)

DEGREE: AA—Medical Assisting

CERTIFICATE OF ACHIEVEMENT: Medical Assisting

Graduates of the Medical Assisting programs at Chabot College will have an opportunity to apply for employment as Medical Assistants in an ambulatory care setting. Medical Assistants are multi-skilled allied health professionals who can perform a variety of administrative and clinical skills.

Students completing in sequence the 31.7 units for the accredited Medical Assisting Certificate program are eligible to sit the American Association of Medical Assistants (AAMA) Certified Medical Assistant (CMA®) exam.

MEDICAL ASSISTING
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
Health 51A (Basic Medical Terminology) 4
Psychology 1 (General Psychology) 3
Health 60 (Responding to Emergencies) 1

YEAR ONE (SPRING)
Biology 50 (Anatomy and Physiology) 4
Business 7 (Accounting for Small Business) 3
Computer Application Systems 50 (Introduction to Computer Application Systems)
or Computer Application Systems 88A (Microsoft Word I)
or Computer Science 8 (Computer Literacy) 3

YEAR TWO (FALL)
Health 51 B (Disease Process and Advanced Medical Terminology) 4
Health 70A (Community Cardiopulmonary Resuscitation) . . . ½
Health 70B (Professional Cardiopulmonary Resuscitation) . . . 0.2

Medical Assisting 70A* (Clinical Skills for the Medical Assistant I) 3
Medical Assisting 71A (Medical Administrative Skills I) 2
Medical Assisting 75 (Administration of Medications for the Medical Assistant) 3

YEAR TWO (SPRING)

Medical Assisting 70B* (Clinical Skills for the Medical Assistant II) 3
Medical Assisting 71B (Medical Administrative Skills II) 2
Medical Assisting 73 (Clinical Experience (Externship)) 4
Medical Assisting 74 (Clinical Experience Seminar) 1
Total 40.7

General Education courses
For specific General Education courses refer to catalog section on Graduation Requirements
Total minimum units required 60

Prior to placement at Clinical Sites (MEDA 73), the student must submit medical, dental and immunization records. A background check is also required. Forms will be distributed in MEDA 70A.

To progress in the Medical Assisting Certificate Program and to graduate from the program, students must earn a minimum grade of "C" in each course.

** An American Heart Association Health Care Provider Card is required for MEDA 73.*

MEDICAL ASSISTING

CERTIFICATE OF ACHIEVEMENT

The Certificate Program in Medical Assisting is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 1361 Park Street, Clearwater, Florida 33756, (727) 210-2350, www.caahep.org, on recommendation of the Medical Assisting Education Review Board (MAERB) of the American Association of Medical Assistants' Endowment (AAMAE).

Completion of this program qualifies the student to take the National Certification examination CMA-AAMA®-Certified Medical Assistant Exam. Graduates of the Medical Assisting programs at Chabot College will have an opportunity to apply for employment as Medical Assistants in an ambulatory care setting. Medical Assistants are multi-skilled allied health professionals who can perform a variety of administrative and clinical skills. Students completing in sequence the 29 units for the accredited Medical Assisting Certificate program are eligible to sit the American Association of Medical Assistants (AAMA) Certified Medical Assistant (CMA-AAMA®) exam.

Career Opportunities in Medical Assisting

Graduates of the Medical Assisting programs at Chabot College will have an opportunity to apply for employment as Medical Assistants in an ambulatory care setting.

FIRST SEMESTER

Health 51A (Basic Medical Terminology) 4
Computer Application Systems 50 (Introduction to Computer Application Systems)
or Computer Application Systems 88A (Microsoft Word I)
or Computer Science 8 (Computer Literacy) 3
Medical Assisting 70A* (Clinical Skills for the Medical Assistant I) 3
Medical Assisting 71A (Administrative Skills I) 2
Medical Assisting 75 (Administration of Medications for the Medical Assistant) 3

Semester 2 involves Clinical experience. Prior to clinical experience the student must submit Medical, Dental and Immunization records. A background check and drug screen is also required. The CPR card required is an American Heart Association Healthcare provider card that my be obtained through Chabot College Community Education or an off campus provider.

SECOND SEMESTER

Health 51B (Disease Process and Advanced Medical Terminology) 4
Medical Assisting 70B (Clinical Skills for the Medical Assistant II) 3
Medical Assisting 71B (Administrative Skills II) 2
Medical Assisting 73* (Clinical Experience (Practicum)) 4
Medical Assisting 74 (Clinical Experience Seminar) 1
Total 29

**Prior to placement at Clinical Sites (MEDA 73), the student must submit medical, dental and immunization records. A background check is also required. Forms will be distributed in MEDA 70A.*

To progress in the Medical Assisting Certificate Program and to graduate from the program, students must earn a minimum grade of "C" in each course.

Medical Assisting (MEDA)

70A CLINICAL SKILLS FOR THE MEDICAL ASSISTANT I **3 UNITS**

Introduction to the clinical role of the Medical Assistant. Includes basic and advanced skills which are utilized when assisting the physician and performing direct patient care. Prerequisite: Health 51A (may be taken concurrently). 2 hours lecture, 3 hours laboratory. Transfer: CSU.

70B CLINICAL SKILLS FOR THE MEDICAL ASSISTANT II **3 UNITS**

Continuation of Medical Assisting 70A. Basic and advanced clinical skills common to medical offices and clinics. Use of advanced clinical

skills while assisting the physician and performing direct patient care. Prerequisite: Health 51A, Medical Assisting 70A and Medical Assisting 75 (*all completed with a grade of "C" or higher*). 2 hours lecture, 3 hours laboratory. Transfer: CSU.

71A ADMINISTRATIVE SKILLS I 2 UNITS
Administrative Medical Assisting skills and theory to include the healthcare industry, the medical assisting profession, interpersonal skills and human behavior, law and ethics, computer concepts, telephone techniques, scheduling appointments, patient reception and processing office/clinic environment and daily operations, written communication and mail processing, medical record management. Corequisite: Health 51A. 1 hour lecture, 3 hours laboratory. Transfer: CSU.

71B ADMINISTRATIVE SKILLS II 2 UNITS
Administrative Medical Assisting skills which include medical coding, health insurance, billing, collections, practice finances, confidentiality and development of life skills. Prerequisite: Medical Assisting 71A (*completed with a grade of "C" or higher*) 1 hour lecture, 3 hours laboratory. Transfer: CSU.

72A ELECTRONIC HEALTH RECORD PART 1 1¾ UNITS
To prepare the student medical assistant with knowledge of the Electronic Health Record Managing the revenue cycle, and documenting patient encounters. Prerequisite: CAS 50 (completed with a grade of "C" or higher) Corequisite: HLTH 51A. 1 hour lecture, 1 hour laboratory. Transfer: CSU.

72B ELECTRONIC HEALTH RECORD PART 2 1¾ UNITS
To prepare the student medical assistant with knowledge of the Electronic Health Record. Charge capture and billing encounters, producing reports and follow up. Meaningful use 1 and 2. Prerequisite: MEDA 72A (completed with a grade of "C" or higher) 1 hour lecture, 1 hour laboratory. Transfer: CSU.

73 CLINICAL EXPERIENCE (PRACTICUM) 4 UNITS
Application of principles and skills through participation in a simulated employment experience. Assisting the physician under close supervision in a health maintenance organization, or physician's office or clinic. Prerequisite: Medical Assisting 70A, 71A, 75. Corequisite: Medical Assisting 74. 16 hours per week. Total weeks—13.

74 CLINICAL EXPERIENCE SEMINAR 1 UNIT
Discussion and analysis of clinical experience in a clinic setting or private physician's office. Corequisite: Medical Assisting 73. 1 hour. Transfer: CSU.

75 ADMINISTRATION OF MEDICATIONS FOR THE MEDICAL ASSISTANT 3 UNITS
Medication administration including study of medications, drug research, drug therapy, immunizations and skin tests. Safe preparation, administration, and documentation of medication given by oral, sublingual, inhalation, topical, vaginal, rectal, transdermal, intramuscular, subcutaneous and intradermal routes. Corequisite: Medical Assisting 70A and 71A. 2 hours lecture, 3 hours laboratory. Transfer: CSU.

Microbiology

(See Biological Sciences)

Music

DEGREE:
AA-T—Music
AA—Music

MUSIC
ASSOCIATE IN ARTS FOR TRANSFER DEGREE

The Associate in Arts in Music for Transfer degree offers students a focus of study in Music Performance and/or Music Education as well as providing a broad exposure to additional facets of the subject area. The degree combines the theoretical concepts with practical skill building courses to prepare the student with competency in Music theory and performance. The courses in the Associate in Arts in Music for Transfer degree examine the nature of the fine and applied arts through analysis, synthesis, composition, performance and technical development. Students will develop techniques appropriate to the art form, engage in performance of the music, examine aesthetic valuing and participate in creative expression of music.

	UNITS
REQUIRED CORE *(20units)*	
MUSL 2A (Harmony and Musicianship I)	3
MUSL 2B (Harmony and Musicianship II)	3
MUSL 2C (Harmony and Musicianship III)	3
MUSL 2D (Harmony and Musicianship IV)	3
MUSA 40 (Applied Lessons) ***4 semesters @ 1 unit each***	4
Large Ensemble (4 semesters @ 1 unit each)	
MUSP 12 (Wind Ensemble) or	
MUSP 13 (Wind Symphony) or	
MUSP 14 (Jazz Lab) or	
MUSP 15 (Jazz Ensemble) or	
MUSP 16 (Jazz Orchestra) or	
MUSP 44 (Concert Choir) or	
MUSP 45 (Chamber Choir)	4
Total	**20**

Required courses in the major: 20 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 0 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

MUSIC

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Music (MUSL) 2A (Harmony and Musicianship I) 3
Music (MUSA) 40 (Applied Lessons) 1
Music Performance Option* 1

YEAR ONE (SPRING)

Music (MUSL) 2B (Harmony and Musicianship II) 3
Music (MUSA) 40 (Applied Lessons) 1
Music (MUSA) 21M (Class Piano for Major) 1
Music Performance Option* 1

YEAR TWO (FALL)

Music (MUSL) 2C (Harmony and Musicianship III) 3
Music (MUSA) 40 (Applied Lessons) 1
Music Performance Option* 1

YEAR TWO (SPRING)

Music (MUSL) 2D (Harmony and Musicianship IV) 3
Music (MUSA) 40 (Applied Lessons) 1
Music (MUSL) 3 (World Music) 3
Music Performance Option* 1

Total 24

***Major Ensemble Option:**

Music (MUSP) 12 (Wind Ensemble)
Music (MUSP) 13 (Wind Symphony)
Music (MUSP) 14A (Jazz Lab I)
Music (MUSP) 14A (Jazz Lab II)
Music (MUSP) 15 (Jazz Ensemble)
Music (MUSP) 16 (Jazz Orchestra)
Music (MUSP) 44 (Concert Choir)
Music (MUSP) 45 (Chamber Choir)

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.

Total minimum units required 60

Music

LITERATURE, THEORY AND MUSICIANSHIP (MUSL)

1 INTRODUCTION TO MUSIC 3 UNITS

Music for enjoyment and understanding through informed listening, analysis, evaluation and discernment of musical elements, forms, and repertoire. Attendance at concerts and listening to a variety of music is required. 3 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: MUS 100.

2A HARMONY AND MUSICIANSHIP I 3 UNITS

Study of the fundamentals of Western music applicable to both classical and popular styles: notation; fundamental theoretical concepts; musicianship skills including sight singing, rhythmic training, ear training, dictation, and keyboard realization; and basic compositional skills. Strongly recommended: MUSL 6 or equivalent skills. 2 hours lecture; 4 hours laboratory. Transfer: CSU; UC; AA/AS.

2B HARMONY AND MUSICIANSHIP II 3 UNITS

Continues diatonic harmony through part writing and ear training exercises as typified by musical practice from 1600 to the present. Continues solfeggio, chord recognition, melodic and rhythmic dictation, diatonic four-part voice leading, and figured bass realization. Introduces harmonic dictation, cadential elaboration, non-dominant seventh chords, and tonicization/modulation to the dominant. Prerequisite: MUSL 2A (*completed with a grade of "C" or higher*). 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC; AA/AS.

2C HARMONY AND MUSICIANSHIP III 3 UNITS

Elements of both diatonic and chromatic harmony through part writing and ear training exercises as typified by musical practice from 1600 to the present. Continues solfeggio; chord recognition; melodic, rhythmic, and harmonic dictation; and figured bass realization. Introduces chorale dictation, chromatic four-part voice leading, chord progression and succession techniques, non-chord tones using figuration and rhythmic displacement, and mode mixture. Prerequisite: MUSL 2B (*completed with a grade of "C" or higher*). 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC; AA/AS.

2D HARMONY AND MUSICIANSHIP IV 3 UNITS

Study of advanced chromatic harmony, 20th century harmonic practices, large musical structures, style composition, harmonic, structural, and stylistic analysis, and musicianship skills including sight singing, rhythmic training, dictation, and keyboard realization. Prerequisite: MUSL 2C (*completed with a grade of "C" or higher*). 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC; AA/AS.

3 WORLD MUSIC 3 UNITS

The study of the folk and art music of world cultures. Includes the traditional music of Sub-Saharan Africa, Middle East, China, Japan, Indonesia, India, Latin America, Europe, and Native America. Attendance at four concerts in the San Francisco Bay Area required. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

4 JAZZ STYLES 3 UNITS

History, trends, and influences of the phenomenon of jazz beginning with pre-Dixieland early 1900's covering the various eras including Swing, Be-Bop and post Be-Bop to present day. Attendance at concerts and listening to a variety of music is required. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

5 AMERICAN CULTURES IN MUSIC 3 UNITS

Music in twentieth century United States through the study of contributions of three selected groups from the following: African-Americans, Latin-Americans, Asian-Americans, European-Americans, and Native Americans. Emphasis on understanding diverse styles, and on integrating these styles into American music. Concert, religious, and folk-pop music will be included. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

6 BASIC MUSIC SKILLS 2 UNITS

Essentials of music through notation, time elements, melody, harmony, and tonality, texture, dynamics and knowledge of the keyboard. Sight singing and ear training. 1 hour lecture, 4 hours laboratory. Transfer: CSU; UC.

8 HISTORY OF ROCK AND ROLL AND POPULAR MUSIC 3 UNITS

A cultural survey of original American music traditions, forms and trends influenced by cultural, socio-economic, socio-political and economic changes including blues, jazz, early rock, the "British invasion," rap, hip hop culture, Latino rock, heavy metal, jazz-rock fusion, electronic, modern rock, and pop. 3 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC.

28 MUSICAL STRUCTURE AND SONGWRITING 2 UNITS

Study of contemporary rock and popular music theory. Common chord progressions, harmonic development, song forms, lyric structure and analysis, orchestration and analysis of studio recording effects on important popular music styles of the mid to late 20th Century. Prerequisite: MUSL 6. 1 hour lecture, 3 hours laboratory. Transfer: CSU

42A JAZZ THEORY I 2 UNITS

Developing an understanding of traditional jazz nomenclature including chord symbols, chord/scale relationships, and jazz harmony. Various scales, their modes and their applications will be addressed as well as their applications to harmonic progressions common to the jazz idiom. Strongly Recommended: MUSL 6 (completed with a grade of "C" or higher). 2 hours lecture, 1 hour laboratory. Transfer: CSU.

42B JAZZ THEORY II 2 UNITS

Jazz composition and arranging to gain and/or solidify a working knowledge of standard concepts pertaining to writing and arranging for the small to large ensemble. Emphasis will be placed on achieving the following: shapes and voicings used for different combinations of melody instruments; writing idiomatic arrangements of "standards" in the jazz idiom and standard "industry-style" formatting of scores and parts. Prerequisite: MUSL 42A (completed with a grade of "C" or higher). 2 hours lecture, 1 hour laboratory. Transfer: CSU.

Music
PERFORMANCE (MUSP)

12 WIND ENSEMBLE 1 UNIT

(May be repeated 3 times.)

Band repertoire of all styles and periods. Emphasis on group participation and public performance. Attendance at all scheduled performances required. Enrollment subject to a standardized audition demonstrating musical ability and technical proficiency at a level suitable to the course level. 4 hours laboratory. Transfer: CSU; UC; AA/AS; C-ID: MUS 180.

13 WIND SYMPHONY 1 UNIT

(May be repeated 3 times.)

Select and limited ensemble designed for advanced musicians seeking continued study in advanced band repertoire from all periods. Enrollment subject to a standardized audition demonstrating musical ability and technical proficiency at a level suitable to the course level. 4 hours laboratory. Transfer: CSU; UC .

14 JAZZ LAB 1 UNIT

(May be repeated 3 times)

For instrumentalists who want experience in performing and interpreting small-group literature. The music literature will cover important aspects of Jazz band development and works of all styles and periods. Emphasis will be on articulations, stylistic differences, and common performance practices of the various periods of music. Enrollment by audition only. 4 hours laboratory. Transfer: CSU; UC.

14A JAZZ LAB I 1 UNIT

(May be repeated 3 times.)

Reading, preparation and performance of contemporary jazz music. Opportunity to apply improvisation techniques in a small group setting. Enrollment subject to a standardized audition demonstrating musical ability and technical proficiency at a level suitable to the course level. Enrollment by audition only. 4 hours laboratory. Transfer: CSU; UC; AA/AS.

14B JAZZ LAB II 1 UNIT

(May be repeated 3 times.)

For continuing instrumentalists who want experience in performing and-interpreting small group literature. The music literature will cover important aspects of Jazz band development and works of all styles and periods. Emphasis will be on articulations, stylistic differences, and common performance practices of the various periods of music. Enrollment by audition only. Prerequisite: MUSP 14A *(completed with a grade of "C" or higher)*. 4 hours laboratory. Transfer: CSU; UC.

15 JAZZ ENSEMBLE I 1 UNIT

(May be repeated 3 times.)

Reading, preparation and performance of contemporary jazz music arranged for standard Big Band. The band plays various concerts and festivals. Students develop ability to play various jazz styles, sight read, improvise, and play both as members of a section and as soloists. Enrollment by audition only. 4 hours laboratory. Transfer: CSU; UC.

16 JAZZ ORCHESTRA I 1 UNIT

(May be repeated 3 times.)

Jazz Orchestra I is a performance organization that rehearses and performs a variety of contemporary jazz literature. Students develop ability to play various jazz styles, sight read, improvise, and play both as members of a section and as soloists. The orchestra plays various concerts and festivals. Opportunities to rehearse the orchestra as well as conduct. Enrollment by audition only. 4 hours laboratory. Transfer: CSU; C-ID: MUS 180.

18 PERCUSSION ENSEMBLE 1 UNIT

(May be repeated 3 times)

Open to any percussionist wishing to experience ensemble playing. Topics include a variety of styles and techniques used in percussion performance.

Basic music reading is required. Strongly recommended: MUSP 12 or equivalent skills. 4 hours laboratory. Transfer: CSU; UC.

41 CHAMBER WINDS 1 UNIT

(May be repeated 3 times)

Chamber Winds is open to any instrumental musician wishing to experience chamber ensemble playing. Topics will include a variety of styles and techniques used in chamber performance. Enrollment subject to a standardized audition by the instructor demonstrating musical ability and technical proficiency at a level suitable to the course level. Corequisite: MUSP 12A, 12B, 13A, 13B, or 13C. 4 hours laboratory. Transfer: CSU.

44 CONCERT CHOIR 1 UNIT

(May be repeated 3 times)

Development of vocal and musical ability to interpret and perform the highest calibre of choral literature. 4 hours laboratory. Transfer: CSU; UC; AA/AS.

45 CHAMBER CHOIR 1 UNIT

(May be repeated 3 times)

Development of sufficient vocal and music ability to interpret and perform a variety of vocal chamber music. Designed for the advanced singer. Enrollment subject to a standardized audition demonstrating musical ability and technical proficiency at a level suitable to the course level. 4 hours laboratory. Transfer: CSU; UC; AA/AS ; C-ID: MUS 180.

47 COLLEGE PRODUCTIONS—MUSIC 1—5 UNITS

(May be repeated 3 times)

Participation in scheduled music productions. Includes music support for drama productions, college musicals, and other major performances. Enrollment is for the duration of the production. 3–15 laboratory hours. Transfer: CSU; UC.

MUSIC
APPLIED (MUSA)

11 JAZZ IMPROVISATION 1 UNIT

(May be repeated 3 times)

Major scales, chord construction, and development of melodic lines used in contemporary styles of Jazz Improvisation. Jazz literature for combos of the post Bop era using exotic scales, altered chord construction, and development of modal and intervalic concepts used in contemporary improvisation. 4 hours laboratory. Transfer: CSU; UC.

11A JAZZ IMPROVISATION I 1 UNIT

Major scales, chord construction, and development of melodic lines used in contemporary styles of Jazz Improvisation. Jazz literature for small groups of the post Bop era. Enrollment by audition or permission of instructor. 4 hours laboratory. Transfer: CSU; UC.

11B JAZZ IMPROVISATION II 1 UNIT

(May be repeated 2 times.)

Exotic scales, altered chord construction, and development of modal and intervalic concepts used in avant garde jazz improvisation. Techniques used in composing and arranging for small ensembles. Prerequisite: MUSA 11A (*completed with a grade of "C" or higher*). 4 hours laboratory. Transfer: CSU; UC.

20A GUITAR I 1 UNIT

Beginning guitar using a combination of folk and classic approaches to playing technique, utilizing basic scales and chords in first position, and music notation. Strongly recommended: MUSL 6. 4 hours laboratory. Transfer: CSU; UC.

20B GUITAR II 1 UNIT

Continued study and practice of the fundamentals for playing the six-string acoustic guitar. An expanded repertoire of popular songs, classical solo and ensemble music, and styles will be examined. Prerequisite: MUSA 20A *(completed with a grade of "C" or higher)* or equivalent. 4 hours laboratory. Transfer: CSU; UC.

21A PIANO I 1 UNIT

Beginning piano. Contemporary and classic approaches to playing piano using basic scales, chords and music notation. 4 hours laboratory. Transfer: CSU; UC.

21B PIANO II 1 UNIT

Development of skills in piano performance, notation, literature. Emphasis on further development of technique and performance. Prerequisite: MUSA 21A (*completed with a grade of "C" or higher*) or equivalent. 4 hours laboratory. Transfer: CSU; UC.

21M CLASS PIANO FOR MAJORS 1 UNIT

Skills development for music majors and minors in playing major and minor scales, diatonic chord progressions, treble and bass clef reading, and simple hands together part playing. Strongly recommended: concurrent enrollment in MUSL 2A. 4 hours laboratory. Transfer: CSU.

22A JAZZ PIANO I 1 UNIT

Voicings, chords, and guidelines for improvisation in the contemporary styles of the jazz pianist. Post bop-era, through modern to avant-garde piano playing in the jazz idiom. Strongly recommended, MUSL 6. 4 hours laboratory. Transfer: CSU; UC.

22B JAZZ PIANO II 1 UNIT

(May be repeated 3 times)

Development of skills in jazz piano performance, notation, literature. Emphasis on further development of technique and performance. Prerequisite: MUSA 22A *(completed with a grade of "C" or higher)* or equivalent. 4 hours laboratory. Transfer: CSU; UC.

23A VOICE I 1 UNIT

(May be repeated 3 times)

Group singing with emphasis on solo performance, tone production, breathing, diction, sight singing and interpretation of vocal literature. Strongly recommended: MUSL 6. 4 hours laboratory. Transfer: CSU; UC.

23B VOICE II **1 UNIT**

(May be repeated 3 times)

Development of skills in vocal performance, notation, literature. Emphasis on further development of technique and performance. Prerequisite: MUSA 23A (*completed with a grade of "C" or higher*). 4 hours laboratory. Transfer: CSU; UC.

40 APPLIED LESSONS **1 UNIT**

(May be repeated 3 times)

Individualized study of the appropriate techniques and repertoire for the specific instrument or voice being studied. The emphasis is on the progressive development of skills needed for solo performance. Achievement is evaluated through a juried performance. Enrollment subject to a standardized audition demonstrating basic competencies in technique and musicianship in their major performance medium. Corequisite: MUSP 12 or 13 or14 or 15 or 16 or 44 or 45. 4 hours laboratory. Transfer: CSU; UC.

Music
RECORDING AND TECHNOLOGY (MURT)

21 AUDIO RECORDING I **3 UNITS**

(May be repeated 3 times)

Fundamentals of audio recording and the digital audio workstation. Basic acoustics, principles of analog and digital audio basics, studio set-up, microphone technique, basic mixing techniques and digital audio workstation fundamentals. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

22A ELECTRONIC MUSIC PRODUCTION I **3 UNITS**

(May be repeated 3 times)

Fundamentals of electronic music production and MIDI sequencing. Principles of synthesis, survey of electronic music instruments and their development, MIDI sequencing, drum machines and beat making, and multitrack electronic music production. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

22B ELECTRONIC MUSIC PRODUCTION II **3 UNITS**

(May be repeated 3 times)

Advanced electronic music production. Projects will include audio for film and video, theatrical productions, video games, advertisements, sound effects and sound installations. Prerequisite: MURT 22A. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

23 AUDIO RECORDING II **3 UNITS**

(May be repeated 3 times)

Advanced studio recording techniques. Highly specific and refined microphone selection and implementation, complex multichannel signal flow, analog and digital signal processing, and multitrack mixing in the digital audio workstation. Student-produced, hands-on recording sessions in both the studio and live-concert settings. Prerequisite: MURT 21A. Corequisite: MURT 23. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

24 ADVANCED MIXING TECHNIQUES **3 UNITS**

(May be repeated 3 times)

Advanced multitrack mixing techniques. Implementation of signal processing to a multichannel audio mix using outboard and virtual signal processors, submixing, busing and summing mixes, complex signal flow, advanced mixer automation, and selected topics in mastering. Prerequisite: MURT 21A. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

25 LIVE CONCERT SOUND **1 UNIT**

(May be repeated 3 times)

Sound design and amplification management for live music events. Management and manipulation of audio signal flow, interconnected amplification hardware, stage monitoring, and real-time audio signal processing for live audio events. Hands-on participation in on-campus live audio events. 4 hours laboratory. Transfer: CSU.

26 MUSIC BUSINESS AND THE LAW **3 UNITS**

(May be repeated 3 times)

Legal issues in the music industry, with a focus on music publishing and licensure, the role of the record label, and distribution and retailing. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

(28 MUSIC INDUSTRY CAREER DEVELOPMENT **3 UNITS**

(May be repeated 3 times)

Career opportunities and business practices in the music industry. Focus on career options and development, artist management, unions, music merchandising, and concert promotion. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

Nursing (NURS)

DEGREE:
AA—Nursing
AA—LVN to RN Nursing Program

The Nursing Program is approved by the California Board of Registered Nursing. Upon completion of the major, the graduate is eligible to take the Registered Nurses Licensing examination (NCLEX-RN).

The program prepares graduates who can contribute to the advancement of nursing science and influence changes in a variety of settings within the health care system. The graduate possesses a repertoire of knowledge, skills, and attributes that serve as the foundation for safe, competent practice and lifelong learning.

SPECIAL APPLICATION REQUIRED: Go to www.chabotcollege.edu/nurs for details.

NURSING

ASSOCIATE IN ARTS DEGREE

SCIENCE REQUIREMENTS

Anatomy 1 (General Human Anatomy) 5
Physiology 1 (Human Physiology) 5
Microbiology 1 (Microbiology) 5

Equivalent courses in Anatomy, Microbiology, and Physiology of 4 units will be accepted; must include a lab.

GENERAL EDUCATION REQUIREMENTS

English 1A (Critical Reading and Composition) 3
Psychology 1 (General Psychology) 3
Communication Studies 1 (Fundamentals of Speech Communication) or
Communication Studies 10 (Interpersonal Communication) or
Communication Studies 30 (Elements of Speech) 3
Sociology 1 (Principles of Sociology) 3

Equivalent courses will be accepted. The above listed courses must be taken to apply to the nursing program.

FRESHMAN YEAR

Nursing 55 (Fundamentals of Nursing Practice) 8½
Nursing 56 (Essentials of Nursing Care Related to Human Growth and Development) . . . . . ½
Nursing 58 (Nursing Care for Patients with Infectious Disease) . 1
Nursing 61 (Clinical Nutrition) 1½
Nursing 69 (Gerontological Nursing) 1
Nursing 59 (Nursing Care of the Childbearing Family) 8½
Nursing 75 (Fluids and Electrolytes) 1
Nursing 88 (Pathophysiology) 3
Nursing 88L (Physical Assessments) 1

SOPHOMORE YEAR

Nursing 60A (Adult Health 1) 8½
Nursing 64 (Pharmalogy for Professional Nurses) 2½
Nursing 60B (Adult Health II) 6
Nursing 60C (Adult Health III) 3½
Nursing 73 (Intravenous Therapy) 1

Total 74½

Other degree requirements:
General Education Courses 7
For specific General Education courses refer to catalog section on . . Graduation Requirements.
Total minimum units required 81.5

To progress in the Nursing Program and to graduate from the program, students must earn a minimum grade of "C" in each course of the nursing major.

California Board of Registered Nursing Requirements for licensure: 71½ - 74½ units (range depends on variable science units) including 47½ units in nursing.

Advanced standing status may be granted to students who have previously completed any portion of the defined nursing curriculum or its equivalent as determined by the Counselor/Coordinator, Admissions and Records Evaluator and the Nursing Director.

Graduates of this program receive an Associate in Arts degree in Nursing and are eligible to take the national council licensing examination for registered nursing (NCLEX-RN).

Note: The Board of Registered Nursing requirements supersede catalog rights for graduation.

LVN PATHWAY FOR
ASSOCIATE IN ARTS DEGREE
NON-DEGREE
AND 30-UNIT PATHWAY

The Registered Nursing Program for Licensed Vocational Nurses meets the requirements of Section 2736.6 of the Nursing Practice Act and Section 1429 of the California Board of Registered Nursing Rules and regulations. Upon completion of any of the curriculum options herein listed, the student is eligible to take the National Council Licensing Examination for Registered Nurses (NCLEX-RN).

The program prepares graduates who can contribute to the advancement of nursing science and influence changes in a variety of settings within the health care system. The graduate possesses a repertoire of knowledge, skills, and attributes that serve as the foundation for safe, competent practice and lifelong learning.

LVNs who enter into the second year of the Nursing Program may opt for one of the three following: A.A. in Nursing, Non-Degree option, or 30-unit option. **The 30-unit option is offered and accepted only in the State of California.** Graduates of any of these options are eligible to take the National Council Licensing Examination for Registered Nurses (NCLEX-RN). However, unlike the A.A. graduate, whose eligibility to practice as a Registered Nurse is recognized by a process called "endorsement" in all of the United States, the licenses of graduates who choose the Non-Degree or 30-unit option **may not be recognized in other states.** Please see the Nursing Program Director regarding the latter two options.

The program of study for the three options is listed below:

LVN PATHWAY FOR ASSOCIATE IN ARTS DEGREE

PREREQUISITE COURSES

Anatomy 1 (Human Anatomy)* 5
Physiology 1 (Human Physiology)* 5
Microbiology 1 (Microbiology)* 5
Nursing 70 (Nursing Theory: LVN-RN Transitions) 1½

Nursing 70L (Clinical Skills Practice and Assessment Lab). . . . . ½
Nursing 84 (Prescriptive Clinical Nursing Skills Practice) . . . . . ½
English 1A (Critical Reading and Composition) 3
***Equivalent courses in Anatomy, Microbiology, and Physiology of 4 units will be accepted; must include a lab.**

The above courses must be completed with a "C" or better before validation or admission to the Nursing Program.

CLINICAL SEQUENCE

The LVN must complete the following curriculum with a "C" or better in each course regardless of the option chosen:

NURSING PROGRAM COURSES

Nursing 53 (Mental Health Nursing) 4
Nursing 69 (Gerontological Nursing) 1
Nursing 88 (Pathophysiology) 3
Nursing 88L (Physical Assessments) 1
Nursing 60B (Adult Health II) 6
Nursing 60C (Adult Health III) 3½
Total Program Units 38½

ADDITIONAL REQUIRED COURSEWORK INCLUDES:

Sociology 1 (Principles of Sociology) 3
Psychology 1 (General Psychology) 3
Communication Studies 1 (Fundamentals of Speech Communication)
or Communication Studies 10 (Interpersonal Communication) . . 3
Total Units Required for the Nursing A.A. Degree. 47½

Prerequisites for admission to the program include: (1) completion of special application; (2) validation of previous nursing knowledge, required for counseling/assessment purposes.

A.A. Degree graduates must meet the General Education requirements as set forth at Chabot College for the A.A. degree. (Refer to catalog section for Graduation Requirements)

30-UNIT LVN PATHWAY

PREREQUISITE COURSES

Physiology (with lab)* 4
Microbiology (with lab)* 4
Nursing 70 (Nursing Theory: LVN-RN Transitions) 1½
Nursing 84 (Prescriptive Clinical Nursing Skills Practice) . . . . . ½
***These 4-unit courses must be equivalent to Chabot's Physiology I (Human Physiology) and Microbiology I (Microbiology).**

The above courses must be completed with a "C" or better before validation or admission to the Nursing Program.

CLINICAL SEQUENCE

The LVN must complete the following curriculum with a "C" or better in each course regardless of the option chosen:

NURSING PROGRAM COURSES

Nursing 53 (Mental Health Nursing) 4
Nursing 69 (Gerontological Nursing) 1
Nursing 88 (Pathophysiology) 3
Nursing 88L (Physical Assessments) 1
Nursing 60B (Adult Health II) 6
Nursing 60C (Adult Health III) 3½
Total Program Units 28½

Prerequisites for admission to the program include: (1) completion of Advanced Standing application; (2) validation of previous nursing knowledge, required for counseling/assessment purposes.

LVN PATHWAY FOR NON-DEGREE OPTION

This option allows the student who has completed all science prerequisites and Nursing 70, but not all the GE courses required for the A.A. degree, to complete the nursing program course work to take the NCLEX exam without the degree.

SPECIAL APPLICATION REQUIRED FOR LVN TO RN PROGRAM:
Prerequisites for admission to this program include: (1) completion of Advanced Standing application; (2) completion of Physiology 1 (Human Physiology) and Microbiology 1 (each of which includes a lab). Student must receive a "C" or higher in these prerequisites; (3) Completion of Nursing 70 (bridging) course **after having completed Physiology and Microbiology**. In order to register for Nursing 70 the student must have one year of experience working as an LVN and attend a mandatory orientation meeting. Specific dates and times are published on www.chabotcollege.edu/nurs.
Advanced Standing Status is granted to students who have previously completed any portion of the defined nursing curriculum or its equivalent as determine by the Nursing Program Director and/or the Nursing Program Counselor. Students are allowed only one attempt at this pathway and must complete the testing process within two years of their application.

Note: The Board of Registered Nursing requirements supersede catalog rights for graduation.

Nursing (NURS)

50 FUNDAMENTALS OF NURSING PRACTICE: REVIEW 5 UNITS
Introduction to fundamental concepts and practices in nursing care across the life span with emphasis on later-life issues. Application of the nursing process to the care of adult clients with the following chronic disorders: hypertension, cancer, diabetes mellitus, coronary artery disease, and cerebrovascular accidents. Beginning nursing skills include: principles of medical asepsis, body mechanics, standard precautions, hygienic and nutritional care, and administration of medications. Theoretical content provides information on the care of clients with diverse cultural backgrounds and spiritual needs as well as principles of therapeutic communication and mental health. Prerequisite: Formal referral by the California Board of Registered Nursing for the purpose of meeting requirements for eligibility to take the licensing examination for registered nursing (NCLEX-RN) or possession of a valid California LVN license, or inactive California registered nursing license, or transfer from

another nursing program who has completed the equivalent of Nursing 55 with a "C" or better. May not receive credit if Nursing 55 has been completed with a "C" or better. 4 hours lecture, 2 hours laboratory. Transfer: CSU.

51 NURSING OF THE CHILDBEARING FAMILY (OBSTETRICAL NURSING) 4 UNITS

Nursing care of the childbearing and childrearing families: The focus is on the physiological and psychological needs of families as they are affected by pregnancy, labor and birth, postpartum, and newborn stages. Common health issues and problems of infants, children, and adolescents are addressed. Theory and clinical practice include integration of assessment skills, growth and development, family abuse issues, nutrition, pharmacological concepts, ethical issues, and teaching strategies unique to childbearing and childrearing families. Prerequisite: Formal referral by the California Board of Registered Nursing for the purpose of meeting requirements for eligibility to take the licensing examination for registered nursing (NCLEX-RN). May not receive credit if Nursing 59 has been completed. 2 hours lecture, 6¾ hours laboratory. Transfer: CSU.

52 NURSING OF THE CHILDREARING FAMILY (PEDIATRICS NURSING) 4 UNITS

Emphasis placed on the use of the nursing process in promoting adaptive processes necessary for coping with the health issues of the childrearing family; theory and clinical highlight the coping mechanisms for childrearing families. Focus on cultural diversity and growth and development as they affect the physiological and psychological adaptation of families experiencing common health issues and problems of infants, children and adolescents. Theory and clinical practice includes integration of assessment skills, growth and development, family abuse issues, nutrition, pharmacological concepts, ethical issues, and teaching strategies unique to childbearing families. Clinical focuses on care of clients in community and acute care settings. Prerequisite: Formal referral by the California Board of Registered Nursing for the purpose of meeting the requirements for eligibility to take the licensing examination for registered nursing (NCLEX-RN). May not receive credit if Nursing 59 has been completed. 2 hours lecture, 6¾ hours clinical. Transfer: CSU.

53 MENTAL HEALTH NURSING 4 UNITS

Emphasis is on the use of the nursing process in the care of adults experiencing selected conditions requiring treatment in medical-surgical and psychiatric care settings. Theory and clinical practice include integration of biopsychosocial assessment skills, nutrition, pharmacological and crisis intervention concepts, legal-ethical issues, and anger management. Concepts related to the California Nursing Practice Act, as well as principles of safe clinical practice will be included. Prerequisites: Nursing 70 (completed with a grade of "C" or higher) or formal referral by the California Board of Registered Nursing for the purpose of meeting requirements for eligibility to take the licensing examination for registered nursing (NCLEX-RN). May not receive credit if Nursing 60A has been completed. 2 hours lecture, 6¾ hours laboratory. Transfer: CSU.

54 CLINICAL TOPICS ½ UNIT

Study of selected clinical topics and associated nursing process related to nursing practice. Prerequisite: Completion of NURS 59 or NURS 60A *(completed with a grade of "C" or higher)* (or the equivalent) or NURS 70 *(completed with a grade of "C" or higher)* and possession of a valid California LVN license.

55 FUNDAMENTALS OF NURSING PRACTICE 8½ UNITS

Introduction to fundamental concepts and practices in nursing care across the life span. Application of the nursing process to the care of adult clients with acute and chronic disorders. Fundamental nursing skills are presented. Theoretical content provides overview of the care of clients with diverse cultural backgrounds and spiritual needs as well as principles of therapeutic communication and mental health. Concepts related to the California Nursing Practice Act, as well as principles of safe clinical practice will be included. Prerequisite: Acceptance into the Nursing Program. Corequisites: Nursing 69, Nursing 61, Nursing 58, Nursing 56. 4 hours lecture; 11½ hours clinical practice, 2 hours laboratory. Transfer: CSU.

56 ESSENTIALS OF NURSING CARE RELATED TO HUMAN GROWTH AND DEVELOPMENT ½ UNIT

Overview of human growth and development from infancy to late adulthood with continuation throughout the nursing program. Prerequisite: Acceptance into the Nursing Program, or concurrent enrollment in another nursing program, or with consent of instructor. 1 hour. Total weeks: 9. Transfer: CSU.

58 NURSING CARE FOR PATIENTS WITH INFECTIOUS DISEASE 1 UNIT

Nursing processes in the care of clients with infectious diseases with an emphasis on HIV and Hepatitis including pathophysiology, psychosocial and pharmacological issues, and preventive measures. Significance of specific nursing care measures, therapeutic health care giver attitudes and behaviors, and community resources available for caregivers and patients. Prerequisites: Satisfactory completion of or concurrent enrollment in Nursing 55 or 70, or equivalent. 1 hour lecture. Transfer: CSU.

59 NURSING CARE OF THE CHILDBEARING FAMILY 8½ UNITS

Nursing care of the childbearing and child rearing families: The focus is on the physiological and psychological needs of families as they are affected by pregnancy, labor and birth, postpartum, and newborn stages. Common health issues and problems of infants, children, and adolescents are addressed. Theory and clinical practice includes integration of assessment skills, growth and development, family abuse issues, nutrition, pharmacological concepts, ethical issues, and teaching strategies unique to childbearing and child rearing families. Prerequisites: Nursing 55, 56, 58, 61 and 69, all completed with a "C" or higher. 4 hours lecture, 2 hours laboratory, 11½ hours clinical. Transfer: CSU.

60A ADULT HEALTH I 8½ UNITS

Emphasis on the use of the nursing process in the care of adults experiencing selected conditions requiring treatment in medical-surgical and psychiatric care settings. Theory and clinical practice includes integration of biopsychosocial assessment skills, nutrition, pharmacological and crisis intervention concepts, legal-ethical issues, and anger management. Concepts related to the California Nursing Practice Act, as well as principles of safe clinical practice will be included. Prerequisites: Completion of Nursing 55, 56, 61, and 69 with a "C" or higher. Satisfactory completion

of or concurrent enrollment in Nursing 58, 64, 75. 4 hours lecture, 13 hours clinical. Transfer: CSU.

60B ADULT HEALTH II 6 UNITS

Nursing interventions that assist the adult client in adaptation to stressors of acute and chronic illnesses with unpredictable outcomes. Focus on caring for groups of clients in the medical-surgical and critical care. setting. Concepts related to the California Nursing Practice Act, as well as principles of safe clinical practice will be included. Prerequisites: all prior nursing courses in the Associate Degree Nursing program (all completed with a grade of "C" or higher). 4 hours lecture, 15½ hours clinical practice. Total weeks - 12. Transfer: CSU.

60C ADULT HEALTH III 3½ UNITS

Advanced nursing skills needed by the nursing student who is completing the nursing program. Presentation of skills that facilitate entry into today's nursing practice arena: leadership styles, delivery of nursing care to groups of clients in the acute and chronic health care setting, supervision of unlicensed assistive personnel, principles of case management, delegation of assignments, prioritization of client care, and organizational structure in the health care organization. Prerequisite: All prior courses in the Associate Degree Nursing program *(all completed with a grade of "P", "C" or higher).* 2 hours lecture, 24 hours/week clinical. Total weeks: 6. Transfer: CSU.

61 CLINICAL NUTRITION 1 ½ UNITS

Introduction to principles of clinical nutrition. Assessment of nutritional status; application of nutritional principles across the life span in the hospital and community; diet therapy in the treatment of selected diseases; nutritional supplements; weight gain and weight loss; impact of culture and spiritual beliefs on diet. Corequisite: Nursing 55, 69, or satisfactory completion of equivalent. 1½ hours. Transfer: CSU.

64 PHARMACOLOGY FOR PROFESSIONAL NURSES 2½ UNITS

Introduction to the principles of clinical pharmacology, the administration of drugs as therapeutic agents, and the interactions of drugs and body tissues. The purpose, action, and expected physiological responses of therapeutic agents and dosage forms currently used in treating pain, infectious processes and selected acute and chronic disease states in the cardiovascular, endocrine, respiratory, autonomic nervous and central nervous system is explored as well as the integration of the concepts in the nursing process. Prerequisite: Satisfactory completion of courses in the first two semesters of the nursing curriculum and concurrent enrollment (or satisfactory completion of) Nursing 59 or Nursing 60A or possession of a valid California RN or LVN license. 2½ hours. Transfer: CSU.

69 GERONTOLOGICAL NURSING 1 UNIT

Nursing care of the aging client. Physical and psychosocial changes which occur with the aging process. Focus on successful adaptation to aging with emphasis on maintaining or regaining optimal health. Strategies for caring for the client who is coping with altered life styles as a result of problems associated with aging. Theories of aging and cultural influences on the aging process. Corequisite: Nursing 55 and 61 or completion of Nursing 70. 1 hour. Transfer: CSU.

70 NURSING THEORY: LVN-RN TRANSITIONS 1 ½ UNITS

Emphasis on nursing topics that prepare the LVN adult learner for advanced standing in an Associate Degree RN Nursing Program. Includes roles transition, survival skills for the nontraditional student, theoretical foundations of nursing, communicating effectively, critical thinking in nursing practice, nursing process, educator role of the registered nurse, legal - ethical components of nursing, functions of the California Board of Registered Nursing, and selected skills used by the registered nurse in the delivery of patient care. For LVN students desiring admission to Chabot College Nursing Program with Advanced Standing, Nursing 70 and 70L, provide a framework for satisfying selected nursing content and skills offered during year one of associate degree nursing curriculum. Prerequisite: Valid California LVN license, at least one-year work experience as LVN in a health care setting or a client agency, completion of Physiology 1 and Microbiology 1 with a grade of "C" or higher, and attendance at LVN-RN orientation. Corequisite: Working at least part-time as LVN. 1½ hours. Transfer: CSU.

70L CLINICAL SKILLS PRACTICE AND ASSESSMENT LAB ½ UNIT

Clinical skills practice lab provides framework for satisfying selected nursing content and skills offered during first year of associate degree nursing curriculum. Designed for LVN students desiring admission to Chabot Nursing Program with Advanced Standing. Corequisite: Nursing 70. 1½ hours laboratory. Transfer: CSU.

73 INTRAVENOUS THERAPY 1 UNIT

Safe administration and maintenance of intravenous therapy as a treatment modality. Includes differentiation of commonly used solutions, dosage calculation, vein selection and venipuncture techniques, recognition of and response to complications. Includes laboratory practice. Prerequisite: Satisfactory completion of all required nursing courses in the first and second semester of the nursing curriculum (Nursing 55, Nursing 56, Nursing 58, Nursing 59, Nursing 61, Nursing 69, Nursing 75, Nursing 88 and Nursing 88L or their equivalents. Nursing 70 is a prerequisite for LVNs joining the program.) Concurrent enrollment in the third or fourth semester of the nursing program (Nursing 60A, Nursing 60B and Nursing 64). 12 total hours lecture, 12 total hours laboratory. Transfer: CSU.

75 FLUID AND ELECTROLYTES 1 UNIT

Introduction to principles of fluid and electrolyte balance. Assessment and treatment of imbalances; parenteral therapy; acid-base balance; interpretation and application of laboratory results. Prerequisite: All nursing courses in the first semester of the nursing curriculum (or equivalent) completed with grades of "C" or higher and concurrent enrollment in Nursing 59 or 60A. 1 hour. Transfer: CSU.

80 CRITICAL THINKING AND TEST TAKING FOR NURSING ½ UNIT

Preparation for National Council Licensing Exam for Registered Nursing (NCLEX-RN). Strategies for successful test taking. Practice in taking multiple-choice tests with time limits. Application of critical thinking and problem solving techniques in clinical situations. Prerequisites: completion of first year in Nursing Program with a grade point average of "C" or better, and concurrent enrollment in the Nursing program. 9 hours lecture.

81 OBSTETRICAL NURSING THEORY 2 UNITS

Nursing interventions that assist the family with adaptation during the childbearing cycle including assessments and management of the mother and newborn during the antepartal, intrapartal, and postpartal periods; emphasis on the involvement of the total family; reproductive related health care problems of women. Designed to assist Licensed Vocational Nurses in preparation for the Registered Nurse Licensing examination. Prerequisite: Valid California LVN license. 2 hours. lecture, Transfer: CSU.

82 PEDIATRIC NURSING THEORY 2 UNITS

Emphasis is placed on the nursing interventions that assist the child and family with adaptive processes necessary to cope with acute and chronic conditions affecting infants, children, and adolescents. The focus is also on medical/surgical illnesses, child abuse, and cultural diversity as they affect child care. It includes application of principles of growth and development, physical assessment skills, and pharmacological concepts unique to the child. Prerequisite: Valid California LVN license. 2 hours. Transfer: CSU.

84 PRESCRIPTIVE CLINICAL NURSING SKILLS PRACTICE ½—1 UNIT

Emphasis is on gaining experience in practicing and refining selected clinical skills used in the delivery of nursing care to a client in the acute care or community based setting. Prerequisite: 55 *(completed with a grade of "C" or higher)* or the equivalent. 27 to 54 total hours Skills Laboratory. Transfer: CSU.

85 REGISTERED NURSE REFRESHER (THEORY AND CLINICAL) 7 UNITS

For United States-educated Registered Nurses whose licenses have expired, or who have not worked as a Registered Nurse in the Unites States for at least three years, or those foreign-educated nurses with authorization to work in the United States and who are required by the California Board of Registered Nursing to complete additional coursework in a pre-licensure nursing program. Theory and clinical practice focuses on preparing the Registered Nurse for employment as an entry-level staff nurse in the United States. Prerequisites: Possession of a California Registered Nurse license which has either expired or in which the holder has not been employed as a Registered Nurse for at least three years; or possession of a valid California LVN license and who has six months' recent work experience as an LVN in a health care facility; and possession of an American Heart Association certification which is valid through the last day of the course. 4 hours lecture, 19 hours laboratory. Total weeks: twelve. Transfer: CSU.

86 ESSENTIALS OF MEDICAL TERMINOLOGY 2 UNITS

Core concepts focus on comprehending the standard word roots, suffixes, prefixes, common abbreviations, and selected medical terms not built from word parts. Emphasis on spelling, definitions, pronunciation, and the application of anatomical and diagnostic terms, common disease processes, and pharmaceutical terms in written and oral communication. Designed for nursing majors who wish to acquire basic medical terminology typically used in health care. May not be taken if Health 51A (or equivalent) has been completed with a "C" or better. 2 hours.

88 PATHOPHYSIOLOGY 3 UNITS

Pathophysiological processes in selected disease states in the following systems of the human body: endocrine, renal, cardiovascular, pulmonary, gastrointestinal, and neurological. Purpose and results of supporting laboratory, radiological, and other appropriate diagnostic studies used in confirming the presence or absence of the selected disease states will be explored. Critical thinking exercises, case studies and examinations. Prerequisites: Satisfactory completion of Human Physiology 1 and Microbiology 1 (or equivalent) and: satisfactory completion of (or concurrent enrollment in) Nursing 70 and possession of a valid California LVN license, or possession of a valid California RN license, or satisfactory completion of all required nursing courses in the first semester of the nursing curriculum (Nursing 55, Nursing 56, Nursing 58, Nursing 61 or their equivalents) with a "C" or better and concurrent enrollment in the second semester of the nursing program (Nursing 75, Nursing 59 or Nursing 60A or possession of a valid California LVN or RN license). 3 hours. Transfer: CSU.

88L PHYSICAL ASSESSMENT ½—1 UNIT

Methodologies employed in physical assessment in the clinical setting. Focus is on physical assessment techniques and advanced techniques utilized in assessing the status of neurological cardiac, and peripheral vascular, thoracic, musculoskeletal, integumentary, and abdominal systems. Laboratory and diagnostic tests (such as techniques of respiratory arterial blood gas analyses, pulse oximetry, and basic cardiac dysrhythmia interpretation). Health data base interviewing. Prerequisites: Satisfactory completion of Nursing 68 and Microbiology 1 (or equivalent) and satisfactory completion of (or concurrent enrollment in) Nursing 69 and Nursing 70, possession of a valid California LVN license, or satisfactory completion of all required nursing courses in the first year of the nursing curriculum, and concurrent enrollment in the second semester of the nursing program and Nursing 68, or possession of a valid California RN license. Concepts related to the California Nursing Practice Act, as well as principles of safe clinical practice will be included. ½ - 3 hours laboratory. Transfer: CSU.

Nutrition (NUTR)

1 THE SCIENCE OF NUTRITION 3 UNITS

The science of nutrition including the nutrients, their functions, sources and recommended intakes. Nutritional assessment and the role of nutrition in the maintenance of health. For students majoring in the science and/or health fields. Strongly Recommended: Chemistry 30A and Mathematics 65 (completed with a grade of "C" or higher). 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

57 NUTRITION FOR FITNESS AND FAT LOSS 3 UNITS

(See also Physical Education 57)

Study the role that nutrition and activity play in developing fitness and lowering body fat. Major concepts of fitness and nutrition will be presented along with training utilizing a heart rate monitor. Students will learn to assess current fitness levels and design a personal fitness and nutritional plan. (May not receive credit if Physical Education 57 has been completed.) 3 hours. Transfer: CSU; CSU/GE.

58 NUTRITION FOR SPORTS AND HUMAN PERFORMANCE 3 UNITS

(See also Physical Education 58)

An investigation into the role nutrition plays in sports and human achievement. Determination of optimum hydration and nutrient intake in relation to activity. (May not receive credit if Physical Education 58 has been completed.) 3 hours. Transfer: CSU; CSU/GE.

Office Technology

(See Computer Application Systems)

Philosophy (PHIL)

50 GOD, NATURE, HUMAN NATURE 3 UNITS

Nature and range of philosophical inquiry in relation to everyday problems of humans as individuals, as citizen, as existing in nature, and as a creator of works of the arts and of the spirit. Analysis of primary philosophical documents that concentrate on these broad areas of a human's concerns. Introduction to Philosophy by the Philosophers' own works, their methods of procedure and inquiry; attention given to the development of skills for reading, analyzing, and pursuing philosophical argument. Strongly Recommended: PHIL 60 (completed with a grade of "C" or higher), PHIL 65 (completed with a grade of "C" or higher), PHIL 70 (completed with a grade of "C" or higher). 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

60 INTRODUCTION TO PHILOSOPHY: ETHICS 3 UNITS

Examination of representative ethical theories. Problems of good and evil, right and wrong, individual and/or social action; principles, criteria or starting points for these issues and decisions as discussed and developed in great writings of the philosophical-literary tradition. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

65 INTRODUCTION TO PHILOSOPHY: THEORY OF KNOWLEDGE 3 UNITS

Primary works of philosophy in the areas of knowledge, truth, and thought. Systematic analysis of documents that constitute the major statements in the theory of knowledge—the functions of reasoning, intuition, and sense experience. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

70 INTRODUCTION TO POLITICAL AND SOCIAL PHILOSOPHY 3 UNITS

Philosophical-political analysis of value conflicts in the area of political thought and theory. Philosophical investigation of political principles which affect our lives as well as the role of theory in regard to the nature of the individual in a modern technological democracy. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

Photography (Phot)

DEGREE: AA–Photography

CERTIFICATE OF PROFICIENCY: Photography

This two-year diploma program provides students with a thorough technical knowledge of contemporary photographic applications. Students also become familiar with digital imagery involving scanning and manipulation; and multimedia technology combining sound, text and images.

Time is spent doing practical hands-on work in studios, darkrooms, and computer laboratories. Students gain on-the-job experience working as photographers, photographers' assistants, and electronic imagers.

PHOTOGRAPHY
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Art History 1 (Introduction to Art) 3
Art 23 (2-D Foundations) 3
Photography 50 (Introduction to Photography) 3
Photography 55 (Careers in Photography)
or Art 55 (Introduction to Graphic Design Careers) 1–2

YEAR ONE (SPRING)

Photography 60 (Intermediate Black and White Photography) . . 3
Photography 61 (Color Materials and Processes) 3

YEAR TWO (FALL)

Photography 64A (Artificial Light Photography) 3

YEAR TWO (SPRING)

Photography 62 (Portfolio Workshop) 3
Photography 66 (Digital Imaging) 3
Any studio art course 3
Total 28–29

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

PHOTOGRAPHY

CERTIFICATE OF PROFICIENCY

CORE COURSES (FALL)

Art 23 (2-D Foundations) 3
Photography 50 (Introduction to Photography) 3

CORE COURSES (SPRING)

Photography 60 (Intermediate Black and White Photography) . . 3
Photography 61 (Color Materials and Processes) 3
Electives 3
Total 15

Photography (PHOT)

10 ARTISTS' RIGHTS AND THE LAW 3 UNITS

Copyright issues affecting artists. Particular emphasis on the visual arts and media. Constitutional underpinnings of copyright law. Concepts underlying copyright protections. Copyrights distinguished from patents and trademarks. Creation and ownership of works of art. Rights associated with copyright ownership. Licensing, assigning, and selling rights to others. Collaboration between artists and ownership of rights. Work for hire and work done on commission. Fair use and first amendment issues. Effect of digital technology and the internet on copyright ownership. Copyright infringement and remedies. Moral Rights. 3 hours. Transfer: CSU.

20 HISTORY OF PHOTOGRAPHY 3 UNITS

(See also Art History 20)

A broad chronological survey of photography from its invention to the present. Considers the medium's dual role as technology and art. Addresses a multiplicity of photographic themes and purposes. Considers the intersections of photography and technology, history, art, and everyday life. May not receive credit if Art History 20, Art 67, or Photography 67 has been completed. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

50 INTRODUCTION TO PHOTOGRAPHY 3 UNITS

Introduction to photographic processes and light sensitive materials. Camera controls and their use in making pictures. Developing black and white negatives and prints. Print finishing, presentation, and critique. 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC; AA/AS: C-ID: ARTS 260.

51 INDIVIDUAL PROJECTS 1 UNIT

Individual projects in photography or graphic communications at the intermediate to advanced level. Development of knowledge and skills acquired in previous or current work with emphasis on current projects. Prerequisite: Photography 50 (*completed with a grade of "C" or higher*). 4 hours laboratory. Transfer: CSU.

53A BEGINNING DIGITAL CAMERA USE 1 ½ UNITS

Camera handling techniques, basic exposure principles, camera accessories, photographic composition. Survey of photography's multiple genres and its changing role in society and culture. 1½ hours. Transfer: CSU; AA/AS.

53B DIGITAL DARKROOM 1 ½ UNITS

Introduction to darkroom concepts and techniques common to both traditional and digital photography. Digital darkroom components such as CPUs, monitors, scanners, and printers. Digital darkroom techniques including calibration, and output. Survey of photography's multiple genres and its changing role in society and culture. Strongly recommended: Photography 53A. 1 hour lecture, 2 hours laboratory. Transfer: CSU.

55 CAREERS IN PHOTOGRAPHY 1 UNIT

Opportunities in various areas of photography including commercial, industrial, portraiture, sales, photofinishing; and the investigation of photography as an art form. 1 hour. Transfer: CSU.

60 INTERMEDIATE BLACK AND WHITE PHOTOGRAPHY 3 UNITS

Using exposure/development controls related to black and white negative materials. Development of competent print making skills. Emphasis on visual and critical problems related to black and white photography. Prerequisite: Photography 50 (*completed with a grade of "C" or higher*). 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC.

61 COLOR MATERIALS AND PROCESSES 3 UNITS

Understanding theories of exposure, printing, and processing of various color materials. Emphasis on visual problems related to color photography. Prerequisite: Photography 50 (*completed with a grade of "C" or higher*). 2 hours lecture, 4 hours laboratory. Transfer: CSU.

62 PORTFOLIO WORKSHOP 3 UNITS

Visual and technical problems of assembling a portfolio. Emphasis on individual projects and the production of a finished portfolio of black and white and/or color images. Prerequisite: Photography 50. Strongly recommended: Photography 60. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

64A ARTIFICIAL LIGHT PHOTOGRAPHY 3 UNITS

Photography using light sources selected and manipulated by the photographer. Use of light sources in a controlled situation to achieve technically accurate renditions of subject matter and to make successful visual statements. Lighting techniques for product, still life and portrait photography. Prerequisite: Photography 50 (*completed with a grade of "C" or higher*). Strongly recommended: Photography 60. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

65 HANDCOLORING, TONING AND BEYOND 3 UNITS

Creative explorations of the traditional black and white image. Handcoloring of prints using oils, pencils, and other media. Various toning techniques, including masking for multitoned images. Solarization and line breakdown. Consideration of other means of manipulating the conventional print. Prerequisite: Photography 50 or equivalent. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

66 DIGITAL IMAGING 3 UNITS

Desktop digital imaging systems and software. Overview of computer operating systems, local area networks, and file management. Methods and devices for image input, storage, and output. Use of traditional photographic controls to enhance image quality in the digital medium. Designing an image

for digital manipulation. Strongly recommended: Photography 50. 2 hours lecture, 4 hours laboratory. Transfer: CSU.

80 PHOTO SILKSCREEN PRINTING 3 UNITS
Origins and history of printmaking with particular emphasis on serigraphy (silk screen). Uses of printmaking in industry, art, and politics. Basic materials and methods involved in producing a screen print, using traditional and digital photographic methods. Printing techniques for single- and multi-color prints. Creation of high contrast and continuous tone images. Color theory related to the production and printing of images. 2 hours lecture. 4 hours laboratory. Transfer: CSU.

81 PHOTO ETCHING AND GRAVURE 3 UNITS
Origins and history of printmaking with particular emphasis on intaglio and gravure printing processes. Uses of printmaking in industry, art, and politics. Basic materials and methods involved in producing an intaglio print, using traditional and digital photographic methods. Printing techniques for single- and multi-color prints. Creation of high contrast and continuous tone images. Color theory related to the production and printing of images. Strongly recommended: At least one photography or other studio art course. 2 hours lecture. 4 hours laboratory. Transfer: CSU.

Physical Science (PSCI)

15 DESCRIPTIVE PHYSICAL SCIENCE: INTRODUCTION TO PRINCIPLES OF PHYSICAL SCIENCE 5 UNITS
An introduction to the physical universe from atomic particles to the stars, with emphasis on the basic principles of physics, astronomy, chemistry, and the geo-sciences (meteorology and geology). Designed for non-majors in physical science. Includes an introduction to laboratory, principles and techniques with emphasis on the basic concepts discussed in the class. May not receive credit if Physics 11 has been completed. Strongly recommended: Mathematics 65, English 101A or 102. 4 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

Physics (PHYS)

2A INTRODUCTION TO PHYSICS I 4 UNITS
Introduction to the major principles of classical mechanics and electricity using pre-calculus mathematics. Includes Newtonian mechanics, energy, gravitation, fluids, thermodynamics, vibration waves, and electrostatics. Prerequisite: Mathematics 20 or 36 or 37 (*completed with a grade of "C" or higher*). 3 hours-lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: PHYS 105.

2B INTRODUCTION TO PHYSICS II 4 UNITS
Electro-circuits, electromagnetic waves, optics and modern physics. Prerequisite: Physics 2A (*completed with a grade of "C" or higher*). 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; C-ID: PHYS 110.

3A COLLEGE PHYSICS A 4 UNITS
Introduction to the major principles of classical mechanics using calculus for students studying life sciences and architecture. Includes: the scientific method and social responsibility of the scientist, Newtonian mechanics, energy, gravitation, fluids, thermodynamics, and vibration waves.
Prerequisite: MTH 1 (completed with a grade of "C" or higher) or MTH 15 and MTH 37 (each completed with a grade of "C" or higher) or MTH 36 (completed with a grade of "C" or higher). 3 hours lecture, 3 hours laboratory. Transfer: CSU; CSU/GE; AA/AS.

3B COLLEGE PHYSICS B 4 UNITS
Introduction to the major principles of ELECTROMAGNETISM AND MODERN PHYSICS using calculus for students studying life sciences and architecture. Includes Electrostatics, Electro-circuits, electromagnetic waves, optics, relativity , atomic and nuclear physics and the social responsibility of the scientist and architect. Prerequisite: MTH 16 (completed with a grade of "C" or higher) or MTH 2 and PHYS 3A (each completed with a grade of "C" or higher) or , PHYS 4A (completed with a grade of "C" or higher). 3 hours lecture, 3 hours laboratory. Transfer: CSU; CSU/GE; AA/AS.

4A GENERAL PHYSICS I 5 UNITS
Introduction to the principles of Newtonian mechanics using calculus as needed. Vectors, kinematics, dynamics, energy, momentum, rotation, oscillations and gravitation. Prerequisite: Mathematics I (*completed with a grade of "C" or higher*). 4 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC\; AA/AS; C-ID: PHYS 205..

4B GENERAL PHYSICS II 5 UNITS
Electric fields, electric currents, magnetic fields, induced currents, alternating circuits, Maxwell's equations, Electromagnetic waves. Prerequisite: Physics 4A and Mathematics 2 (*both completed with a grade of "C" or higher*). 4 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; C-ID: PHYS 210.

4C GENERAL PHYSICS III 5 UNITS
Oscillations, fluids, sound waves, thermodynamics, electromagnetic spectrum, optics including reflection, refraction, diffraction, interference, polarization. Prerequisite: Physics 4B and Mathematics 3 (*both completed with a grade of "C" or higher*). 4 hours lecture, 3 hours laboratory. Transfer: CSU; UC; IGETC.

5 MODERN PHYSICS 3 UNITS
Special relativity and modern physics, including photons, quantum mechanics, atoms, solids, nuclear physics, particle physics and cosmology. Prerequisite: Physics 4B *(completed with grade of "C" or higher)*. 3 hours lecture. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

11 DESCRIPTIVE PHYSICS 4 UNITS
Motion, gravitation, heat, light, sound, electricity, magnetism, atoms and nuclei. Present day scientific problems and developments such as alternative energy sources, solar energy, nuclear power, lasers, relativity and black holes. Designed for non-majors in physical science. Includes an introduction to laboratory, principles and techniques with emphasis on the basic concepts discussed in the class. May not receive credit if Physics 10 or Physics 10L has been completed. Strongly recommended:

Mathematics 105 or 105L. 3 hours lecture, 3 hours laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

18 PREPARATORY PHYSICS 3 UNITS
Basic problem solving techniques in mechanics as preparation for Physics 2A and Physics 4A. Methods and strategies used to solve quantitative Physics problems. Intended for liberal arts, mathematics, engineering, and science students. Emphasis on group problem-solving activities, diversity in problem-solving approaches, and detailed oral and written presentation of solutions. Strongly recommended: Math 36 or Math 37 (*completed with a grade of "C" or higher*) or equivalent. 3 hours. Transfer: CSU.

22A CALCULUS APPLICATIONS FOR COLLEGE PHYSICS I 1 UNIT
First of a two-part sequence using calculus as a tool for understanding topics covered in college level physics. Taken concurrently with Physics 2A to satisfy the physics requirement for life science majors at universities that require a calculus-based physics sequence. Prerequisite: Mathematics 15 and Mathematics 36 or 37, or Mathematics 1 and concurrent enrollment in Physics 2A. 1 hour. Transfer: CSU; UC.

22B CALCULUS APPLICATIONS FOR COLLEGE PHYSICS II 1 UNIT
A supplementary course using calculus as a tool for understanding topics covered in college level physics Taken concurrently with Physics 2B to satisfy the physics requirements for life science majors at universities that require a calculus-based physics sequence. Prerequisite: Mathematics 16 or Mathematics 2 *(completed with a grade of "C" or higher);* Physics 22A *(completed with a grade of "C" or higher)* and concurrent enrollment in Physics 2B. 1 hour. Transfer: CSU.

25 COMPUTATIONAL METHODS FOR ENGINEERS AND SCIENTISTS 3 UNITS
(See also Engineering 25 and Mathematics 25)
Methodology and techniques for solving engineering/science problems using numerical-analysis computer-application programs MATLAB and EXCEL. Technical computing and visualization using MATLAB software. Examples and applications from applied-mathematics, physical-mechanics, electrical circuits, biology, thermal systems, fluid systems, and other branches of science and engineering. Prerequisite: Mathematics 1. Strongly recommended: Computer Science 8. May not receive credit if Engineering 25 or Mathematics 25 has been completed. 2 hours lecture, 3 hours laboratory. Transfer: CSU; UC.

122 PHYSICS SUPPLEMENTAL INSTRUCTION ½—1 UNIT
An individualized course with tutorial assistance from an instructor, student tutor, in basic Physics computations designed to develop self-confidence and prepare the student for problem solving in the normal navigation of physics courses. 1½–3 hours

Physiology

(See Biological Sciences)

Political Science (POSC)

DEGREE: AA-T—Political Science

Political science majors evaluate societal, national, and global events by learning about forms of political organization and political processes. Political science is consistently a top ten major because of its versatility and applicability to today's world. The Political Science degree provides students with a strong foundation in American government, political theory, and comparative and international politics for those who wish to pursue a Bachelor of Arts degree in political science and for those who seek careers in public service, education, law, or business.

POLITICAL SCIENCE
ASSOCIATE IN ARTS FOR TRANSFER DEGREE

	UNITS
REQUIRED CORE ***(3 units)***	
Political Science 1 (Introduction to American Government)	3
LIST A ***(select three–9-10 units)***	
Political Science 20 (Comparative Politics)	3
Political Science 25 (Introduction to Political Theory)	3
Political Science 30 (International Relations)	3
Any one of the following courses:	
Sociology 5 (Introduction to Social Research Methods)	3
Mathematics 43 (Introduction to Probability and Statistics)	4
LIST B ***(select two–6 units)***	
Any List A course not used above	3-4
Political Science 10 (Seminar in Comparative Politics)	3
Political Science 12 (Introduction to California State and Local Government)	3
Political Science/Administration of Justice 45 (Law and Democracy)	3
Geography 2 (Cultural Geography)	3
Anthropology 3 (Social and Cultural Anthropology)	3
Anthropology 5 (Cultures of the U.S. in Global Perspective)	3
Sociology 2 (Social Problems)	3
Sociology 3 (American Cultural and Racial Minorities)	3
Communication Studies 11 (Intercultural Communication)	3
Economics 1 (Principles of Microeconomics)	3
Economics 2 (Principles of Macroeconomics)	3
Total	**18-19**

General Education Courses
Complete either the CSU/General Breadth or the (CSU) IGETC pattern.
Total minimum units required 60*

***All courses making up the minimum must be transferable to CSU, and a minimum GPA of 2.0 must be maintained.**

Political Science (POSC)

1 INTRODUCTION TO AMERICAN GOVERNMENT 3 UNITS
Introduction to the historical development and current structure of American political ideals and institutions, including the Federal and California Constitutions, civil liberties and civil rights, political parties, campaigns and elections, and citizenship duties. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS; C-ID: POLS 110.

10 SEMINAR IN COMPARATIVE POLITICS 3 UNITS
General introduction to a major subfield of comparative politics, or intensive exploration of a contemporary theme, topic, or region. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; AA/AS.

12 INTRODUCTION TO CALIFORNIA STATE AND LOCAL GOVERNMENT 3 UNITS
Organization and operation of government and politics at the state, county and municipal level; emphasis on current issues and the influences of historical, geographical, political, economic and social factors on California public policy. 3 hours. Strongly recommended: Eligibility for English 1A and Political Science 1. Transfer: CSU; UC; CSU/GE; AA/AS.

20 COMPARATIVE POLITICS 3 UNITS
Introduces basic concepts and methods of comparative analysis. Covers contemporary forms of government and institutions; survey of political regimes and political problems of selected governments. Strongly Recommended: Eligibility for English 1A and Political Science 1. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: POLS 130.

25 INTRODUCTION TO POLITICAL THEORY 3 UNITS
An introduction to various theoretical approaches to politics, including selected political thinkers from ancient times to the present, and the application of political theory to current political realities. Strongly recommended: Eligibility for English 1A and completion of Political Science 1. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

30 INTERNATIONAL RELATIONS 3 UNITS
An introduction to international politics, theories and global institutions, focusing on international actors and their interactions with one another. Emphasis on current events. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: POLS 140.

45 LAW AND DEMOCRACY 3 UNITS
(See also Administration of Justice 45)
The Law and Democracy course is an interdisciplinary exploration of themes such as equality, citizenship, participation, access, and social justice. We will look critically at how law structures as well as limits democracy and examine the idea of democracy as a universal value. Strongly recommended: eligibility for English 1A. Prerequisite: Political Science 1 or Administration of Justice 50 *(completed with a grade of "C" or higher).* (May not receive credit if Administration of Justice 45 has been completed.) 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS.

51 STUDENT LEADERSHIP LABORATORY 1-2 UNITS
(See also General Studies 51)
Training in the student leadership and governance with an emphasis on practical application of effective student leadership skills. Students will attend and participate in Associated Student Senate meetings, club, or shared governance meetings to receive credit for this course. May not receive credit if General Studies 51 has been completed. 3-6 hours laboratory. Transfer: CSU.

Portuguese (PORT)

50A PORTUGUESE CONVERSATION AND CULTURE I 3 UNITS
Development of a basic understanding of spoken Portuguese through pronunciation, vocabulary, and applied grammar. Introduction to the everyday culture of Portuguese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50B PORTUGUESE CONVERSATION AND CULTURE II 3 UNITS
Development of skills learned in Portuguese 50A. Understanding of spoken Portuguese through pronunciation, vocabulary, and applied grammar. Further study of the life and culture of the Portuguese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Portuguese 50A (*completed with a grade of "C" or higher*). 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50C PORTUGUESE CONVERSATION AND CULTURE III 3 UNITS
Development of skills learned in Portuguese 50B. Understanding of spoken Portuguese through pronunciation, vocabulary, and applied grammar. Further study of the culture and everyday life activities of Portuguese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Portuguese 50B (*completed with a grade of "C" or higher*). 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50D PORTUGUESE CONVERSATION AND CULTURE IV 3 UNITS
Development of skills learned in Portuguese 50C. Understanding of spoken Portuguese through pronunciation, vocabulary, and applied grammar. Further study of the culture and everyday life activities of Portuguese-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Portuguese 50C (*completed with a grade of "C" or higher*). 3 hours lecture, 1 hour laboratory. Transfer: CSU.

Psychology (PSY)

DEGREE: AA-T—Psychology

The Associate in Arts in Psychology for Transfer degree is designed to prepare students who wish to pursue a Bachelor's degree in the field of Psychology. Psychology is a diverse discipline with many areas of specialty. It continually seeks to understand and explain the human experience; how we think, act, feel and relate to ourselves and others. Students completing this degree will learn to apply science, as well as use multiple theoretical perspectives and levels of analysis to understand problems related to behavior and mental processes. The successful student will apply critical and creative thinking to problem solving, and apply psychological knowledge to personal, social, organizational, cross-cultural and global issues. This degree provides students with foundational knowledge, skills, and values consistent with the science and application of Psychology while preparing them for upper division course work in the field. California Community College students who are awarded the Associate in Arts in Psychology for Transfer degree are guaranteed admission with junior standing somewhere in the CSU system, and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. Students are strongly encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals.

Career Opportunities in Psychology

Areas of specialization and careers in psychology include: Clinical/Counseling/Child Psychologist, Biopsychology, Cognitive, Cross-cultural, Developmental, Experimental Research, Educational, Ergonomics and Human Factors, Health, Forensic, Industrial/organizational, Personality, Social work, School and Sports psychology.

PSYCHOLOGY

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

	UNITS
REQUIRED CORE	
Psychology 1 (General Psychology)	3
Psychology 2 (Introduction to Psychological Methodology)	3
Psychology 5 (Introductory Statistics for the Behavioral and Social Sciences)	4
Psychology 4 (Brain, Mind and Behavior)	3
LIST A *(select one course)*	
Biology 10 (Introduction to the Science of Biology)	4
Biology 31 (Introduction to College Biology)	4
Psychology 3 (Social Psychology)	3
Psychology 12 (Lifespan Psychology)	3
LIST B *(select two courses)*	
Any course from List A not already used	3-4
Psychology 6 (Abnormal Psychology)	3
Psychology 7 (Introduction to Counseling Theory and Skills)	3
Psychology/Health/Sociology 8 (Human Sexuality)	3
Psychology 33 (Personal and Social Adjustment)	3
Psychology 45 (Psychology or Creativity and Innovation)	3
Anatomy 1 (General Human Anatomy)	5
Anthropology 1 (Biological/Physical Anthropology)	3
Anthropology 3 (Social and Cultural Anthropology)	3
Biology 25 (Human Heredity and Evolution)	3
Biology 50 (Anatomy and Physiology)	4
Physiology 1 (Human Physiology)	5
Political Science 1 (Introduction to American Government)	3
Political Science 20 (Comparative Politics)	3
Sociology 1 (Principles of Sociology)	3
Computer Science 14 (Introduction to Structured Programming in C++)	4
Computer Science 15 (Object-Oriented Programming Methods)	4
Mathematics 20 (Pre-Calculus Mathematics)	5
Mathematics 37 (Trigonometry with an Emphasis on its Geometric Foundations)	5
Mathematics 36 (Trigonometry)	3
Mathematics 1 (Calculus I)	5
Mathematics 2 (Calculus II)	5
Physics 2A (Introduction to Physics I)	4
Physics 2B (Introduction to Physics II)	4
Physics 4A (General Physics I)	5
Physics 4B (General Physics II)	5
Physics 4C (General Physics III)	5
Chemistry 1A (General College Chemistry I)	5
Chemistry 1B (General College Chemistry II)	5
English 4 (Critical Thinking and Writing about Literature)	3
English 7 (Critical Thinking and Writing across Disciplines)	3
Total	**22–27**

Required courses in the major: 22–27 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 16-19 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

PSYCHOLOGY (PSY)

1 GENERAL PSYCHOLOGY 3 UNITS
Introduces students to the scientific study of behavior and mental processes. Provides an overview of major psychological concepts and theories in such areas as consciousness, learning, memory, motivation,

perception, personality, stress, and social behavior. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: PSY 110.

2 INTRODUCTION TO PSYCHOLOGICAL METHODOLOGY 3 UNITS

This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology will be examined through a review of research in a variety of the subdisciplines of psychology. Prerequisite: PSY 1 (completed with a grade of "C" or higher) and PSY 5 (completed with a grade of "C" or higher) or an equivalent statistics course (completed with a grade of "C" or higher). Strongly Recommended: ENGL 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: PSY 200.

3 INTRODUCTION TO SOCIAL PSYCHOLOGY 3 UNITS

Introduction to theories and concepts that explain individual behavior in social settings. Topics include research methods, social perception, social cognition, beliefs, prejudice/discrimination, interpersonal relationships, aggression, and group behavior. Strongly recommended: Psychology 1. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

4 BRAIN, MIND AND BEHAVIOR 3 UNITS

This course introduces the scientific study of the biological bases of behavior and its fundamental role in the neurosciences. Physiological, hormonal, and neurochemical mechanisms, and brain-behavior relationships underlying the psychological phenomena of sensation, perception, regulatory processes, emotion, learning, memory, neurological, developmental and psychological disorders will be addressed. The course also notes historical scientific contributions and current research principles for studying brain-behavior relationships and mental processes. Ethical standards for human and animal research are discussed in the context of both invasive and non-invasive experimental research. 3 hours. Prerequisite: PSY 1 Strongly Recommended: ENGL 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: PSY 150.

5 INTRODUCTORY STATISTICS FOR THE BEHAVIORAL SCIENCES 4 UNITS

Statistics as applied to the behavioral and social sciences. Topics include: descriptive and inferential statistics; measures of central tendency and variability; normal, t-test, and chi-square distributions; correlation, regression, ANOVA; probability and hypothesis testing. Emphasis on selection and interpretation of statistical analyses. Introduction to applications of computer statistical software to social science data. Prerequisite: ,MTH 53, MTH 53B, MTH 54, MTH 54L, MTH 55 ,MTH 55L or MTH 55B with a grade of "C" or higher or an appropriate skill level demonstrated through the Mathematics Assessment process Strongly Recommended: ENGL 1A. 4 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: SOCI 125.

5W INTRODUCTORY STATISTICS FOR THE BEHAVIORAL AND SOCIAL SCIENCES WORKSHOP 0.25–½ UNIT

Practice and application of statistics. Laboratory, study group, collaborative workshop or computer laboratory time for Introductory Statistics for the Behavioral and Social Sciences. Corequisite: PSY 5. 1-2 hours laboratory. Transfer: CSU.

6 ABNORMAL PSYCHOLOGY 3 UNITS

An overview of the field of abnormal psychology. Introduces students to the major classifications of mental health disorders from the perspective of symptoms and behavior, causes, diagnosis and treatment. Examines historical, socio-cultural and contemporary understanding of mental illness. Includes disorders of mood, anxiety, psychosis, substance abuse, personality and other disorders in adults and children. Strongly recommended: Eligibility for English 1A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: PSY 120.

7 INTRODUCTION TO COUNSELING THEORY AND SKILLS 3 UNITS

Introduction to counseling theory and process with emphasis on fundamental principles of behavior change. Includes essential counseling skills, major counseling theories, and legal and ethical issues. Strongly recommended: Psychology 1. 3 hours. Transfer: CSU.

8 HUMAN SEXUALITY 3 UNITS

(See also Health 8 and Sociology 8)

Physiological and psychosocial aspects of sexual health in our contemporary society. Understanding the interrelationship of attitude and behavior as it relates to sexual well-being and sexual integrity. May not receive credit if Health 8 or Sociology 8 has been completed. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

12 LIFESPAN PSYCHOLOGY 3 UNITS

Introduction to the psychological, physiological, socio-cultural and sociohistorical factors influencing development from conception through death. Emphasis on the process of normal development and its variations. Examination of theoretical models and research for practical application. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: PSY 180.

25 STRESS MANAGEMENT AND HEALTH PSYCHOLOGY 2 UNITS

Analysis of the psychological, physiological and psychosocial factors that influence health, stress and illness, and personal well-being. Explores coping with stress, reducing stress, emotion and illness, pressure-cooked kids, children and stress, can't slow down, the mind as healer, the relaxation response, focusing mind, and maximizing performance. 2 hours. Transfer: CSU

25L STRESS MANAGEMENT AND HEALTH PSYCHOLOGY LABORATORY ½ UNIT

Using a scientific approach to the study of stress management, this laboratory will introduce students to current stress reduction techniques used in the field of health psychology. An analysis of the mental, physiological, and nutritional factors which help produce optimal-personal performance in daily living activities will be investigated. Prerequisite: Completion or current enrollment in Psychology 25. 1½ hours laboratory.

33 PERSONAL AND SOCIAL ADJUSTMENT 3 UNITS

Personality and behavior theory, personality assessment, and techniques of increasing personal effectiveness; basic human nature and the

development of human potentialities through genetic inheritance, maturation and learning in a physical and socio-cultural environment; dynamics of individual and group behavior, motivation, stress, adjustive and maladjustive behavior and group and individual interaction. Strongly recommended: English 1A or 52A. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

45 PSYCHOLOGY OF CREATIVITY AND INNOVATION 3 UNITS
Introduction to psychological processes involved in creativity, innovation and problem solving. Survey of current theories and research on creativity and innovation. Emphasis on improving creative and problem solving abilities. 3 hours. Transfer: CSU; AA/AS.

Psychology–Counseling (PSCN)

degree:

AA-T–Elementary Teacher Education
AA–Human Services
AS–Human Services
AA–Liberal Arts

certificate of achievement:
California State University General Education–Breadth (CSU GE Breadth)
Intersegmental General Education transfer Curriculum (IGETC)

certificate of proficiency:
Case Management for Human Services
Multicultural Awareness/ relations for the service provider

Multicultural Awareness/ self reflection

ELEMENTARY TEACHER EDUCATION

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

The Associate in Arts in Liberal Studies: Elementary Teacher Education for Transfer Degree enables the student to prepare to transfer, primarily to a CSU school, with a major in Elementary Teacher Preparation. This pattern encompasses the new multiple subject matter program standards adopted by the California Commission on Teacher Credentialing. CSU General Education-Breadth and other university requirements are subsumed in the Associate in Arts in Elementary Teacher Education degree. Not all of the lower division classes may be available at Chabot; you may need to complete additional lower division classes after transfer.

	UNITS
REQUIRED CORE (*45 units*)	
General Studies 11 (Exploring Education)	3
Early Childhood Education 56 (Child Growth and Development)	3
Biology 10 (Introduction to the Science of Biology) or Biology 31 (Introduction to College Biology)	4
Chemistry 10 (Introduction to Chemistry) or Chemistry 31 (Introduction to College Chemistry)	4
and Physics 11 (Descriptive Physics)	4
Communication Studies 1 (Fundamentals of Speech Communication)	3
English 1A (Critical Reading and Composition)	3
English 4 (Critical Thinking and Writing About Literature)	3
English 7 (Critical Thinking and Writing across Disciplines)	3
Geography 5 (World Regional Geography)	3
History 3 (World History: Beginnings to 1500)	3
History 7 (U.S. History Through Reconstruction)	3
Mathematics 41 (Number Systems)	3
Political Science 1 (Introduction to American Government)	3
LIST A (*select one course—3 units)*	
Art History 1 (Introduction to Art)	3
Music Literature 1 (Introduction to Music)	3
Theater Arts 10 (Introduction to Theater Arts)	3
LIST B (*select additional courses from the list below—12 units)*	
Art 23 (2-D Foundations)	3
Art 24 (3-D Foundations)	3
Chemistry 30A (Introductory and Applied Chemistry I)	4
Communication Studies 46 (Argumentation and Debate)	3
English 20 (Studies in Shakespeare)	3
English 21 (The Evolution of the Black Writer)	3
English 22 (Mexican American/Latino Literature of the U.S.)	3
English 24 (Storytelling in Modern American Novels and Films)	3
English 25 (Asian-American Literature)	3
English 26 (The Literature of Immigration and Migration)	3
English 28 (Classic and Contemporary Youth Literature)	3
English 31 (Introduction to Gay and Lesbian Literature)	3

English 32 (U.S. Women's Literature) 3
English 45 (Studies in Fiction) 3
English 48 (The Literature of the Holocaust) 3
Geography 2 (Cultural Geography) 3
Health 1 (Introduction to Health) 3
Mathematics 43 (Introduction to Probability and Statistics) or
Psychology 5 (Introductory Statistics for the Behavioral and
Social Sciences) 4
Philosophy 50 (God, Nature, Human Nature) 3
Philosophy 60 (Introduction to Philosophy: Ethics) 3
Political Science 25 (Introduction to Political Theory) 3
Psychology 12 (Lifespan Psychology) 3
Religious Studies 50 (Religions of the World) 3
Sociology 1 (Principles of Sociology) 3
Total 56-60

Required courses in the major: 56-60 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 37-39 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

HUMAN SERVICES

ASSOCIATE IN ARTS OR
ASSOCIATE IN SCIENCE DEGREE

This degree has been designed to provide students an introduction to social and/or psychological theory, multicultural theory, and Psychology-Counseling skills needed to work as a service provider in a social service setting. Students may follow either the AA or AS General Education pattern, as desired.

YEAR ONE (FALL)

Psychology 1 (General Psychology)
or Sociology 1 (Principles of Sociology) 3
Psychology-Counseling 1 (Introduction to Psychology-Counseling in a Multicultural Environment)
or Psychology 7 (Introduction to Counseling Theory and Skills) 3

YEAR ONE (SPRING)

Self-Assessment/Self-Reflection Course(s)* 3
Option Course** 3

YEAR TWO (FALL)

Psychology 2 (Introduction to Psychological Methodology)
or Psychology 3 (Social Psychology)
or Sociology 2 (Social Problems) 3
Psychology-Counseling 4 (Multiethnic/Cultural Communication)
or Communication Studies 11 (Intercultural Communication) 3

YEAR TWO (SPRING)

Psychology-Counseling 2 (Introduction to Case Management for Human Services) 3
Psychology-Counseling 11 (Interpersonal Relationships) 2
Psychology-Counseling 13 (Multicultural Issues in Contemporary America) 3
Psychology-Counseling 80 (Occupational Volunteerism in Human Services) 2
Total 28

GENERAL EDUCATION UNITS FOR THE A.A. DEGREE 25
For specific General Education courses refer to catalog section on Graduation requirements.

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
General Education Courses (Areas A-E) 16
Human Services GE Requirement 3
Complete a minimum of 3 units from
Psychology-Counseling 1, 4, 13
Total minimum units required 60

Select a total of 3 units from the following self-assessment/self-reflection courses:

Psychology-Counseling 10 (Career and Educational Planning) 2
Psychology-Counseling 12 (Self-Esteem for Success) 2
Psychology-Counseling 15 (College Study Skills) 2
Psychology-Counseling 20 (The College Experience) 2
Psychology-Counseling 23 (College Readiness) 3
Psychology-Counseling 26 (College Success and the Chicano Experience) 1
Psychology-Counseling 36 (Women in Transition) 1

Select a total of 3 units from the following options:

Anthropology 3 (Social and Cultural Anthropology) 3
Anthropology 5 (Cultures of the U.S. in Global Perspective) . . . 3
Early Childhood Development 60 (Introduction to the Young Child with Exceptional Needs) 3
English 21 (The Evolution of the Black Writer) 3
English 22 (Mexican American/Latino Literature of the U.S.) 3
English 32 (U.S. Women's Literature) 3
English 38 (Survey of Modern British Literature) 3
Ethnic Studies 1 (Introduction to Ethnic Studies) 3
Ethnic Studies 2 (Contemporary Ethnic Minority Families in the U.S.) 3
Ethnic Studies 3 (Introduction to Muslim-American Studies) . . . 3
Foreign Language 1A (Beginning Foreign Language) 3
Health 4 (Women and Health) 3
Health 8 (Human Sexuality) 3
Music 5 (American Cultures in Music) 3
Psychology 6 (Abnormal Psychology) 3
Psychology 8 (Human Sexuality) 3
Psychology 12 (Life Span Psychology) 3
Religious Studies 50 (Religions of the World) 3

Religious Studies 70 (Spiritual Traditions of Contemporary Voices) 3
Sign Language 64 (Beginning Sign Language) 3
Sign Language 65 (Intermediate Sign Language) 3
Sociology 3 (American Cultural and Racial Minorities) 3
Sociology 4 (Marriage and Family Relations) 3
Sociology 8 (Human Sexuality) 3
Sociology 10 (Introduction to Asian American Studies) 3

LIBERAL ARTS

ASSOCIATE IN ARTS DEGREE

The Associate in Arts Liberal Arts Degree is designed for students who wish a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis." The Associate in Arts Liberal Arts Degree would be an ideal choice for those students planning on transferring to the California State University or University of California as the student can satisfy general education requirements, plus focus on transferable course work that relates to majors at CSU or UC.

- Choose either Option I or II or III for the General Education pattern related to your educational goal.
- Complete 18 units in one **"Area of Emphasis"** from those outlined below. (Note: Where appropriate, courses in the "area of emphasis" may also be counted for a GE area.) Only one AA Degree in Liberal Arts may be earned.
- For ALL OPTIONS: complete necessary Chabot Graduation and Proficiency requirements *(see pages 19-21).*
- Courses from other colleges need to satisfy CSU/GE or IGETC requirements, or satisfy a similar GE area at the transfer college, or satisfy the Area of Emphasis criteria. *(See a counselor or the Articulation Officer for assistance.)*
- All classes listed below transfer to CSU. Courses in **BOLD** also are transferable to UC. Refer to www.assist.org for transfer details.
- Complete 60 degree-applicable units overall. Options II and III will require 60 CSU (Option II) or UC (Option III) transferable units to meet transfer requirements.

GE UNITS

I. ASSOCIATE IN ARTS DEGREE

Intended for students who are not planning on transferring to a university as an academic goal.
General Education, Graduation and Proficiency Requirements *(see pages 19-21).* 26

II. CSU–GENERAL EDUCATION BREADTH

Designed for students planning to transfer to one of the California State Universities (CSU).
Minimum units necessary to meet CSU/GE Certification requirements. *Complete Chabot Graduation and Proficiency requirements (see pages 19-21).* 33-39

III. IGETC–INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM

Designed for students planning to transfer to a UC or CSU university.
Minimum units necessary to meet IGETC Certification requirements. Complete Chabot Graduation and Proficiency requirements *(see pages 19-21).* 34-37

AREAS OF EMPHASIS

- 18 units from one Area of Emphasis listed below.
- When appropriate, courses selected can be used to also fulfill GE areas.
- For depth, include a minimum of two courses from a single discipline; for breadth, include courses from at least two disciplines.
- All courses listed below transfer to CSU.
- Courses in **BOLD** also transfer to UC.
- Courses from other colleges need to satisfy CSU/GE or IGETC requirements, or satisfy a similar GE area at the transfer college, or satisfy the Area of Emphasis criteria.

ELECTIVE UNITS

Electives may be necessary to total 60 overall units required for the Associate degree. Note: Options II and III will require 60 CSU (Option II) or UC (Option III) transferable units to meet transfer requirements. *(See a counselor for assistance.)*

AREAS OF EMPHASIS

Emphasis 1 - Arts and Humanities: *Select a minimum of 18 units from the following Arts and Humanities courses. For depth, include a minimum of two courses from a single discipline; for breadth, include courses from at least two disciplines. When appropriate, courses can also be counted toward completion of General Education requirements.*

These courses emphasize the study of cultural, literary, humanistic activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

Art **2A, 2B, 3A, 3B, 3C, 3D, 7A, 7B, 7C, 7D, 12A, 12B, 12C, 12D, 13A, 13B, 13C, 13D, 16A, 16B, 16C, 16D, 17A, 17B, 18A, 20,** 22, **23, 24**
Art History **1, 4, 5, 6,** 7, 8, **20,** 51
Chinese **1A, 1B**
English 11A, 11B, 12A, 12B, 13A, 13B, **20, 21, 22, 24, 25, 26, 28, 31, 32, 35, 41, 45, 48**
French **1A, 1B, 2A, 2B**
General Studies **31**
German **1A, 1B, 2A, 2B**
History **1, 2, 3, 4**
Humanities **50, 60, 65, 68, 72**
Italian **1A, 1B, 2A, 2B**
Japanese **1A, 1B**
Music (MUSL) **1, 2A, 2B, 2C, 2D,** 3, **4, 5, 6, 8;** (MUSP) **12, 13, 14,**

15, 18, 41, 44, 45, 47; (MUSA) 11, 20A, 20B, 21A, 21B, 22A, 22B, 23A, 23B, 40
Philosophy **50, 60, 65, 70**
Photography **20, 50, 60,** 61, 64A, 65, 66
Religious Studies **50, 64, 65, 72**
Sign Language **64, 65, 66**
Spanish **1A, 1B, 2A, 2B**
Theater Arts **1, 2, 3, 4,** 5, **6, 7,** 8, **10, 11, 12,** 16A, 16B, 16C, 16D, **21, 22, 30A, 30B, 30C, 30D, 47A, 47B, 47C, 47D, 48A, 48B, 48C, 48D, 50A, 50B, 50C, 50D**

Emphasis 2 - Communication in the English Language: *Select a minimum of 18 units from the following Communication in the English Language courses. For depth, include a minimum of two courses from a single discipline; for breadth, include courses from at least two disciplines. When appropriate, courses can be counted toward completion of General Education requirements.*

These courses emphasize the content of communication as well as the form and should provide an understanding of the psychological basis and social significance of communication. Students will be able to assess communication as the process of human symbolic interaction. Students will also develop skills in the areas of reasoning and advocacy, organization, accuracy, reading and listening effectively. Students will be able to integrate important concepts of critical thinking as related to the development of analysis, critical evaluation, the ability to reason inductively and deductively that will enable them to make important decisions regarding their own lives and society at large.

Communication Studies **1, 2, 3, 6, 10, 11,** 12, **20, 46,** 48, **50**
English **4, 7,** 11A, 11B, 12A, 12B, 13A, 13B, 70
History **5**
Mass Communication 14, 20, 42
Philosophy **60, 65, 70**
Psychology-Counseling **4**

Emphasis 3 - Social and Behavioral Sciences: *Select a minimum of 18 units from the following Social and Behavioral Science courses. For depth, include a minimum of two courses from a single discipline; for breadth, include courses from at least two disciplines. When appropriate, courses can be counted toward completion of General Education requirements.*

These courses emphasize the perspective, concepts, theories and methodologies of the disciplines typically found in the vast variety of disciplines that comprise study in the Social and Behavioral Sciences. Students will study about themselves and others as members of a larger society. Topics and discussion to stimulate critical thinking about ways people have acted in response to their societies will allow students to evaluate how societies and social subgroups operate.

Administration of Justice **45, 50, 60, 70**
Anthropology **1, 2, 3, 4, 5, 8, 12, 13**
Business **10, 12,** 17, **20,** 36
Communication Studies **11**, 12
Early Childhood Development **52, 56,** 67
Economics **1, 2, 10**
Entrepreneurship 5
Ethnic Studies **1, 2, 3**
General Studies **31**
Geography **2, 3, 5, 10, 12, 20**
Health **8**
History **1, 2 , 3, 4, 7, 8, 12, 19, 20, 21, 22, 25, 27**
Mass Communications **40, 41**
Political Science **1,** 10, **12, 20, 25, 30, 45**
Psychology 1, **2, 3, 4, 6, 8, 12, 33,** 45
Psychology-Counseling **1,** 4, **13**
Sociology **1, 2, 3, 4, 5, 6, 8, 10, 30**

Emphasis 4 - Mathematics and Science: *Select a minimum of 18 units from the following Mathematics and Science courses. For depth, include a minimum of two courses from a single discipline; for breadth, include courses from at least two disciplines. When appropriate, courses can be counted toward completion of General Education requirements.*

These courses emphasize the natural sciences which examine the physical universe, its life forms and its natural phenomena. Courses in Mathematics 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.

Mathematics (beyond the Intermediate Algebra level) **1, 2, 3, 4, 6, 8, 15, 16, 20, 31, 33,** 36, 37, **40, 41, 43, 47**
Anatomy **1**
Anthropology **1, 1L, 13**
Astronomy **10, 20, 30** (Lab)
Biology **2**, **4, 6, 10, 25, 31, 50**
Biotechnology **20, 30**
Chemistry **1A, 1B, 8, 10, 12A, 12B, 30A, 30B, 31**
Environmental Science **10, 11**
Geography **1, 1L, 8**
Microbiology **1**
Physical Science **15**
Physics **2A, 2B,** 3A, 3B, **4A, 4B, 5, 11**
Physiology **1**
Psychology **4, 5**

Emphasis 5 - Kinesiology and Wellness: *Select a minimum of 18 units from the following three Kinesiology and Wellness Clusters. Cluster 1 (6 units), Cluster 2 (3 units), Cluster 3 (3 units) and an additional 3 units chosed from Clusters 1, 2 or 3 for a total of 18 units. For depth, include a minimum of two courses from a single discipline; for breadth, include courses from at least two disciplines. When appropriate, courses can also be counted toward completion of General Education requirements.*
These courses emphasize study in the disciplines that comprise Kinesiology and Wellness. This Area of Emphasis provides the student with an understanding of physical education, health promotion and the mechanics of human bodily movement. In addition to the foundational Physical Education and Movement courses, students will also examine Kinesiology and Wellness from scientific, nutritional and be-

havioral development as well as those elements that are included in the diversity cluster.

Cluster 1: Physical Education and Movement
(Minimum 6 units selected from the following)
Emergency Medical Services 1
Health 60
Kinesiology **1, 2, 3BB, 5, 12BK, 16, 17** *(unit limits on UC transfer)*

Cluster 2: Scientific and Nutrition Background
(Minimum 3 units selected from the following)
Anatomy **1**
Biology **10**, **31**, **50**
Chemistry **10**, **30A**, **30B**
Health **1** *(unit limits on UC transfer with Kinesiology 14)*
Kinesiology **14** *(unit limits on UC transfer with Health 1)*
Microbiology **1**
Nutrition **1**
Physics **2A**, **2B**, **11**
Physiology **1**

Cluster 3: Behavioral Development and Diversity
(Minimum 3 units selected from the following)
Health **8**
Kinesiology CSA
Psychology-Counseling 1, 10, 22
Psychology **1**, **2**, **8, 12**
Sociology **1**, **3**, **8**

Plus additional units taken from any courses in Clusters 1, 2, or 3 above for a total of at least 18 units.

Strongly recommended: Students who are getting the AA degree with an emphasis in Kinesiology and Wellness are encouraged to take a minimum of three activity courses in at least three different PE areas: Aquatics, Fitness, Individual Sports, Team Sports, and Dance.

CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION BREADTH (CSU/GE BREADTH)

CERTIFICATE OF ACHIEVEMENT

Students transferring to the California State University system have the opportunity to complete their lower division general education requirements at Chabot College. This pattern of general education is typically 39-45 semester units. Earning a CSU/GE Breadth Certificate of Achievement will enable Chabot College to officially acknowledge a significant educational achievement the student has completed at Chabot College. For more detailed course information, consult the "CSU GE Breadth" transfer information page in the catalog or the current FLYER #101 in the Counseling Division. Counselor assistance is advised.

Complete the required number of units/courses in each category:

Area A: Communications in the English Language . .9 semester units

Area B: The Physical and Life Sciences and Mathematics. . . . . .9 semester units

Area C: Arts, Literature, Philosophy and Foreign Languages . . . . . .9 semester units

Area D: Human Social, Political and Economic Institutions and Behavior . . . . . .9 semester units

Area E: Understanding and Self Development. . . . . .3 semester units

Area F: US History, Constitution and American Ideals . . . . . .6 semester units *

(*) Courses completed in Area F can be counted in Area D)

Total minimum units required 39-45

Earning this Certificate of Achievement **will not replace** the CSU/GE Certification document. The "Certification of CSU General Education Breadth" **is a separate process**. The student must request CSU/GE Certification at the time he/she requests a final Chabot transcript to be sent to the CSU school he/she plans on attending. File this request with the Office of Admissions and Records.

CASE MANAGEMENT FOR HUMAN SERVICES

CERTIFICATE OF PROFICIENCY

This certificate has been designed to provide students an introduction to case management skills needed to work effectively with consumers in a human services environment. Students will develop multicultural awareness and cultural competence needed to work in a social service setting, along with computer literacy and medical terminology. Students earning this Certificate of Proficiency will investigate multicultural issues and concepts which can affect social service delivery, learn computer applications skills, complete an introductory medical terminology course, and complete course work in the fundamentals of human services and case management to document intake, assessment, evaluation, and ongoing delivery of service(s).

CORE COURSES	FALL	SPRING
core courses (fall)		
Psychology Counseling 1 (Introduction to Psychology-Counseling in a Multicultural Environment)	3	
Psychology-Counseling 2 (Introduction to Case Management for Human Services)	3	
Computer Application Systems 88A		

(Microsoft Word I) or
Computer Science 8 (Computer Literacy) 3
core courses (spring)
Psychology-Counseling 4 (Multiethnic/cultural Communication) or
Psychology-Counseling 13 (Multicultural Issues in Contemporary America) 3
Health 51A (Basic Medical Terminology) 4
Total 16

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC)

CERTIFICATE OF ACHIEVEMENT

Students transferring to the University of California or the California State University system have the opportunity to complete their lower division general education requirements at Chabot College. This pattern of general education is typically 34-47 semester units. Earning an IGETC Certificate of Achievement will enable Chabot College to officially acknowledge a significant educational achievement the student has completed at Chabot College. For more detailed course information, consult the IGETC information page in the catalog or current IGETC flyers (FLYER #129) in the Counseling Division. Counselors are available to assist you in determining if using IGETC for CSU or UC fits your academic transfer plans.

OPTION I: CSU Transfer
Complete the required number of units/courses in each category:

Area 1: English Communications
Group A: English Composition
Group B: Critical Thinking
Group C: Oral Communication. . . . . .9 semester units

Area 2: Mathematical Concepts and Quantitative Reasoning . . . . . .3 semester units

Area 3: Arts, and Humanities . . . . . .9 semester units

Area 4: Social and Behavioral Sciences . . . . . .9 semester units

Area 5: Physical and Biological Sciences. . . . . .7-9 semester units

US History, Constitution and American Ideals . . . . .6 semester units *

Total minimum units required. . . . . 39-46 semester units

OPTION II: UC Transfer
Complete the required number of units/courses in each category:

Area 1: English Communications
Group A: English Composition
Group B: Critical Thinking . . . . . .6 semester units

Area 2: Mathematical Concepts and Quantitative Reasoning . . . . . .3 semester units

Area 3: Arts, and Humanities . . . . . .9 semester units

Area 4: Social and Behavioral Sciences . . . . . .9 semester units

Area 5: Physical and Biological Sciences . . . . . .7-9 semester units

Area 6A: Language Other Than English (LOTE)* . 0-10 semester units

Total minimum units required. . . . . 39-46 semester units

(*)LOTE: This UC IGETC requirement can be satisfied in a number of ways. See Page ___ in the front of the Catalog for a detailed explanation.

Earning this Certificate of Achievement **will not replace** the IGETC Certification document. The "Certification of IGETC" **is a separate process**. The student must request IGETC Certification at the time he/she requests a final Chabot transcript to be sent to the UC or CSU school he/she plans on attending. File this request with the Office of Admissions and Records.

MULTICULTURAL AWARENESS/RELATIONS FOR THE SERVICE PROVIDER

CERTIFICATE OF PROFICIENCY

This certificate has been designed to provide students an introduction to multicultural theory and Psychology-Counseling skills needed to work as a service provider in a social services setting. The student will conduct a self-assessment and self-reflection component as part of the skill set. A self-assessment needs to be made in relationship to the culturally diverse community and world in which we currently live but also to evaluate service providers' internalized values which may affect their provision of services in a non-judgmental process. Students completing this Certificate of Proficiency will investigate a variety of multicultural issues and concepts which can affect social service delivery, evaluate themselves within the context of the diverse culture, further their inquiry into a cultural area of personal interest, and complete a course specifically targeted to Psychology-Counseling issues/skills as they relate to a multicultural community.

CORE COURSES (FALL)

Psychology Counseling 13(Multicultural Issues in Contemporary America) 3
Self Assessments/Self Reflection Course(s)* 3
Option course** 3

CORE COURSES (SPRING)

Psychology-Counseling 11(Interpersonal Relationships) 2
Psychology-Counseling 4 (Multiethnic/Cultural Communication)
or Communication Studies 11 (Intercultural Communication). 3
Psychology-Counseling 1 (Introduction to Psychology-Counseling in a Multicultural Environment)
or Psychology 7 (Introduction to Counseling Theory and Skills) 3
Total 17

Select a total of 3 units from the following

Psychology-Counseling 10 (Career and Educational Planning) . . 2
Psychology-Counseling 12 (Self Esteem for Success). 2
Psychology-Counseling 15 (College Study Skills) 2
Psychology-Counseling 20 (The College Experience) 3
Psychology-Counseling 23 (College Readiness). 3
Psychology-Counseling 26 (College Success and the Chicano Experience) 1
Psychology-Counseling 36 (Women in Transition) 1

****Select a total of 3 units from the following option:***

Anthropology 3 (Social and Cultural Anthropology). 3
Anthropology 5 (Cultures of the U.S. in Global Perspective) . . . 3
Early Childhood Development 60 (Introduction to the Young Child with Exceptional Needs) 3
English 21 (The Evolution of the Black Winter). 3
English 22 (Mexican American/Latino Literature of the U.S.) . . 3
English 32 (U.S. Women's Literature). 3
English 38 (Survey of Modern British Literature) 3
Ethnic Studies 1 (Introduction to Ethnic Studies). 3
Ethnic Studies 2 (Contemporary Ethnic Minority Families in the U.S.) 3
Ethnic Studies 3 (Introduction to Muslim-American Studies). . . 3
Foreign Language 1A (Beginning Foreign Language) 3
Health 4 (Women and Health) 3
Health 8 (Human Sexuality). 3
Music 5 (American Cultures in Music) 3
Psychology 6 (Abnormal Psychology) 3
Psychology 8 (Human Sexuality). 3
Psychology 12 (Life Span Psychology). 3
Religious Studies 50 (Religions of the World) 3
Religious Studies 70 (Spiritual Traditions of Contemporary Voices). 3
Sign Language 64 (Beginning Sign Language) 3
Sign Language 65 (Intermediate Sign Language). 3
Sociology 3 (American Cultural and Racial Minorities) 3
Sociology 4 (Marriage and Family Relations) 3
Sociology 8 (Human Sexuality). 3
Sociology 10 (Instruction to Asian-American Studies) 3

MULTICULTURAL AWARENESS/ SELF-REFLECTION

CERTIFICATE OF PROFICIENCY

This certificate has been designed to provide individual students the opportunity to conduct self-assessment and self-reflection as part of a personal development plan. The self must be analyzed in context of the community at large, which is becoming more diverse and multicultural. Hence, a self-assessment needs to be made in relationship to the culturally diverse community and world in which we currently live. Students completing this Certificate of Proficiency will be exposed to a variety of multicultural issues and concepts, evaluate themselves within the context of the diverse culture and further their inquiry into a cultural area of personal interest to the student.

CORE COURSES (FALL)

Psychology-Counseling 13 (Multicultural Issues in Contemporary America) 3
Self-Assessment/Self-Reflection Courses* 4
Option Course(s)**. 5

CORE COURSES (SPRING)

Psychology-Counseling 11(Interpersonal Relationships) 2
Psychology-Counseling 4 (Multiethnic/Cultural Communication)
or Communication Studies 11 (Intercultural Communication) . 3
Total 17

Select a total of 4 units from the following

Psychology-Counseling 10 (Career and Educational Planning) 2
Psychology-Counseling 12 (Self-Esteem for Success). 2
Psychology-Counseling 15 (College Study Skills) 2
Psychology-Counseling 20 (The College Experience) 3
Psychology-Counseling 23 (College Readiness). 3
Psychology-Counseling 26 (College Success and the Chicano Experience) 1
Psychology-Counseling 36 (Women in Transition) 1

****Select a total of 5 units from the following options:***

Anthropology 3 (Social and Cultural Anthropology). 3
Anthropology 5 (Cultures of the U.S. in Global Perspective) . . . 3
Early Childhood Development 60 (Introduction to the Young Child with Exceptional Needs) 3
English 21 (The Evolution of the Black Writer) 3
English 22 (Mexican American/Latino Literature of the U.S.) 3
English 32 (U.S. Women's Literature). 3
English 38 (Survey of Modern British Literature) 3
Ethnic Studies 1 (Introduction to Ethnic Studies). 3
Ethnic Studies 2 (Contemporary Ethnic Minority Families in the U.S.) 3
Ethnic Studies 3 (Introduction to Muslim-American Studies). . . 3
Foreign Language 1A (Beginning Foreign Language) 3
Health 4 (Women and Health) 3

Health 8 (Human Sexuality) 3
Music 5 (American Cultures in Music) 3
Psychology 6 (Abnormal Psychology) 3
Psychology 8 (Human Sexuality) 3
Psychology 12 (Life Span Psychology) 3
Religious Studies 50 (Religions of the World) 3
Religious Studies 70 (Spiritual Traditions of Contemporary Voices) 3
Sign Language 64 (Beginning Sign Language) 3
Sign Language 65 (Intermediate Sign Language) 3
Sociology 3 (American Cultural and Racial Minorities) 3
Sociology 4 (Marriage and Family Relations) 3
Sociology 8 (Human Sexuality) 3
Sociology 10 (Introduction to Asian-American Studies) 3

Psychology-Counseling (PSCN)

1 INTRODUCTION TO PSYCHOLOGY-COUNSELING IN A MULTICULTURAL ENVIRONMENT 3 UNITS

Introduction to psychology-counseling theory, skills, techniques, and processes in working with individuals and/or groups. Multiculturalism in American society. Emphasis placed on issues and processes of a minority-majority environment. Includes review of demographics, social services, community agencies, and intervention programs. Fundamental counseling techniques, counseling theory and socio-cultural issues related to working in the "service provider" role. Strongly recommended: eligibility for English 1A and completion of Psychology-Counseling 13. 3 hours. Transfer: CSU; CSU/GE; AA/AS; AC.

2 INTRODUCTION TO CASE MANAGEMENT FOR HUMAN SERVICES 3 UNITS

Introduction to case management theory, models and techniques. Multicultural issues affecting case management theory. Emphasis placed on case management philosophy, ethical issues, concepts and practices. Analysis of needs, documentation and confidentiality and individualized consumer plan development. Analysis of inter-agency collaboration. Includes issues of monitoring an ongoing case management plan and maintaining consumer commitment to plan success. Designed to provide students with knowledge in case management theory implementation for Human Service, Social Work and/or Mental Health. Strongly Recommended: Psychology-Counseling 1. 3 hours. Transfer: CSU

4 MULTIETHNIC/CULTURAL COMMUNICATION 3 UNITS

Exploration of intercultural and interethnic communication behavior of individuals in relationships and/or groups, personal identity formation in the American context, historical development of culturally influenced communication styles, and evolution of new, American inter- and intra-group communication. Will examine social science research models, including single subject case study, in three (3) of the five (5) following groups: African-Americans, Asian-Americans, Native/Indigenous Americans, Pacific Islander-Americans, Hispanic-Americans. Students will attend Bay Area cultural events. 3 hours. Transfer: CSU; CSU/GE; IGETC; AA/AS; AC.

7 CONTEMPORARY ISSUES 1-3 UNITS

Contemporary life issues related to social effectiveness, and educational and career development. Explores issues through an examination of current counseling related research findings and resource materials. Limit of 6 units. 1-3 hours. Transfer: CSU.

10 CAREER AND EDUCATIONAL PLANNING 2 UNITS

Exploration of the concept of educational/career planning focusing on personal career development through self-assessment, psychological testing, and individual counseling. Emphasis on clarification of individual interests, values, needs, and abilities and investigation of occupational opportunities in the world of work. Designed for those undecided or uncertain about their career and educational plans. (May not receive credit if Psychology-Counseling 10A or 10B has been completed.) 2 hours. Transfer: CSU; CSU/GE.

11 INTERPERSONAL RELATIONSHIPS 2 UNITS

Exploration of behavior in interactions with others. Improving interpersonal relationships to benefit academic, career, and personal development. 2 hours. Transfer: CSU; CSU/GE.

12 SELF-ESTEEM FOR SUCCESS 2 UNITS

Exploration of causes of low self-esteem, methods for building self-esteem and habits for success. Designed to improve self-esteem to ensure academic success. 2 hours. Transfer: CSU.

13 MULTICULTURAL ISSUES IN CONTEMPORARY AMERICA 3 UNITS

Exploration of issues relating to the multicultural community in which we live today. Interpersonal relations and communication. Focus on improving the individual's understanding of other cultures and how those cultures impact the American lifestyle. Includes exploration of myths and misunderstandings. Discussion of four specific cultures or sub-cultures from the following groups: (1) African-American, (2) Asian-American, (3) Hispanic-American, (4) Native-American, (5) Middle Eastern-American, (6) European-American, (7) Gay/Lesbian American, (8) Disabled American. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC.

15 COLLEGE STUDY SKILLS 2 UNITS

Review of study skill techniques for success in college. Emphasis on time management, personal learning style, active listening, note-taking and test-taking strategies. Includes modeling, practice, and evaluation of study skill techniques. 2 hours. Transfer: CSU.

18 UNIVERSITY TRANSFER PLANNING ½–1 UNIT

Introduction to the resources and planning process needed to ease transition from a community college to a four-year college or university. Development of a transfer action plan. Preparation for major and general education requirements. Application cycles and important deadlines. Recommended for those transferring to four-year colleges or universities. ½–1 hour. Transfer: CSU.

20 THE COLLEGE EXPERIENCE 2 UNITS

Explores academic programs, college policies, student rights and responsibilities, graduation and transfer requirements, student services, campus resources and activities and the concept of educational planning through

self-assessment. Emphasis is on self-assessment of individual interests, values, needs, and abilities. Designed for first-time, returning, and re-entry students to ease transition into college and maximize successful matriculation through college towards academic/vocational goals. (May not be taken for credit if General Studies 20 has been completed.) 2 hours. Transfer: CSU; CSU/GE.

21 STRATEGIES FOR COLLEGE SUCCESS 1 UNIT

Assessment of learning and college life. Introduction to practical strategies for success in college. Includes student academic programs, college policies, student rights and responsibilities, graduation and transfer requirements, and campus resources and activities. Designed for first-time, returning and re-entry students to ease transition into college and maximize success towards their academic goals. (May not be taken for credit if Psychology Counseling 20 or General Studies 20 has been completed.) 1 hour. Transfer: CSU.

22 COLLEGE SUCCESS SERIES ½—1 ½ UNITS

Workshop format focusing on practical strategies for success in college; workshop topics may include personal, academic and/or career goal setting; transitioning and adapting to higher education; educational planning for graduation and/or transfer; support services and campus resources; majors and careers; plus other topics as student needs are identified. Designed for all students to maximize their potential with emphasis on enhancing the new student's transition into college. 9–27 total hours. Transfer: CSU.

23 COLLEGE READINESS 3 UNITS

An intensive course designed to assist students to identify and develop critical thinking and problem-solving skills that will facilitate their adjustment to the college environment and the successful pursuit of their educational goals. This course provides an introduction to academic skills and strategies, campus resources and activities, decision making and planning, college policies and procedures, interpersonal communications, self-exploration and goal setting, student rights and responsibilities, and campus visitation to at least one 4-year college. 3 hours. Transfer CSU.

25 TRANSITION TO COLLEGE ½ UNIT

A survey of practical strategies for academic success focusing on the new student. Examines goal setting, college policies, graduation requirements, campus resources, student rights and responsibilities, and student educational planning. Designed for first-time college students in order to enhance their transition into college and maximize their academic/vocational potential. 9 total hours. Transfer: CSU.

26 COLLEGE SUCCESS AND THE CHICANO EXPERIENCE 1 UNIT

Investigation of the relationship between Chicano cultural experiences and college success. Emphasis on examination of how Chicano cultural experience can affect collegiate success. 1 hour. Transfer: CSU.

28 ORIENTATION FOR INTERNATIONAL STUDENTS 1 UNIT

Exploration of practical strategies for academic success and to experience a positive transition into the American educational system and cultural focusing on the new international student. Examines goal setting, cultural adjustment, college policies, graduation requirements, campus resources, programs and services, student rights and responsibilities, introduction to the California systems of higher education, student educational planning and other topics as needs are identified. Designed for first-time International college students in order to enhance their transition into American society and maximize successful matriculation through college toward their academic goals. Required for all foreign-visa students. 1 hour. Transfer: CSU.

36 WOMEN IN TRANSITION 1 UNIT

A first step back to school for women facing career, personal, or academic decisions following divorce, widowhood, and other life changes. Includes clarifying values and goals, increasing self-esteem, and identification of college resources to effect success. Designed for women returning to the job market. 1 hour. Transfer: CSU.

80 OCCUPATIONAL COMMUNITY SERVICE IN HUMAN SERVICES 2 UNITS

Community service experience (54-80 hours) in a human services setting approved by PSCN faculty as related to student's Human Services major or classes at Chabot. Cooperative effort between student and service site supervisor to accomplish agreed upon work objective and broaden experiences for the term enrolled. Student provides verification of service experience hours during the term. Student will make arrangements for hours and duties directly with site supervisor, after getting site approved by PSCN faculty. Community service hours will be provided on a volunteer basis unless other arrangements are made between the student and site supervisor. Students will meet with PSCN instructor one hour per week on campus for input and volunteer experience discussion focused on building working relationships and providing appropriate services to clients. 1 hour lecture, 3 hours laboratory. Transfer: CSU.

Radio and Television Broadcasting

DEGREE: AA—Radio and Television Broadcasting

This two-year diploma program provides students with formal training to become leaders in the communication industry. All aspects of the radio and television industries are covered with the common focus of making graduates job-ready. Equal importance is given to creative production elements and technical quality in operations. The program follows a hands-on approach to learning, stressing the importance of teamwork. Students follow a common curriculum that emphasizes announcing, broadcast journalism and production techniques.

RADIO AND TELEVISION BROADCASTING
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
- Mass Communications 40 (Introduction to Broadcasting) 3
- Mass Communications 41 (Introduction to Mass Communications). 3
- Mass Communications 44 (Radio and Television Announcing/Performance) 3
- Mass Communications 50 (Radio Studio Techniques) 3
- Mass Communications 60 (Television Studio Techniques I) 3

YEAR TWO (FALL)
- Mass Communications 43 (Advertising Sales and Media Management) 4
- Mass Communications 61 Television Studio Techniques II) 3
- Mass Communications 58 (KCRH Radio Experience) or Mass Communication 68 (KCTH Television Experience) . . 3

YEAR TWO (SPRING)
- Mass Communications 42 (Writing for Broadcasting) 3

Total 28

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

Real Estate (REST)

degree:
AA–Real Estate
certificate of achievement:
Real Estate
certificate of proficiency:
Real Estate

Real estate courses help prepare students for the Real Estate Licensure Examination and employment as real estate salespersons, brokers, appraisers, escrow officers and real estate planners.

REAL ESTATE
ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)
- Business 12 (Introduction to Business) 3
- Real Estate 80 (Real Estate Principles) 3
- Real Estate 81A (Legal Aspects of Real Estate) 3
- Real Estate 84 (Real Estate Practice) 3

YEAR ONE (SPRING)
- Real Estate 85 (Real Estate Economics) or Business 1A (Financial Accounting) or Business 7 (Accounting for Small Business). 3–4
- Business 31 (Professional Selling) or Business 36 (Introduction to Marketing) 3

YEAR TWO (FALL)
- Real Estate 82A (Real Estate Appraisal). 3

YEAR TWO (SPRING)
- Real Estate 83 (Real Estate Finance) 3
- Option* 3

Total 27–28

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

Option: select one of the following courses:
- Real Estate 81B (Advanced Legal Aspects of Real Estate) 3
- Real Estate 82B (Advanced Real Estate Appraisal). 3
- Real Estate 86 (Escrows) 3
- Real Estate 88 (Real Estate Property Management). 3
- Real Estate 89 (Real Estate Office Administration) 3
- Business 10 (Business Law). 4
- Computer Application Systems 50 (Introduction to Computer Application Systems) 3

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

REAL ESTATE
CERTIFICATE OF ACHIEVEMENT

CORE COURSES (FALL)
- Real Estate 80 (Real Estate Principles) 3
- Real Estate 81A (Legal Aspects of Real Estate) 3
- Real Estate 82A (Real Estate Appraisal). 3
- Real Estate 85 (Real Estate Economics) or Business 1A (Financial Accounting) or Business 7 (Accounting for Small Business). 3–4

CORE COURSES (SPRING)
- Real Estate 83 (Real Estate Finance) 3
- Real Estate 84 (Real Estate Practice) 3
- Option* 9

Total 27–28

Option: select 9 units from the following courses:
- Real Estate 81B (Advanced Legal Aspects of Real Estate) 3
- Real Estate 82B (Advanced Real Estate Appraisal). 3
- Real Estate 86 (Escrow) 3
- Real Estate 88 (Real Estate Property Management). 3
- Real Estate 89 (Real Estate Office Administration) 3
- Business 10 (Business Law). 4

Business 31 (Professional Selling)
or Business 36 (Introduction to Marketing) 3
Computer Application Systems 50 (Introduction to
Computer Application Systems) 3

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

REAL ESTATE
CERTIFICATE OF PROFICIENCY

CORE COURSES

Real Estate 80 (Real Estate Principles) 3
Real Estate 84 (Real Estate Practice) 3
Real Estate 90 (Exam Preparation: State of California
Real Estate Licensing Exam) 2
Option* 3
Total 11

Option: select one of the following courses:
Real Estate 81A (Legal Aspects of Real Estate) 3
Real Estate 82A (Real Estate Appraisal) 3
Real Estate 83 (Real Estate Finance) 3
Real Estate 88 (Real Estate Property Management) 3

The above listing is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

Real Estate (REST)

80 REAL ESTATE PRINCIPLES 3 UNITS
Real and personal property acquisition, ownership, estates in real property, joint tenancies, partnerships, sales contracts, homesteads, deeds and taxes. Methods of financing, real estate practices, and regulation of the real estate business. 3 hours. Transfer: CSU.

81A LEGAL ASPECTS OF REAL ESTATE 3 UNITS
California law as applied to real estate problems; origin and sources of California real estate law; contracts in general; real estate contracts; law of agency and regulation of agents; classification of property; easements; acquisition and transfer of interests of property; methods and incidents of ownership; land description; recordation. Strongly recommended: Real Estate 80. 3 hours. Transfer: CSU.

81B ADVANCED LEGAL ASPECTS OF REAL ESTATE 3 UNITS
Continuation of Real Estate 81A in advanced aspects of California real estate law; homestead; land contracts; mortgages, deeds of trust and involuntary lien; governmental regulations; landlord-tenant relationships; title insurance; probate proceedings. Prerequisite: Real Estate 81A. 3 hours. Transfer: CSU.

82A REAL ESTATE APPRAISAL 3 UNITS
Real estate appraisals, the appraisal process, and approaches, methods, and techniques used to determine value of various types of property; current trends, neighborhood analysis, and preparing an appraisal report; emphasis on residential and single-unit property. Strongly recommended: Real Estate 80. 3 hours. Transfer: CSU.

82B ADVANCED REAL ESTATE APPRAISAL 3 UNITS
Appraisal of multiple unit property including commercial and special purpose properties; analysis of income and expenses; techniques of capitalization; emphasis on income producing properties. Strongly recommended: Real Estate 82A. 3 hours. Transfer: CSU.

83 REAL ESTATE FINANCE 3 UNITS
Financing transactions in the real estate business and in lending institutions; analysis of money markets, interest rates and real estate financing. Financing procedures, residential and commercial financing. Strongly Recommended: REST 80 (completed with a grade of "C" or higher). 3 hours. Transfer: CSU.

84 REAL ESTATE PRACTICE 3 UNITS
Principles and practical techniques of operating a real estate business. Emphasis on daily activities of brokers and salesperson; introduction to appraising, exchanges, listings, advertising, financing, and marketing. Exchanges, specialized brokerage, property management, professional and public relations. Strongly recommended: Real Estate 80. 3 hours. Transfer: CSU.

85 REAL ESTATE ECONOMICS 3 UNITS
Economic factors influencing real estate. Effects of real estate and business cycles on commercial and residential markets. Government fiscal and monetary policies. Urban development and renewal, regulation of land uses. Strongly recommended: Real Estate 80. 3 hours. Transfer: CSU.

86 ESCROWS 3 UNITS
Escrow procedures for various types of business transactions with emphasis on real estate. Preparation, processing and closing of sales and escrow documents in the transferring, encumbering, and describing of real property. Title search and reports. Strongly recommended: Real Estate 80. 3 hours. Transfer: CSU.

87 REAL ESTATE TAXATION AND EXCHANGES 3 UNITS
Tax aspects of real estate transactions as they affect buyers and sellers. Aspects of real estate marketing that deal with exchanges. Laws pertaining to real estate taxation that affect exchange opportunities. Strongly recommended: Real Estate 80. 3 hours. Transfer: CSU.

88 REAL ESTATE PROPERTY MANAGEMENT 3 UNITS
Problems encountered by owners and resident managers of residential and commercial income properties; application of sound business principles in the pursuit of operational effectiveness. Strongly recommended: Real Estate 80. 3 hours. Transfer: CSU.

89 REAL ESTATE OFFICE ADMINISTRATION 3 UNITS
Practices essential to the management and operation of a real estate office; recruiting and management of sales personnel, office location, types of ownership, advertising, record keeping, budgeting, areas of specialization. Strongly recommended: Real Estate 80. 3 hours. Transfer: CSU.

90 EXAM PREPARATION: CA LICENSING 2 UNITS
This course is designed to prepare the student for the State of California DRE licensing examination. In the course of that preparation many real estate topics are covered in examination format. The following will be covered: Real and personal property acquisition, ownership, estates in real property, joint tenancies, partnerships, sales contracts, homesteads, deeds and taxes. Methods of financing, real estate practices, and regulation of the real estate business. 2 hours.

Recreation and Rehabilitation Therapies (RECR)

67 ACTIVITY DIRECTORS TRAINING 4 UNITS
Fundamentals of activity programming for patients in Skilled Nursing Facilities and Intermediate Care Facilities. Includes an overview of the specific job responsibilities of an activity director as described in Section 72389, Skilled Nursing Facility Regulations and Intermediate Care Facility Regulations of the State of California, Title 22. Methods used to develop and implement therapeutic, social, and restorative activities. Activity analysis, leadership and motivational methods appropriate for residents of long term care facilities. 4 hours. Transfer: CSU.

Religious Studies (RELS)

50 RELIGIONS OF THE WORLD 3 UNITS
Introduction to the study of religion by (1) surveying the world religions, stating basic principles of each as shown by fundamental scriptures, practices and works of art, highlighting underlying patterns, *OR* (2) exploring themes and concepts, using the world religions as examples. Themes may include: grace, sin, enlightenment, suffering, and salvation. 3 hours. Transfer: CSU; UC; CSU/GE: C2; IGETC: Area 3B; AA/AS.

64 NATURE OF ISLAM 3 UNITS
Introduction to the nature of Islam as a religion or system for life, its culture and its impact on Muslim individuals and groups. Includes a brief history of Islam and Muslims in relation to the basic sources of Islam. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

65 RELIGIONS OF ASIA 3 UNITS
Religious traditions of Asia. Focus on a small subset of Asia's great religions. Comparison/contrast of at least three dominant traditions' religious/philosophical thought and everyday practice. Basic theory in academic study of religion. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

70 SPIRITUAL TRADITIONS AND CONTEMPORARY VOICES 3 UNITS
Selected themes in spirituality. Contemporary and global spirituality will be read in view of how they expand on and/or reinterpret traditional themes. What does it mean to live a spiritual life in the 21st century? How would contemporary people and major issues of our day benefit from a spiritual approach? Themes and practices will be explored. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

72 CONTEMPORARY ISSUES IN ISLAM 3 UNITS
Insight into the complexities of Islam throughout the world, especially in America. In depth study of topics such as gender roles, contribution of Muslims to the human civilization and the adaptation of Muslim culture into American society provide extensive opportunity for discussion and research. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

Service Learning (SERV)

85A LEARNING IN ACTION: BEGINNING 2–3 UNITS
Placement in meaningful volunteer projects in community organizations or schools, approved by instructor and supervised by site supervisor. Introduction to practical skills and knowledge required to serve as effective volunteers or tutors. Discuss specific problems in the community and investigate and carry out service projects to address them. Class will meet one hour per week on campus for reflection and discussion of community issues, and students will serve at least 3 hours per week in community agencies or schools. 2–3 hours. Transfer: CSU.

85B LEARNING IN ACTION: INTERMEDIATE 2–3 UNITS
Placement in meaningful volunteer projects in community organizations or schools. Furthering of practical skills and knowledge required to serve as effective volunteers or tutors. Discuss specific problems in the community and investigate and carry out service projects to address them. Meets one hour per week on campus for reflection and discussion, and students serve at least 3 hours per week in community agencies or schools. Prerequisite: SERV 85A (completed with a grade of "P" or higher). 2–3 hours. Transfer: CSU.

85C LEARNING IN ACTION: ADVANCED INTERMEDIATE 2–3 UNITS
Placement in meaningful volunteer projects in community organizations or schools. Advanced intermediate skills and knowledge required to serve as effective volunteers or tutors. Discuss specific problems in the community and investigate and carry out service projects to address them. Meets one hour per week on campus for reflection and discussion, and students serve at least 3 hours per week in community agencies or schools. Prerequisite: SERV 85B (completed with a grade of "P" or higher). 2–3 hours. Transfer: CSU.

85D LEARNING IN ACTION: ADVANCED 2–3 UNITS
Placement in meaningful volunteer projects in community organizations or schools. Advanced skills and knowledge to serve as effective volunteers

or tutors. Discuss specific problems in the community and investigate and carry out service projects to address them. Meets one hour per week on campus for reflection and discussion, and students serve at least 3 hours per week in community agencies or schools. Prerequisite: SERV 85C (completed with a grade of "P" or higher). 2–3 hours. Transfer: CSU.

Sign Language (SL)

64 BEGINNING SIGN LANGUAGE 3 UNITS

Introduction to beginning communication skills through the language of sign, with emphasis on American Sign Language (ASL). Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Introduction to an understanding of deafness and the deaf culture. Basic sign vocabulary, the manual alphabet, and a contrast with various other sign systems used throughout the United States. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

65 INTERMEDIATE SIGN LANGUAGE 3 UNITS

Further development of skills and knowledge learned in Beginning Sign Language 64, with emphasis on American Sign Language (ASL). Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Communication of vocabulary building, with emphasis on applying ASL characteristics for communication in phrases and culturally specific language. Prerequisite: Sign Language 64 *(completed with a grade of "C" or higher)*. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

66 ADVANCED SIGN LANGUAGE 3 UNITS

Further development of American Sign Language (ASL) receptive/expressive skills and knowledge learned in Sign Language 65. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Emphasis on conversational skills in functional situations, continued vocabulary expansion and knowledge of Deaf culture and the Deaf community. Prerequisite: Sign Language 65 *(completed with a grade of "C" or higher)*. 3 hours. Transfer: CSU; UC.

Social Science (SOCS)

DEGREE: AA—Social Science (General)

An introduction to cultural analysis within and between cultural groups, both in the United States and throughout the world. Emphasis is on comparative theory and methodology. Recognizes the significance of globalization worldwide, its impact of cultures and treats culture as a dynamic entity. Prepares students for upper division majors in an array or subjects where cultural analysis is relevant including anthropology, geography, psychology, sociology, education, counseling, social welfare, global studies, peace studies, multicultural and gender studies.

SOCIAL SCIENCE (GENERAL)

ASSOCIATE IN ARTS DEGREE

YEAR ONE (FALL)

Anthropology 3 (Social and Cultural Anthropology)
or Geography 2 (Cultural Geography) 3
Economics 1 (Principles of Microeconomics)
or Economics 10 (General Economics) 3
Psychology 1 (General Psychology)
or Sociology 1 (Principles of Sociology) 3

YEAR TWO (FALL)

History 2 (History of Western Civilization Since 1600)
or History 12 (History of California) 3
Political Science 20 (Comparative Government)
or Political Science 30 (International Relations) 3

YEAR TWO (SPRING)

Sociology 2 (Social Problems)
or History 27 (U.S. Women's History) 3

Total 18

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.

Total minimum units required 60

Sociology (SOCI)

A major in Sociology offers students the opportunity to learn about human social interaction in groups as small as two or as large as a society. Sociologists study the properties of groups and their influence on human behavior. Sociology is a science whose principles are based on theory and empirical research. As a large discipline with over 100 specializations, Sociology offers students the opportunity to pursue interests in fields as diverse as medical sociology, social psychology, criminology, family studies, social problems, gerontology, deviance, disabilities, peace studies, and child development.

Majoring in Sociology at Chabot College provides one with the introductory knowledge and skills that are required for an upper division major in Sociology as well as a large number of related fields including Social Work, Human Development, Liberal Studies, and Ethnic Studies. Majors in Sociology are often found in a diversity of careers including urban planning, social work, law, consulting, evaluation research, international relations, college level teaching, government administration, industrial relations, counseling, demography, and journalism.

DEGREE: AA-T—Sociology

SOCIOLOGY

ASSOCIATE IN ARTS FOR TRANSFER DEGREE

UNITS

REQUIRED CORE ***(3 units)***

Sociology 1 (Principles of Sociology) 3

LIST A ***(select two–6-7 units)***

Sociology 2 (Social Problems). 3
Sociology 5 (Introduction to Social Research Methods) 3
Mathematics 43 (Introduction to Probability and Statistics). 4

LIST B ***(select two–6 -7 units)***

Any List A course not used above 3-4
Sociology 3 (American Cultural and Racial Minorities) 3
Sociology 4 (Marriage and Family Relations) 3
Sociology 6 (Introduction to Gender) 3

LIST C ***(select one–3-4 units)***

Any List A or B course not used above 3-4
Sociology 8 or Psychology 8 or Health 8 (Human Sexuality) 3
Sociology 10 (Introduction to Asian American Studies) 3
Sociology 30 (Social Gerontology) 3
Psychology 1 (General Psychology)) 3
Anthropology 3 (Social and Cultural Anthropology) 3
Geography 2 (Cultural Geography) 3
Ethnic Studies 3 (Introduction to Muslim-American Studies) 3
History 21 (The African-American Experience in U.S. History Since Reconstruction) 3
History 22 (Mexican American History and Culture). 3
History 25 (American Indian History and Culture) 3
Total 18-20

General Education Courses
Complete either the CSU/General Breadth or the (CSU) IGETC pattern.
Total minimum units required 60*
***All courses making up the minimum must be transferable to CSU, and a minimum GPA of 2.0 must be maintained.**

1 PRINCIPLES OF SOCIOLOGY 3 UNITS

Designed to illuminate the way students see their social world. Uses a sociological perspective: scientific study of human interaction and society, with emphasis on impact of groups on social behavior. Includes the systematic examination of culture, socialization, social organization, social class, race, gender, deviance, social change and empirical methodology. These content areas are woven throughout the fabric of the course, particularly as they affect the lives of at least three of the following groups: African Americans, Latino Americans, Asian Americans, Native Americans and/or women. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC; C-ID: SOCI 110.

2 SOCIAL PROBLEMS 3 UNITS

Introduction to social problems common to modern industrial society, and the role of principal institutions in social organization and social disorganization. Includes crime, juvenile delinquency, divorce, drug addiction, alcoholism, aging, mental health and population as well as other areas. Focus on modern American society. Strongly recommended: Psychology I or 50, or Anthropology 3. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: SOCI 115.

3 AMERICAN CULTURAL AND RACIAL MINORITIES 3 UNITS

Analysis of racial and ethnic relations in the United States. Includes race, ethnicity, prejudice, discrimination and stereotyping, as well as theories and patterns of intergroup relations. Focus on contemporary American minorities; African Americans, Chicano/Latinos, Asian Americans, and Native Americans. Strongly recommended: Sociology 1 or Anthropology 3 or Psychology 1 or 50. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC; C-ID: SOCI 150.

4 MARRIAGE AND FAMILY RELATIONS 3 UNITS

Sociological perspective of the family including mate selection, marital roles, marital adjustment, sexual adjustment, reproduction, child rearing, marital dissolution, and problems associated with the family in modern industrial society. Emphasis on methodology of family investigation. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: SOCI 130.

5 INTRODUCTION TO SOCIAL RESEARCH METHODS 3 UNITS

Introduction to the primary research methods used by social scientists with an emphasis on the research methodologies of sociology. An integrative approach which includes an understanding of theory, sociological paradigms and scientific logic as these apply to the methodologies used in conducting empirical research. Focus will be on how social research is designed, conducted and analyzed both qualitatively and quantitavely. Major sociological research studies will be critiqued. Strongly recommended: Sociology 1. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

6 INTRODUCTION TO GENDER 3 UNITS

A sociological analysis of the social construction of masculinity and femininity through history and cultures. Examines the debates on sex and gender. Analyzes the impact of economic and political change on gender expectations and practices. Focuses microanalysis of how institutions shape gender and microanalysis of how individuals are socialized and how they "do" and practice gender. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

8 HUMAN SEXUALITY 3 UNITS

(See also Health 8 or Psychology 8.)

Physiological and psychosocial aspects of sexual health in our contemporary society. Understanding the interrelationship of attitude and behavior as it relates to sexual well-being and sexual integrity. May not receive credit if Health 8 or Psychology 8 has been completed. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

10 INTRODUCTION TO ASIAN AMERICAN STUDIES 3 UNITS
An examination of the experiences and perspectives of Asian Americans from Mid-1800s to the present. Major topics will include family, political involvement, assimilation, education and employment. Provides a comparative context for understanding the panethnic movement. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

30 SOCIAL GERONTOLOGY 3 UNITS
Introduction to the study of aging, the social world, and social networks of European-American, African-American, Hispanic-American and Asian-American elders. Focus on heterogeneity within specific groups of minority elders, as well as differences in the aging experience for members of these designated subcultures. Emphasis on sociological theory as it applies to the independent elder. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; AC.

Spanish (SPA)

DEGREE:
AA-T—Spanish
AA—Spanish

SPANISH
ASSOCIATE IN ARTS FOR TRANSFER DEGREE

This program includes four semesters of thorough linguistic and cultural training in Spanish. Spanish is one of the world's most influential languages and there are opportunities for working in many industries where knowledge of Spanish is considered valuable. Many majors at four-year universities have foreign language requirements that would be satisfied with the language courses in this degree program. Courses offered in this program meet general education and transfer requirements. Successful completion of the transfer degree in Spanish guarantees the student acceptance to a local California State University to pursue a baccalaureate degree with Junior status.

	UNITS
REQUIRED CORE	
Spanish 1A (Beginning Spanish)	5
Spanish 1B (Elementary Spanish)	5
Spanish 2A (Intermediate Spanish)	4
Spanish 2B (Advanced Spanish)	4
ADDITIONAL REQUIRED COURSE	
English 4 (Critical Thinking and Writing about Literature) or English 7 (Critical Thinking and Writing across Disciplines)	3
Total	**21**

Required courses in the major: 21 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 9 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

NOTE: If a student places out of any core course(s) and is not awarded units for that course, the student will need to take additional units to compensate for the course/units required to reach 18 total units in the major (Title 5 regulations). **Course substitutions are made at the discretion of the local college and may or may not be delineated in the local degree.**

SPANISH
ASSOCIATE IN ARTS DEGREE

This program includes four semesters of thorough linguistic and cultural training in Spanish, along with courses that shed light on Mexico's and the Spanish-speaking world's role in history, art, the humanities, and our own contemporary society. Spanish is one of the world's most influential languages and there are opportunities for working in many industries where knowledge of Spanish is considered valuable. Many majors at four-year universities have foreign language requirements that would be satisfied with the language courses in this degree program. Courses offered in this program meet general education and transfer requirements.

YEAR ONE (FALL	
Spanish 1A (Beginning Spanish)	5
English 22 (Mexican American/Latino Literature of the U.S.)	3
YEAR ONE (SPRING)	
Spanish 1B (Elementary Spanish)	5
Sociology 3 (American Cultural and Racial Minorities) or Psychology-Counseling 13 (Multicultural Issues in Contemporary America)	3
YEAR TWO (FALL)	
Spanish 2A (Intermediate Spanish)	4
History 22 (Mexican American History and Culture)	3
YEAR TWO (SPRING)	
Spanish 2B (Advanced Spanish)	4
Spanish 5 (Field Work Relations)	1
Total	**28**

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total units required 60

SPANISH (SPA)

1A BEGINNING SPANISH 5 UNITS
Introduction to the Spanish-speaking cultures of the world featuring the study and practice in the four language learning skills (listening, speaking, reading, and writing) of Spanish. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Strongly recommended: eligibility for English 1A. 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; AA/AS; C-ID: SPAN 100.

1B ELEMENTARY SPANISH 5 UNITS
Further study of the Spanish-speaking cultures of the world featuring the acquisition of the four language learning skills (listening, speaking, reading, and writing) of Spanish begun in Spanish 1A. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite Spanish 1A (*completed with a grade of "C" or higher*). 5 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: SPAN 110. (Corresponds to 2 years high school study.)

2A INTERMEDIATE SPANISH 4 UNITS
Review of grammar; reading of works of modern authors; practice in conversation and composition. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Spanish 1B (*completed with a grade of "C" or higher*). 4 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: SPAN 200.

2B ADVANCED SPANISH 4 UNITS
Reading of Hispanic authors; advanced review of grammar; emphasis on speaking and composition. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Spanish 2A (*completed with a grade of "C" or higher*). 4 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: SPAN 210.

5 FIELD WORK RELATIONS 1 UNIT
Practice of Spanish language in a real setting and involvement in local Hispanic culture through volunteer field work in a local Hispanic community organization. Three class meetings in addition to approximately 4 hours per week of volunteer work. Strongly recommended: completion of or concurrent enrollment in Spanish 2A. 4 hours laboratory. Transfer: CSU; CSU/GE; AA/AS..

50A SPANISH CONVERSATION AND CULTURE I 3 UNITS
Development of a basic understanding of spoken Spanish through pronunciation, vocabulary, and applied grammar and an introduction to the everyday culture of Spanish-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50B SPANISH CONVERSATION AND CULTURE II 3 UNITS
Development of skills learned in Spanish 50A. Understanding of spoken Spanish through pronunciation, vocabulary, and applied grammar. Further study of life and the culture of the Spanish-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Spanish 50A (*completed with a grade of "C" or higher*). 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50C SPANISH CONVERSATION AND CULTURE III 3 UNITS
Development of skills learned in Spanish 50B. Understanding of spoken Spanish through pronunciation, vocabulary, and applied grammar. Further study of the culture and everyday life activities of Spanish-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Spanish 50B *(completed with a grade of "C" or higher.)* 3 hours lecture, 1 hour laboratory. Transfer: CSU.

50D SPANISH CONVERSATION AND CULTURE IV 3 UNITS
Development of skills learned in Spanish 50C. Understanding of spoken Spanish through pronunciation, vocabulary, and applied grammar. Further study of the culture and everyday life activities of Spanish-speaking people. Following an immersion instruction format, the class is entirely taught in the target world language of the selected course. Prerequisite: Spanish 50C *(completed with a grade of "C" or higher.)* 2 hours. Transfer: CSU.

Special Studies

SPECIAL STUDIES ½–5 UNITS
Special studies in a specialized technical-vocational major. Typically offered for a particular occupation or skill. Courses may be offered under any course title contained in the Catalog, using the number 99. 1–6 hours. Transfer: CSU.

Speech (SPCH)

(See Communication Studies)

Theater Arts (THTR)

DEGREE:
AA-T–Theatre Arts
AA–Theater Arts

THEATRE ARTS
ASSOCIATE IN ARTS FOR TRANSFER DEGREE

The Associate in Arts in Theatre Arts for Transfer degree prepares students to move into a curriculum at a four-year institution leading to a baccalaureate degree in Theatre

Arts, which can lead to careers in teaching, design, technical theater, theater management, professional performance, stage direction, stage management, etc. Completion of the Associate in Arts in Theatre Arts degree also provides guaranteed admission with junior status to the CSU system. Upon completion of the Associate in Arts in Theatre Arts degree, students will understand and be able to demonstrate the fundamental performance and technical production process for the theater arts, demonstrate knowledge of the historical and cultural dimensions of theater, and understand the interaction between script, actor, and audience in the areas of scenery, lighting, and costume.

UNITS

REQUIRED CORE *(9 units)*

Theater Arts 1 (Introduction to Acting) 3
Theater Arts 10 (Introduction to Theater Arts) 3
Theater Arts 47A* (Introduction to College Theater Acting) or
Theater Arts 48A* (College Theater Technical: Introduction) 3

LIST A *(select three courses – 9 units)*

Theater Arts 2 (Intermediate Acting) 3
Theater Arts 21 (Introduction to Design for the Theater) 3

If not used in required core:

Theater Arts 47A* (Introduction to College Theater Acting) or
Theater Arts 47B* (College Theater Acting: The Basics) or
Theater Arts 48A* (College Theater Technical: Introduction) or
Theater Arts 48B* (College Theater Technical: Beginning) 3
Total 18

*Rehearsal and Performance (max 3 units) or Technical Theatre Practicum (max 3 units) (if not used in Core)

Required courses in the major: 18 units.
CSU GE or IGETC (CSU) requirements: 37-39 units
(Possible Double-counting: 6 units)
CSU transfer Electives as needed to reach 60 CSU transferable units.
TOTAL UNITS: 60 units

All courses in the major area of emphasis are required to have a grade of "C" or higher, and a cumulative GPA of 2.0 must be achieved.

THEATER ARTS

ASSOCIATE IN ARTS DEGREE

An AA in Theater Arts will give students experience and knowledge in the broad range of skills required for the successful production of both original and published theatrical material. All majors must complete courses in acting, technical theater and production of original student work. Beyond that, students can focus more intensely on a given area, such as acting, directing, playwrighting or technical theater. The department produces a full array of theatrical genres including musicals, Shakespeare, contemporary American dramas and original student written pieces.

YEAR ONE (FALL)

Theater Arts 1 (Introduction to Acting) 3
Theater Arts 10 (Introduction to Theater Arts) 3

(YEAR ONE (SPRING)

Theater Arts 21 (Introduction to Design for the Theater) 3
Theater Arts 30A (Introduction to Emerging Work) 3

YEAR TWO (FALL)

Theater Arts 48A (College Theater Technical: Introduction) . . . 3
Option* 3

YEAR TWO (SPRING)

Option* 3
Total 21

General Education Courses
For specific General Education courses refer to catalog section on Graduation Requirements.
Total minimum units required 60

**** Select any six units from the following options:***

Theater Arts 2 (Intermediate Acting) 3
Theater Arts 3 (Improvisation for the Theater) 3
Theater Arts 4 (Acting on Camera) 3
Theater Arts 5 (Theater for Young Audiences) 3
Theater Arts 6 (Movement for the Actor) 3
Theater Arts 7 (Voice for the Actor) 3
Theater Arts 8 (Audition Technique) 3
Theater Arts 11 (Stage to Film) 3
Theater Arts 12 (Film as Art and Communication) 3
Theater Arts 16A (Introduction to Dramatic Writing) 3
Theater Arts 47A (Introduction to College Theater Acting) 3
Theater Arts 50A (Introduction to Theater Management) . . . 1-6

THEATER ARTS (THTR)

1 INTRODUCTION TO ACTING 3 UNITS

This course prepares a student to apply basic acting theory to performance and develops the skills of interpretation of drama through acting. Special attention is paid to skills for performance: memorization, stage movement, vocal production, and interpretation of text. 3 hours lecture, 1 hour laboratory. Transfer: CSU; UC; CSU/GE; AA/AS; C-ID: THTR 151.

2 INTERMEDIATE ACTING 3 UNITS

This course follows Acting I and continues the exploration of theories and techniques used in preparation for the interpretation of drama through acting. The emphasis will be placed on deepening the understanding of the acting process through character analysis, monologues, and scenes. Prerequisite: THTR 1 *(completed with a grade of "C" or higher).* 3 hours lecture, 1 hour laboratory. Transfer: CSU; UC; C-ID: THTR 152.

3 IMPROVISATION FOR THE THEATER 3 UNITS

Introduction to the techniques and theories of improvisation and its various uses in theater. Development of the ability to think quickly, develop

characters, work in an ensemble and create spontaneously through various exercises. Recommended for non-drama as well as drama majors. 3 hours lecture, 1 hour laboratory. Transfer: CSU; UC; AA/AS.

4 ACTING ON CAMERA 3 UNITS
Introduction to the principles and techniques of acting on camera. Different techniques for work with three cameras, commercials, acting for film and acting for television. Work with technique for various on camera types of auditions, i.e., commercials, film and television. Prerequisite: Theater Arts 1. Strongly recommended: Theater Arts 2. 3 hours. Transfer: CSU; UC; AA/AS.

5 THEATER FOR YOUNG AUDIENCES 3 UNITS
Participate in a theater production to be performed for local K-12 students. Plays will be cast by audition; however, everyone who enrolls will be part of the production. 3 hours. Transfer: CSU; CSU/GE.

6 MOVEMENT FOR THE ACTOR 3 UNITS
Work with a variety of physical techniques to help with the development of character, improve stage presence, command focus, be in control of the story when on stage and be more specific in your work as an actor or improvisor. Techniques include use of mask, improvisation and stage combat. Students work together to create their own scenes and performance pieces based on the work in class. Prerequisite: THTR 1 or THTR 3 or THTR 5 or THTR 30A. 3 hours lecture, 1 hour laboratory. Transfer: CSU; UC.

7 VOICE FOR THE ACTOR 3 UNITS
Development of the awareness of and access to the natural voice for use in theatrical production, and in life. Increase emotional availability and ability to communicate text clearly through breath control and articulation. 3 hours. Transfer: CSU; UC; CSU/GE; AA/AS.

8 AUDITION TECHNIQUE 3 UNITS
Work on monologues and showcase scenes, cold reading technique. Students with interest in pursuing acting beyond the community college setting will work on preparations to audition for theater, film and four-year schools. Students will be expected to have a headshot taken at their own expense. Prerequisite: THTR 1 *(completed with a grade of "C" or higher).* 3 hours lecture, 1 hour laboratory. Transfer: CSU.

10 INTRODUCTION TO THEATER ARTS 3 UNITS
Focuses on the relationship of theater to various cultures throughout history, and on the contributions of significant individual artists. Introduces students to elements of the production process including playwriting, acting, directing, design, and criticism. Students will also survey different periods, styles and genres of theater through play reading, discussion, films, and viewing and critiquing live theater, including required attendance at theater productions. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS; C-ID: THTR 111, THTR 112.

11 STAGE TO FILM 3 UNITS
Major plays which subsequently have been made into films. Analysis of each playscript augmented by a viewing and analysis of the film adaptation. Major areas of concentration vary from semester to semester. 3 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

12 FILM AS ART AND COMMUNICATION 4 UNITS
Introduction to film as art and communication. Analysis of films from various genres, with an emphasis on both technical aspects of filmmaking and story-telling. 4 hours. Transfer: CSU; UC; CSU/GE; IGETC; AA/AS.

16A INTRODUCTION TO DRAMATIC WRITING 3 UNITS
Introduction to the basic concepts of dramatic writing, including playwriting, screenwriting, radio plays, and electronic media scripts. This course focus on character development, the qualities of believability and dialogue. Strongly Recommended: Eligibility for ENGL 1A. 3 hours. Transfer: CSU.

16B BASICS OF DRAMATIC WRITING 3 UNITS
This is a continuation of THTR 16A, with further exploration of modern dramatic writing forms. The course will focus on the completion of longer projects, including the 10-minute play and short film. Emphasis will be on dramatic tension and story-telling. Prerequisite: THTR 16A Strongly Recommended: ENGL 1A *(completed with a grade of "C" or higher)* 3 hours. Transfer: CSU.

16C INTERMEDIATE DRAMATIC WRITING 3 UNITS
This is a continuation of THTR 16B, designed for students who wish to further develop their existing skills in dramatic writing. The emphasis of this course will be on developing longer works, with special attention to rising action and alternatives to Realism. Prerequisite: THTR 16B *(completed with a grade of "C" or higher)*. Strongly Recommended: ENGL 1A *(completed with a grade of "C" or higher)*. 3 hours. Transfer: CSU.

16D ADVANCED DRAMATIC WRITING 3 UNITS
This is a continuation of THTR 16C, designed for students who wish to further develop their existing skills in dramatic writing. The emphasis of this course will be on developing longer works, with special attention to rising action and alternatives to Realism. Prerequisite: THTR 16C *(completed with a grade of "C" or higher)*. Strongly Recommended: ENGL 1A *(completed with a grade of "C" or higher)*. 3 hours. Transfer: CSU.

21 INTRODUCTION TO DESIGN FOR THE THEATER 3 UNITS
Students will be offered a survey of scenery, lighting, sound, costumes, makeup, properties, and special design needs, through demonstration, and laboratory experience. 3 hours lecture, 1 hour laboratory. Transfer: CSU; UC; AA/AS; C-ID: THTR 172.

22 INTRODUCTION TO DESIGN FOR THE THEATER: EMPHASIS IN COSTUME AND MAKEUP 3 UNITS
Students will be offered a survey of scenery, lighting, sound, costumes, makeup, properties, theatrical equipment and construction techniques through demonstration, and laboratory experience. Information is applicable to all formal theatrical applications. THTR 22 makes a special emphasis on Costume and Makeup. 3 hours lecture, 1 hour laboratory. Transfer: CSU; UC; AA/AS.

30A INTRODUCTION TO EMERGING WORK 3 UNITS
Development of new plays for staged readings and/or productions. This class will develop and perform plays for an audience, with an emphasis

on the evolution of the dramatic texts. Special projects, such as specific textural challenges, may be included. 3 hours. Transfer: CSU; UC.

30B BASICS OF EMERGING WORK 3 UNITS
This is a continuation of 30A, the development of new plays and/or other special projects for production and/or readings. This course emphasizes character study and scene breakdown. Prerequisite: THTR 30A *(completed with a grade of "C" or higher)*. 3 hours. Transfer: CSU; UC.

30C EMERGING WORK: THE READING WORKSHOP 3 UNITS
This is a continuation of Theater 30B, as students further their skills in the development of new dramatic material. This course emphasizes character development and story arc, culminating in the staged reading, the reading workshop. Prerequisite: THTR 30B *(completed with a grade of "C" or higher)*. 3 hours. Transfer: CSU; UC.

30D EMERGING WORK: THE WORKSHOP PRODUCTION 3 UNITS
This is the capstone course of the THTR 30 track, where students continue to hone their skills in the development of new work and/or other special projects for the stage. This course will emphasize an actual staged production near the end of the term, with instruction in student directing, stage management, elemental production values of lights, sound and costumes Prerequisite: THTR 30C *(completed with a grade of "C" or higher)*. 3 hours. Transfer: CSU; UC.

40 INTRODUCTION TO TECHNICAL THEATER 3 UNITS
Introduction to technical production of theater; scenic design and construction, scenic painting, costume design, lighting design and organization for production; laboratory experience in preparing plays for public performance. 2 hours lecture, 4 hours laboratory. Transfer: CSU; UC; CSU/GE: C1.

47A INTRODUCTION TO COLLEGE THEATER ACTING 3 UNITS
This course provides instruction and supervised participation in theater rehearsal and performance in main season production or project. Enrollment is for duration of the production. Enrollment by audition only. 9 hours laboratory. Transfer: CSU; UC; AA/AS.

47B COLLEGE THEATER ACTING: THE BASICS 3 UNITS
This is a continuation of THTR 47A, as students further their acting skills in a college production. This course emphasizes character development, along with objectives, actions and obstacles. Prerequisite: THTR 47A *(completed with a grade of "C" or higher)*. 9 hours laboratory. Transfer: CSU; UC; C-ID: THTR 191.

47C COLLEGE THEATER ACTING: INTERMEDIATE 3 UNITS
This is a continuation of THTR 47B. for furthering a student's skill as an actor in a college production. Emphasis in this course will be on effective rehearsal techniques, generous responses,and ensemble building. Prerequisite: THTR 47B *(completed with a grade of "C" or higher)*. 9 hours laboratory. Transfer: CSU; UC.

47D COLLEGE THEATER ACTING: ADVANCED 3 UNITS
This is a continuation of THTR 47C, where students further develop their skills as actors in a college production. This course will emphasize the polish in performance, the evaluation of one's work and the development of a personal, creative process. Prerequisite: THTR 47C *(completed with a grade of "C" or higher)*. 9 hours laboratory. Transfer: CSU. Transfer: CSU; UC.

48A COLLEGE THEATER TECHNICAL: INTRODUCTION 1–6 UNITS
Participation in scheduled productions as crew members and/or constructing its technical elements. Development of skills in the various technical areas involved in the presentation of a theatrical production. 3–18 hours laboratory. Transfer: CSU; UC; AA/AS.

48B COLLEGE THEATER TECHNICAL: BEGINNING 1–6 UNITS
Participation in scheduled productions as crew members and/or constructing its technical elements. Application of skills in the various technical areas involved in the presentation of a theatrical production learned in preceding course. Prerequisite: THTR 48A. 3–18 hours laboratory. Transfer: CSU; UC; C-ID: THTR 192.

48C COLLEGE THEATER TECHNICAL: INTERMEDIATE 1–6 UNITS
Participation in scheduled productions as crew members and/or constructing its technical elements. Application of skills in the various technical areas involved in the presentation of a theatrical production learned in preceding course. Prerequisite: THTR 48B. 3–18 hours laboratory. Transfer: CSU; UC.

48D COLLEGE THEATER TECHNICAL: ADVANCED 1–6 UNITS
Participation in scheduled productions as crew members and/or constructing its technical elements. Application of leadership skills in the various technical areas involved in the presentation of a theatrical production. Prerequisite: THTR 48C. 3–18 hours laboratory. Transfer: CSU; UC.

50A INTRODUCTION TO THEATER MANAGEMENT 1–6 UNITS
Introduction to the concepts involved in mounting a stage production, including those specific to various administrative tasks. This class will explore play selection, personnel, production meetings, organizational strategies, and budgeting, as well as publicity, promotions, and front-of-house duties, such as ushering, box office, and house management. 1 hour lecture, 3–18 hours laboratory. Transfer: CSU; UC; AA/AS.

50B THEATER MANAGEMENT: THE BASICS 1–6 UNITS
Continuation of THTR 50A, further developing skills in the management of a production. This course will emphasize the development of a marketing strategy for a specific project, as well as collaboration with other artists involved in the show. Also introduces budgeting and production timelines. Prerequisite: THTR 50A *(completed with a grade of "C" or higher)*. 1 hour lecture, 3–18 hours laboratory. Transfer: CSU; UC.

50C THEATER MANAGEMENT: INTERMEDIATE 1–6 UNITS
Continuation of THTR 50B, further developing skills in the management of a production. This class will emphasize the design, fabrication and distribution of printed materials for all the shows, including posters, programs and other printed resources. Prerequisite: THTR 50B *(completed*

with a grade of "C" or higher). 1 hour lecture, 3–18 hours laboratory. Transfer: CSU; UC.

50D THEATER MANAGEMENT: ADVANCED 1–6 UNITS
This is the capstone course in the THTR 50 track, further developing skills in the management of a production. This course emphasizes press releases, photographs, contacts with media sources, and ground work for increased visibility. It also includes student managers for the house and for the box office positions during the run of the shows. Prerequisite: THTR 50C *(completed with a grade of "C" or higher)*. 1 hour lecture, 3–18 hours laboratory. Transfer: CSU; UC.

Tutoring (TUTR)

1A BEGINNING TUTORING THEORY AND PRACTICE ½ UNIT
Training for college tutors to acquire specific skills and techniques for tutoring in academic and vocational subject matter areas and basic skills. Required course for tutors participating in Chabot College Learning Connection tutoring programs. Corequisite: TUTR 2A or equivalent. ½ hour/week or 9 hours total. Transfer: CSU.

1B INTERMEDIATE TUTORING THEORY AND PRACTICE ½ UNIT
Intermediate training for college tutors to acquire specific skills and techniques for tutoring and leading study groups in academic and vocational subject matter areas and basic skills. Required course for tutors participating in Chabot College Learning Connection tutoring programs. Prerequisite: TUTR 1A *(completed with a grade of "P" or higher)*. ½ hour/week or 9 hours total. Transfer: CSU.

1C INTERMEDIATE-ADVANCED TUTORING THEORY AND PRACTICE ½ UNIT
Intermediate-advanced training for college tutors to acquire specific skills and techniques for tutoring in academic and vocational subject matter areas and basic skills. Required course for tutors participating in Chabot College Learning Connection tutoring programs. Prerequisite: TUTR 1B *(completed with a grade of "P" or higher)*. ½ hour/week or 9 hours total. Transfer: CSU.

1D ADVANCED TUTORING THEORY AND PRACTICE ½ UNIT
Advanced training for college tutors to acquire specific skills and techniques for tutoring in academic and vocational subject matter areas and basic skills. Required course for tutors participating in Chabot College Learning Connection tutoring programs. Prerequisite: TUTR 1C *(completed with a grade of "P" or higher)*. ½ hour/week or 9 hours total.

2A BEGINNING CONTENT-AREA TUTOR TRAINING ½ UNIT
Beginning training for college tutors to acquire skills and techniques for tutoring in specific content areas. Required course for tutors participating in Chabot College Learning Connection tutoring programs. ½ hour/week or 9 hours total. Transfer: CSU.

2B INTERMEDIATE CONTENT-AREA TUTOR TRAINING ½ UNIT
Intermediate training for college tutors to acquire skills and techniques for tutoring in specific content areas. Required course for tutors participating in Chabot College Learning Connection tutoring programs. Prerequisite: TUTR 2A *(completed with a grade of "P" or higher)*. ½ hour/week or 9 hours total. Transfer: CSU.

2C INTERMEDIATE-ADVANCED CONTENT-AREA TUTOR TRAINING ½ UNIT
Intermediate-advanced training for college tutors to acquire skills and techniques for tutoring in specific content areas. Required course for tutors participating in Chabot College Learning Connection tutoring programs. Prerequisite: TUTR 2B. ½ hour/week or 9 hours total. Transfer: CSU.

2D ADVANCED CONTENT-AREA D TUTOR TRAINING ½ UNIT
Advanced training for college tutors to acquire skills and techniques for tutoring in specific content areas. Required course for tutors participating in Chabot College Learning Connection tutoring programs. Prerequisite: TUTR 2C *(completed with a grade of "P" or higher)*. ½ hour/week or 9 hours total. Transfer: CSU.

31A CHABOTLINK BEGINNING PEER ADVISOR TRAINING 1 UNIT
Beginning skills, techniques, leadership training, and information needed by peer advisors to help students gather information and explore practical strategies for academic success. College policies, campus resources, programs and services, student rights and responsibilities, general educational planning (including graduation and transfer requirements), major offerings, public speaking, listening strategies. Required for all peer advisors participating in the ChabotLink Program. 1 hour. Transfer: CSU.

31B CHABOTLINK INTERMEDIATE PEER ADVISOR TRAINING 1 UNIT
Intermediate skills, techniques, leadership training, and information needed by peer advisors to help students gather information and explore practical strategies for academic success. College policies, campus resources, programs and services, student rights and responsibilities, general educational planning (including graduation and transfer requirements), major offerings, public speaking, listening strategies. Required for all peer advisors participating in the ChabotLink Program. Prerequisite: TUTR 31A *(completed with a grade of "P" or higher)*. 1 hour. Transfer: CSU.

31C CHABOTLINK INTERMEDIATE-ADVANCED PEER ADVISOR TRAINING 1 UNIT
Intermediate-advanced skills, techniques, leadership training, and information needed by peer advisors to help students gather information and explore practical strategies for academic success. College policies, campus resources, programs and services, student rights and responsibilities, general educational planning (including graduation and transfer requirements), major offerings, public speaking, listening strategies. Required for all peer advisors participating in the ChabotLink Program.
Prerequisite: TUTR 31B *(completed with a grade of "P" or higher)*. 1 hour. Transfer: CSU.

31D CHABOTLINK ADVANCED PEER ADVISOR TRAINING 1 UNIT
Advanced skills, techniques, leadership training, and information needed by peer advisers to help students gather information and explore practical strategies for academic success. College policies, campus resources, programs and services, student rights and responsibilities, general educational planning (including graduation and transfer requirements), major offerings, public speaking, listening strategies. Required for all peer advisors participating in the ChabotLink Program. Prerequisite: TUTR 31C *(completed with a grade of "P" or higher)*. 1 hour. Transfer: CSU.

200 SUPERVISED TUTORING NON-CREDIT
(May be repeated 3 times)
Reading, mathematics, language arts, speaking, decision making, and problem-solving skills necessary for academic and technical training success. Self-paced, one-on-one and small group instruction tailored to students' individual needs. Variable hours laboratory.

Welding Technology (WELD)

DEGREE:
AS–Welding Technology

CERTIFICATE OF PROFICIENCY:
Inspection and Pipe Welding
Welding

The program prepares students for employment in the welding trade and intensive preparation for welder certification.

Student will be able to gas and arc weld in all positions as well as use gas and arc cutting equipment. Upon completion of the A.S. Degree in welding, the student will be employable in the trades or will be able to transfer to a state university for study in an industrial-related degree program.

WELDING TECHNOLOGY
ASSOCIATE IN SCIENCE DEGREE

YEAR ONE (FALL)
- Welding Technology 63 (Welding Layout and Fitting) 2
- Welding Technology 64A (Beginning Arc, Flux-Core Welding and Blueprint Reading). 3
- Welding Technology 65A (Beginning TIG, MIG and Blueprint Reading) 3
- Welding Technology 64B (Advanced Arc, Flux-Core Welding, and Blueprint Reading) 3

YEAR ONE (SPRING)
- Welding Technology 65B (Advanced TIG, MIG, and Blueprint Reading) 3
- Welding Technology 67A* (Welding Skills Laboratory) 2
- Welding Technology 67B* (Advanced Welding Skills Laboratory) 2

YEAR TWO (FALL)
- Welding Technology 69A** (Fabrication and Installing Piping Systems) 3

YEAR TWO (SPRING)
- Welding Technology 66** (Welding Inspection and Testing) 2
- Welding Technology 69B** (Advanced Pipe Welding) 3

Total 26

GENERAL EDUCATION UNITS FOR A.S. DEGREE 19
For specific A.S. General Education courses refer to catalog section on A.S. Graduation Requirements.
- General Education Courses (Areas A-E) 16
- Welding Technology GE Requirement 3
  - *Complete a minimum of 3 units*
  - Industrial Technology 74 (Measurements and Calculations)

Total minimum units required 60

**May be taken fall or spring.*
***Offered alternating years.*

The above listing is a suggested sequence only Some courses may have prerequisites. Students may take courses in any sequence except where a prerequisite applies.

WELDING
CERTIFICATE OF PROFICIENCY

This program is recommended for students preparing for entry-level welding position.

CORE COURSES (FALL)
- Industrial Technology 74 (Measurements and Calculations) 3
- Welding Technology 63 (Welding Layout and Fitting) 2
- Welding Technology 64A (Beginning Arc, Flux-Core Welding and Blueprint Reading). 3
- Welding Technology 65A (Beginning TIG, MIG, and Blueprint Reading) 3

CORE COURSES (SPRING)
- Welding Technology 67A* (Welding Skills Laboratory) 2
- Welding Technology 70* (Introduction to Welding) 2

Total 15

The above list is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where prerequisite applies.

INSPECTION AND PIPE WELDING
CERTIFICATE OF PROFICIENCY

CORE COURSES
- Welding Technology 64B (Advanced Arc, Flux-Core Welding and Blueprint Reading). 3
- Welding Technology 65B (Advanced TIG, MIG and Blueprint Reading) 3

Welding Technology 66 (Welding Inspection and Testing) 2
Welding Technology 67B*
(Advanced Welding Skills Laboratory) 2
Welding Technology 69A
(Fabrication and Installing Piping Systems) 3
Welding Technology 69B (Advanced Pipe Welding) 3
Total 16

**May be taken fall or spring.*

The above list is a suggested sequence only. Some courses may have prerequisites. Students may take courses in any sequence except where prerequisite applies.

The **Welding Certificate of Proficiency** and the **Inspection and Pipe Welding Certificate of Proficiency,** combined, satisfy welding major requirements for the **Associate in Science Degree.**

Welding Technology (WELD)

63 WELDING LAYOUT AND FITTING 2 UNITS
Theoretical and practical applications of welding blueprints on welded assemblies and subassemblies. Welding power source identification and classification, welding processes identification and selection, assessment of welding joint discontinuities and defects identified by the AWS standards and codes, techniques of stress and distortion control such as proper use of jigs, fixtures and holding devices, the use of welding sequences techniques to control welding distortion and the implementation of the correct methods of straightening and dimension restoration of finished products. Laboratory includes the use of the following welding processes: SMAW, GMAW, GTAW, and FCAW and plasma and fuel cutting practice. Strongly recommended: Welding Technology 64A, Welding Technology 65A and Industrial Technology 74. 1 hour lecture, 3 hours laboratory. Transfer: CSU.

64A BEGINNING ARC, FLUX-CORE WELDING, AND BLUEPRINT READING 3 UNITS
Theory and practical application of: Shielded Metal Arc Welding (SMAW) and Flux-Core Arc Welding (FCAW) in 1G, 2G, 1F, and 2F positions, plasma, carbon arc and flame cutting, American Welding Society (AWS) nomenclature and codes, welding metallurgical transformations, welding discontinuities and defects, welding electrodes and wire selection, OSHA hazardous materials regulation, general shop equipment usage and maintenance, shop safety, and blueprint reading (as applied in manufacturing industry). Strongly recommended: Welding Technology 70. 1 hour lecture, 6 hours laboratory. Transfer: CSU.

64B ADVANCED ARC, FLUX-CORE WELDING AND BLUEPRINT READING 3 UNITS
Advanced theory and practical application of: Shielded Metal Arc Welding (SMAW) and Flux-Core Arc Welding (FCAW) in 3G, 4G, 3F, and 4F positions, plasma, carbon arc and flame cutting, American Welding Society (AWS) nomenclature and codes, welding metallurgical transformations, welding discontinuities and defects, welding electrodes and wire selection, hazardous materials regulation, general shop equipment usage, shop safety, and blueprint reading (as applied in manufacturing industry). Strongly recommended: Welding Technology 64A or Welding Technology 70. 1 hour lecture, 6 hours laboratory. Transfer: CSU.

65A BEGINNING TIG, MIG, AND BLUEPRINT READING 3 UNITS
Theory and practical application of ferrous and non-ferrous metals and their alloys using GTAW (Gas Tungsten Arc Welding) and GMAW (Gas Metal Arc Welding) processes, oxyacetylene brazing, flame and plasma cutting skill development, AWS (American Welding Society) codes and standards, supplies selection, introduction to blueprint reading, proper and safe use of welding equipment and hazardous material regulations. Strongly recommended: Welding Technology 70. 1 hour lecture, 6 hours laboratory. Transfer: CSU.

65B ADVANCED TIG, MIG AND BLUEPRINT READING 3 UNITS
Advanced theory and skill development of GTAW and GMAW processes with applications including ferrous and non-ferrous metals and their alloys in the both vertical and overhead positions according to AWS codes and standards, advanced blueprint reading and fitting, oxyacetylene brazing, flame and plasma cutting, electrodes and wire selection, advanced blueprint reading and practical interpretation of welding symbols, proper and safe use of shop and welding equipment, hazardous material regulations. Strongly recommended: Welding Technology 65A and Welding Technology 70. 1 hour lecture, 6 hours laboratory. Transfer: CSU.

66 WELDING INSPECTION AND TESTING 2 UNITS
Theory and practical application of inspection testing using destructive and non-destructive methods (dye penetration method, magnetic particle, radiographic, ultrasonic, and metallographic inspection), AWS (American Welding Society) welding codes and specification, analysis of joint configuration, wire and electrodes selections, tensile strength, bend and hardness testing. Strongly recommended: Welding Technology 65B or Industrial Technology 74. 1 hour lecture, 3 hours laboratory. Transfer: CSU.

67A WELDING SKILLS LABORATORY 2 UNITS
Development and improvement of practical welding skills using SMAW, FCAW, MIG, GMAW, and GTAW processes. Preparation for welding solidification in 1G, 2G 1F and 2F positions. Strongly recommended: Welding Technology 64A. 6 hours laboratory.

67B ADVANCED WELDING SKILLS LABORATORY 2 UNITS
Advanced development and improvement of practical welding skills using SMAW, FCAW, GMAW and GTAW in the 1G, 2G, 3G, 4G, 1F, 2F, 3F and 4F positions. Strongly recommended: Welding Technology 64B and Welding Technology 65B or equivalent. 6 hours laboratory.

68 CERTIFICATION PREPARATION ½—2 UNITS
Welding process preparation for certification exams including the theory of American Welding Society D1.1, American Society of Mechanical Engineers Section IX, American Petroleum Institute 1104, includes laboratory practice in skills needed to take these exams. 1½ to 6 hours laboratory.

69A FABRICATION AND INSTALLING PIPING SYSTEMS **3 UNITS**

Theory and practical application of pipe joint preparation and design, API (American Petroleum Institute) and AWS (American Welding Society) welding codes specification for pipe and pipe fittings, analysis of joint configuration, plasma and flame cutting of pipes, wire and electrodes selections, pipe welding blue print and welding symbols, SMAW, GMAW, and GTAW of pipe joints, non-destructive and destructive test and qualitative concepts of evaluation. Prerequisite: Welding Technology 64B or equivalent. 1 hour lecture, 6 hours laboratory.

69B ADVANCED PIPE WELDING **3 UNITS**

Advanced theory and practical applications of pipe joint preparation and design, API (American Petroleum Institute) and AWS (American Welding Society) welding codes specifications for pipe and pipe fittings, geometric curve design for branched joint of piping systems, wire and electrodes selections, advanced welding blue print and pipe welding symbols, SMAW, GMAW, and GTAW of pipe joints, metallurgical transformation of weld Heat Affected Area (HAA), welding discontinuities and defects, destructive and non-destructive testing, and methods of inspection and testing. Prerequisite: Welding Technology 69A or equivalent. 1 hour lecture, 6 hours laboratory.

70 INTRODUCTION TO WELDING **2 UNITS**

Welding industry fundamentals including introduction to SMAW, GMAW, GTAW, FCAW processes, oxyacetylene and braze welding, plasma and fuel gas cutting, general shop equipment usage, welding electricity fundamentals, shop safety, identification of welding consumables, hazardous materials regulation, introduction to blueprint reading as applied in manufacturing industry. 1 hour lecture, 3 hours laboratory. Transfer: CSU.

71 WELDING FOR ARTISTS **2 UNITS**

Welding essentials and conventional shop instruction and skills that artistically disposed individuals need to attain in order to proficiently perform in the artistic creation process. Provides instruction on types of metals (aluminum, iron, steel, cast iron, bronze, stainless steel, etc.), mechanical fastenings, cutting and permanent joining together of metals and alloys through welding processes such as; SMAW, GMAW, GTAW, FCAW, oxyacetylene and braze welding, plasma and fuel gas cutting, general shop equipment usage, welding electricity fundamentals, shop safety, welding consumable identification, and hazardous materials regulation. 1 hour lecture, 3 hours laboratory. Transfer: CSU

World Languages (WORL)

1L WORLD LANGUAGES LAB **½ - 1 UNIT**

World language grammar, pronunciation, conversation. Exploration of cultural components related to the target language. Corequisite: concurrent enrollment in a World Language course: 1A, 1B, 2A, or 2B. 1½ -3 hours laboratory.

Work Experience◊ (WEXP)

95 WORK EXPERIENCE◊ **1–3 UNITS**

College supervised on-the-job training. Paid or volunteer work experience, including an internship, in an occupation related to student's major or classes at Chabot. Cooperative effort between student, supervisor, and instructor to accomplish new work objective and broaden experiences for each semester enrolled. Corequisite: Work Experience 96. 5–15 hours of employment per week. Transfer: CSU.

96 WORK EXPERIENCE SEMINAR **1 UNIT**

Provides the focal point for the coordination of the student's curriculum with college supervised employment/volunteering in the student's major field. Emphasis on building strong working relationships with supervisors, subordinates, co-workers. Issues pertaining to the modern workplace. Corequisite: Work Experience 95. 1 hour. Transfer: CSU.

◊ *Refer to page 14 for program requirements.*

Academic Freedom

Academic freedom exists and is nurtured in our community for the common good of all citizens. Students, faculty, administrators and society itself derive benefits from the practice of academic freedom with its open search for truth and its free exposition. Academic freedom is fundamental for the protection of the instructor's right in teaching and the student's right in learning in the classroom and on the campus. Academic freedom carries with it responsibilities correlative with rights, such responsibilities being implicit in all freedoms and assured by all members of the college to insure the rights of others.

Any issue involving the alleged violation of academic freedom on campus shall follow the procedures of academic due process as provided for the students, faculty, and the college, whichever be appropriate. (*Board Manual,* Policy 4030, adopted February 18, 2014)

Faculty Office Hours

Chabot College is noted for the close relationship of the faculty with students. The educational benefits of the student being able to know and talk personally with his or her instructor is recognized. Each member of the full-time faculty schedules office hours each week for this purpose. This schedule is posted outside the instructor's office. Students are encouraged to take advantage of this opportunity, the benefits of which include:

- — Assistance in understanding and achieving specific course expectancies.
- — The development of concepts and understandings beyond the course expectancies.
- — Insights into career opportunities within the instructor's area of expertise.
- — Encouragement, assistance, and direction in meeting both educational and personal needs.
- — A continuing association with a member of the academic community.

Chabot-Las Positas Community College District

7600 Dublin Boulevard, 3rd Floor, Dublin, CA 94568

Academic Administrators

JACKSON, JANNETT N., 2013; B.A., M.Ed., California State University, Fresno; Ed.D., University of Texas, Austin; Chancellor

Non-Academic Administrators

AGUSTIN, KENNEDY	Manager, Network Systems & Services
BENETTI, LORI A.	Payroll Manager
BETTS, DAVID A..	Manager, Employment, Diversity, & Employee Relations
DOZIER, JULIA A.	Executive District Director, Economic Development & Contract Education
FISHER, MARIANN L.	Assistant Director, Economic Development and Contract Education
FONG, WYMAN M.	Vice Chancellor, Human Resources
HORNER, DOUGLAS J.	Project Planning Manager, Facilities
HUTCHINSON, JUDY T.	District Budget Officer
LAMICA, VICTORIA	Purchasing and Warehouse/Contract Manager
LEGASPI, LORENZO S.	Vice Chancellor, Business Services
METHE, JEANNINE P.	Chief Technology Officer Director, Business Services
NELSON, TIM C.	Director, Maintenance & Operations
PENAFLOR, LYDIA	Human Resources Manager
YESNOSKY, BARBARA A.	Director, Business Services

Chabot College

Academic Administrators

CLARK, THOMAS C., 2005; B.A., CalPoly, Pomona; M.A., California State University, Chico; Dean, Applied Technology & Business.

CORCORAN, MARCIA L., 2005; B.A., University of California, Santa Barbara; M.A., Stanford University; Ph.D., University of California, Berkeley; Dean, Language Arts.

DALE, ValJEÁN, 1998; B.A., M.A., John F. Kennedy University; L.M.F.T., L.P.C.C. Clinical and Professional Psychology; Interim Dean, Counseling.

KRITSCHER, MATTHEW D., 2008; B.S., M.A., California Polytechnic State University; Ed.D., San Francisco State University; Interim Vice-President, Student Services; Dean, Counseling.

MORRISON, ELLEN, 2014; A.A., Cañada College; B.A., University of California, Los Angeles; M.A., Ph.D., University of Chicago; Mentor Program Assistant Director

OLIVENBAUM, LINDA B., 2014; B.A., University of Pennsylvania; M.A., Temple University; Mentor Program Director

THOMPSON, STACY L., 2014; B.A., Lewis and Clark College; M.A., Ed.D., Mills College; Vice President, Academic Services.

SPERLING, SUSAN S., 1987; A.B., M.A., Ph.D., University of California, Berkeley; President.

WAGONER, DALE J., 1989; A.A., Chabot College; B.S., California State University, Chico; M.A., University of California, Berkeley; Dean, Health, Physical Education & Athletics.

WALTER, CARLA A., 2014; A.S., Riverside Community College; B.A., University of California, Riverside; M.B.A., California State University, San Bernardino; Ph.D., University of California, Riverside; Dean, Arts, Humanities and Social Sciences.

WILSON, JEANNE D., 2005; B.A., The American College; M.S., California State University, Hayward; Ed.D., Mills College, Interim Dean, Special Programs and Services.

Non-Academic Administrators

CORMIER, VANESSA, Manager, Children's Center
LINO, PAULETTE, Director, Admissions and Records
LINZMEYER (GREENWALD), KATHRYN A., Director, Financial Aid.
WILLIS, CONNIE, Vice President, Administrative Services.

Faculty

Faculty Senate—Kathy Kelley, President

ABSHER, MICHAEL S., 2002; A.A., Chabot College; Machine Tool Technology.

ALARCON, LAURA J., 2010, B.A., University of California, Berkeley; M.S. San Francisco State University; Counselor

ALEGRE, JOSE REYES M., 1990, A.A., Saddleback College; B.A., M.A., California State University, Fullerton; Mathematics.

ALEXANDER, NICHOLAS V., 1988; B.S., University of California, Berkeley, Ph.D., Stanford University; Physics.

ALLEN, KATHLEEN R., 1997; A.A., Chabot College; B.A., California State University, Hayward; M.A., San Francisco State University; Disabled Students Programs and Services (DSPS).

AMES, JASON M., 2005; B.A., University of San Francisco; M.A., California State University, Hayward; Speech/Forensics.

ARNOLD, CAROLYN L., 1992; A.B., Smith College; Ph.D., Stanford University; M.S., Stanford University; M.A., San Francisco State University; Institutional Research.

ASHRAF, SADAF, 2005; A.A., DeAnza College; B.A., University of California, Berkeley; M.A., Santa Clara University; Counselor.

AYE, DENNIS P., 2005; B.A. St. Ambrose University; M.A., University of Connecticut; Physical Education/Men's Basketball Coach.

BAIARDI, ELAINE; 2011; A.A., El Camino College; B.S., State University of New York, Stony Brook; M.S., California Coast University; Nursing.

BATCHELOR, EGL T., 1991; B.S., M.S., California State University, Hayward; Mathematics.

BAUM, JAMES G., 2005; Automotive Technology.

BHANGAL, JASWINDER K., 2004; A.A., B.A., Bundelkhand University; M.A., University of Phoenix; Business.

BLAIR, ANGELA K.; 2010; B.A., Hope College, Holland, Michigan; M.A., San Francisco State University; English as a Second Language.

BRAGANZA AGNELLO F., 1990; B.S., Makerere University; M.S., West Virginia University; Ph.D., University of California, Davis; Biology.

BUCHWALD, NORMAN I., 2000; B.A., California State University, Northridge; MFA, Colorado State University; MLIS, University of California, Los Angeles; Librarian.

BUELL, WILLIAM R., 2006; A.A. Chabot College; Fire Technology.

BUTI, DEBORAH A., 2007; B.A., California State University East Bay; MLIS, San Jose State University; Librarian.

CALCAGNO, DANIEL W., 2003; A.A., Chabot College; B.A., California State University, Sonoma; M.A., St. Mary's College; Physical Education/Assistant Football Coach.

CHAUDHURI, INDRANI, 2000; B.S., M.S., Calcutta University, India; M.A., San Francisco State University; Mathematics.

CHEUNG, NANCY L., 2010; B.S., University of California, San Francisco; M.S., California Coast University; Dental Hygiene.

CHUN, DESMOND K., 1990, B.S., University of Southern California; B.S., California State University, Hayward; M.B.A., Golden Gate University; Computer Science.

CIRERA-PEREZ, BEGOÑA, 2007; A.A., Las Positas College; B.S. San Jose State University; M.S., San Jose State University; Health.

COCKERHAM, RUDOLPH C., 2002; B.A., Humbolt State University; B.S.N., M.S.N., Samuel Merritt College; Nursing.

CREW, JAMES D., 2002, A.A., Chabot College; B.S., M.S., California State University, Hayward; Mathematics.

D'ALOISIO, MICHAEL J., 2003; B.A., M.A., Indiana University; Counselor.

DAVE, TIMOTHY A., 2000; B.A., University of California, Berkeley; M.S., Brown University; Physics/Astronomy.

DAVIS, MATTHEW A., 1992; B.A., California State University, Sacramento; M.A., California State University, Sacramento; Mathematics.

DeWIT, THOMAS W., 1991, B.A., University of California, Berkeley; Secondary Education Credential. San Francisco State University; M.A., University of Virginia; English.

DOCKTER, LAURIE B., 1976; B.A., University of California, Berkeley; M.S., San Diego State University; Chemistry.

DROUIN, JEFFREY W., 2006; B.S., University of La Verne, M.A., University of San Francisco; Athletic Advisor/Physical Education/ Assistant Football Coach.

EGUSA, JERRY R., 1977; B.S., M.A., Santa Clara University; M.A.T, College of Notte Dame; M.A., Ed.D., University of San Francisco; Learning Skills.

ENRIQUEZ, CARLOS E., 2006; B.S., National Autonomous University of Mexico; B.S., Murdoch University; Ph.D., University of Arizona; Biology.

ESTEPA, ALDRIAN N., 2008; B.A., M.A., Humboldt State University; Psychology.

FOTH, HOMEIRA, 2009; B.S., San Francisco State University; M.A., San Jose State University; English Composition.

FOUQUET, DAVID D., 1992; B.A., University of California, Los Angeles; M.A., University of California, Santa Cruz; Mathematics.

FRIEND, STEVEN K., 1993; B.S., San Jose State University; M.S., St. Marys College; Physical Education.

GALLIANO, JOSEPHINE A., 2000; B.A., M.A., University of San Diego; Dental Hygiene.

GENERA, SANDRA F., 2004; A.A., Mills College; B.A., University of California, Berkeley; M.A., California State University, Hayward; Counselor.

GERTON, CONNIE J., 2007; A.A., Chabot College; Nursing.

GIBSON DONNA, 1993; B.S., Stockton State College; M.S., Cornell University; Chemistry.

GILLIS, CHRISTINE A., 1989, B.S., University of New Mexico; M.S.N., San Jose State University; Nursing.

GIOVANOLA, MIREILLE R., 2010; demi-licence, Universite de Lausanne, Switzerland, B.A., M.A., University of California, Berkeley; Anthropology.

GLEN, CHAD M., 1993; A.A., Chabot College; B.A., M.A., San Francisco State University; Mass Communications.

GOLOJUCH, JANICE L., 1995; A.S., State University of New York, Farmingdale; B.A., M.A., State University of New York, Albany; M.F.A., Syracuse University; Art.

GRACE, KENNETH W., 1995; A.A., Chabot College; B.S., California State University, Hayward; M.A., Stanford University; Physical Education.

GREENE, DARA S., 2006; B.A., University of California Santa Barbara; M.S., San Francisco State University; Counseling.

HANHAN, DORIS F., 2004; B.A., California State University, Hayward; M.A., University of California, Santa Cruz; Mathematics.

HANSON, WILLIAM H., 2010; B.A., University of California, Berkeley; J.D., Columbia University School of Law; Administration of Justice.

HARRIS, TIMOTHY E., 2005; B.A., California State University, Hayward; M.A., University of North Texas; Music.

HASSAN, DOV A., 2006; B.A., University of California Los Angeles; M.F.A, University of Missouri; Technical Theater.

HERN, KATHLEEN M., 2004; B.A., New York University; B.A., Mills College; M.A., Bowling Green State University; English.

HILDRETH, SCOTT S., 1991; B.S., University of California, Davis and University of Edinburg; M.A., University of California, Berkeley; Physics/Astronomy.

HINTZ, HISAKO E., 2009; A.A., Chabot College; B.A., M.A., California State University, Hayward; ESL.

HO, MING-LUN, 2004; B.S., M.A., University of California, Berkeley; Mathematics.

HOLLANDER, BENJAMIN B., 1993; B.A., M.A., San Francisco State University; English.

HOWELL, DEBRA I., 1991; A.B., University of California, Berkeley; Teaching Credentials, Dominican College of San Rafael; M.S., Arizona State University; Biology.

HUANG, WEI-CHIN, 2009; B.A., University of California, Berkeley; M.S., Cal Poly San Luis Obispo; Architecture.

IGWE, ANTHONY O., 2002; B.A., University of San Francisco; M.S., San Francisco State University; Physical Education.

JOHNSTON, CARMEN J., 2006; B.A., M.A., San Francisco State University; English.

KALYAGIN, DMITRIY M., 2000, A.S., Des Moines Area Community College; B.S., Samara State Pedagogical Institute; M.B.A., Drake University; Business.

KELLEY, KATHY G., 1993; B.A., University of California, Los Angeles; M.S., California State University, Hayward; Human Development.

KLEIN, LYNN K., 2010; B.S., M.B.A., California State University, Hayward; Business.

KLEVENS, ALISA T., 2005; B.A., University of California, Berkeley; M.A., New York University; English.

KOMISAR, JOHN A., 1981; B.A., University of Kentucky, M.F.A., University of Tennessee; Art.

KUBICKI, GREG C., 2004; B.A., California State University, Hayward; M.A., St. Mary's college; Physical Education/Water Polo Coach.

KUNKEL, DEONNE M., 2010; B.S., Brigham Young University; M.A., Mills College; English.

LAND, KRISTIN A., 2010; B.A., University of California, Los Angeles; M.A., University of California, Berkeley; English.

LANGDON, MICHAEL R., 2005; B.A., University of North Carolina, Charlotte; M.A., Portland State University; English.

LANGE, JENNIFER E., 2006, B.S., University of California, Los Angeles; M.A., Stanford University; M.S., University of California Los Angeles; Biology.

LEACH, LARRY R., 2010; B.A., California State University, Fullerton; M.A., California State University, Fresno; Mass Communications.

LePELL, ANN R., 1993; B.A., University of California, Davis; M.A., San Francisco State University; English.

LOFFT, CHARLOTTE E., 1983; B.S., M.S., State University of New York; Ed.D., University of San Francisco; J.D., Santa Clara University; Nursing.

LONG, ASHLEY, 1983; A.A., Chabot College; Machine Tool Technology.

LOPEZ YANEZ, ARTURO, 2010; A.A., College of the Sequoias; B.A., California State University, Fresno; M.A., Gallaudet University; American Sign Language.

MAGALLÓN, ANGIE F., 2002; A.A., Chabot College; B.A., California State University, Hayward; M.A., San Francisco State University; English.

MARAWALA, ZARIR, G., 1994; A.S., City College of San Francisco; B.A., University of California, Berkeley; M.A., San Francisco State University; D.PM., California College of Pediatric Medicine; Biology.

MARTINEZ, VERONICA, 2008; B.A., M.A., California State University, Hayward; Speech

MATTHEWS, JAMES E., 1988; B.A., California State University, Sacramento; M.L.S., San Jose State University; Librarian.

MAYER, BRUCE E., 2003; A.S., Cabrillo College; B.A., University of California, Berkeley; M.A., Stanford University; Engineering.

McFARLAND, SEAN E., 1992; B.A., University of California, Santa Cruz, M.A., San Francisco State University; English.

MC LEAN, CLARA D., 2003; B.A., University of California, Berkeley; M.A., Ph.D., University of California, Irvine; English.

MEHL, KEITH H., 2000; B.A., University of Texas, Austin; M.S., California State University, Hayward; Computer Science.

MENDOZA, CHRISTINA, 2010; B.A., University of Texas at San Antonio; M.A., Ph.D., University of Michigan; Sociology.

MILLER, DANIEL J., 1991; A.A., Chabot College; B.S., M.S., California State University, Hayward; Physical Education.

MOFIDI, ZAHRA F., 1985; B.S.N., Shiraz (Pahlaui) University, M.S.N., Indiana University School of Nursing; Nursing.

MOLINA, PATRICIA G., 2008; B.A., Indiana University; M.S., California State University, Hayward; Counselor.

MONIZ, RICK G., 1991; A.A., Chabot College; B.A., M.A., California State University, Hayward; History.

MOON, CRISTINA J., 2006; B.A., M.A., University of California Berkeley; Ph.D., University of California Los Angeles; Spanish.

MORRIS, RICHARD A., 2010; B.S., M.S., California State University, Hayward; Physical Education.

MORRISON, KIM L., 2004; B.A., Fairhaven College; M.A., University at Buffalo; Library.

MUMFORD, JAY K., 2005; B.A., Western Michigan University; Real Estate.

NIJJAR, RANI, 2008; B.A., M.A., San Diego State University; Psychology.

NOVAK, JANICE V., 2004; B.A., M.A., University of Illinois, Urbana; Business.

OGMAN, BARBARA A., 2001; B.A., New College of California; M.S., Bank Street College of Education; Early Childhood Education.

OLIVER, ADOLPH A., 1976; B.S., M.S., Stanford University; M.S., California State University, Hayward; Geology, Statistics.

OTTO, REBECCA A., 2004; B.A., Michigan State University; M.A., Central Michigan University; Biology.

OZDEMIR, HILAL H., 2004; B.A., Gazi University; M.A., Pacific Oaks College; Early Childhood Development.

PALACIO, JON D. Jr., 2002; B.A., M.A., California State University, Hayward; Music.

PARKER, SARA L., 2009; B.A., University of California, Davis; M.A., Ph.D., University of Delaware; Political Science.

PARRISH, CAREN M., 2008;B.A., M.A., University Stendhal, France; Ph.D., University of California, Davis; French.

PEJMAN, SHIRLEY A., 2007; A.A., Chabot College; B.A., M.S., California State University East Bay; Counseling

PHILLIPS, WAYNE A., 2001; A.A., Chabot College; B.A., Saint Mary's College of California; Electronics.

PIERSON, ANDREW B., 2006; B.S., SUNY University; M.A., Dusquesne University; Ph.D., University of Buffalo; Psychology.

PINESCHI-PETTY, ADINA, 2014; D.D.S., Loyola University of Chicago, Associates in Dental Hygiene, Loyola University of Chicago; Dental Hygiene

PINKAS, CATHERINE, 2007; A.A., City College of San Francisco, B.S., University of the State of New York; M.B.A., John F. Kennedy University; Business.

PITCHER, WAYNE H., III, 2006; B.S., Massachusetts Institute of Technology.; PhD. Stanford University; Chemistry.

PLAZA, REBECCA S., 2010; A.A., Modesto Junior College; B.A., University of California, Los Angeles; M.Ed., Grand Canyon University; M.S., University of La Verne; Counselor.

PLONDKE, L. DONALD, 2000; B.A., George Washington University, District of Columbia; M.A., University of California, Berkeley; Geography.

PLUNKETT, IRENE L., 1984; B.A., Willamette University, M.A., San Jose State University; Ph.D., California Institute of Integral Studies; English.

PUCKETT, THERESA J., 1999; B.A., New Mexico State University; M.F.A., Southwest Texas State University; English.

RAVEICA, DANIEL, 2001; A.S. Chabot College; Welding.

REYNOSO, PEDRO, 2009; B.S., Cal Poly San Luis Obispo; M.L.I.S., San Jose State University; Librarian.

RUBE, MILTON I., 1985; B.S., M.S., University of Wisconsin; Mathematics/Computer Science.

RUIZ, NORBERTO, 1983; A.A., Chabot College; B.S., California State University, Hayward; Electronics Technology.

SAWHNEY, HARJOT K., 2005; B.A., M.A., Guru Nanak Dev University; M.A., Indian Institute of Technology; M.A., California State University, Hayward; Chemistry.

SCHAEFFER, MARK A., 2003; B.A., Princeton University; Digital Media.

SCHULTZ, ERIC W., 2009; B.M., Southwest Missouri State University; M.M., Arizona State University; Music Technology.

SCHUMACHER, MARGARET A., 2000; B.S., University of Wisconsin, Parkside; M.S., University of Wisconsin, Madison; Chemistry.

SHADBOLT, KURT W., 2011; A.A., Sequoia Institute; B.S., Florida Metropolitan University; Automotive Technology.

SHANNON, PATRICIA D., 2002; B.A., Michigan Technological University; M.A., Ph.D., Graduate Theological Union; Humanities and Religious Studies.

SHERBURNE, MICHAEL H., 2010; A.S., Sequoia Institute; Automotive Technology.

SHERRY, MICHELLE, 1997; A.A., Merritt College; B.A., San Jose State University; M.A., University of San Francisco; Early Childhood Development.

SIROY, STEVEN, 1993; B.A., San Francisco State University; M.A., University of San Francisco; Physical Education.

SMALL, STEPHEN A., 2003; A.A., Chabot College; Automotive Technology.

STEPHENS, MARK D., 2007; B.A., Bridgewater College; M.A., California State University East Bay; History.

STUBBLEBINE, CYNTHIA S., 1991; B.S., California State University, Hayward; M.S., Purdue University; Mathematics.

TAVIS, WILLIAM E., 2008; B.A., Metro State College of Denver; M.S., National University California; Physical Education.

TELLES, CONNIE L., 2000; A.A., Chabot College; B.S., California State University, Dominguez Hills; M.S., San Jose State University; Nursing.

TENN, SHOSHANNA E., 2001; B.A., University of California, Los Angeles; M.A., San Francisco State University; English.

THIEL, CLAYTON E., 1990; B.F.A., Maryville College; M.F.A., San Jose State University; Art.

THOMPSON, MICHAEL L., 2003; B.A., M.A., University of California, Berkeley; History.

TRAUGOTT, JONATHAN C., 2002; B.A., B.S., M.S., Stanford University; Computer Science.

TRIPP, FELICIA L., 2010; B.A., M.A., University of Michigan; M.S., San Francisco State University; Counselor.

UCHIYAMA, KENT L., 1991; B.A., Grinnell College; M.A., San Francisco State University; English/ESL.

VALLELY, JANE, 1985; B.S., Chapman College; Health.

VILCHE, ELLA M., 1995; A.A., Chabot College; B.A., California State University, Fresno; M.S., California State University, Hayward; Physical Education.

WAH, ANITA J., 2000; B.A., Oberlin College; M.S., Harvard University; Mathematics.

WAHAMAKI, LINNEA E., 1999; A.A., Diablo Valley College; B.S., California State University, Hayward; M.A., San Jose State University; English as a Second Language.

WARDA, CHRISTINE M., 2007; B.A., M.A.,San Francisco State University; Speech.

WASHINGTON, TAMESHA E. 2013; B.S., California State University, Hayward; M.S., San Francisco State University; Nursing.

WELLS, ANDREW V., 2001; B.A., University of California, San Diego; Ph.D., Massachusetts Institute of Technology; Chemistry.

WIESER, CHARLENE A., 1990; A.A., Skyline College; B.A., University of California, Santa Barbara; M.S., California State University, Hayward; Mathematics.

WILLIAMS, KENNETH R., 1980; B.A., M.A., San Jose State University; Economics.

WOLFORD, JANE A., 1991; B.A., California State University, Hayward; M.A., San Francisco State University; History.
WONG, WANDA Y., 2001; B.A., University of California, Berkeley; M.B.A., California State University, Hayward; Business.
WOODHAMS, STEPHEN V., 1989; B.A., M.A., San Francisco State University; English.
WORTHINGTON, BARBARA J., 2005; A.A., Merritt College; B.A., M.A., California State University, Hayward; English.
WU, PATRICIA P., 2006; B.A., University of California Berkley; M.S., Georgetown University; Biology.
YEAGER, SHERRI A., 1993; B.A., American University; M.A., San Francisco State University; History.
YEST, ROBERT L., 2008; B.S., M.S., The University of Michigan; PhD., Arizona State University; Mathematics.
ZAPPA, STEPHANIE A., 1999; B.A., California State University, Hayward; M.F.A., Mills College; English.
ZERMEÑO, FRANCISCO C., 1978; B.A., M.A., University of California, Santa Barbara; Spanish.
ZULIANI, DIANE M., 2000; B.A., California State University, Long Beach; M.A., University of New Mexico; Art History.

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AUDREY D. WEILLS, Instructor-Counselor 1965–75
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PAUL L. BRODERICK, Instructor-Counselor 1965–76
KENNETH L. EDWARDS, Instructor 1962–76
FLOSSIE E. SHEEHAN, Instructor 1965–76
ARYLENE F. MARSH, Instructor 1962–77
EMILY G. PLETTA, Instructor 1961–77
JANET M. COTTER, Instructor 1964–78
FRED HIRSCH, Chairman-instructor 1961–78
R. GLENN LEUNING, Chairman-instructor 1964–78
MARIE G. MAIERHOFFER, Instructor 1962–78
WALLACE B. PEFLEY, Instructor 1962–78
NANCYJEAN WEITZMANN, Instructor 1962–78
C. MARIE BUSBY, Instructor 1961–79
CHESTER A. LAVELLE, Instructor 1967–79
HAROLD O. PALMER, Chairman-instructor 1961–79
BYFORD H. SCOTT, Instructor 1962–79
DONALD J. GREEN, Instructor 1962–80
ROBERT BARTHOL, Instructor 1967–81
REED L. BUFFINGTON, Superintendent/President 1961–81
LEENDERT KAMELGARN, Instructor 1965–81
YVETTE K. LEHMAN, Instructor 1967–81
WALLACE LOOK, Librarian 1969–81
JOHN R. MCKINLEY, Dean of Administrative Services 1962–81
ROBERT T. WHALEN, Instructor 1961–81
BERT P. JAMISON, Instructor 1961–82
EDWIN F. QUINNELL, Librarian 1969–82
MISCHA SCHWARTZMANN, Instructor 1963–82
VIVIAN BORKGREN, Instructor 1972–83
DOLORES E. CYSEWSKI, Instructor 1965–83
WARREN B. HICKS, Associate Dean of Instruction 1963–83
Learning Resources
DAVID P. HILL, Instructor-Counselor 1965–83
MARGUERITE P. HOPE, Instructor 1967–83
ARTHUR L. LARSON, Dean of Student Personnel 1967–83
BATES L. BRIAN, Instructor 1968–84
R. WAYNE CREWS, Instructor 1965–84
JACK CRIQUI, Instructor 1963–84
THOMAS H. DRISCOLL, Instructor 1965–84
STUART J. INGLIS, Instructor 1965–84
L. JACK FISHBAUGH, Instructor 1961–85
EUGENE F. MARKER, Instructor 1964–85
DAVID M. MINOR, Instructor 1965–85
GEORGIA E. OWENS, Instructor 1964–85
BARAY-REYES, MARGUERITE, Instructor-Counselor 1973–85
WILLIAM H. HOPPER, Instructor 1964–86
ELEANOR B. MEYER, Instructor-Counselor 1963–86
LAWRENCE D. MOSHER, Instructor 1966–86
JAMES T. DAVIS, Instructor 1962–87
MARK C. JONES, Instructor 1962–87
JAMES F. COOVELIS, Instructor 1963–87
FREDERICK B. AUGUSTINE, Instructor 1965–87
BEVERLY J. LEVINE, Instructor 1965–87
BETSY M. MAHLE, Instructor 1966–87
JOY L. SANDERSON, Instructor 1971–87
GEORGE A. SAGE, Instructor 1961–88
MARY M. BOUBEL, Instructor-Librarian 1962–88
PAUL E. BECKETT, Instructor 1963–88
ROBERT E. KELLY, Instructor 1963–88
KAYE C. KENNETT, Chair-Instructor 1964–88
AMY E. AWTREY, Instructor 1965–88
ELSIE G. KENT, Instructor 1966–88
BARBARA W. GARFINKLE, Counselor 1967–88
WALDEN A. LEECING, Instructor 1967–88
MARVIN D. THOMPSON, Instructor-Counselor 1968–88
BEVERLY R. SKLUEFF, Instructor 1977–88
TRUMAN FISHER, Instructor 1961–89
JACKSON CONLEY, Instructor 1966–89
MELVIN EDWARDS, Instructor 1966–89
ROBERT J. FORESTER, Counselor 1968–89
HAROLD B. FRASER, Instructor 1969–89
HERBERT B. KENNEDY, Instructor 1969–89
HARRISON J. HANNON, Instructor 1972–89
GEORGE ANNA TOW, Counselor 1975–89
PHOEBE E. CORTESSIS, Instructor 1976–89
STEPHEN I. MALTZ, Instructor 1963–90
MARY LOU FITZGERALD, Instructor 1964–90
JOHN C. NEWELL, Instructor 1964–90
FRANK C. DENNEY, Instructor 1965–90
GLENYS W. WILSON, Instructor 1965–90
RICHARD D. YEO, Executive Dean 1965–90
WILL A. DICKHUTH, Director of Counseling & Guidance 1968–90
CLAIRE E. CHAPIN, Instructor 1971–90
RAY J. EDWARDS, Instructor 1962–91
JOHN D. YARBROUGH, Instructor/Counselor 1962–91
JOHN L. MAXWELL, Instructor 1964–91
DAVID S. BURTON, Instructor 1965–91
JAMES E. WICKENS, Instructor 1966–91
GERALD D. FRIEDEL, Instructor 1967–91

IRVING BATZ, Dean of Student Services	1968–91
DONALD V. NILSON, Instructor	1974–91
ROBERT G. BROWN, Instructor	1964–92
JOSEPH E. GRAVES, Instructor	1964–92
DORET R. KOLLERER, Instructor	1965–92
JOHN T. HEALEY, Instructor	1966–92
GORDON T. RANDALL, Instructor	1967–92
MARILYN M. RHODES, Instructor	1971–92
BARBARA L. SHORT, Instructor	1971–92
STANLEY C. LICHTENSTEIN, Instructor	1975–92
KATHLEEN R. CONNEELY, Instructor	1961–93
VITTORIO VALENZA, Instructor	1961–93
JOHNN T. MILLER, Instructor	1962–93
RAY STANFANSON, Instructor	1962–93
NEIL R. COLEY, Instructor	1963–93
GORDON R. PEAK, Instructor	1965–93
FRANK E. WEST, Instructor	1969–93
DIANE M. SIVERS, Instructor	1973–93
MARGARET C. EMERY, Instructor	1975–93
PETER G. MADSEN, Instructor	1982–93
JOHN L. WAGONER, Chair, Division of Physical Education	1962–94
GENE R. WELLMAN, Director of Athletics	1962–94
DON C. EATON, Instructor	1963–94
GLENN A. MALCOLM, Instructor	1963–94
EZRA A. MEYER, Instructor	1964–94
GRETA V. WEAVER, Instructor-Counselor	1964–94
CLYDE T. ALLEN, Instructor	1965–94
DAVID L. GARNHART, Instructor	1965–94
JOHN E. CLEARY, Instructor	1966–94
LEE HINCKLEY, Counselor	1967–94
OTTO E. MIELENZ, Chair-Instructor	1967–94
ROBERT L. HARRIS, Instructor	1968–94
GORDON W. LOCKLEAR, Instructor	1968–94
NICK L. SINGARES, Instructor	1969–94
WILLIE J. JACKSON, Instructor	1970–94
MARION A. SANCHEZ, Instructor-Counselor	1970–94
GEORGE B. IMMISCH, Instructor	1975–94
MASON C. LAYMAN, Instructor-Counselor	1975–94
DONALD CHRISTIANSEN, Instructor	1976–94
MILDRED J. COLLINS, Instructor	1977–94
HOWARD B. LARSEN, Instructor	1985–94
JUANITA R. FOCHA, Instructor	1967–95
EDWARD G. CATES, Instructor	1970–95
CONSTANTINE MASTROYANNIS, Instructor	1965–95
JERALD T. BALL, Instructor	1964–96
ROBERT G. HUNTER, Dean of Academic Services, Vocational and Applied Technology	1966–96
ROBERT E. DAHL, Instructor	1967–96
ELIZABETH O. VICIAN, Counselor/Instructor	1967–96
NORMAN V. OLSON, Instructor	1970–96
JIMMY G. S. ONG, Instructor	1971–96
JUDY U. PORTA, Instructor	1975–96
JANICE M. ALBERT, Instructor	1962–97
BILLY A. SMITH, Instructor	1965–97
HELEN P. BRIDGE, Instructor	1975–97
DONALD CAPPA, Instructor	1975–97
JAMES A. HEALEY, Instructor	1965–97
KINMONT T. HOITSMA, Instructor	1970–97
JOHN BRUNN, Instructor	1961–98
ELLEN L. McILROY, Instructor	1966–98
ELAIN T. DIAS, Instructor	1975–98
MARK N. WAYNE, Instructor	1965–98
GILBERT J. RIBERA, Instructor	1964–98
GEORGIE A. CHIVINGTON, Instructor	1965–98
LEONARD I. BLAU, Instructor	1966–98
MARY L. EVANS	1967–98
DIANE B. KERRICK, Instructor	1967–98
DAVID J. PERRY, Instructor	1967–98
CHARLES T. GOETSCHEL, Instructor	1975–98
LELAND F. KENT, Dean of Academic Services	1975–98
RUTHIE L. SELF, Vice-President of Student Services	1983–98
HARRIET N. HUNGATE, Instructor	1985–98
FELIX GALAVIZ, JR., Project Puente Coordinator	1975–99
PATRICIA R. McGRATH, Project Puente Coordinator	1969–99
MILTON F. NORTE, Instructor	1980–99
JAMES F. JOSEPH, Instructor	1979–99
ALLEN J. WALL, Instructor	1989–99
HANS J. PEETERS, Instructor	1963–00
BARBARA M. POPE, Instructor	1965–00
VALERIE C. HICKS, Librarian	1969–00
ELLIOTT A. CHARNOW, Dean of Humanities Instructor	1972–00
WILLIAM B. BROPHY, Instructor	1976–00
FREDERICK L. COLLINS, Instructor	1982–00
CLIFFORD F. OLIVER, Instructor	1965–01
CHARLES W. HAMMOND, Instructor	1967–01
FREDERICK SIMS, Instructor	1968–01
TERRY CAGAANAN, Instructor	1970–01
NEILL G. STUDLEY, Instructor	1972–01
VICTORIA P. MORROW, Instructor	1975–01
LEONARD WOOLFOLK, Instructor	1975–01
CONNIE I. CLARK, Instructor	1977–01
PAYTON P. NATTINGER, Instructor	1976–01
RICHARD ALBERT, Instructor	1962–02
JOHN H. SHAW, Instructor	1968–02
JAIME J. FLORES, Instructor	1969–02
VICTOR W. CHEN, Dean or Social Sciences/Instructor	1970–02
CAROL Y. CONWAY, Instructor	1976–02
ALLAN R. REIFF, Instructor	1967–03
ADAM D. YOUNG, JR., Instructor	1967–03
CAROLYN J. GREENE, Instructor/Counselor	1968–03
ELIZABETH A. FLYNN, Instructor	1970–03
ORDEAN G. SEVERUD, Instructor	1976–03
JEAN J. SMITH, Instructor	1985–03
MILTON TANNER, Instructor	1964–04
MYRNA L. BOWMAN, Instructor	1973–04
DAVID F. LEONARD, Instructor	1973–04
ROBERT R. WISEMAN, Instructor	1975–04
LYDIA E. COOPER, Instructor	1980–04
DAVID W. BUTLER, Librarian	1983–04
RONALD D. ARROYO, Instructor/Counselor	1984–04
RAY K. WESTERGARD, Instructor	1986–04

ROBERT W. THOMSEN, Instructor	1963–05
CHESTER D. RHOAN, Instructor	1968–05
WILLIAM E. THRELFALL, Instructor	1968–05
DAN A. ALEX, Instructor	1975–05
LARRY A. BEAL, Instructor	1975–05
VIRGINIA MARUYAMA, Instructor	1975–05
RUSSELL L. BRESLAUER, Instructor	1980–05
RICHARD E. BOTELHO, Instructor	1981–05
FRANCISCO C. SUMARES, Instructor	1982–05
EUGENE F. ROCKEMANN, Instructor	1983–05
ROBERT W. COLLINS, Instructor	1968–06
DIANA IMMISCH, Instructor	1990–06
HELENE J. LOOZE, Instructor	1975–06
GAILA A. MOORE, Instructor	1977–06
LOIS MACHADO, Instructor	1976–06
CHARLES R. NATSON, Instructor	1990–06
ORLANDO S. PASCOA, Instructor	1989–06
SUSAN A. COTA, Chancellor	1991–07
ROSS E. SHOEMAKER, Instructor	1968–07
DONALD K. SKILES, Instructor	1988–07
DAVID E. AROVOLA, Instructor	1970–08
KENNETH R. EBERHARD, Instructor	1969–08
EUGENE P. GROPPETTI, Dean of Arts & Humanities/ Instructor	1975–08
ROBERT L. HUGHES, Instructor	1995–08
GAIL C. JOHNSON-MURPHY, Counselor	1973–08
THERESA M. LEBEIKO, Instructor	1988–08
DANIEL J. LEONARDI, Instructor	1974–08
WILLIAM A. McDONALD, Counselor/Instructor	1992–08
CAROL W. MURRAY, Instructor	1988–08
FE L. BARAN, Instructor	1989–09
LINDA J. BARDE, Instructor	1995–09
CAROL A. BAUMANN, Librarian	1990–09
JANE C. BERG, Instructor	1979–09
CEINWEN L. CARNEY, Instructor	1989–09
DENNIS C. CHOWENHILL, Instructor	1977–09
NANCY L. COWAN, Instructor	1975–09
CAROL J. GOLDEN, Instructor	1993–09
FREDERICK G. HODGSON, Instructor	1988–09
JOHN L. HOLLOWAY, Instructor	1988–09
GAYLE J. HUNT, Instructor	1990–09
WILLIAM B. JOHNSON, Instructor	1973–09
JOSEPH KUWABARA, JR., Instructor	1974–09
RACHEL M. MALDONADO-AZIMINIA, Instructor	1980–09
CHRISTINE L. McDANIEL, Instructor	1985–09
GUADALUPE S. ORTIZ, Instructor	1985–09
ZACK G. PAPACHRISTOS, Instructor	1969–09
JEANETTE G. PAZ, Instructor	1989–09
JULEE J. RICHARDSON, Instructor	1985–09
SALLY STICKNEY, Instructor	1994–09
LINDA L. SWANSON, Instructor	1987–09
LINDA J. ZWEIFEL, Instructor	1983–09
E. DESRE ANDERES SOLOMON. Instructor	1995-11
JOSEPH H. BERLAND, Instructor	1989-11
STEVEN L. DAPRATO, Instructor	2001-11
MELVA Y. GARCIA, Instructor	1992-11
SUSAN GILL, Instructor	1988-11
CYNTHIA G. HICKS, Instructor	1985-11
PATRICIA A. KEELING-HAINES, Instructor	1978-11
GLORIA M. MEADS, Instructor	1991-11
JUDITHANN O'TOOLE, Instructor	2001-11
RAMON C. PARADA, Instructor	1986-11
SUSAN A. TONG, Instructor	1989-11
CHRISTOPHER L. WALDO, Instructor	1992-11
MAURICE NGO, Instructor	1975-12
KATSUSHIGE KAJIWARA, Instructor	1981–12
PETER K. DAVIS, Instructor	1976–13
EUGENE J. ESQUIERDO, Instructor	1991–13
LARRY A. CAIN, Instructor	1982–14
JANE D. CHURCH, Counselor/Articulation Officer	1992–14
CAREY E. HARBIN, Counselor	1986–14
SHARI L. JACOBSEN	1985–14
KOLB, MARCIA S., Instructor	1982–14
NAOMA L. MIZE, Counselor	1989–14
MONICA R. MUNGER, Instructor	1993–14
JULIE A. SEGEDY, Instructor	1988–14
ERNESTO VICTORIA, Counselor	2000–14
BURNIEROSE L. WILSON, Counselor	1990–14

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Classified Senate—Gordon Watt, President

ABRAMI, DAN R..	Employment Coordinator
ADAMS, NOELL E.	Student Records Evaluator
ADAMS-BAILEY, TRACEY C.	Physical Education/Athletics Assistant
ALDANA, NANETTE F.	Telephone Operator/Receptionist
ALY, HAFISA A.	Bookstore Cashier
AMONS, JONATHAN R.	Bookstore Cashier
AUZENNE, JODI L.	Early Childhood Specialist
AVILA, TRISHA	Student Services Specialist II
BALANGITAO, DOLORES B.	Coordinator, International Student Programs
BARBOZA, ARTHUR	Student Services Assistant (EOPS)
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BOLICH, KATHERINE A.	Early Childhood Specialist
BONDOC, ROZEN F.	Veterans Benefits Specialist
BONGARD, LORA M.	Admissions and Records Assistant II
BONONCINI, KIMBERLY A.	Administrative Assistant II
BOOKER, MICHAEL D.	Counselor Assistant II (EOPS)
BROUDY, GLORIA J.	Children's Center Cook
CACH, DAVID J.	Security Officer
CAO, KIM-UYEN T.	Administrative Assistant II
CARLSEN, LISA D.	Instructional Assistant II
CASAREZ, MIGUEL A.	Laboratory Technician III
CASILLAS, MARIA D.	Dental Hygiene Clinical Assistant
CEREFICE, JOANN	Administrative Assistant II
CLARK, ALEXANDER P	Computer Network Support Specialist
COOK, KAREN M.	Early Childhood Specialist

CRAIG, YVONNE W.	Grant Developer/Writer
CRAWFORD, SHAWNA G.	Counselor Assistant II–DSPS
DANAHER, EDNA E.	Student Records Evaluator
DANIELS, SHARRON V.	Bookstore Course/General Book Buyer
DAZHAN, JOSEPH A.	Security Officer
DAZHAN, SHIRLEY J.	Security Communication Dispatcher
DECKER, RONALD L.	Laboratory Technician III
DE ENRIQUEZ, VERONICA E.	Laboratory Technician IV
DE LEON, MARIA	Grant Project Coordinator
DEL AGUILA, ANA M.	ECD Professional Development Coordinator
DELOS SANTOS, IRENEO R.	College Administrative Services Officer
DENNIS, TALICE E.	Security Communications Dispatcher
DIAZ CUBILLOS, TATIANA D.	Mailroom Clerk
DICKERSON, CHRISTOPHER	Security Officer
DOMIRE, CRYSTAL A.	Early Childhood Specialist
DURAN, ROCHELLE M.	Security Officer
DUTRA, LAUREEN M.	Student Services Specialist II
EARNEY, DONNA M.	Locker Room Attendant
EMANUELE, LINDA S.	Student Services Assistant
FANENE, ERIC P.	Physical Education/Athletics Assistant
FIELD, KATRIN M.	Assessment Specialist
FISCUS, SUSAN M.	Student Services Specialist II
FRANCO, REFUGIO	Student Services Specialist I
FRANCO, PHILOMENA	Student Services Specialist II
FULLER, DONALD A.	Instructional Systems Technician
GALLARDO, ARTHUR	Bookstore Shipping/Receiving Specialist
GENTILUOMO, CATHERINE	Administrative Assistant II
GHIASSY, HAKIM	Security Officer
GONZALEZ, YARI	Student Services Specialist II
GUTIERREZ, ANA A.	Early Childhood Specialist
HADFIELD, BREEANN N.	Staff Assistant
HALE, EUGENE	Stage Technician
HAN, PAMELA P.	Fiscal and Administrative Services Technician
HANSEN, LYNN J.	Laboratory Technician II
HENRY, WILLIAM A.	Counselor Assistant II
HERNANDEZ, HEATHER A.	Library services Specialist
HUGEL, THOMAS A.	Library Technician II
IRIARTE, MICHELLE M.	Counselor Assistant I EOPS
KLING, DEBRA K.	Administrative Assistant II
KNOWLES, KAREN A.	Bookstore Cashier
KNOX, EARNEST C.	Security Officer
KRUEG, KAAREN A.	Executive Assistant to the Vice President
LASSE, DEBORAH I.	Counselor Assistant II
LEWIS, BLAKE V.	Library Technician I
LIM, VICTORIA	Financial Aid Systems Coordinator
LOPEZ, JOSE D.	Physical Education/Athletic Assistant
LOWERY, CHARLES S.	Security Officer
McALLISTER, KARI S.	Theater Manager
MARTINEZ, REGINA R.	Student Counseling Assistant I
McGREGOR, MICHELLE A.	Early Childhood Specialist
McGUIRE, SEAN T.	Stage Technician
MENDEZ, ROBERTO	Program Director, Educational Talent Search
METCALF, KAREN S.	Instructional Assistant II
MOGLE, ROSEMARY L.	Executive Assistant to the Vice President
MONTOUTH, STEFANIE M.	Student Counseling Assistant I
MOORE, NATHAN M.	Security Officer
MOORE, STACY R.	Counselor Assistant II
MORALES, ELIZABETH A.	Outreach Specialist
MUJAHID, HANIYYAH F.	Early Childhood Specialist
NAHINU, YVETTE L.	Administrative Assistant II
NICHOLSON, SHEELA M.	Early Childhood Specialist
OLSON, NANCY B.	Early Childhood Specialist
OROZCO, MARIO R.	Health Science Admissions Specialist
OWYOUNG, GINA L.	Instructional Assistant II
PADILLA, FERNANDO	Administrative Assistant II
PATCHIN, THERESA M.	Administrative Assistant II
POSADA, PATRICIA	Articulation Specialist
POWELL, CATHERINE V.	Instructional Assistant III
RAMIREZ, SYLVIA M.	Student Services Assistant Special Programs
REDDY, KIRTI K.	Administrative Assistant II
REYES, LETICIA	Counselor Assistant II
RICE, NATHANIEL L.	Alternative Media Specialist
RICHARDSON, MARK L.	Reprographics Systems Technician II
RIPPLINGER, VIRGINIA P.	Administrative Assistant II
ROBERTS, CYNTHIA M.	Admission and Records Assistant II
ROLDAN-SUN, CRESALI Y.	Student Services Specialist II
ROSA, CYNTHIA	Student Records Evaluator
SANNEBECK, CHERYL L.	Administrative Assistant II
SEATON, MICHAEL J.	Senior Instructional Network Specialist
SHEPHERD, JEAN	Laboratory Technician IV
SHIRA, CRAIG	Graphic Arts Technician III
SIMS, JOHN H.	Instructional Systems Technician
SMITH, LYDIA G.	College Clerk II
SMITH-CRAWFORD, TINA L.	Bookstore Textbook Purchising Assistant
ST. GERMAINE, MICHELLE E.	Early Childhood Specialist
STEVENSON, VERNON L.	Bookstore General Merchandise Buyer
SULLIVAN, JAMES	Admissions and Records Assistant II
TALICE, DENNIS E.	Security Communications Dispatcher
TARBET, BARRY B.	Security Officer
THOMAS, MAGUERITE	Academic Services Curriculum and Scheduling Specialist II
THOMPSON, TERRANCE M.	Career Transfer Center Specialist
TRAN, SANDY D.	Learning Resources Technician I
TRAN, TUAN QUOC	Laboratory Technician IV
TSAI, MAYA H.	International Admissions Specialist
TSUBAMOTO, VIRGINIA M.	Early Childhood Specialist
TUPPER-EOFF, RACHEL M.	Administrative Assistant II
ULIBARRI-SPONSEL, LISA R.	Instructional Designer-Developer I
VAN, SHELIA	Bookstore Accounting Specialist
VANNI, YVONNE M.	Dental Hygiene Clinical Assistant

VERARDE, CHRISTIE	ECD Professional Development Coordinator
VETTERS, JUDITH A.	Community Education Specialist
VILLASANA, ANGELA R.	Academic Services Curriculum and Scheduling Specialist II
VO, MELLISSA G.	Early Childhood Specialist
WATT, GORDON J.	Computer Network Support Specialist II
WEBB, PHYLLIS R.	Reprographics Assistant I
WHITESIDE, CHASITY C.	Administrative Assistant II
WINSOR, MINTA F.	Distance Education Coordinator
WITT, BELLA B.	Executive Assistant to the Vice President
WONG, SISLEY	Financial Aid Systems Coordinator
WRIGHT, JUDY ANNE	Admissions and Records Assistant III
YASAKI, JOHN K.	Computer Network Support Specialist II
YOW, ISABEL	Admissions and Records Assistant II

Chabot-Las Positas Community College District Classified Staff Assigned to Chabot College

ABLAZA, ALVIN	Custodian I
AGUINALDO, REYDANTE H.	Custodian I
AGUIRRE, MIGUEL A.	Electrician
APOSTOL, RODOLFO V.,	Custodian I
BARATTINO, ROBERT D.	Maintenance Mechanic
BATAC, ALEJANDRO	Custodian I
BILL, ALTON J.	Lead Wardhouse Worker
BORLAGDAN, LYNN A.	Custodian I
BURNSIDE, HENRY	Lead Maintenance Worker
CERVANTES, MARTHA	Custodian I
CORREA, GREGORY L.	Maintenance Technician
DAVIS, GABRIAL	Custodian II
DOUGLAS, KIRK R.	Grounds Worker I
DUCHSCHERER, RICHARD R.	Custodial Manager
ELLIS, JESSE	Hardware Maintenance Specialist
ERESTAIN, ANTONIO	Custodian I
ESPIRITU, VIRGILIO L.	Custodian I
FORD, TIMOTHY	Custodian I
FRANCO, LINDA E.	Lead Custodian
GUERRERO, JUAN J.	Custodian I
HALL, WILLIAM	Maintenance Engineer
HERNANDEZ, DAVID H.	Custodian I
HERNANDEZ, MARTHA M.	Custodian I
HOLLEMAN, ROBERT M.	HVAC Maintenance Engineer
KLAMM, MIKE	Custodian II
LIVINGS, OSCAR H.	Custodian II
MAHABALI, VICTOR	Grounds Worker I
MILLS, EDNA J.	Custodian I
MONTEZ, LUIS	Security
NAPAGAPO, ALLAN	Custodian I
PATCHIN, STEVE D.	Grounds Supervisor
PERRY, KEITH A.	Custodian II
PICHT, ROBERT O.	Lead Custodian
PIMENTAL, JOSEPH	Custodian I
PUGH, MARVIN L.	Custodian I
RICH, GERALD L.	Custodian II
RIVERA, SCOTT	Storekeeper
ROBINSON, JAMES	Custodian I
ROLLE II, JAMES N.	Grounds Supervisor
SALAS, ELIZABETH	Custodian I
SANCHEZ, GREGORY R.	Custodian
SARKAR, SUJOY K.	Broadcasting/Cablecasting Technician
SOLES, JAMES B.	Maintenance Manager
TAYLOR, PATRICK B.	Grounds Worker II
WILLIAMS, ELVIS B.	Custodian I
WOOD, ROYCE A.	Custodial Supervisor

Classified Staff Emeriti

JOSEPH H. BUNIO	1968–1986 Groundsworker
CHARLES DEAN, JR.	1968–1986 Custodian I
MAXINE CALLERI	1973–1986 Personnel Technician II
VIRGINIA 1. MacCROSSEN	1973–1986 Admissions and Records Clerk II
NORMA L. KERNES	1965–1987 Student Services Assistant
CHARLES E. SHERMAN	1965–1987 Maintenance Technician
DON MARTINEZ, JR.	1966–1987 Maintenance Worker
DOLORES H. CAMARENA	1976–1987 Secretary I
MARION H. McSWEENY	1962–1988 Learning Resources Technician III
VICTOR T. CABRAL	1966–1988 Maintenance Worker
JAMES J. MILLER	1966–1988 Grounds Worker
BARRY C. ABELLA	1974–1988 Admissions and Records Clerk I
ELLEN E. JOHNSON	1975–1988 Admissions and Records Clerk I
CARL R. JOHNSON	1976–1988 Maintenance Technician
SEGUNDO C. RAYMUNDO	1976–1988 Custodian I
SUSANNE E. CROUSE	1965–1989 Secretary II
VINCENT F. GALLEGOS	1965–1989 Maintenance Mechanic
BETTY W. GIBLIN	1965–1989 Registrar/Manager, Admissions and Records
SUSUMU MATSUMOTO	1965–1989 Gardener
MARJORIE R. O'LEARY	1971–1989 Executive Secretary
ROSEMAY RIDDELL	1979–1989 Secretary II
JOHN ALEXANDER	1973–1990 Grounds Worker
LOUISE G. BATTLE	1976–1990 Custodian I
IRENE M. JEUITT	1979–1990 Custodian I
FRANCISCO T. CALBONERO	1980–1990 Custodian I
LESLIE (BOB) R. ENCE	1966–1991 Manager Media Operations
ABEL S. MARKS	1971–1991 Grounds Worker I
PATRICIA A. BURNSIDE	1974–1991 Admissions and Records Clerk I
PATRICIA A. BROCK	1977–1991 Accounting Technician
AGNES L. HOLBROOK	1978–1991 Accounting Assistant
FAYE L. GLEASON	1980–1991 Secretary I
DOROTHY C. SULLIVAN	1981–1991 Admissions and Records Clerk I

DANIEL R. BOKUVKA	1961–1992 Payroll/Risk Manager
MAUREEN M. MURRAY	1967–1992 Admissions and Records Clerk I
LOUIE C. ABAITUA	1972–1992 Assistant Maintenance Supervisor
IRIS E. PULLEN	1974–1992 Printing Systems Operator I
LUCILLE M. ABRAHAM	1977–1992 Media Services Specialist II
DOLORES M. TASSINARI	1981–1992 Learning Resources Technician
BETTY D. DAVIS	1962–1993 Executive Assistant to the Chancellor
JOHN R. RODRIGUEZ	1965–1993 Grounds Technician
JOAN M. CAMPANILLE	1966–1993 Secretary to the President
SETH T. BAILEY	1973–1993 Laboratory Technician II
LAWRENCE SIZAR	1973–1993 Director, Personnel Services and Employee Relations
ELIZABETH E. INGLIS	1976–1993 Instructional Assistant II
ELEANOR JARDINE	1976–1993 Learning Resources Technician II
BARBARA ANDERSON	1980–1993 Secretary I
ROYAL J. JOHNSON	1980–1993 Custodian I
NATHANAEL CLARK	1981–1993 College Clerk III
KAREN A. CUFFLIN	1978–1994 Manager, Bookstore
THERESA M. RIVERA	1979–1994 Custodian I
WILLIAM H. COX	1984–1994 Lead Custodian
GENE W. HOUCK	1969–1995 Television Technician III
RAYMOND MARCHAN	1972–1995 Custodian I
JoANNE C. NEU	1979–1996 Executive Secretary
MARY L. RIVERA	1971–1996 Mailroom Clerk
JAMES M. SHEEHAN	1978–1996 Custodian
EVERETT D. ARRUDA	1986–1996 Maintenance Technician
GAY M. CONNOR	1965–1997 Staff Assistant
MARGARET P. RODDAN	1970–1997 Student Records Evaluator
KAY C. NICHOLSON	1978–1997 Admissions and Records Clerk I
LINDA K. PYZER	1982–1997 Computer Operator
MARY J. TWOMEY	1982–1997 Instructional Assistant II
ALBERTA M. PITTS	1969–1998 Locker Room Attendant
IDA M. THOMPSON	1977–1998 Admissions & Records Assistant II
ANNE M. WARRIN	1977–1998 Instructional Assistant II
JANET COVINGTON	1961–1999 Reprographic Systems Technician II
MARY F. McCLENDON	1963–1999 Academic Services Specialist II
MADGIE FAYE ROBERTS	1976–1999 Learning Resources Technician I
PATRICIA L. SIRA	1976–1999 Custodian I
DIANNE J. COLON	1975–2000 Telephone Receptionist
DIANA J. BOND	1981–2000 Secretary II
SYLVESTER JOHNSON	1972–2001 Locker Room Attendant
VINCENT L. TRIGGS	1972–2001 Laboratory Technician II
IRENE N. GARCIA	1974–2001 Career Transfer Center Specialist
PEGGY A. WENTZ	1976–2001 Admissions & Records Assistant II
PEGGY R. PETTIS	1982–2001 Bookstore General Merchandise Buyer
NANCY E. BEERS	1991–2001 Student Services Assistant
STEPHNE J. MACINTOSH	1977–2003 Library Technician III
CONNIE LEAL	1986–2003 Custodian I
ROSALIE J. STEMPIN	1987–2003 Administrative Assistant II
ANN M. REYMUNDO	1989–2003 Admissions and Records Assistant
WIANA L. CHOY	1982–2004 Academic Services Specialist II
GARY R. CHAMBERLAND	1987–2004 Maintenance Supervicor
JOHN F. CORRIGAN	1991–2004 HVAC Maintenance Engineer
STEVEN J. SILVA	1976–2004 Custodial Manager
HEIDI SPEARER	1991–2004 Administrative Assistant
JAMES W. LYONS	1989–2005 Lead Custodian
JIMMY A. RUMELHART	1988–2005 Laboratory Technician-Electronics
LOISANNE M. SELLARS	1994–2005 Bookstore Textbook Purchasing Clerk
SARILEE JANGER	1988–2006 Administrative Assistant II
MARILYN H. MANSOURIA	1979–2006 Executive Assistant to the Vice President
HORTENCIA FRANCO	1975–2007 Administrative Assistant II
JOAN E. FRANCO	1991–2007 Instructional Computer Lab Specialist
ROBERTA F. PRATT	1988–2007 Security Communications Dispatcher
THOMAS P. FULLER	1981–2007 Grounds Manager
DONALD R. BENSON	1991–2008 Lead Custodian
JACK W. BISHOP	1982–2008 Security Officer
MARY L. DIAZ	1995–2008 Custodian I
KAREN K. HASHIMOTO	1984–2008 Administrative Assistant II
NINA J. KIGER	1991–2008 Student Life Operations Coordinator
BARBARA L. LAWRENCE	1970–2008 Library Services Specialist
NAN V. McDONNELL	1979–2008 Counselor Assistant II
ANNIE P. ONG	1996–2008 Staff Assistant - Children's Center
ARLENE L. ADAMSON	1993–2009 Instructional Assistant II
VICTORIA A. BELTRAN	1994–2009 Administrative Assistant II
SARAH L. BLACK	1986–2009 Security Communications Dispatcher
KEVAN A. CABRAL	1975–2009 Lead Storekeeper
ADRIENNE HODSON	1996–2009 Children's Center

		Assistant Manager
ALICE HSU	1984–2009	College Business Office Supervisor
JOHN L. McHUGH	1987–2009	Network Services Specialist II
ROGER C. NOYES	1977–2009	Theater Manager
TALAHIVA PAHULU	1974–2009	Academic Services Curriculum and Scheduling Specialist II
COLIN H. PEJMAN	1990–2009	Graphic Arts Technician III
JULIET A. POLIZZI	1987–2009	Administrative Assistant II
ISABEL G. POLVOROSA	1979–2009	Computer Operator
MADILYN RICE	1983 -2009	Instructional Assistant Ii
CYNTHIA A. SILVA	1975–2009	Administrative Assistant I.
SVETLANA SULTAN	1993–2009	Laboratory Technician II
LINDA K. ZUIDEMA	1984–2009	Security Officer
BHARATI K. BHATT	1996-2010	Early Childhood Specialist
ALICE P. LO	1985-2011	Administrative Assistant II
ARLENE K. DeLEON	1972-2011	Instructional Computer Lab Specialist
DARRELL L. DOLIN	1999-2011	Security Officer
MIYO T. HARVEY	2001-2011	Student Counseling Assistant
RUBEN HERNANDEZ	1974-2011	Student Services Assistant II
HARRY H. JENNINGS	2000-2011	Grounds Mechanic
KATHLEEN P. KASER	1994-2011	Manager, Bookstore
MARY M. MINO	1990-2011	Admissions and Records Assistant II
WAYNE K. NAKANO	1998-2011	Assistant Manager, Bookstore
ERNA G. WIEMER	1975-2011	Admissions and Records Assistant III
JOSEPH M. GENTILUOMO	1981-2013	Intercollegiate Athletics Technician
LORENZO C. IRIARTE	1999-2014	Reprographic Systems Technician II

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