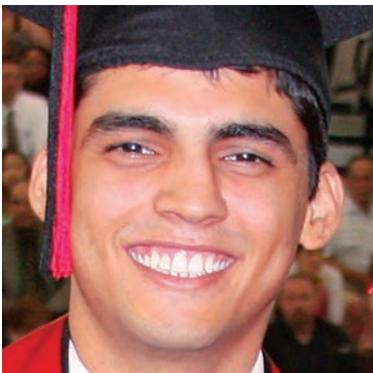
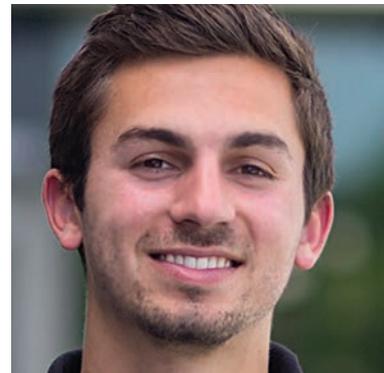
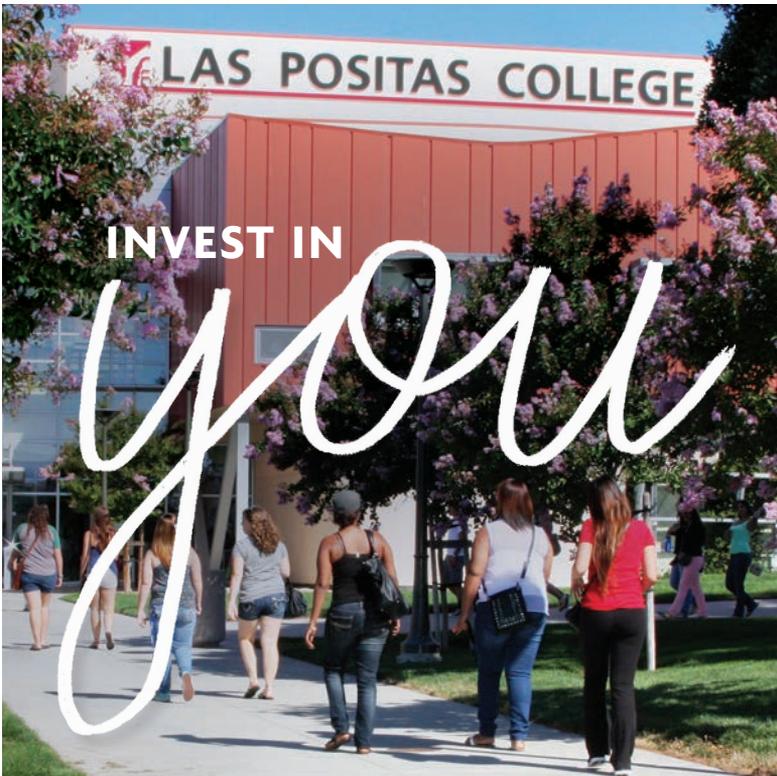


# LAS POSITAS COLLEGE

## SPRING 2021 CLASS SCHEDULE



# MESSAGE FROM LAS POSITAS COLLEGE

Dear Students,

Welcome to Las Positas College! I am excited that you have decided to join us for the spring 2021 semester to pursue your educational and career aspirations. The caring and dedicated faculty, staff, and administrators at LPC are committed to supporting you in achieving your educational goals. As you will discover, LPC prides itself on academic excellence, student success, and student completion. We have outstanding student support services, academic resources, and excellent opportunities for you to be involved in co-curricular programs and activities.

I am confident that you will find that Las Positas College will prepare you well for transfer to a four-year college or university, or for entering the workforce in your chosen career.

The most important thing for you to know is that you are not alone on your educational journey; we are here to assist and support you, from your first semester all the way through graduation! I encourage you to make the most of your LPC experience and take advantage of the many student resources and opportunities that are available to you.

Enjoy your journey and I wish you continued success!

Sincerely,  
Dr. Dyrell Foster  
President, *Las Positas College*



## SEE YOU SOON!



#### BOARD OF TRUSTEES

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#### CHANCELLOR

Ronald P. Gerhard, Chancellor





**MISSION STATEMENT**

Las Positas College provides an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.

**VISION STATEMENT**

Las Positas College strives to support and empower students to develop the knowledge, skills, values, and abilities needed to become engaged participants and leaders in their local and global communities.

**VALUES STATEMENT**

Las Positas College thrives as a collaborative teaching and learning community committed to integrity and excellence by:

1. Encouraging and celebrating lifelong learning
2. Responding to the needs of the ever-changing workplace and society
3. Demonstrating civic, social and environmental responsibility
4. Promoting ethical behavior, mutual trust, equity, and respect within our diverse community
5. Fostering a climate of discovery, creativity, personal development, and physical and mental health
6. Ensuring that Las Positas is a sanctuary campus for undocumented students
7. Holding firm to the belief that each of us makes an astonishing difference.

**ACCREDITATION**

Las Positas College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges.

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## Statement Concerning COVID-19 Pandemic

In response to the evolving challenges of the COVID-19 pandemic, the safety of our communities and the success of our students remain our top priorities. At the time of this printing, many of the published policies, established in accordance with board policy and/or college governance, have been temporarily adjusted. During the 2020-2021 academic year, be sure to ask about the latest developments or check the class schedule, available online.

*Courses, dates, and times are subject to change without notice. Refer to the college website for the most current course information.*

# ACADEMIC CALENDAR

## REGISTRATION DATES FOR SPRING 2021

November 10.....	STATE MANDATED - EOPS/CARE, DSPS, Foster Youth, CalWORKs, Veterans, and Homeless with <u>3 Core Services completed</u> begins
November 12.....	COLLEGE PRIORITY - Student Athletes and Student Government Officers with <u>3 Core Services completed</u> begins
November 16.....	Continuing students with <u>3 Core Services completed</u> begins
November 17.....	New students with <u>3 Core Services completed</u> begins
November 17.....	Returning students with <u>3 Core Services completed</u> begins
November 19.....	Continuing students who <b>have not</b> completed the <u>3 Core Services</u> begins
November 23.....	Students on probation, dismissed status, or those who have completed 100 or more degree applicable units at LPC or Chabot College
<b>November 23</b> .....	<b>OPEN REGISTRATION for Spring Semester</b>
December 2.....	Special Admit/Concurrent high school students for Spring Semester

*For more detailed information on priority groups and registration, see page 3.*

### Concurrent Enrollment Application Deadline

Spring 2021.....Concurrent Enrollment Application due by October 30, 2020

## SPRING 2021 SEMESTER CALENDAR (DATES APPLY TO FULL-TERM CLASSES)

<b>January 19, 2021</b> .....	<b>Spring 2021 instruction begins</b> ( <i>full-term classes only</i> )
January 19.....	Associate Degree and/or Certificate of Achievement filing period begins through April 1
January 19 - February 7.....	Late enrollment for full-term classes – on a space available basis. Register online through CLASS-Web or in-person with add authorization number
January 23.....	Instruction begins for Saturday classes
January 18.....	HOLIDAY - Martin Luther King, Jr. (no instruction)
February 5.....	Last day to ADD/DROP with No Grade-of-Record (NGR) - <b>In-Person</b> ( <i>full-term classes only</i> )
February 7.....	Last day to ADD/DROP with No Grade-of-Records (NGR) - <b>Online</b> via CLASS-Web ( <i>full-term classes only</i> )
February 8.....	CENSUS date ( <i>full-term classes only</i> )
February 11.....	Last day to request Pass/No Pass ( <i>full-term classes only</i> )
February 12 - 15.....	Holiday – Presidents' Weekend ( <i>no instruction</i> ) College closed
March 2.....	Priority California Financial Aid Deadline
April 3.....	Saturday Classes Meet
April 5 - 9.....	SPRING BREAK ( <i>no instruction</i> )( <i>no Saturday classes</i> )
April 1.....	Deadline to apply for an Associate Degree, Certificate of Achievement, and/or Career Certificate
April 16.....	Last day to WITHDRAW with a "W" - <b>In-Person</b> ( <i>full-term classes only</i> )
April 18.....	Last day to WITHDRAW with a "W" - <b>Online</b> via CLASS-Web ( <i>full-term classes only</i> )
May 15.....	Last day of Saturday classes
May 21.....	Last day of Instruction
May 22.....	Final Exams for Saturday classes
May 24 - 28.....	Final Examination Period
May 28.....	Commencement/Graduation*
May 31.....	HOLIDAY - Memorial Day
June 3.....	Instructors – Spring grades due by 11pm via CLASS-Web
Week of June 7, 2021.....	Students - Spring 2021 grades available via Class-Web

*\*Additional information regarding commencement is sent throughout the semester by the Office of the Vice President of Student Services.*

### SPRING 2021 DROP FOR NON-PAYMENT DEADLINE

Students who register for Spring classes between Nov 10 - Dec 1, 2020 .....**Must Pay Fees by** Dec 8

**IMPORTANT:** Your classes will be dropped if payment is not received by this date.

# REGISTRATION DATES - SPRING 2021

Your registration priority group and registration date are determined by the completion of the Three Core Services (Orientation, Assessment, and Student Educational Plan), the number of units completed and in-progress at Chabot-Las Positas Community College District, and maintaining good academic standing.

*The registration date shown below is the first day that a student is eligible to register for classes based on their priority group. Students may continue to register for classes any day after their priority registration date.*

STUDENT STATUS	CRITERIA FOR GROUP	REG DATE
<b>CalWORKs</b> <b>DSPS</b> <b>EOPS/CARE</b> <b>Foster Youth</b> <b>Veterans</b> <b>Homeless</b>	<b>STATE MANDATED PRIORITY GROUPS</b> <ul style="list-style-type: none"> <li>• Must complete all 3 Core Services</li> <li>• Must be in good academic and progress standing</li> <li>• Must have less than 100 degree applicable units</li> </ul>	Nov 10
<b>Student Athletes</b> <b>Student Government Officers</b>	<b>COLLEGE PRIORITY GROUPS</b> The only students in this priority group are noted in the left column. <ul style="list-style-type: none"> <li>• Must complete all 3 Core Services</li> <li>• Must be in good academic and progress standing</li> <li>• Must have less than 100 degree applicable units</li> </ul>	Nov 12
<b>Continuing Students</b> who <b>COMPLETED</b> all 3 Core Services	<b>CONTINUING STUDENT REGISTRATION SCHEDULE</b> Priority registration date is based on the following: <ul style="list-style-type: none"> <li>• Completion of all 3 Core Services</li> <li>• Good academic and progress standing</li> <li>• Must have less than 100 degree applicable units</li> <li>• <b>And total units</b> completed (including in-progress units)                             <ul style="list-style-type: none"> <li>• 60 - 99.9 units will register on Nov 16, 2020</li> <li>• 45 - 59.9 units will register on Nov 16, 2020</li> <li>• 30 - 44.9 units will register on Nov 16, 2020</li> <li>• 15 - 29.9 units will register on Nov 16, 2020</li> <li>• 0.5 - 14.9 units will register on Nov 17, 2020</li> </ul> </li> </ul>	Nov 16 -17
<b>New Students</b>	<b>NEW STUDENTS</b> eligible for this registration date are: <ul style="list-style-type: none"> <li>• Students who have completed all 3 Core Services</li> <li>• Students enrolled in less than 0.5 units</li> </ul>	Nov 17
<b>Returning Students</b>	<b>RETURNING STUDENTS</b> are eligible for this registration date if they: <ul style="list-style-type: none"> <li>• Completed all 3 Core Services</li> <li>• Are in good academic and progress standing</li> <li>• Have less than 100 degree applicable units</li> </ul>	Nov 17
<b>Continuing Students</b> who <b>HAVE NOT</b> completed all 3 Core Services	<b>CONTINUING STUDENTS</b> are eligible for this registration date if they: <ul style="list-style-type: none"> <li>• <b>Have not</b> completed all 3 Core Services</li> <li>• Are in good academic and progress standing</li> <li>• Have less than 100 degree applicable units                             <ul style="list-style-type: none"> <li>• CalWORKs, DSPS, EOPS/CARE, &amp; Veterans will register on Nov 18, 2020</li> <li>• Student Athletes and Student Government Officers will register on Nov 18, 2020</li> <li>• 15 -99.9 units will register on Nov 19, 2020</li> <li>• 0.5-14.9 units will register on Nov 20, 2020</li> </ul> </li> </ul>	Nov 18-20
<b>Students on Probation/Dismissal</b>  <b>Excessive Units</b>	<ul style="list-style-type: none"> <li>• Students who have been on Academic and/or Progress Probation for two consecutive semesters and/or have been placed on Academic and/or Progress Dismissal</li> <li>• Students with over 100 degree-applicable units</li> </ul>	Nov 23
<b>OPEN REGISTRATION</b> All Students (except High School Concurrent Enrollment Students)	Open Registration begins for students: <ul style="list-style-type: none"> <li>• Who <b>have not</b> completed all 3 Core Services</li> <li>• Admitted to the College after all groups have registered</li> </ul>	Nov 23
<b>Concurrent Enrollment</b>	Concurrent Enrollment Registration Begins High School students (10 <sup>th</sup> , 11 <sup>th</sup> , & 12 <sup>th</sup> grade) applying for Spring 2021	Dec 2



Dear Students,

Welcome to Las Positas College! I am excited that you have decided to join us for the spring 2021 semester. The health and safety of our students and employees remain our top priority. Therefore, our faculty, staff, and administrators have worked diligently to implement a thoughtful and safe plan for the spring semester to meet the challenges of COVID-19.

Below is brief summary of our plans for spring 2021:

- The majority of classes will be delivered online; there will be a limited number of class sections that will meet in-person on a limited basis, adhering to state guidelines and county public orders
- Counseling and Financial Aid will continue to provide virtual, on-line services and support
- The Library will offer online services and support, while facilitating the free technology check-out for students (i.e. laptops, hotspots, and other academic resources) to support student success
- The Computer Center, Tutorial Center, Reading and Writing Center, and Smart Shops Series Workshops will continue to provide virtual, on-line services and support
- Admissions and Records, Disability Resource Center, and Student Health & Wellness Center will offer limited in person services that will adhere to required state and county public health order safety protocol
- Free Wi-Fi internet access is available for students in college parking lots “C” and “D”

If you plan to visit the college to receive support services, conduct essential business, or attend class, please be mindful that Las Positas College is strictly adhering to the most up-to-date county and state public health orders.

This means that while on-campus, you must:

- Properly wear a face mask covering both your nose and mouth
- Maintain social distancing at least 6 feet apart
- Practice good hygiene, wash your hands often

The college is well prepared to provide you with excellent online instruction and high-quality support services during these unprecedented times. Our caring and dedicated faculty, staff, and administrators are committed to supporting you in achieving your educational goals. As you will discover, LPC prides itself on academic excellence, student success, and student completion. Thank you for choosing Las Positas College and I wish you a successful spring 2021 semester!

Sincerely,

A handwritten signature in black ink, appearing to read "Dyrell Foster", with a stylized flourish at the end.

Dyrell Foster, Ed.D.  
College President  
Las Positas College

# YOUR SIX STEPS TO SUCCESS



STEP 01

Apply For Admission.



STEP 02

Apply For Financial Assistance.



STEP 03

Complete An Online Orientation.



STEP 04

Complete Assessment.



STEP 05

Complete Your Student Education Plan.



STEP 06

Register For Classes.  
Pay Fees!

# ADMISSION INFORMATION

## WHO MAY ATTEND LAS POSITAS COLLEGE

Admission is open to anyone who is:

- 18 years of age or older; or
- A high school graduate or completed a high school equivalency test, General Education Degree (GED) or California High School Proficiency Exam;
- A high school student currently enrolled in 10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> grade may participate in the Concurrent Enrollment Program.

## HOW TO APPLY FOR ADMISSION

Apply online at [www.laspositascollege.edu](http://www.laspositascollege.edu)

You will be asked to create an account on CCCApply before being directed to the application. After the application has been received, you will be sent an email confirmation with additional information. You will also receive a student identification number (which begins with a "W"). Use this number to conduct all college business and access college services. You may also log into CLASS-Web to obtain your "W" student identification number.

## COMMUNICATION VIA ZONEMAIL ACCOUNT

All admitted students are given a student email account through The ZONE web portal. All messages from the College are sent to this account. Registration dates will be emailed to your ZONEmail account. As you complete your 3 Core Services, you may be eligible for an earlier registration date than previously assigned. Please check your ZONEmail regularly for important notices from the College.

- Go to [www.laspositascollege.edu](http://www.laspositascollege.edu)
- Click on "The ZONE"
- User ID: use your W number  
PIN: Same six-digit pin used for CLASS-Web
- Log in and click "What is my college/district email address?" link under "Quick Check"
- Click the Email icon and log in with the email as your username, and password (same six-digit pin used for The ZONE and CLASS-Web)

Instructions on how to forward your ZONEmail to your personal email are located on page 11. In addition to registration date notifications, students will also receive waitlist information, instructor emails, Financial Aid notifications, and general College information.

ENROLLMENT STATUS 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
Less than half-time student	Registered for 0.5 to 5.5 units
Noncredit only student	Registered for 0.0 units

STUDENT DEFINITIONS	
NEW STUDENT	You are a new student if you have never registered in classes at LPC. Apply online.
RETURNING (FORMER) STUDENT	You are a returning student if you have <u>not</u> attended LPC during the past two semesters. Reapply online.
CONTINUING STUDENT	You are a continuing student if you have attended LPC during at least one of the two most recent semesters. Do not reapply.
CONCURRENT ENROLLMENT STUDENT	You are currently a high school student enrolled in grade 10, 11, or 12. An admission application and supplemental paperwork is required for each semester/term of attendance.

## RESIDENCY

For purposes of determining enrollment fees, students are identified as either residents or nonresidents.

### Residents:

Those who have lived in California as legal residents for at least one year and one day prior to the first day of a new semester/term and who can demonstrate intent to remain a California resident. Noncitizens who meet residency requirements and who desire to enroll as a California resident must provide documentation.

### Nonresidents:

Those who do not meet the California resident requirements. In addition to the enrollment fee, nonresident students are required to pay nonresident tuition. For further information concerning residence status, please contact the Admissions and Records Office.

## NONRESIDENT TUITION EXEMPTION (VACA)

Military veterans may be eligible for a tuition exemption based on VACA (Veterans Access, Choice and Accountability Act) criteria. Veterans who qualify for Chapter 30 or Chapter 33 GI Bill, who live in California and enroll within 3 years of discharge from active duty service of 90 days or more may be eligible for exemption of payment of nonresident tuition. For additional information, please contact the Veterans First Program.

## NONRESIDENT TUITION EXEMPTION (AB540)

A California Nonresident Tuition Exemption may be granted to certain nonresident students who meet the exemption requirements set forth in Assembly Bill 540. To be eligible, students must have attended high school in California for three or more years, or attainment of credits earned in California from a California high school equivalent to three or more years of full-time high school coursework and a total of three or more years of attendance in California elementary schools, California secondary schools, adult schools, or a combination of those schools. In addition, students must have graduated or will graduate from a California high school or obtained a certificate or General Education Development (GED), High School Equivalency Test (HiSET), or Test Assessing Secondary Completion (TASC), or attainment of an AA degree from a California Community College, or fulfillment of the minimum requirements to transfer to a UC or CSU. Students must also

# ADMISSION INFORMATION

complete an affidavit to legalize immigration status as soon as possible, if applicable. For additional information contact the Admissions and Records Office.

## NONRESIDENT TUITION EXEMPTION (REFUGEES AND SPECIAL IMMIGRANT VISA HOLDERS)

In 2017, the California Legislature enacted Assembly Bill 343, which established a new exemption from nonresident tuition for refugees with special immigrant visas (SIVs). For additional information, contact the Admissions and Records Office.

## NONRESIDENT TUITION EXEMPTION (CH 31 – VOCATIONAL REHABILITATION AND EMPLOYMENT)

Out-of-state student Veterans under chapter 31, Vocational Rehabilitation and Employment (VR&E), will be charged the resident rate, effective after Spring 2019 semester.

## NONRESIDENT TUITION EXEMPTION (CONCURRENT ENROLLMENT)

Concurrently enrolled students (high school students enrolled in college classes) who are classified as nonresident students for tuition purposes may be eligible for the Senate Bill 2364 waiver of nonresident tuition while still in high school.

Students must be special admit part-time (enrolled in 11 units or less) students who currently reside in California and are attending high school in California. Students wishing to take advantage of this exemption should complete a nonresident exemption form and provide a copy of high school transcripts showing current enrollment. Documentation should be submitted to the Admissions and Records Office.

## INTERNATIONAL STUDENTS

Las Positas College is authorized under federal law to enroll nonimmigrant alien students (F-1 and M-1 visa). Students seeking admission to Las Positas College must complete an international student supplemental application packet and submit academic transcripts or certificates, TOEFL or IELTS exam results and evidence of financial support and health examinations. Information on specific language proficiency requirements and amount of adequate financial support may be found on the college website. Las Positas College will make every effort to advise prospective international students of their admission status as soon as possible after receiving the required documents. International students are encouraged to apply as far in advance of the desired entry date as possible to allow sufficient time for application processing and other arrangements. Contact the International Student Program for more information.

## MIDDLE COLLEGE

Middle College is an alternative education collaboration between Las Positas College and the Tri-Valley Regional Occupational Program. Middle College provides high school students from Dublin, Livermore, and Pleasanton an opportunity to begin taking college courses while still enrolled in high school. Juniors and Seniors take classes at Las Positas College (up to 11 units per semester) and their enrollment fees are waived. Middle College is an excellent opportunity for high school students to complete curriculum required for high school graduation, get

started on their college education, and begin to prepare for the workforce. Additional information is found on the college website. An application process for Middle College is open to students in the three Tri-Valley ROP districts: Dublin Unified School District, Livermore Valley Joint Unified School District, and Pleasanton Unified School District. The application process opens mid-January for the following school year.

## CONCURRENT ENROLLMENT PROGRAM

Las Positas College provides opportunities for students in 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grades to enroll in college-level, degree-applicable courses.

### ELIGIBILITY

1. Must be recommended by their high school principal.
2. Must have written parental permission.

*NOTE: Concurrent Enrollment students are not allowed to enroll in Kinesiology (P.E.) and basic skills courses (English, all ESL courses, Math) (Ed. Code 48800).*

### CONCURRENT ENROLLMENT ADMISSION CHECKLIST

1. Complete an Admission Application at [www.laspositascollege.edu/admissions](http://www.laspositascollege.edu/admissions)
2. Attach a current official high school transcript. If applicable include Advanced Placement (AP) scores, and/or an R4 Affidavit for home schooled students.
3. Fill out the Concurrent Enrollment Recommendation Form.
4. Bring the completed packet to the Admissions and Records Office by the established deadline.

To take advantage of the **SPRING 2021**  
Concurrent Enrollment registration date  
on **Dec 2**, students must have all required  
documents submitted by **Oct 30\***.

*\*Applications submitted after October 30 will be assigned a registration date when your packet is processed. When you receive the confirmation email from Admissions & Records, check CLASS-Web for your registration date.*

*NOTE: Concurrently enrolled students will be permitted to enroll in a maximum of 11 units per semester (Fall and Spring), and a maximum of 6 units for Summer. Students will be treated as regular college students and are expected to comply with all college rules and regulations.*

Documentation received after the established deadline is not guaranteed to be accepted for enrollment. Once your packet is processed, an email will be sent with registration information. All students are strongly advised to complete assessments. Students must complete the required concurrent enrollment materials each semester or term and must have a high school grade point average (GPA) of 2.0 or higher.

### FEES

Enrollment fees are waived for students in the Concurrent Enrollment Program. However, the Student Rep Fee (\$2.00), the Health Services Fee (\$21 for Fall and Spring, \$18 for Summer), and the Transportation fee (\$8 or \$9 for Fall and Spring) are mandatory. International, nonresident, and out-of-state students will be assessed tuition of \$290 + \$46 = \$336 per unit. Materials fees apply to some classes.

# COURSE REGISTRATION PROCEDURES

## ADDING CLASSES

1. Go to [www.laspositascollege.edu](http://www.laspositascollege.edu)
2. Login to CLASS-Web
3. Select the Student Services tab
4. Click the Registration link
5. Click the Add/Drop or Withdraw from Classes link
6. Select the term and click the Submit button
7. Enter the course registration number (CRN)
8. Click the Submit Changes button

## WAITLIST

Students may reserve a space on the waitlist for courses that are closed due to reaching their maximum enrollment limit. During registration, students will be automatically prompted to sign up for the waitlist if the class is closed.

Students cannot add themselves to the waitlist if one of the following conditions exist:

- a. Course prerequisites/corequisites not met;
- b. Registration holds;
- c. Waitlist class overlaps in time with classes already registered for;
- d. Already on a waitlist for the same class. (However, students may add themselves to waitlists for different classes); or
- e. Adding to the waitlist exceeds the maximum unit load of 18 units.

## WAITLIST NOTIFICATIONS

All notifications for waitlist will be emailed to the student's Zonemail account. If a seat becomes available for a course, the student at the top of the waitlist receives a notification email to register for that class within 72 hours. If the student does not take action before the stated expiration date and time, the student loses their spot to the next student on the waitlist and is removed from the waitlist.

## ADD AUTHORIZATION NUMBERS

The Add Authorization Number reserves your seat in the class and it is only valid for a short period of time, so DON'T DELAY your registration. If you miss the course add deadline, you will need to contact your instructor and ask to be added. Your instructor will then submit a late add request online directly to the Admissions and Records office.

Students who are on the waitlist and wish to add should attend the first day of class. Instructors will issue add authorization numbers to students in the order that they appear on the waitlist. After waitlist students have been accommodated, the instructor may add any remaining students by priority number.

Students who have received an add authorization number from the instructor may then enter the 4 digit add code via CLASS-Web or The Zone. The student must add the class by the add deadline (see Academic Calendar).

## HOW COURSE "ADD" PRIORITY IS DETERMINED

Only the last four digits of the priority number are considered by an instructor at the beginning of each course when determining "add" priority for additional students. The "add" priority number for new students will be zero for their initial semester of enrollment. Students may attempt to add into open classes during the add period at the beginning of a term or semester. Students are generally added from highest to lowest priority number.

Instructors will issue add authorization numbers to students in the order that they appear on the waitlist. After waitlist students have been accommodated, the instructor may add any remaining students by priority number.

## LATE REGISTRATION

*(First two weeks of semester)*

If you were unable to submit your application and register for classes before the semester begins, you will need to complete the following:

1. **Submit an application online;**
2. **Attend class (Do not wait for your application to be processed);**
  - Obtain an ADD AUTHORIZATION NUMBER from the instructor. Be sure to have your priority number available. Reminder: If there is space available, instructors will add according to waitlist priority before issuing adds to non-waitlisted students.
3. **Register**
  - Enter the 4 digit number on CLASS-Web when prompted to do so in the registration menu.

Refer to the "Late Start" section for available courses. ADD/DROP dates for these courses may vary from full term courses.

## STUDENT ID CARD

All students are required to carry a valid photo identification card with current validation sticker. This card is essential for use of library, computer lab, bookstore, Wheels (bus transportation) and other campus services. Cards may be obtained at the Online Service Center, Building 1600.

## COMMON REGISTRATION ERROR MESSAGES

EXCESS UNITS	Students are eligible to take up to 18 units. If a student wishes to take more than 18 units he/she must consult with a Counselor.
CLASS OVERLAP	Students may be permitted to enroll in two classes that meet during any part of the same hour with approval from the instructor, but only if a class overlaps with another class for 15 minutes or less. The student must request a Class Overlap form at the Admissions and Records Office. The form must be filled out by the instructor and signed by the appropriate Dean. The student must then return the completed form to the Admissions and Records Office no later than the day before the Census date.
REPEAT LIMIT EXCEEDED	The student must consult with the Counseling Department.
PREREQUISITE NOT MET	The student must consult with the Counseling Department.

# ZONEMAIL INFORMATION



## Here are three ways **ZoneMail** keeps you connected

1

Check your **ZoneMail** often, especially during registration periods and the beginning of each semester. You can also forward your **ZoneMail** to your personal email.

2

All the important information you need about your experience at LPC will be sent to your student email:

- Registration
- Financial aid
- Student deadlines
- Emergency alerts
- Waitlist

3

You may check your student email on campus. Simply sign up for **ZoneMail** OR forward to your personal email:  
<http://laspositascollege.edu/ZoneInfo/index.php>

**STAY INFORMED, FOLLOW US:**  
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# ENROLLMENT POLICIES & PROCEDURES

## OPEN COURSE POLICY

In accordance with District Policy, all classes are open to enrollment and participation by any person who meets the academic prerequisites of the class and who is otherwise eligible for admission to Las Positas College.

## CLOSED AND CANCELLED CLASSES

Any class may be closed to further registration when it reaches the maximum size. Additionally, if registration is insufficient in any class, it may be cancelled.

## DROPPING CLASSES (“NGR”) AND CLASS WITHDRAWAL (“EW”, “W”)

Students are responsible for dropping or withdrawing from classes. Failure to follow the withdrawal procedures may result in a grade of “F” or “NP”.

### (“NGR”) No Grade of Record

Students who drop before the NGR (No Grade of Record) deadline date will not have a notation/grade appear on their academic record. Students may apply for a refund through the Admissions and Records Office. For course cancellations, students may be eligible for a refund.

### (“EW”) Excused Withdrawal

Excused Withdrawal occurs when a student is permitted to withdraw from a course(s) due to specific events beyond the control of the student affecting his or her ability to complete a course(s). Upon consultation with the course faculty and verification of these conditions or reviewing documentation substantiating the condition, an excused withdrawal symbol may be assigned “EW.” The “EW” shall not be counted in progress probation and dismissal calculations.

### (“W”) Withdrawal

Class withdrawals that occur after the NGR drop period and prior to the “W” (Withdrawal) deadline date will result in a “W” notation on the student’s academic record. Students are subject to all course fees and/or tuition. “W” grades do not affect the student’s grade point average (GPA). However, excessive “W” notations may result in poor progress or dismissal status and may affect financial aid, athletic eligibility, and/or priority registration.

Note: Instructors have the option of dropping students who: (a) do not attend either of the first two class meetings; or (b) have excessive absences of four consecutive or six cumulative hours.

## REPEATING A COURSE

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 California Education Code section §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 CA Ed Code §58161. California regulations specify the circumstances under which a student may repeat a course per CA Ed Code §55040 - §55045.

## PROCEDURES FOR COURSE REPETITION

A “Petition to Repeat a Course” may be submitted to the Dean of Student Services or designee for consideration where the student has been blocked due to exceeding the limit of 3 attempts. This document is required for approval of repetitions beyond the limits noted in California regulations. Documentation is required depending on the reason for the Petition to Repeat a Course form.

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

Please refer to the College Catalog for detailed information regarding course repetition policies and procedures.

## COURSE PREREQUISITES

A prerequisite is a requirement that must be completed prior to the registration of a course. “Prerequisite” means the preparation or previous course work considered necessary for success in the course. The college requires students to complete prerequisites as pre-enrollment preparation. Prerequisites, which are listed in the College Catalog, include:

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

## PREREQUISITE OVERRIDE POLICY

Official transcripts are not evaluated upon receipt by the Admissions and Records Office. If a student completed an equivalent course at another institution, s/he must submit a Prerequisite Override Request to the Counseling Department.

1. Bring your unofficial transcript(s) showing successful completion of equivalent prerequisite coursework to the Counseling Department.
2. Request from the Counselor that you need to override the prerequisite for the course you wish to take.
3. Complete the top portion of the override form and return it to the Counselor with your transcript(s). You will be contacted when the evaluation process is completed.

# ENROLLMENT POLICIES & PROCEDURES

## ACADEMIC AND PROGRESS PROBATION

There are two types of probation: Academic and Progress. Students placed on probation may be required to meet with a Counselor to identify the deficiencies that created the probation status, determine what actions are needed to resolve the problem, and to develop a course schedule for the upcoming semester.

## RE-ADMISSION FROM DISMISSED STATUS

Students who have been dismissed from Las Positas College for scholastic reasons may be readmitted if eligible under College policy outlined in the College Catalog. After completing the online application, students must submit a "Petition for Admission from Dismissed Status" to the Counseling Office, Bldg 1600.

## COLLEGE TRANSCRIPTS

Las Positas College utilizes an online transcript ordering system. Las Positas College has retained Credentials, Inc. to accept transcript orders over the Internet. All official transcript orders must be placed through the website. To request your first two free transcripts, contact the Admissions and Records Office. Free transcripts are not offered online. Rush transcripts are never free.

Students may print unofficial transcripts from their CLASS-Web account.

## CROSS ENROLLMENT WITH CALIFORNIA STATE UNIVERSITY, EAST BAY

Students who have completed 20 transferable units at Las Positas College with a 2.0 cumulative grade point average (GPA) may be eligible to cross enroll with California State University (CSU), East Bay while completing coursework at Las Positas College. Students may elect to cross enroll in courses at CSU East Bay which are not offered by Las Positas College including upper division courses. Students must be enrolled in a minimum of 6 units at Las Positas College and 12 units between the two campuses. For more information, contact the Counseling Department.

## CROSS ENROLLMENT WITH UNIVERSITY OF CALIFORNIA, BERKELEY

Students who have completed one semester as a matriculated student at Las Positas College with a 2.0 cumulative grade point average (GPA), and are currently enrolled in a minimum of six units, may be eligible to cross enroll with the University of California (UC), Berkeley. A maximum of one course per term at UC Berkeley is allowed, and enrollment is on a space available basis. Additional requirements apply. For more information, contact the Counseling Department.

## COMMUNICATION IS KEY!

All registration notices, Financial Aid and general College information, will be emailed to your Zonemail Account. Check it regularly! We want to make sure you have all the information you need to be successful in your time at Las Positas College. Please keep in touch and review all emails and communication from us when you receive it!

### Forward Your ZoneMail to Your Personal Email:

1. Login to your ZONEmail account at <https://myportal.clpccd.cc.ca.us>
2. Click the email option
3. In the upper right hand corner, click the Setting icon and select "Mail Settings"
4. Click the "Forwarding and POP/IMAP" tab
5. Click "Add a Forwarding Address" and type your personal email
6. Access your personal email account to retrieve the verification code, then enter it into the box and click "Verify"
7. Select the option to "Forward a copy of incoming mail" to your personal email.
8. Save changes

# ORIENTATION, ASSESSMENT & STUDENT EDUCATIONAL PLAN

Welcome to Las Positas College! As part of our shared commitment to your educational success, we offer a number of programs and services to help you reach your educational goals. Three important “Core Services” that are highly encouraged – and required for priority registration – are Orientation, Assessment, and the Student Educational Plan (SEP). Learn about each of these essential services below:

## CORE SERVICE 1: ORIENTATION

To help with your transition to LPC, an online orientation is offered for all students, including new, first-time college students and returning to college after being gone for one or more years. Within the orientation, members of the LPC community will introduce you to the school’s programs, services, academic regulations, expectations, campus facilities, and student life. You will need your LPC student identification number that was assigned to you to complete the online orientation. Completion of the orientation is required to participate in priority registration at LPC. Visit <https://bw11.clpccd.cc.ca.us/> to access the online orientation at the website.

## CORE SERVICE 2: ASSESSMENT

In order to help determine the proper courses for you to begin your educational career at LPC, all students are encouraged to complete the Guided Self Placements for Math and English. The Assessment Center also offers placement-level evaluation for English as a Second Language, Chemistry and Foreign Language (Spanish and French) courses. Completion of the Guided Self Placement for Math and English or assessment for English as a Second Language is required to participate in priority registration at LPC. Visit the LPC Home Page and search “Assessment” for the drop-in assessment schedule. If you have a documented disability and required accommodations, please contact the Assessment Center (925-424-1475) to schedule your appointment.

## CORE SERVICE 3: STUDENT EDUCATIONAL PLAN (SEP)

After completing your assessment, you will have the opportunity to schedule an educational planning session with a counselor to review your assessment results, to learn about your educational/career options and develop a Student Educational Plan (SEP) for your first semester at LPC. Completion of the SEP is required to participate in priority registration to select courses for your first term. During your first semester of attendance, you are strongly encouraged to make an appointment to meet with a counselor to discuss your goals and develop a Student Educational Plan (SEP). The purpose of your SEP is to help plan the courses that are required to meet your educational goal(s). During your SEP appointment with a counselor, you will learn what courses you need, the overall time line to complete your goal, and the support services available to help you successfully achieve your goal(s). You may meet with a counselor in-person or online. Visit the LPC Home Page and search “Counseling” for counseling services offered, and available hours. To schedule a counseling appointment you may call (925) 424-1400 or visit the Counseling Office on the first floor of Building 1600.

## TRACK YOUR PROGRESS WITH DEGREE WORKS

LPC offers a web-based tool to help you keep track of your educational progress! Degree Works (DW) allows you as a student to view your Student Educational Plan and confirm what courses you have completed, as well as what courses remain, toward meeting your educational objective(s). DW matches your academic and course history, as well as your current course schedule, against the degree requirements as defined in the LPC College Catalog.\* Thinking about adding a major, or changing your goal? DW also gives you the opportunity to explore “What If Scenarios,” to determine how your courses meet requirements for programs other than your current declared major. Please meet with a counselor for questions about your educational goal or to change your Student Educational Plan.

To access Degree Works, follow these steps:

1. Visit the LPC Home Page and login to CLASS-Web.
2. Once logged in, navigate to the Student Service tab.
3. Scroll down to locate the Degree Works link.

\*A degree audit created in Degree Works is not official notification of completion of degree or certificate requirements.

## INTRODUCTION TO ACADEMIC PROGRAMS

Las Positas College is authorized by the Board of Governors of the California Community Colleges to confer the Associate of Arts degree, Associate of Science degree, and Certificate of Achievement upon students who complete the necessary requirements. Career certificates are not transcribed and provide industry-based professional development. The following is a listing of academic programs currently offered at Las Positas College.

- Associate of Arts (AA)
- Associate of Science (AS)
- Associate in Arts for Transfer (AAT)
- Associate in Science for Transfer (AST)

- CA Certificate of Achievement
- CP Certificate of Competency - noncredit
- CL Certificate of Completion - noncredit
- § Certificate of Accomplishment - not transcribed

\* Career Technical Education (CTE) - occupational programs designed for job entry; some courses are transferable to 4-year institutions

<b>Administration of Justice</b>			
Administration of Justice*	AA	AS-T	
<b>Anthropology</b>			
Anthropology		AA-T	
<b>Apprenticeship Ironworkers</b>			
Advanced Shop Ironworkers Apprenticeship*			CA
Basic Shop Ironworkers Apprenticeship*			CA
Elementary Shop Ironworkers Apprenticeship*			CA
Intermediate Shop Ironworkers Apprenticeship*			CA
Shop Ironworkers Apprenticeship*	AS		
<b>Art</b>			
Art: Emphasis in Painting	AA		
Studio Arts		AA-T	
<b>Art History</b>			
Art History		AA-T	
<b>Automotive Technology</b>			
Automotive Alternative Fuels/Hybrid Technology*	AS		CA
Automotive Basic*			CL
Automotive Chassis*			CA
Automotive Drivability*			CA
Automotive Electronics Technology*	AS		
Automotive Light Duty Diesel*	AS		CA
Automotive Master*	AS		CA
Automotive Mechanical*			CA
Automotive Smog*			CL
Automotive Smog Technician*	AS		CA
<b>Biological Sciences</b>			
Biology	AA	AS-T	
Biology: Allied Health	AA		
Biology UC Pathway	AS		CA
Computational Biology	AA		CA
<b>Business</b>			
Accounting Technician*			CA
Bookkeeping*			CA
Business*	AS		
Business Administration*	AA	AS-T	
Business Entrepreneurship*	AA		CA
Business Workforce Proficiency*			CA
Customer Service*			CL
Retail Management (WAFC)*			CA
Small Business Management*			CL
Supervisory Management*			CA
<b>Chemistry</b>			
Chemistry	AS		
Chemistry Education	AS		
<b>Communication Studies</b>			
Communication Studies		AA-T	
<b>Computer Information Systems</b>			
Administrative Assistant*	AA		CA

Administrative Medical Assistant*			CA
Cloud Computing*			CA
Computer Applications Software*			CA
Computer Information Systems*	AA		
Computer Information Technologist*	AS		
Project Management*			CA
Web Development*			CA
<b>Computer Networking Technology</b>			
Cisco Network Associate*			CA
Computer Desktop OS Security*			CA
Computer Network Technician*			CA
CyberSecurity*			CA
Digital Forensics Examiner*			CA
IT Support Professional*			CA
Microsoft Systems Administrator*			CA
Network Security and Administration*	AS		
<b>Computer Science</b>			
Computer Programming*			CA
Computer Programming for the Web*			CA
Computer Science	AS		
<b>Early Care and Education</b>			
Associate Teacher*			CA
Child and Adolescent Development		AA-T	
Early Childhood Development*	AA		CA
Early Childhood Education		AS-T	
Early Childhood Intervention*	AA		
Early Childhood Intervention Assistant*			CA
<b>Economics</b>			
Economics		AA-T	
<b>Emergency Medical Services</b>			
Emergency Medical Services EMT-Paramedic*	AS		CA
Emergency Medical Technologies*			CA
Emergency Medical Responder*			§
<b>Engineering</b>			
Civil/Mechanical Engineering	AS		CA
Electrical Engineering	AS		CA
Electrical Engineering UC Pathway	AS		CA
Engineering	AS		CA
Engineering Technology*	AS		CA
Mechanical Engineering UC Pathway	AS		CA
Software Engineering	AS		CA
<b>English</b>			
Creative Writing			CA
English	AA	AA-T	
<b>English as a Second Language</b>			
Advanced ESL Communication Studies*			CL
ESL College Grammar Pathway			CP
ESL College Reading and Writing Pathway			CP
<b>Environmental Science</b>			

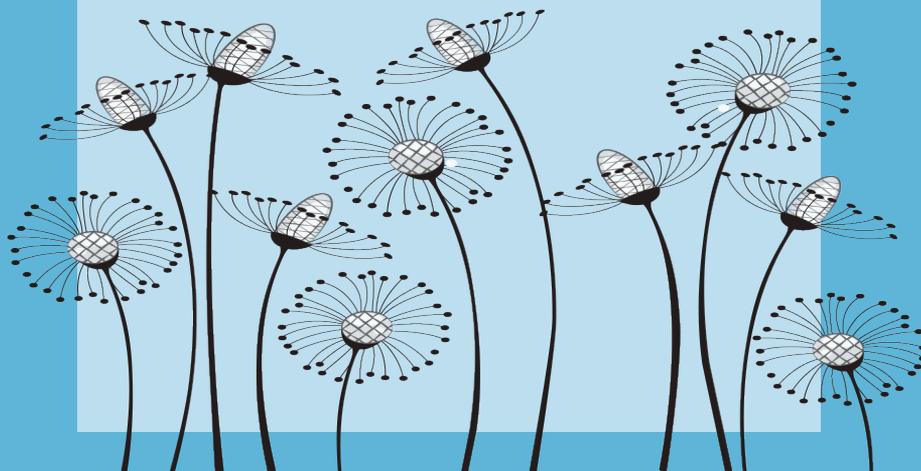
Environmental Science	AS		
<b>Environmental Studies</b>			
Environmental Studies	AA		
<b>Film Studies</b>			
Film Studies	AA		CA
<b>Fire Service Technology</b>			
Company Officer*			CA
Fire Academy - Fire Suppression*			CA
Fire Prevention*			CA
Fire Service Technology*	AS		CA
<b>Geography</b>			
Geography		AA-T	
<b>Geology</b>			
Geology		AS-T	CA
Geology Major			CA
<b>Global Studies</b>			
Global Studies		AA-T	
<b>Graphic Arts &amp; Digital Media</b>			
Digital Illustration*			CA
Graphic Design*	AA		CA
Print Design*			CA
Web & Interaction Design*			CA
<b>Health</b>			
Public Health Science		AS-T	
<b>History</b>			
History		AA-T	
<b>Horticulture</b>			
Horticulture*	AS		CL
Landscape Design*			CA
Landscape Maintenance and Construction*			CA
Nursery, Greenhouse, and Grower Operations*			CA
Ornamental Horticulture*			CA
<b>Humanities</b>			
Humanities	AA		CA
<b>Interior Design</b>			
Interior Design	AS		CA
<b>Kinesiology</b>			
Athletic Training/Sports Medicine*			CA
Fitness Trainer*			CA
Kinesiology		AA-T	
<b>Liberal Arts and Sciences</b>			
Arts and Humanities	AA		
Business	AA		
Computer Studies	AA		
Language Arts and Communication	AA		
Mathematics and Science	AA		
Social and Behavioral Sciences	AA		
<b>Marketing</b>			
Marketing*	AA		
Retailing*			CA
<b>Mass Communications</b>			
Journalism*		AA-T	CA
Journalism and Media Studies	AA		
If you have any questions regarding programs of study, please be sure to see a counselor.			

<b>Mathematics</b>			
College Mathematics Pathway			CP
College Mathematics Support			CP
Foundational Mathematics Pathway			CP
Foundational Mathematics Support			CP
Math Jam for College Mathematics			CP
Math Jam for Foundational Mathematics			CP
Math Jam Tutor Pathway			CL
Mathematics		AS-T	
<b>Music</b>			
Commercial Music: Music Business*			CA
Commercial Music: Music Technology Fundamentals*			CA
Commercial Music: Piano Teaching Fundamentals*			CA
Commercial Music: Scoring for Film and Multimedia*			CA
Commercial Music: Teaching Beginning Piano*			CA
Commercial Music: Teaching Intermediate Piano*			CA
Jazz Studies			CA
Music	AA	AA-T	
<b>Nutrition</b>			
Nutrition and Dietetics		AS-T	
<b>Occupational Safety and Health</b>			
Occupational Safety and Health*	AS		CA
Occupational Safety*			CA
<b>Philosophy</b>			
Philosophy		AA-T	
<b>Photography</b>			
Photography*	AA		CA
<b>Physics</b>			
Physics	AS		
<b>Political Science</b>			
Political Science		AA-T	
<b>Psychology</b>			
Psychology		AA-T	
<b>Psychology-Counseling</b>			
Social Work and Human Services		AA-T	
<b>Sociology</b>			
Sociology		AA-T	
<b>Spanish</b>			
Spanish		AA-T	CA
<b>Theater Arts</b>			
Acting			CA
Actors Conservatory			CA
Musical Theater			CA
Technical Theater*			CA
Theater Arts	AA	AA-T	
<b>University Transfer</b>			
CSU General Education Breadth			CA
IGETC (Intersegmental General Education Curriculum)			CA
<b>Viticulture &amp; Winery Technology</b>			
Enology*	AS		CA
Viticulture*	AS		CA
Wine Hospitality*			CA
<b>Welding Technology</b>			
Welding Technology*	AS		CA

*Spring*  
*2021*

*Course*

*Listings*



# SPRING 2021 COURSE SCHEDULE

## Explanation of Terms used in the Online Course Schedule

To protect the health and safety of our community during the pandemic, LPC will offer most courses in a virtual format for Spring 2021. Visit [www.laspositascollege.edu/spring2021](http://www.laspositascollege.edu/spring2021) for resources to support online learning and services, including a current Class Schedule. Use the resource below to guide your choice about the types of online classes available.

### Section number identifiers:

**A01 = Asynchronous**

**S01 = Synchronous**

**B01 = Both; Combination of synchronous and asynchronous**

**H01 = Hybrid**

### Terms to know:

#### Asynchronous

A class taught 100% only online for the entire duration of the course. The course materials and assignments will be made available by the faculty for students to access on their own time. Class does not meet at regular set time online. Students do not need to come to campus unless they are required to pick up materials.

*This is what it looks like in the schedule:*

Humanities								
CRN	Subj	Crse	Sec	Units	Title		Campus	
		Start Date		End Date	Days	Times	Bldg	Room
31311	ARHS	1	A01	3.00	Intro to Art History		Las Positas College	
		Jan 19, 2021		May 28, 2021				ONLINE
Instructor(s): RENTERIA, SORAYA								
This section is an online course. For more information, see the section titled "Online Learning" in this schedule, or go to <a href="http://www.laspositascollege.edu/onlinelearning">http://www.laspositascollege.edu/onlinelearning</a>								

#### Synchronous

A class taught 100% online in which the instructor and students are required to meet at a set time online in order to engage, review, and discuss course materials and assignments. All the regular class occurs remotely through ConferZoom in the Canvas platform. Students do not need to come to campus unless they are required to pick up materials.

*This is what it looks like in the schedule:*

Humanities								
CRN	Subj	Crse	Sec	Units	Title		Campus	
		Start Date		End Date	Days	Times	Bldg	Room
30672	ANTR	2	S01	3.00	Introduction to Archaeology		Las Positas College	
		Jan 19, 2021		May 28, 2021	MW	12:30 PM-1:45 PM		ONLINE
Instructor(s): Staff - LPC, GENERAL								
Class will meet live (synchronously) online via ConferZoom each week at the time listed.								

# SPRING 2021 COURSE SCHEDULE

## **Both** (combo of asynchronous and synchronous)

A class that is taught 100% online with a combination of asynchronous and synchronous instruction, which means that portions of the course will be delivered live at scheduled times through ConferZoom while other instruction will be available in Canvas during the term. Students do not need to come to campus unless they are required to pick up materials.

*This is what it looks like in the schedule:*

Humanities								
CRN	Subj	Crse	Sec	Units	Title		Campus	
		Start Date		End Date	Days	Times	Bldg	Room
33059	HUMN	12	B01	3.00	Introduction to Film Studies		Las Positas College	
		Jan 19, 2021		May 28, 2021	T	7:00 PM-8:15 PM		ONLINE
Instructor(s): ELIZABETH WING BROOKS								
Class will meet live (synchronously) online via ConferZoom at the time listed. Other content will be delivered online through Canvas (asynchronously).								

## **Hybrid Asynchronous or Synchronous (Online) with Face-to-Face Components**

Class content will be delivered online through Canvas (asynchronously or synchronously) except for specified days of the week that will meet on campus as listed in the schedule.

*This is what it looks like in the schedule:*

Humanities								
CRN	Subj	Crse	Sec	Units	Title		Campus	
		Start Date		End Date	Days	Times	Bldg	Room
31241	BIO	1C	H01	5.00	Cell and Molecular Biology		Las Positas College	
		Jan 19, 2021		May 28, 2021	TTh	9:00 AM-10:15 AM	L800	ONLINE
		Jan 19, 2021		May 28, 2021	W	8:00 AM-10:50 AM	L1850	1854
Instructor(s): Staff - LPC, GENERAL								
This is a hybrid course. Class content will be delivered online through Canvas (asynchronously), except for Wed 8:00am-10:50am in Room 1854.								

*\*On campus courses will reflect as meeting on campus with a designated room number.*

Scan here to visit the current Spring 2021 class schedule online.



# SPRING 2021 COURSE LISTINGS

## PREREQUISITE

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

## 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.

## COREQUISITE

means a condition of enrollment consisting of a course which a student is required to take simultaneously with another course.

## SECTION NUMBERS

### PLEASE NOTE - CHANGE IN FORMAT:

LPC will offer most courses in a virtual format for Spring 2021. Course section numbers for spring will now be identified using the section key below for asynchronous, synchronous and combination classes:

**A01**=Asynchronous

**S01**=Synchronous

**B01**=Both; Combination of synchronous and asynchronous

**H01**=Hybrid

Courses with specialized section numbers for certain programs will remain using unique section numbers, (ex: X01, C01, VTI, etc.)

## MEETING DAYS

**M / Mon** = Monday

**T / Tue** = Tuesday

**W / Wed** = Wednesday

**Th / Thu** = Thursday

**F / Fri** = Friday

**S / Sat** = Saturday

**Daily** = Monday thru Friday

## ROOMS

Refer to campus map on p. 85 for room and building locations

(\*) indicates a course is held off-campus

## STAFF NOTATION

As courses are assigned to instructors, the updates will be posted on CLASS-Web and The ZONE.

## DATES

**Full-term** courses meet from Jan 19 - May 28

**Late Start** courses meet from Jan 25 - May 21

**Fast Track** courses meet from Jan 19 - Mar 12 or Mar 15 - May 21

*NOTE: Start and end dates for a course affect deadlines such as add, drop, and census. See box below for instructions on how to find these dates for each course.*

## GRADE OPTIONS

**GR**=Course must be taken for letter grade (not pass/no pass).

**OP**=Course may be taken for letter grade OR pass/no pass.

**P/NP**=Course must be taken for pass/no pass (not letter grade).

## UNITS

Indicates unit value of each course.

## NON-CREDIT classes are noted in green

Courses are open to all students who meet the academic requirements.

All course information is subject to change.

Courses not meeting enrollment requirements may be cancelled.

## Important Enrollment Information

*~ Please pay close attention to course deadline dates ~*

These dates may vary for some courses (such as Late Start and Fast Track). Complete the following steps to check the deadline dates to add a course, drop with NGR (no-grade-of-record), get a refund, pass/no pass and withdrawal:

### How to Check for Add, Drop NGR, Refund, Pass/No Pass and Withdrawal deadlines

1. Log into CLASS-Web
2. Select the "Student Services" tab
3. Click the "Registration" link
4. Click the "Check Class Deadlines" link
5. Enter the CRN

All registration notices, Financial Aid, and general College information will be sent to your ZONEmail Account. Check it regularly.

**Courses, dates, and times are subject to change. Please check the college website at [www.laspositascollege.edu](http://www.laspositascollege.edu) for the most up-to-date information regarding Spring course offerings.**

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## ADMINISTRATION OF JUSTICE

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**AJ 50 INTRO TO ADMIN OF JUSTICE 3.0 Units**  
History and philosophy of administration of justice in America; recapitulation of the system; identifying the various subsystems, role expectations, and their interrelationships; theories of crime, punishment, and rehabilitation; ethics, education and training for professionalism in the system.

**AJ 55 INTRO TO CORRECTIONAL SCIENCE 3.0 Units**  
Aspects of modern correctional process as utilized in rehabilitation of adult and juvenile offenders. Emphasis on custody, rehabilitation and treatment programs as recognized by modern penology. Exploration of career opportunities.

**AJ 60 CRIMINAL LAW 3.0 Units**  
Historical development, philosophy of law and constitutional provisions, definitions, classification of crime, and their application to the system of administration of justice; frequently used Penal Code and other code sections; case law, methodology, and concepts of law as a social force.

**AJ 61 EVIDENCE 3.0 Units**  
Origin, development, philosophy and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies.

**AJ 66 JUVENILE PROCEDURES 3.0 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: ENG 1A with a minimum grade of C*

**AJ 68 POLICE ETHICS AND LEADERSHIP 3.0 Units**  
This course will explore the ethical, legal and moral complexities of law enforcement in a democracy. From the initial application process and background investigation of a potential law enforcement recruit, to the working law enforcement officer, the course will examine society's need for ethical behavior and leadership by law enforcement agencies and the personal commitment to ethical behavior and ethical leadership by individual law enforcement officers, both on the job and in their private lives.

**AJ 70 COMMUNITY RELATIONS 3.0 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 may include the consensus and conflicting values in

Culture, Religion, and Law.

**AJ 87A PC 832 ARREST 1.5 Units**  
Leadership, professionalism and ethics; laws of arrest; arrest and control; search and seizure; investigative report writing; methods of arrest; investigation and communications; use of force; evidence; cultural diversity/discrimination. Designed to satisfy the 2019 revised requirements of Penal Code 832.  
*Prerequisite: Must demonstrate ability to lawfully possess a firearm and be able to pass DOJ firearms clearance.*

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## AMERICAN SIGN LANGUAGE

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**ASL 1A AMERICAN SIGN LANGUAGE I 3.0 Units**  
Introduction to American Sign Language (ASL) including expressive and receptive sign, the manual alphabet, facial expression, and body gestures. Emphasis on conversational skills in functional situations, knowledge of Deaf culture and the Deaf community.

**ASL 1B AMERICAN SIGN LANGUAGE II 3.0 Units**  
Continued development of American Sign Language (ASL) receptive/expressive skills and knowledge learned in ASL 1A. Emphasis on conversational skills in functional situations, continued vocabulary and sentence structure expansion, and knowledge of Deaf culture and the Deaf community.  
*Prerequisite: ASL 1A with a minimum grade of C*

**ASL 2B AMERICAN SIGN LANGUAGE IV 3.0 Units**  
Further development of American Sign Language (ASL) receptive/ expressive skills and knowledge learned in ASL 2A. Emphasis on conversational skills in functional situations, continued expansion of vocabulary and knowledge of Deaf culture and the Deaf community.  
*Prerequisite: ASL 2A with a minimum grade of C*

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## ANTHROPOLOGY

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**ANTR I BIOLOGICAL ANTHROPOLOGY 3.0 Units**  
This course introduces the concepts, methods of inquiry, and scientific explanations for biological evolution and their application to the human species. Issues and topics will include,

Scan here to visit the current Spring 2021 class schedule online.



Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

but are not limited to, genetics, evolutionary theory, human variation and biocultural adaptations, comparative primate anatomy and behavior, and the fossil evidence for human evolution. The scientific method serves as foundation of the course. The course may include a lab component.

*Strongly Recommended: Eligibility for ENG 1A*

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**ANTR 1L BIOLOGICAL ANTHROPOLOGY LAB 1.0 Units**

This laboratory course is offered as a supplement to Introduction to Biological Anthropology either taken concurrently or in a subsequent term. Laboratory exercises are designed to introduce students to the scientific method and explore genetics, human variation, human and non-human primate anatomy and behavior, the primate/hominin fossil record and other resources to investigate processes that affect human evolution.

*Prerequisite: ANTR 1 with a minimum grade of C (May be taken concurrently)*

*Strongly Recommended: Eligibility for ENG 1A*

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**ANTR 2 INTRODUCTION TO ARCHAEOLOGY 3.0 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.

*Strongly Recommended: Eligibility for ENG 1A*

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**ANTR 3 CULTURAL ANTHROPOLOGY 3.0 Units**

This course explores how anthropologists study and compare human culture. Cultural anthropologists seek to understand the broad arc of human experience focusing on a set of central issues: how people around the world make their living (subsistence patterns); how they organize themselves socially, politically and economically; how they communicate; how they relate to each other through family and kinship ties; what they believe about the world (belief systems); how they express themselves creatively (expressive culture); how they make distinctions among themselves such as through applying gender, racial and ethnic identity labels; how they have shaped and been shaped by social inequalities such as colonialism; and how they navigate culture change and processes of globalization that affect us all. Ethnographic case studies highlight these similarities and differences, and introduce students to how anthropologists do their work, employ professional anthropological research ethics and apply their perspectives and skills to understand humans around the globe.

*Strongly Recommended: Eligibility for ENG 1A.*

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**ANTR 4 LANGUAGE AND CULTURE 3.0 Units**

This introductory course serves as a foundation for understanding language from an anthropological perspective, addressing such core questions as how, what, when, where, why and with whom we communicate. This course surveys three core areas in linguistic anthropology --structural linguistics: phonetics, phonology, morphology and syntax, as well as the biocultural basis of language; historical linguistics: origins and evolution/

change, dialects, and language families; and sociocultural linguistics: language acquisition in cultural context, emphasizing the relationship between language and culture, and issues of language conservation and loss.

*Strongly Recommended: Eligibility for ENG 1A*

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**ANTR 12 MAGIC/RELIGION/WITCHCRAFT/HEAL 3.0 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 life, birth and death, and with the relationship of humans to each other and to their universe.

*Strongly Recommended: Eligibility for ENG 1A/1AEX*

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**ANTR 13 INTRO TO FORENSIC ANTHROPOLOGY 3.0 Units**

Introductory course in the application of physical anthropology to the medico-legal process with an emphasis on the identification of human skeletal remains. Includes basic human osteology and odontology, assessment of age at time of death, sex, ancestry, trauma analysis, pathology, and general physical characteristics including height and weight based upon minimal skeletal remains. Estimation of time since death, crime scene analysis, animal scavenging, and identification procedures.

*Strongly Recommended: Eligibility for ENG 1A*

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## ART - HISTORY -

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**ARHS 1 INTRO TO ART HISTORY 3.0 Units**

Architecture, sculpture, painting, photography and design in relation to human inventiveness in providing for material and aesthetic needs. This course provides a general introduction to art that offers a look at works of art through the study of theory, terminology, themes, design principles, media, techniques, with an introduction to art that offers a look at works of art through the study of theory, terminology, themes, design principles, media, techniques, with an introduction to the visual arts across time and diverse cultures. 3 hours lecture.

*Strongly Recommended: Eligibility for ENG 1A*

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**ARHS 4 WESTERN ART HISTORY - ANCIENT 3.0 Units**

History of Western art from prehistoric times through Egyptian, Mesopotamian, Aegean, Greek, Etruscan, Roman, Early Christian, Byzantine, Medieval, Romanesque, and Gothic civilizations.

*Strongly Recommended: Eligibility for ENG 1A*

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**ARHS 5 WESTERN ART HIST - RENAISSANCE 3.0 Units**

History of Western art from Early Renaissance, High Renaissance, Mannerism, Baroque, Neoclassicism, Romanticism, Realism,

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

Impressionism, Post-Impressionism, 20th Century developments of American art.

*Strongly Recommended: Eligibility for ENG 1A*

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**ARHS 8 ASIAN ART HISTORY 3.0 Units**

Asian art history surveys the arts of India, China, Korea, and Japan. The architecture, painting, sculpture, and other arts are examined within their religious and social contexts.

*Strongly Recommended: ENG 1A with a minimum grade of C*

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## ART

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**ARTS 2A INTRODUCTION TO DRAWING 3.0 Units**

Introduction to principles, elements, and practices of drawing, employing a wide range of subject matter and drawing media. Focus on perceptually based drawing, observational skills, technical abilities, and creative responses to materials and subject matter.

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**ARTS 2B DRAWING AND COMPOSITION 3.0 Units**

Exploration of artistic concepts, styles, and creative expression related to intermediate-level drawing, focusing on complex subject matter and concepts using a variety of drawing mediums, techniques, and methodologies. Students in this course will build on fundamental drawing skills to develop personalized approaches to content and materials in exercises covering multiple historical and contemporary approaches to drawing.

*Prerequisite: ARTS 2A with a minimum grade of C*

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**ARTS 3A FIGURE AND COMPOSITION I 3.0 Units**

Introduction to drawing the human figure from observation. Topics include an introduction to human anatomy and the historical and contemporary roles of figure drawing in the visual arts. Students in this course will learn both descriptive and interpretive approaches to drawing the figure.

*Strongly Recommended: ARTS 2A with a minimum grade of C*

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**ARTS 3B FIGURE AND COMPOSITION II 3.0 Units**

Development of knowledge and skills introduced in Art 3A, with an emphasis on composition, color, and drawing the human figure from observation using a wide variety of drawing media and techniques. Topics include human anatomy and the historical and contemporary roles of figure drawing in the visual arts. Students in this course will learn both descriptive and interpretive approaches to drawing the figure.

*Prerequisite: ARTS 3A with a minimum grade of C*

*Strongly Recommended: ARTS 2A with a minimum grade of C*

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**ARTS 3C FIGURE AND COMPOSITION III 3.0 Units**

Advanced application of knowledge and skills introduced in Arts 3B, with emphasis on composition and drawing the human figure from observation using a wide variety of drawing media and techniques. Topics include human anatomy and the historical and contemporary roles of figure drawing in the visual arts. Students in this course will start to utilize personal

approaches and media to drawing the figure.

*Prerequisite: ARTS 3B with a minimum grade of C*

*Strongly Recommended: ARTS 2A with a minimum grade of C*

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**ARTS 3D FIGURE AND COMPOSITION IV 3.0 Units**

Advanced application of knowledge and skills introduced in Arts 3C with further development of personal style. Topics include human anatomy and the historical and contemporary roles of figure drawing in the visual arts. Students in this course will learn both descriptive and interpretive approaches to drawing the figure. Interpretive approaches to drawing the figure.

*Prerequisite: ARTS 3C with a minimum grade of C*

*Strongly Recommended: ARTS 2A with a minimum grade of C*

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**ARTS 7A INTRO TO WATERCOLOR PAINTING 3.0 Units**

Introduction to principles, elements, and practices of watercolor painting. Focus on exploration of painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter.

*Strongly Recommended: ARTS 2A with a minimum grade of C*

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**ARTS 7B WATERCOLOR PAINTING 3.0 Units**

Development of knowledge and skills introduced in Arts 7A with an emphasis on experimenting with the watercolor medium, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter.

*Prerequisite: ARTS 7A with a minimum grade of C*

*Strongly Recommended: ARTS 2A with a minimum grade of C*

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**ARTS 7C ADVANCED WATERCOLOR PAINTING I 3.0 Units**

Development of knowledge and skills introduced in 7B directed towards individual needs with an emphasis on individual expression.

*Prerequisite: ARTS 7B with a minimum grade of C*

*Strongly Recommended: ARTS 2A with a minimum grade of C*

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**ARTS 7D ADVANCE WATERCOLOR PAINTING II 3.0 Units**

Advanced projects in watercolor painting with emphasis on demonstrating functional competence and an intellectual understanding of personal ideas. Further development of knowledge and skills introduced in 7C directed towards individualized needs.

*Prerequisite: ARTS 7C with a minimum grade of C*

*Strongly Recommended: ARTS 2A with a minimum grade of C*

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**ARTS 12A OIL/ACRYLIC PAINTING: BEGIN I 3.0 Units**

Introduction to painting using oil or acrylic paints. Students will

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apply the principles and elements of design, in addition to color theory, to their own paintings. Students will make studies from observation, study works by the masters, and learn to express their own ideas through painting.

*Strongly Recommended: ARTS 2A with a minimum grade of C*

**ARTS 12B OIL/ACRYLIC PAINTING: BEGIN II 3.0 Units**

Second level course in painting using oil or acrylic paints. With the skills and knowledge gained in ARTS 12A, students will apply the principles and elements of design, in addition to color theory, to their own paintings. Students will make intermediate level studies from observation, study works by the masters, and learn to express their own ideas through painting.

*Prerequisite: ARTS 12A with a minimum grade of C*

*Strongly Recommended: ARTS 2A with a minimum grade of C*

**ARTS 12C OIL/ACRYLIC PAINTING: ADV I 3.0 Units**

Advanced projects in oil or acrylic painting with an emphasis on individual creative work and development of personal ideas and style.

*Prerequisite: ARTS 12B with a minimum grade of C*

*Strongly Recommended: ARTS 2A with a minimum grade of C*

**ARTS 12D OIL/ACRYLIC PAINTING: ADV II 3.0 Units**

Advanced projects in oil or acrylic painting with emphasis on developing ideas, skills, and knowledge. Students hone their painting through practice and critique; this course requires self-direction.

*Prerequisite: ARTS 12C with a minimum grade of C*

*Strongly Recommended: ARTS 2A with a minimum grade of C*

**ARTS 23 2-D DESIGN 3.0 Units**

Introduction to the concepts, applications, and historical references related to 2-dimensional art and composition. Topics include the basic principles and elements of design. In this course, students will develop their visual vocabulary for creative visual expression through lectures and problem solving studio projects. Students explore aspects of 2-D Design through visual art assignments.

**ARTS 24 3-D DESIGN 3.0 Units**

Introduction to the concepts, applications, and historical references related to 3-dimensional design and spatial composition, including the study of the elements and organizing principles of design as they apply to 3-dimensional space and form. Development of a visual vocabulary for creative expression through lecture presentations and use of appropriate materials for 3-dimensional studio projects.

**ARTS 26 COLOR THEORY 3.0 Units**

A basic-level course highlighting color as an element for communication and expression in all visual fields. Covers key color systems and their relevance to graphic and other visual arts and creative and technical aspects of color. Students who have completed, or are enrolled in, GDDM 51 may not receive credit.

## ASTRONOMY

**ASTR 10 INTRO TO ASTR THE SOLAR SYSTEM 3.0 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.

**ASTR 20 INTRO TO ASTR STARS & UNIVERSE 3.0 Units**

Introduction to 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.

**ASTR 30L INTRODUCTION TO ASTRONOMY LAB 1.0 Units**

Introduction to laboratory principles and techniques in astronomy. Includes: observational techniques such as naked eye, binocular, and telescopic identification of stars, planets, constellations, and deep sky objects; telescope operation and imaging; spectroscopy, motions of the sun, moon and planets.

*Prerequisite: ASTR 10 or ASTR 20 with a minimum grade of C (May be taken concurrently)*

## AUTOMOTIVE TECHNOLOGY

**AUTO A7 AUTO HEATING-AIR CONDITIONING 4.0 Units**

Diagnosing, evaluation, testing, adjustment, and repair of heating, ventilation and air conditioning (HVAC). Includes heat and energy, psychometrics, air flow, refrigerant recycling, equipment and controls. Student will be prepared to pass a nationally recognized HVAC certificate program, required by all California HVAC repair shops. Students are Strongly Recommended to enroll in Automotive Lab concurrently.

*Prerequisite: AUTO INTR with a minimum grade of C (May be taken concurrently)*

**AUTO A8 ENGINE PERFORMANCE 5.0 Units**

Principals of automotive fuel induction, ignition and emission control systems, including inspection, diagnosis and repair of fuel and emission control systems/components governed by federal and state laws and standards. Electrical diagnosis of emission control systems. Relation of chassis and body systems to emissions. Students are Strongly Recommended to enroll in Automotive Lab concurrently.

*Prerequisite: AUTO INTR with a minimum grade of C (May be taken concurrently)*

**AUTO A9 LIGHT VEHICLE DIESEL ENGINES 4.0 Units**

An in depth study of diesel engines: mechanical, measurement, and assembly. A study of the above mentioned components including theory, teardown, evaluate, qualifying, and rebuilding. Diesel engine performance including emissions, turbos, exhaust and intake systems. This class' emphasis is on diesel engines and diesel engine performance/emissions.

Students are encouraged to enroll in Automotive Lab concurrently.

*Prerequisite: AUTO INTR with a minimum grade of C May be taken concurrently*

**AUTO SDR SPECIFIED DIAGNOSTIC & REPAIR 5.0 Units**

This is a Bureau of Automotive Repair approved alternative to the ASE A6, A8 and L1 certification required for obtaining and maintaining smog technician license. This course will follow BAR guidelines for smog license prep. Student may or may not qualify for license exam after taking this class. For more information see [www.smogcheck.ca.gov](http://www.smogcheck.ca.gov)

**AUTO INTR AUTO SERVICE & INTRODUCTION 4.0 Units**

Bumper-to-Bumper Automotive Knowledge. Starting with hazardous waste handling, tool identification, maintenance and lubrication, moving into engine mechanical, emissions controls, suspension systems, air conditioning, airbags and safety, transmissions, axles, and finishing off with the future of the automotive industry. This is an introductory class for people who want to know more about their vehicle or who are planning an automotive career.

**AUTO LABA AUTOMOTIVE LAB 2.0 Units**

Automotive Lab is an open laboratory class for basic automotive students. This class is for students desiring to expand their hands-on experience using their own vehicle. Instructor will provide technical and supervisory support to guide students in completion of their self-initiated projects. Service information via computer service manuals will be available for students to use for vehicle information and research.

*Prerequisite: AUTO INTR with a minimum grade of C (May be taken concurrently) or NAUT INTR with a minimum grade of C (May be taken concurrently)*

**AUTO LABB AUTOMOTIVE LAB ADVANCED 2.0 Units**

Automotive Lab Advanced is an open laboratory class for advanced automotive students. This class is for students desiring to expand their hands-on experience using their own vehicle. Instructor will provide technical and supervisory support to guide students in completion of their self-initiated projects. Students are expected to help others in class and be able to work without guidance. Service information via computer service manuals will be available for students to use for vehicle information and research. Class is recommended for second year students only.

*Prerequisite: AUTO INTR or NAUT INTR and AUTO LABA or NAUT LABA with a minimum grade of C*

**BIOLOGICAL SCIENCES**

**BIO IA GENERAL BOTANY 5.0 Units**

Diversity, structure and function of plant, fungal, and protistan phyla. Topics include development, morphology, physiology and systematics. Principles of population and community ecology and ecosystem interactions. (Note: Formerly BOTN 1.)

*Prerequisite: MATH 55 or 55B or NMAT 255 with a minimum grade of C  
Strongly Recommended: BIO 30 with a minimum grade of C*

**BIO IB GENERAL ZOOLOGY 5.0 Units**

Major groups of animal phyla and heterotrophic unicellular eukaryotes. Topics include comparative structure and function, development, ecology, taxonomy, phylogeny, evolution, and behavior. Designed for majors in biological sciences and related fields. (Note: Formerly ZOO 1.)

*Prerequisite: Math 55 or 55B with a minimum grade of C or an appropriate skill level demonstrated through the mathematics assessment process*

*Strongly Recommended: BIO 30 with a minimum grade of C*

**BIO IC CELL AND MOLECULAR BIOLOGY 5.0 Units**

Principles of cell and molecular biology. Includes biochemistry, cell structure and function, cell homeostasis, cell metabolism, cell reproduction, cell communication, genetics, molecular biology, biotechnology, and evolution. Emphasis on scientific inquiry and experimental design. (Note: Formerly BIOL 1.)

*Prerequisite: BIO 1A or BIO 1B, MATH 55 and CHEM 1A with a minimum grade of C Eligibility for ENG 1A*

**BIO 2A BIOINFORMATICS 4.0 Units**

Principles of Bioinformatics. Project-based course which will analyze complex biological data. The course introduces students to the tools used for computational exercises relevant to current biotechnologies and computational biology.

*Prerequisite: BIO 30 or BIO 1C (this course has a prerequisite of CHEM 1A) and CS 7, MATH 40 with a minimum grade of C*

**BIO 7A HUMAN ANATOMY 5.0 Units**

Structural organization of the human body: gross and microscopic structure of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory, and reproductive systems, from cellular to organ system levels of organization. This course is primarily intended for nursing, allied health, kinesiology, and other health

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related majors.

*Prerequisite: BIO 30 with a minimum grade of C*

*Strongly Recommended: Eligibility for ENG 1A*

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**BIO 7B HUMAN PHYSIOLOGY 5.0 Units**

Function and regulation of the human body. This course examines general, cellular, and molecular interactions that integrate the organ systems to maintain homeostasis. Human responses and computer simulations are used to collect and analyze data. Designed for nursing, physical and occupational therapy, and other health sciences majors.

*Prerequisite: BIO 7A and CHEM 1A or CHEM 30A or CHEM 31 with a minimum grade of C*

*Strongly Recommended: CHEM 30B with a minimum grade of C and Eligibility for ENG 1A*

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**BIO 7C MICROBIOLOGY 5.0 Units**

This course focuses on viruses, bacteria, fungi, protozoans, and helminths, with an emphasis on their relationship to humans. Cultivation, control, metabolism, body's defense against disease, microbial genetics, laboratory tests, and contemporary diseases are discussed. Methods used in the laboratory include standard bacteriological techniques (culturing, staining, biochemical testing, sensitivity testing etc.) as well as some molecular and immunological techniques, such as PCR and ELISA. Laboratory work also includes identification of unknowns, and/or independent research projects.

*Prerequisite: BIO 30, CHEM 30A or CHEM 1A with a minimum grade of C*

*Strongly Recommended: BIO 7A with a minimum grade of C ENG 1A with a minimum grade of C*

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**BIO 10 INTRO TO THE SCIENCE OF BIOL 4.0 Units**

This course focuses on basic principles of biology, including scientific investigation and the study of the nature of living things. Focus is on student understanding of evolution and the unity and diversity of life from the molecular level to ecosystems and biosphere. Designed for non-majors in biology and biomedical sciences.

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**BIO 20 CONTEMPORARY HUMAN BIOLOGY 3.0 Units**

A study of the Human organism, beginning at the cellular level, emphasizing organ systems, and also including topics of genetics and biotechnology. (Note: Formerly BIOL 20.)

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**BIO 30 INTRO TO COLLEGE BIOLOGY 4.0 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. (Note: Formerly BIOL 31.)

*Strongly Recommended: MATH 110 or MATH 110B and Eligibility for ENG 1A*

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**BIO 40 HUMANS AND THE ENVIRONMENT 3.0 Units**

Introduction to environmental issues from a scientific perspective, focusing on physical, chemical, and biological processes within

the Earth system, the interaction between humans and these processes, and the role of science in finding sustainable solutions. Topics include ecological principles, biodiversity, climate change, sustainability, renewable and non-renewable energy, water resources, air and water pollution, and solid waste management. Strongly Recommended: Eligibility for ENG 1A

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**BIO 50 ANATOMY AND PHYSIOLOGY 4.0 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.

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## BUSINESS

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**BUSN 1A FINANCIAL ACCOUNTING 4.0 Units**

A study of accounting as an information system; examining why it's important, and how it's used by investors and creditors to make decisions. Includes the recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles and comparing it to international financial reporting standards, preparation and analysis of the classified financial statements for merchandising and service companies. Also includes issues related to recording and valuation of assets, liabilities, equities and cashflow, recognition of revenues, expenses using effective internal controls and ethical standards. (Formerly Principles of Accounting 1A).

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**BUSN 1B MANAGERIAL ACCOUNTING 4.0 Units**

A study of the use and reporting of accounting data for managerial planning, cost control, and decision making purposes. Includes broad coverage of concepts, structures, classifications, and behaviors of costs. Topics include; cost systems, job costing, process costing, activity based costing, relationship between cost, volume and profitability, relevant range, standard costing, profit planning and budgeting, static and flexible budgeting, responsibility accounting and segment reporting, absorption and variable costing and capital expenditure decisions. (Formerly Principles of Accounting 1B).

*Prerequisite: BUSN 1A with a minimum grade of C*

*Internet access is required for all BUSN 1B sections.*

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**BUSN 18 BUSINESS LAW 4.0 Units**

A study of the legal environment of business. Covering laws and regulations impacting business transactions. Introduction to the legal process. Topics include sources of legal concepts and ethics, torts, contracts, UCC, warranties, product liability, consumer financial transactions, environmental, competition, agency, employment and labor, business organizations, and judicial and administrative processes.

*Strongly Recommended: BUSN 40 and ENG 1A with a minimum grade of C*

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

**BUSN 30 BUSINESS ETHICS AND SOCIETY 3.0 Units**

A survey of the past and current behavior of business in American society. Examines the ethical, political and social issues confronting organizations and the organizations' responsibilities and obligations in responding to them. Discusses the responsibility of business toward customers, employees, stockholders, competitors, suppliers, government and the community at large.

*Strongly Recommended: BUSN 40 with a minimum grade of C and Eligibility for ENG 1A*

**BUSN 33 PERSONAL FINANCIAL MANAGEMENT 3.0 Units**

Designed to provide students with the practical, hands-on means of successfully managing their personal finances and of becoming financially empowered upon course completion. Among other topics, the course will cover the basics of credit management, assessing insurance needs, budgeting, personal financial statement preparation, investment and savings accounts, management of taxes, retirement accounts, will preparation and estate planning.

**BUSN 40 INTRODUCTION TO BUSINESS 3.0 Units**

A multidisciplinary examination and introduction to business operations within the U.S. and internationally. Provides an overview of global economic systems, business formations, business ethics and laws, general accounting practices and financing, facility location and layout, production, organizational structures and management functions. Fundamentals of risk management, marketing, human resources, and employee motivation are covered. Demonstrates how culture, society, and external business environments impact a business' ability to achieve its organizational goals.

*Strongly Recommended: ENG 1A*

**BUSN 48 HUMAN RELATIONS IN ORG. 3.0 Units**

An introduction to the interpersonal skills needed in today's workplace with a focus on effective communication, decision making, cross cultural relations, diversity, resolving conflict, managing change, group dynamics, and ethical behavior.

**BUSN 51 ACCOUNTING FOR SMALL BUSINESS 3.0 Units**

Basic accounting skills for managers and entrepreneurs that provide a foundation in financial reporting and analysis, payroll taxes, and internal controls. The course includes practical application of accounting theory to the accounting cycles for service and merchandising businesses, including bookkeeping practices, common debit and credit procedures, books of original entry, working papers, adjusting and closing entries, income statement, of owner's equity, balance sheet, cash, payroll, and special journals.

**BUSN 52 BUSINESS COMMUNICATIONS 3.0 Units**

Study of communication functions, choices, and roles for professionals that help remove barriers. Practice in using verbal, nonverbal and writing skills to communicate one- on-one, in groups and electronically. Cross-cultural communications, face-to-face and online meetings management, delegating work

assignments, planning, problem solving, conferences, employee counseling and making oral presentations.

*Strongly Recommended: ENG 1A with a minimum grade of C*

**BUSN 53 BUSINESS CORRESPONDENCE 3.0 Units**

Development of skills for composing general business correspondence to a variety of audiences including multiple levels within an organization and cross cultural communications. Crafting messages, including email, administrative communications, technical reports, meeting agendas, and meeting minutes. Determining the appropriate media for the communication, correct writing style, and level of terminology within the message. Emphasis on appropriate English grammar, spelling, on-line netiquette, and cross-cultural communications.

*Strongly Recommended: ENG 1A or ENG 1AEX with a minimum grade of C*

**BUSN 55 BUSINESS MATHEMATICS 3.0 Units**

This course focuses on learning computations for typical business transactions including; simple interest, compound interest, installment sales, trade and cash discounts, mark-on percents, pricing, discounting notes and drafts, depreciation, taxes, insurance, statistics, stocks and bonds, and distribution of ownership and profits.

**BUSN 56 INTRODUCTION TO MANAGEMENT 3.0 Units**

Introduction to the application of tools, principles and concepts in business management. Emphasis will be on planning, organizing, leading, and controlling. Additional topics will include decision-making, employee motivation, team work, and current trends.

*Strongly Recommended: Eligibility for ENG 1A*

**BUSN 58 SMALL BUSINESS MANAGEMENT 3.0 Units**

Fundamentals of starting, operating and growing a successful small business enterprise. Emphasis on all endeavors: self-employment; freelancing; brick and mortar, pop-up and Internet retailing; technical and professional services; and franchising. Focus on achieving optimum benefits from limited resources; financing strategies; marketing options; legal, ethical, and regulatory issues encountered by all start-ups.

*Strongly Recommended: BUSN 1A or BUSN 51 with a minimum grade of C*

**BUSN 61 QUICKBOOKS ACCOUNTING 1.5 Units**

Introduction to the use of QuickBooks accounting software to process transactions related to a service and merchandise company. Specific topics include using company files, sales and receivables, payables and purchases bank and credit card reconciliations end of period transactions and payroll. Transactions include journalizing, adjusting entries, closing

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entries, bank reconciliation and preparing financial statements.  
*Strongly Recommended: BUSN 1A or BUSN 51 with a minimum grade of C*

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**BUSN 87 ORGANIZATIONAL MGT LEADERSHIP 3.0 Units**

This course examines the special case of detailed planning and implementation of management decisions in strategic business units. Attention is focused on three areas: developing action plans and implementation strategies, developing awareness of the contingencies to be considered in taking strategic actions, and investigating how different academic disciplines interpret the leadership phenomenon. This course highlights key criteria used in assessing the viability of an organizational action plan, and the role of leadership in managing constructive change processes.

*Strongly Recommended: BUSN 40 with a minimum grade of C*

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## CHEMISTRY

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**CHEM 1A GENERAL COLLEGE CHEMISTRY I 5.0 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.

*Prerequisites: Mathematics 55 or 55B and Chemistry 31 (all courses completed with a grade of "C" or higher). The Chemistry 31 prerequisite can be fulfilled by demonstrating the appropriate skill level in the Chemistry Placement Process.*

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**CHEM 1B GENERAL COLLEGE CHEMISTRY II 5.0 Units**

Continuation of Chemistry 1A. Includes 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 with a minimum grade of C*

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**CHEM 12B ORGANIC CHEMISTRY II 5.0 Units**

Continuation of Chemistry 12A with an introduction to the chemistry of aromatics, amines, carbanions, carboxylic acids, carboxylic acid derivatives, aldehydes, ketones and biochemical topics focusing on structure, synthesis, and mechanisms of reaction. Laboratory work in basic techniques, synthetic methods, and qualitative spectroscopic and chromatographic analysis techniques. Chemistry 12B is the second semester in a year in Organic Chemistry designed for students majoring in Chemistry related disciplines.

*Prerequisite: Chemistry 12A with a minimum grade of C*

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**CHEM 30A INTRO AND APPLIED CHEMISTRY I 4.0 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.

*Chabot Prerequisite: MTH 65, MTH 65B or, MTH 65L or, MTH 53 or, MTH 53B (completed with a grade of "C" or higher)*

*LPC Prerequisite: MATH 110 or MATH 110B with a minimum grade of C*

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**CHEM 30B INTRO AND APPLIED CHEMISTRY II 4.0 Units**

Continuation of Chemistry 30A with emphasis on organic and biochemical concepts related to human physiological systems.

*Prerequisite: Chemistry 30A with a minimum grade of C*

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**CHEM 31 INTRO TO COLLEGE CHEMISTRY 4.0 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 or 55B (completed with a grade of "C" or higher).*

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## COMMUNICATION STUDIES

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**CMST 1 FUNDAMENTALS PUBLIC SPEAKING 3.0 Units**

Theory and techniques of public speaking. Discovery, development, and criticism of ideas in public discourse through research, reasoning, organization, composition, presentation, and evaluation of various types of speeches including informative and persuasive speeches; includes developing the faculties of critical listening and problem solving.

*Strongly Recommended: ENG 1A with a minimum grade of C*

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**CMST 2 ORAL INTERPRETATION OF LIT. 3.0 Units**

Critical analysis, appreciation, and application of theories and techniques used to perform various forms of literature, including poetry, prose, and drama. Students will learn to evaluate, analyze, edit, and creatively perform selections of literature for an audience.

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**CMST 3 GROUP COMMUNICATION 3.0 Units**

Principles of communication in a variety of group contexts. Theory, application, and evaluation of group communication processes, including norms, roles, problem solving, conflict management, decision making, and leadership. Includes participation in simulation exercises and group activities.

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**CMST 10 INTERPERSONAL COMMUNICATION 3.0 Units**

Exploration, discussion, and evaluation of the principles of the verbal and non-verbal communication process in relationships. Study of theory and research findings and their application to communication in interpersonal relationships in personal and professional contexts.

*Strongly Recommended: ENG 1A with a minimum grade of C*

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**CMST 11 INTERCULTURAL COMMUNICATION 3.0 Units**

Introduction to intercultural communication in domestic and/or global contexts. Influence of cultures, languages, and social

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

patterns on how members of groups relate among themselves and with members of different ethnic and cultural groups. Theory, knowledge, appreciation, practical application and comparison of effective communication among diverse groups of people from different domestic and international cultures.

*Strongly Recommended: ENG 1A with a minimum grade of C*

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**CMST 46 ARGUMENTATION AND DEBATE 3.0 Units**

Methods of critical inquiry and advocacy of contemporary moral, political, economic, and philosophical issues in a diverse multicultural society. Identifying fallacies in reasoning and language, testing evidence and evidence sources, advancing a reasoned position, and defending and refuting arguments. Analysis, presentation, and evaluation of oral and written arguments.

*Strongly Recommended: ENG 1A with a minimum grade of C*

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**CMST 48 ACTIVITIES IN FORENSICS 1.0 Units**

Competition in the areas of public speaking and oral interpretation. Preparation, including research and writing; practice; and participation and performance in intercollegiate speech and debate tournaments.

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## COMPUTER INFORMATION SYSTEMS

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**CIS 8 ESSENTIAL COMPUTING SKILLS 2.0 Units**

Fundamental computer competency course designed to develop the basic computer skills and knowledge required in today's technological world. Basic computer competency is no longer a nicety, but a necessity in our personal and work lives. Topics include: basic computer hardware/software, networks and the Internet, effective web searches, file management skills, and cloud storage options. Hands-on experience with word processing, spreadsheet, presentation, and database software using Microsoft Office. No previous experience with computers is required.

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**CIS 43 PROFESSIONAL COMMUNICATIONS 3.0 Units**

This course applies the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. The course emphasizes critical thinking, planning, organizing, composing, and revising business to create and deliver professional-level oral presentations. Additional focus will be placed on developing interpersonal skills, team participation skills, and technical report writing skills. Students who have completed or are enrolled in CNT 43 or CS 43 may not receive credit.

*Prerequisite: ENG 1A or ENG 1AEX with a minimum grade of C*

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**CIS 50 INTRO TO COMPUTING INFO TECH 3.0 Units**

A comprehensive introduction to the concepts of management and information systems used in business and similar organizations. Covers the role of information systems in business, the need

for data and information, how computers are used in business and other organizations to provide information. Focus on information systems, database management system, networking, e-commerce, ethics and security, computer system hardware and software components. Students will interactively solve applied problems utilizing software productivity tools such as: word processors, spreadsheets, databases, presentation, WWW, and programming languages. Introduce the analytical, written and oral communication skills necessary to communicate effectively in a business computing environment.

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**CIS 54 EXCEL: INTRO TO SPREADSHEETS 4.0 Units**

This is a comprehensive spreadsheet class using Microsoft Excel to create a variety of spreadsheets with emphasis on business applications. Introductory, intermediate, and advanced topics are covered. Introductory topics include entering, editing, and formatting data, creating basic formulas using arithmetic operator and functions, creating charts, saving and printing worksheets. Intermediate topics include using Excel's Table features for sorting filtering and summarizing data, creating PivotTables, working with multiple worksheets and workbooks, naming cells, data validation, recording macros, and protecting worksheets. Advanced topics include using financial functions such as PMT, RATE, FV, creating nested IFs, using VLOOKUP and HLOOKUP functions, using What-If analysis tools such as Goal Seek, one and two variable Data Tables, and Scenario Manager, sharing workbooks, and integrating Excel with other Office applications.

*Strongly Recommended: CIS 50*

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**CIS 55 INTEGRATING OFFICE APPLICATION 4.0 Units**

Develop essential workplace application skills using current Microsoft Office including; Word, Excel, PowerPoint, Access, One Note, Outlook, cloud storage and cloud processing. Emphasis is to design, produce and integrate documents, worksheets, databases and professional presentations. The use of Object Linking and Embedding (OLE) to integrate, share, and collaborate data within and between applications.

*Strongly Recommended: CIS 50*

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**CIS 57 DATABASE CONCEPTS 3.0 Units**

Introduction to Database Concepts, a computer program that is used to organize, store, and retrieve information. Understanding of data, database structure, and database objects using Microsoft Access or similar programs with emphasis on business applications. Identify and evaluate client needs/requirements and translate those needs into a working database application model. Integrate Microsoft Access data with other Microsoft

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applications, such as Word and Excel.  
*Strongly Recommended: CIS 50 and CIS 55*

**CIS 59C WEB PROGRAMMING - JAVASCRIPT 3.0 Units**

Develop client-side, interactive webpages using JavaScript and/or jQuery scripting languages. Write JavaScript scripts that manipulate with the JavaScript Document Object Model (DOM), control program flow, validate forms, animate images, target frames, and create cookies.  
*Strongly Recommended: CIS 59*

**CIS 62 PROJECT MANAGEMENT 3.0 Units**

Using the Project Management Institute's (PMI) Guide to the Project Management Body of Knowledge (PMBOK), and the Agile SCRUM framework, learn the basic characteristics of projects and project management, with emphasis on the five PMBOK project process groups of initiating, planning, executing, controlling, and closing and the nine knowledge areas of project integration. This introductory course covers the terminology you will need to know, how all the project management processes are linked together, the key areas of expertise you need to know to manage projects successfully. This course focuses on developing project management skills needed in typical technical and business environments. Objectives of project management industry certifications including Project+, CAPM, PMP will be reviewed.  
*Strongly Recommended: CIS 60 with a minimum grade of C*

**CIS 66 NETWORKING FUNDAMENTALS 3.0 Units**

This course provides an introduction to computer networking fundamentals skills needed to meet the industry demand for entry-level Network Technicians. Topics include: Ethernet network fundamentals, Local Area Networks (LANs), and Wide Area Networks (WAN) technologies, the Open Systems Interconnection (OSI) model, wiring implementations, network adapters and connectivity devices, IPv4/IPv6 addressing, Voice over IP (VoIP), and wireless standards. Tools to help prevent cyber-attacks with IDS (Intrusion Detection Systems), authentication, and encryption are demonstrated. Student labs include: configuration of a SOHO (Small Office/Home Office), a firewall, a virtual private network (VPN), a switch, and a router and documenting a networking using professional drawing software. The responsibilities of an ICT (Information and Communications Technology) professional will be introduced. This course prepares students for the CompTIA Network+ Certification Exam. This professional certification verifies the student has the knowledge equivalent to that of an ICT technician with about 12 months of hands-on experience. Students who have completed or are enrolled in CNT 52 may not receive credit.  
*Strongly Recommended: CIS 50 with a minimum grade of C*

**CIS 71A KEYBOARDING (THE ALPHABET) 1.0 Units**

Introduction to the alphabet letter keys on the computer keyboard for touch-typing. Learn basic keyboarding techniques for accuracy and speed. This course is the first in a series of sequential courses in keyboarding instruction. Students are advised to take these courses in sequence for best training results.

**CIS 71B KEYBOARD (NUMBERS AND SYMBOLS) 1.0 Units**

Introduction to the numbers and symbol keys on the computer keyboard for touch typing. Review of alphabetic keys and common punctuation marks. Speed building and accuracy improvement.  
*Strongly Recommended: CIS 71A with a minimum grade of C*

**CIS 71C SKILLS IMPROVEMENT 1.0 Units**

Development of keyboarding skill for those students who have learned the location of the keys on the keyboard by touch and are ready to increase speed and accuracy. Practice keyboarding control of speed and accuracy on straight copy, rough draft copy, and copy with numbers, and symbols. Skill progress is measured by keying text within specified time limits. Students should know the location of the keys on the keyboard before attempting this course. This course is the third module in a sequential series of beginning keyboarding instruction.  
*Strongly Recommended: CIS 71B with a minimum grade of C*

**CIS 72A DATA MANAGEMENT 1.0 Units**

Individualized instruction on the theory and practice of alphabetic, numeric, geographic, and subject filing. Basic principles of filing and effective records management for both paper and electronic filing systems. Introduction to database functions, such as enter, editing, finding, and deleting records, creating queries, and printing report.

**CIS 72B BASIC OFFICE INTEGRATION 1.0 Units**

Using a project-based approach, students will be introduced to features that enable data to be transferred between programs such as Microsoft Office applications or Google applications. Using the techniques introduced in this course, students will be able to incorporate data and charts created in Excel or Google Sheets into Word or Google Docs documents and PowerPoint or Google Presentations, use worksheet data to create tables in an Access database, and use a Word or Google Docs documents to create presentations.  
*Strongly Recommended: CIS 50 or CIS 8 with a minimum grade of C*

**CIS 73A TEN-KEY SKILL DEVELOPMENT 1.0 Units**

Skill development on the computer numeric keypad, electronic calculator including use of memory functions, and data entry using spreadsheets.

**CIS 74 OFFICE PROCEDURES 3.0 Units**

Introduction to office principles, procedures, and technology. Topics include telephone skills, office equipment, working effectively in a team environment, records management, customer service, meeting/event planning, postal/shipping services, utilizing the internet for on-line services and resources, using appropriate software to complete common tasks, written and oral business communications, conflict resolution, and office etiquette. Prepares administrative professionals to work in a diversified workforce with emerging technologies. (Formerly BUSN 74.)  
*Strongly Recommended: CIS 8 and CIS 71C*

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

**CIS 75 OFFICE TECH./COMMUNICATIONS 1.0 Units**

Overview of various technologies (such as video- conferencing, cloud services and storage, mobile devices) used for communicating internally and externally in the workplace. Hands-on practice with Outlook (email, contact management, calendaring), cloud-based applications and data storage, and telephone technique.

*Strongly Recommended: Eligibility for English 1A and CIS 71A with a minimum grade of C*

**CIS 79 MEDICAL OFFICE PROCEDURE 3.0 Units**

Medical office principles and procedures to include telecommunications, scheduling appointments, office equipment, medical documents and word processing, managing medical records, banking, payroll, expense reports, petty cash, billing, recordkeeping, postal services, health insurance, coding, and utilizing the Internet for online financial services and resources. The importance of medical ethics in application of professional office behavior. Overview of medical law and careers in medical office environment.

*Strongly Recommended: CIS 8 and CIS 88A with a minimum grade of C*

**CIS 81A INTRO TO CLOUD COMPUTING 3.0 Units**

This course introduces cloud computing which shifts information systems from on premises computing infrastructure to highly scalable internet architectures using current cloud platforms such as AWS, AZURE. The course provides a basic understanding of cloud computing technologies and provides students with the understanding required to effectively evaluate and assess the business and technical benefits of cloud computing and cloud applications. Students analyze a variety of cloud services (storage, servers, software applications), then learn to configure, deploy, and manage cloud facilities. The course also demonstrates/makes available the AWS and/or AZURE platforms for educational, industry career path guidance and career opportunities. This course surveys cloud careers and explores industry demand for cloud skills.

**CIS 82A AWS CLOUD PRACTITIONER PREP 2.0 Units**

This introductory course provides an overview of cloud concepts, Amazon Web Services (AWS) core services, basic security, architecture principles, pricing, and technical support. Students gain an overall understanding of the AWS Cloud, independent of specific technical roles. Review of core characteristics of deploying and operating in the AWS Cloud. This course prepares students to pursue becoming an AWS Certified Cloud Practitioner using official AWS Academy Cloud Foundations material.

*Strongly Recommended: CIS 81A with a minimum grade of C*

**CIS 84 WINDOWS 1.0 Units**

Hands-on class introducing Microsoft Windows operations. Topics include: logging in, the Windows Desktop, launching applications, working with multiple applications windows, proper shutdown techniques, and using Microsoft Edge to browse the web. File and folder management are also covered including creating folders, copying and moving files and folders, searching for specific files, and navigating drives and folders.

**CIS 88A INTRODUCTION TO MICROSOFT WORD 1.5 Units**

Develop the skills needed in the workplace to produce common business documents, such as letters, resumes, flyers, and reports. Topics include document creation and editing; use of Microsoft Word features to apply character and paragraph formatting; creating and formatting tables, enhancing visual appeal by incorporating graphics elements, using the mail merge feature, and printing documents.

*Strongly Recommended: CIS 71A*

**CIS 88B ADV MICROSOFT WORD 1.5 Units**

Advanced word processing techniques used to produce complex business documents. Includes topics such as format multiple page reports, create tables of contents and indexes, insert footnotes/endnotes, using Word's collaboration features to share documents, create macros to automate tasks, and integrate data from Excel and other programs.

*Strongly Recommended: CIS 88A*

**CIS 89A DESKTOP PRESENTATION 1.0 Units**

Desktop presentation design techniques and enhancements. Application using current desktop presentation software. Hands-on experience creating, editing, saving, printing slide shows, incorporating graphics, charts, tables, SmartArt, sounds, and video, enhancing presentations using transitions and animations.

## COMPUTER NETWORKING TECHNOLOGY

**CNT 43 PROFESSIONAL COMMUNICATIONS 3.0 Units**

This course applies the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. The course emphasizes critical thinking, planning, organizing, composing, and revising business to create and deliver professional-level oral presentations. Additional focus will be placed on developing interpersonal skills, team participation skills, and technical report writing skills. Students who have completed or are enrolled in CIS 43 or CS 43 may not receive credit.

*Prerequisite: ENG 1A or ENG 1AEX with a minimum grade of C*

**CNT 51 COMPTIAS A+ CERT. COMP.TECH 4.0 Units**

This course provides an introduction to the computer hardware

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and software skills needed to help meet the industry demand for entry-level PC Technicians. This course covers PC hardware, software, security, networking, laptops, printers, operational procedures, operating systems, security, troubleshooting, and mobile devices. The students will study the topics needed to become certified PC technicians. Preparation for the CompTIA A+ certification, which verifies knowledge equivalent to that of an entry-level ICT (Information and Communications Technology) technician with about 12 months of hands-on experience. The responsibilities of an ICT professional will be introduced.

*Strongly Recommended: CIS 50 with a minimum grade of C*

**CNT 52 NETWORKING FUNDAMENTALS 3.0 Units**

This course provides an introduction to computer networking fundamentals skills needed to meet the industry demand for entry-level Network Technicians. Topics include: Ethernet network fundamentals, Local Area Networks (LANs), and Wide Area Networks (WAN) technologies, the Open Systems Interconnection (OSI) model, wiring implementations, network adapters and connectivity devices, IPv4/IPv6 addressing, Voice over IP (VoIP), and wireless standards. Tools to help prevent cyber-attacks with IDS (Intrusion Detection Systems), authentication, and encryption are demonstrated. Student labs include: configuration of a SOHO (Small Office/Home Office), a firewall, a virtual private network (VPN), a switch, and a router and documenting a networking using professional drawing software. The responsibilities of an ICT (Information and Communications Technology) professional will CompTIA Network+ Certification Exam. This professional certification verifies the student has the knowledge equivalent to that of an ICT technician with about 12 months of hands-on experience. Students who have completed or are enrolled in CIS 66 may not receive credit.

*Strongly Recommended: CIS 50 with a minimum grade of C*

**CNT 55 MCSA-I WINDOWS SERVER 3.0 Units**

This course prepares students for the Microsoft's Examination: Installation, Storage and Compute with Windows Server, which is the first of three exams a student must pass to obtain a MCSA (Microsoft Certified Solutions Associate) Certification. By passing this exam, one become a Microsoft Certified Professional (MCP) and gains access to MCP network or computer systems administrator or as a computer network specialist. The topics include installation, storage, and compute features and functionality available in the current Windows Server, Nano Server, images for deployment, storage solutions, data deduplication, high availability, disaster recovery, storage spaces direct, and failover clustering solutions. Also covered: Hyper-V and containers.

*Strongly Recommended: CNT 52 with a minimum grade of C*

**CNT 69 NETWORK SECURITY; COMPTIA 3.0 Units**

The CompTIA Security+ exam will certify the successful candidate has the knowledge and skills required to install and configure systems to secure applications, networks, and devices; perform threat analysis and respond with appropriate mitigation techniques; participate in risk mitigation activities; and operate with an awareness of applicable policies, laws, and regulations. The successful candidate will perform these tasks to support

the principles of confidentiality, integrity, and availability. This course provides 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 includes authentication methods and devices, protocol analysis and IP network troubleshooting, strategies for identifying and countering vulnerabilities, network media and topologies in a secure network, intrusion detection and forensic incident response. CompTIA Security+ meets the ISO 17024 standard and is approved by U.S. Department of Defense. Security+ is also compliant with government regulations under the Federal Information Security Management Act (FISMA).

*Strongly Recommended: CNT 51 and CNT 52 with a minimum grade of C*

**CNT 7285 CLOUD INFRASTRUCTURE: COMPTIA 3.0 Units**

IT professionals need to understand the concepts and principles required to build cloud infrastructure. This course covers the objectives of the CompTIA Cloud+ and Dell/EMC Cloud Infrastructure and Services (CIS) certification exams. Topics include: Cloud Computing Concepts; Models; Disk Storage Systems; Storage Networking; Network Infrastructure; Virtualization Components; Virtualization and the Cloud; Network Management; Performance Tuning; Systems Management; Security in the Cloud and Best Practices; Business Continuity and Disaster Recovery; Testing; Automation; and Changes. The EMC cloud computing reference model includes five fundamental layers (physical, virtual, control, orchestration, and service) and three cross-layer functions (business continuity, security, and service management). Technologies, components, processes, and mechanisms for each layer and cross-layer function will be covered. The course follows the U.S. National Institute of Standards and Technology as a guide for all definitions of cloud computing. Upon completing this course, participants will have the knowledge to make informed decisions on technologies, processes, and mechanisms required to build cloud infrastructure. CompTIA certification is normally valid for three years.

*Strongly Recommended CNT 8001 with a minimum grade of C*

**CNT 7401 INTRO.TO LINUX/LPI LINUX+CERT. 3.0 Units**

This course provides hands-on training covering basic installation, management, configuration, documentation and hardware topics for the Linux/UNIX operating system on workstations in a network environment. The course includes comprehensive coverage of topics related to Linux distributions, installation, administration, X-Windows, and networking. Students who have completed or are enrolled in Computer Science 41 may not receive credit.

*Strongly Recommended: CIS 50 with a minimum grade of C*

**CNT 7501 ETHICAL HACKING 3.0 Units**

This course introduces the network security specialist to the various methodologies for attacking a network. Students will be introduced to the concepts, principles, and techniques, supplemented by hands-on exercises, for attacking and disabling a network. These methodologies are presented within the context of properly securing the network. The course will emphasize network attack methodologies with the emphasis

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

on student use of network attack techniques and tools and appropriate defenses and countermeasures. Students will receive course content information through a variety of methods: lecture and demonstration of hacking tools will be used in addition to an virtual environment. Students will receive a hands-on practical hacking.

*Strongly Recommended: CNT 52 with a minimum grade of C*

**CNT 8001 CISCO CCNA I/3 INTRO TO NETWORK 3.0 Units**

This is course 1 of 3 of the Cisco CCNA Routing and Switching Certification Objectives. The concepts covered in this course include advances in modern network technologies; Protocols and Models: how network protocols enable devices to access local and remote network resources; Physical Layer: how physical layer protocols, services, and network media support communications across networks; Data Link Layer: how media access control in the data link layer supports communication across networks; Ethernet Switching: how Ethernet operates in a switched network; Network Layer: how routers use network layer protocols and services to enable end-to-end connectivity; Address Resolution: Protocol (ARP) and Neighbor Discovery (ND) enable communication on a local area network; Transport Layer & Application Layer: Explain the operation of layers protocols in providing support to end-user applications. The hands-on labs include implementation of initial settings including passwords, IP addressing, and default gateway parameters on a network switch and end devices; Basic Switch and Device Configuration; Calculation of numbers between decimal and binary systems; IPv4 Addressing: IPv4 subnetting scheme to segment a network; Implementing an IPv6 addressing scheme; ICMP and various tools to test network connectivity; Network Security Fundamentals: Configure switches and routers with device hardening features to enhance security; Build a Small Network: Implement a network design for a small network to include a router, a switch, and end devices.

*Strongly Recommended: CIS 50 with a minimum grade of C*

**CNT 8003 CISCO CCNA3/3 ENTERPRISE NET 3.0 Units**

This is course 3 of 3 of the Cisco CCNA Routing and Switching Certification Objectives. The concepts covered in this course include the operation of single-area OSPFv2 in both point-to-point and broadcast multi-access networks; vulnerabilities, threats, and exploits and how they can be mitigated to enhance network security; ACLs operation as part of a network security policy; WAN access technologies used to satisfy business requirements; VPNs and IPsec and their use to secure site-to-site and remote access connectivity; networking devices implementing QoS; Network Design and characteristics of scalable network architectures; network automation enabled through RESTful APIs and configuration management tools; purpose and characteristics of network virtualization. The hands-on labs include the implementation of single-area OSPFv2 in both point-to-point and broadcast multi-access networks; IPv4 ACLs to filter traffic and secure administrative access; NAT services on the edge router to provide IPv4 address scalability; network management protocols to monitor the network; and Troubleshooting LANs and enterprise networks.

*Strongly Recommended: CNT 8002 with a minimum grade of C*

## COMPUTER SCIENCE

**CS 1 COMPUTING FUNDAMENTALS I 4.0 Units**

Introduction to programming and problem-solving using C++. Problem solving techniques and algorithms; program design, development, style, testing and debugging. C++ syntax covered includes: variables; data types; operators and expressions; control structures; library and user-defined functions; basic file input/output; binary file input/output; arrays; vectors; abstract data types including user-defined data structures and enumerated data types.

*Strongly Recommended: MATH 107 and CS 7 with a minimum grade of C*

**CS 2 COMPUTING FUNDAMENTALS II 4.0 Units**

Application of software engineering techniques to the design and development of large programs. Object-oriented programming methods and problem-solving strategies applied to intermediate-level problems using C++. Includes pointers and dynamic allocation; classes; encapsulation; inheritance and polymorphism; object and function overloading; recursive algorithms; data abstraction and structures.

*Prerequisite: CS 1 with a minimum grade of C*

**CS 7 INTRO TO COMPUTER PROGRAMMING 3.0 Units**

An introductory course in computer programming concepts and fundamental coding skills using object-oriented languages like Python. Material includes problem-solving techniques, design of algorithms, and common programming constructs such as variables, expressions, input/output, decision-making, loops and arrays.

**CS 17 DISCRETE MATH STRUCTURES 4.0 Units**

Designed for majors in mathematics and computer science, this course provides an introduction to discrete Science and their applications. Course content includes: Propositional and predicate logic; rules of inference; quantifiers; elements of integer number theory; set theory; methods of proof; induction; combinatorics and discrete probability; functions and relations; recursive definitions and recurrence relations; elements of graph theory and trees. Applications include: analysis of algorithms, Boolean algebras and digital logic circuits. Students who have completed, or are enrolled in, MATH 10 may not receive credit.

*Prerequisite: MATH 1 and CS 1 with a minimum grade of C (May be taken concurrently)*

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**CS 20 ADV PROG W/DATA STRUCTURES/C++ 4.0 Units**

Design and implementation of complex programs in C++ using a variety of fundamental data structures and algorithms. Includes the design and implementation recursive functions, of abstract data types, linked lists, stacks, queues, binary trees, hash tables, induction, searching and sorting algorithms, graphs, heaps and algorithm analysis.

*Strongly Recommended: CS 2 with a minimum grade of C*

**CS 21 ASSEMBLY LANGUAGE PROGRAMMING 4.0 Units**

Basics of machine architecture, cpu architecture and design, 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 video modes. Procedures including parameter passing and linkage to higher level languages.

*Prerequisite: CS 1 with a minimum grade of C*

**CS 41 INTRO TO LINUX/LPI LINUX+ CERT 3.0 Units**

This course provides hands-on training covering basic installation, management, configuration, documentation and hardware topics for the Linux/UNIX operating system on workstations in a network environment. The course includes comprehensive coverage of topics related to Linux distributions, installation, administration, X-Windows, and networking. Students who have completed or are enrolled in CNT 7401 may not receive credit.

*Strongly Recommended: CIS 50 with a minimum grade of C*

**CS 43 PROFESSIONAL COMMUNICATIONS 3.0 Units**

This course applies the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. The course emphasizes critical thinking, planning, organizing, composing, and revising business documents using word processing software for written documents and presentation-graphics software to create and deliver professional-level oral presentations. Additional focus will be placed on developing interpersonal skills, team participation skills, and technical report writing skills. Students who have completed or are enrolled in Business 43, Computer Networking Technology 43, or Computer Information Systems 43 may not receive credit.

*Prerequisite: ENG 1A with a minimum grade of C*

**CS 47 CAPSTONE PROJECT 3.0 Units**

This is intended as a culminating experience within a degree or certificate sequence. Working individually or in a small team, you will develop a large-scale work-like project, driven by client needs, and requiring planning, implementation, documentation and presentation of the solution. Based on client requirements, each student or student team will design and implement a solution in a systematic and organized manner, and/or steps. Each student or student team will also prepare relevant written materials and give an oral presentation of the final product.

*Strongly Recommended: CS 1 or CS 31, CNT 52, CIS 43, CNT 43, CS 43, CIS 60, CIS 62, CS 45*

## DANCE

**DANC I INTRODUCTION TO DANCE 1.0 Units**

Introduction to the dance technique specific to ballet, modern and jazz dance. Similarities and differences found in each dance form will be explored. The history of ballet, modern and jazz dance will be examined.

**DANC 4A MODERN/CONTEMPORARY DANCE A 1.0 Units**

Beginning level instruction in the Contemporary Modern Dance technique. Emphasis on proper body alignment and body connectivity will be addressed. Students will be introduced to the elements of dance and transfer these elements into their technical practice.

**DANC 4B MODERN/CONTEMPORARY DANCE B 1.0 Units**

Elementary to Intermediate level instruction in the Contemporary Modern Dance technique. Continued emphasis on proper body alignment and body connectivity will be addressed. Students will be expected to incorporate the elements of dance into their technical practice.

*Strongly Recommended: DANC 4A with a minimum grade of C*

## EARLY CARE AND EDUCATION

**ECE 50 EARLY CHILDHOOD PRINCIPLES 3.0 Units**

Historical context and theoretical perspectives of developmentally appropriate practice in early care and education. Examines the role of the early childhood educator, identification of best practices for environmental design, curriculum, and teaching strategies. Explores constructive teacher-child interactions and relationships, the role of the family in education, culture and inclusion, professional ethics, career pathways and professional standards.

**ECE 56 CHILD GROWTH AND DEVELOPMENT 3.0 Units**

A study of the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages.

**ECE 60 CHILD WITH EXCEPTIONAL NEEDS 3.0 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

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

environments for infants and children with exceptional needs.

*Prerequisite: ECE 56 with a minimum grade of C*

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**ECE 62 CHILD, FAMILY AND COMMUNITY 3.0 Units**

The processes of socialization and identity development, focusing on the interrelationship of family, school, and community. Examines the influence of multiple societal contexts. Explores the role of collaboration between family, community, and schools in supporting children's development.

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**ECE 63 EARLY CHILDHOOD CURRICULUM 4.0 Units**

This course offers students the opportunity for professional application of the principles of child growth and development in the study of play based, inclusive emergent curriculum within the physical environment of the infant, toddler and preschool classrooms. Students will learn of a variety of program models used and explore how program models inform curriculum planning. The learning experiences will include program content pertaining to the use of materials, the facilitation and guidance of all children's experiences based on what is culturally and developmentally appropriate for children; utilizing best practices in meeting the children's physical, social, emotional, cognitive and creative needs.

*Prerequisite: ECE 50 and ECE 56 with a minimum grade of C*

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**ECE 65 ADMINISTRATION I: PROGRAMS 3.0 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: ECE 62 and ECE 63 with a minimum grade of C*

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**ECE 69 CHILD STUDY: OBSERVATION 3.0 Units**

This course focuses on the use of appropriate methods of assessment to document development, growth, play and learning in early childhood education settings. Students will utilize practical classroom experiences to apply a variety of methods to measure child progress, curriculum requirements, and program effectiveness. Methods include child portfolios, recording strategies, rating systems, and other tools that build on respecting and fostering all children's competence and meeting their individual needs.

*Prerequisite: ECE 56 with a minimum grade of C*

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**ECE 74 CHILD GUIDANCE 2.0 Units**

This course introduces practical principles and techniques for developmentally and culturally appropriate guidance. Emphasis is on encouraging self-esteem and cultural awareness, effective communication skills, and direct and indirect guidance techniques and strategies. Upon completion of the course, students should be able to demonstrate strategies which encourage positive social interactions, promote conflict resolution and develop self-control, self-motivation and self-esteem in children.

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**ECE 79 TEACHING IN A DIVERSE SOCIETY 3.0 Units**

Examines the impact of various societal influences such as privilege, oppression, bias, and discrimination on the development of children's social and personal identity. Self-examination and reflection on values, beliefs and attitudes related to social identity, stereotypes, conscious and unconscious bias will be emphasized. Recognize and confront barriers that interfere with one's ability to work effectively with diverse populations of children and families. Enhance teacher skills for educating children in a pluralistic society. The class will focus heavily on anti-bias approaches to teaching, curriculum and family partnerships.

*Strongly Recommended: ECE 62 with a minimum grade of C*

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**ECE 80A PRESCHOOL FOUNDATIONS: HEALTH 1.0 Units**

Introduction to the health domain of the California Preschool Learning Foundations and Frameworks including strands of health habits, safety, and nutrition. Provides practical strategies for implementing the curriculum frameworks. Applicable to required or professional development units for Child Development Permit holders, as well as pre-school, transitional kindergarten, and early-primary teachers.

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**ECE 80B PRESCHOOL FOUNDATIONS: SOCIAL 1.0 Units**

Introduction to the social and emotional development domain of the California Preschool Learning Foundations and Frameworks including the strands of self, social interaction, and relationships. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers.

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**ECE 80E PRESCHOOL FOUNDATIONS: HISTORY 1.0 Units**

Introduction to the history and social science domain of the California Preschool Learning Foundations and Frameworks including strands of self and society, civics, history, geography, ecology, and economics. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers.

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**ECE 80F PRESCHOOL FOUNDATIONS: MATH 1.0 Units**

Introduction to the mathematics domain of the California Preschool Learning Foundations and Frameworks including the strands of number sense, algebra and functions, measurement, geometry, and mathematical reasoning. Provides strategies for

Scan here to visit the  
current Spring 2021  
class schedule online.



implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early primary teachers.

**ECE 80G PRESCHOOL FOUNDATIONS: SCIENCE 1.0 Units**

Introduces the science domain of the California Preschool Learning Foundations and Frameworks including the strands of scientific inquiry, physical, life, and earth sciences and provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early- primary teachers.

**ECE 80H PRESCHOOL FOUND:VISUAL ARTS 1.0 Units**

Introduction to the visual arts domain of the California Preschool Learning Foundations and Frameworks including artistic expression and response, and skills using various art mediums. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, preschool, transitional kindergarten, and early-primary teachers.

**ECE 80I PRESCHOOL FDN: PHYSICAL DEVEL. 1.0 Units**

Introduction to the physical development domain of the California Preschool Learning Foundations and Frameworks including strands of fundamental movement skills, perceptual-motor skills and movement concepts, and active physical play. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers.

**ECE 80J PRESCHOOL FDN: PERFORMING ARTS 1.0 Units**

Introduction to the performing arts domain of the California Preschool Learning Foundations and Frameworks including strands of music, drama, and dance. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development Units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers.

**ECE 90 PRACTICUM-SUPERVISED EXP. 4.0 Units**

Practicum 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 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: ECE 50 and ECE 56 and ECE 62 and ECE 63 with a minimum grade of C*

**ECE 78 LANGUAGE DEVELOPMENT 3.0 Units**

Review of language acquisition theories and emergent literacy in both monolingual and young English language learners. Includes oral and written language development, developmental stages of receptive and expressive language, print awareness, phonemic awareness and early reading and writing development. Examination of family patterns, cultural values, and environmental circumstances that affect language development and communication styles. Includes assessment and early identification of linguistic delays.

*Prerequisite: ECE 56 with a minimum grade of C*

**ECONOMICS**

**ECON 1 PRINCIPLES OF MICROECONOMICS 3.0 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 theory, pricing of the factors of production, poverty and income inequalities.

*Prerequisite: MATH 55 or MATH 55B and ENG 104 with a minimum grade of C*

**ECON 2 PRINCIPLES OF MACROECONOMICS 3.0 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.

*Prerequisite: MATH 55 or MATH 55B and ENG 104 with a minimum grade of C*

**ECON 10 GENERAL ECONOMICS 3.0 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 banking.

**EMERGENCY MEDICAL SERVICES**

**EMS 11 PARAMEDIC THEORY 2 6.0 Units**

This course provided paramedic didactic education and training following the current Department of Transportation National Emergency Services Education Standards (NEMSES) and California Code of Regulations, Title 22. Includes cognitive content associated with: Medical emergencies, special patient populations, and EMS operations.

*Prerequisite: EMS 10 and EMS 12 with a minimum grade of C*

*Corequisite: EMS 13*

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

**EMS 13 PARAMEDIC LABORATORY 2 4.0 Units**

Provides the skills portion of the current Department of Transportation National Emergency Services Education Standards (NEMSES) and California Code of Regulations, Title 22. Includes psychomotor skills associated with: medical patient management, cardiac patient management, special populations, ems operations, and simulated patient encounters.

*Prerequisite: EMS 10 and EMS 12 with a minimum grade of C*

*Corequisite: EMS 11 (EMS 11 provides the didactic knowledge needed to succeed in skills labs of EMS 13).*

**EMS 16 PARAMEDIC CLINICAL OCCUPATION 3.0 Units**

Occupational work experience course that provides instruction to enhance student's knowledge of emergency care in a clinical setting. Students are provided access to adequate numbers of patients, proportionally distributed by illness, injury, gender, age, and common problems encountered in the delivery of emergency care appropriate to the level of the Emergency Medical Services Profession(s). Hospital/clinical experiences include the operating room, recovery room, intensive care unit, coronary care unit, labor and delivery room, pediatrics, and emergency department, and include exposure to an adequate number of pediatric, obstetric, psychiatric, and geriatric patients.

*Prerequisite: EMS 11, EMS 13, EMS 10 and EMS 12 with a minimum grade of C*

**EMS 17 PARAMEDIC CAPSTONE OCCUPATION 1.0 Units**

An occupational work experience course that provides practicum experience for paramedic students to observe and participate in emergency medical care supervised by a preceptor in an emergency response vehicle. Requires a minimum of 480 hours, and students must document at least 40 advanced life support (ALS) patient contacts. Student will provide the full continuum of care from initial contact to transfer of care at the receiving facility for half of all ALS contacts. Students must obtain minimum competency as a Team Leader. The field internship provides the student with an opportunity to serve as team leader in a variety of pre-hospital advanced life support emergency medical situations.

*Prerequisite: EMS 16 with a minimum grade of C*

**EMS 20 EMERGENCY MEDICAL TECHNICIAN 7.0 Units**

Provides training in the foundation skills and knowledge required of the EMT scope of practice. The EMT certification is the minimum requirement for ambulance attendants and most entry-level firefighter positions. EMT certification is also required for entry into paramedic training. This training program is accredited by the Alameda County Emergency Medical Services District.

*Prerequisite: EMS 30 with a minimum grade of B*

**EMS 30 EMERGENCY MEDICAL RESPONDER 3.0 Units**

Development of knowledge and skills necessary for recognizing and caring for victims in emergency situations, including cardiopulmonary resuscitation, patient assessment, cardiopulmonary resuscitation with the use of an automated external defibrillator, and prevention of disease transmission. Designed for emergency medical responders in the public safety

field. Successful completion of the psycho-motor skills tests and successful completion of the course with a score of 80%, and achieving a score on the course summative final at (80%) qualifies the student for an Emergency Medical Responder (EMR) Certificate issued by the Emergency Care and Safety Institute (ECSI).

*Strongly Recommended: EMS 70B with a minimum grade of C*

**EMS 62 BASIC MEDICAL TERMINOLOGY 3.0 Units**

A basic course in medical terminology designed for students in studying for Allied Health careers such as Surgical Technologist, Paramedic, Pre-nursing, and Radiology Technician. Medical vocabulary with concentration on prefixes, suffixes, and root words. Emphasis on word dissection, definitions as applied to the body systems including the terminology used in surgical procedures. Concepts focus on comprehensive terminology, pronunciation and spelling core.

**EMS 91 EMERGENCY MED. TECH - REFRESHER 1.0 Units**

Provides a refresher in the foundation 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 refresher program is accredited by the Alameda County Emergency Medical Services Agency. The course provides 24 hours of continuing education units or a course completion certificate. Additionally, the course provides skills verification testing that EMTs must complete every two years.

*Prerequisite: Proof of California State EMSA or National Registration Certification as an "Emergency Medical Technician." Certification must be current, or expired less than 6 months. Student may also present documentation from the National Registry of Emergency Medical Technicians showing failure of initial three attempts at NREMT Certification Examination which now requires completion of EMS 91 for additional attempts to register for certification examination.*

## ENGINEERING

**ENGR I INTRODUCTION TO ENGINEERING 2.0 Units**

Introduction to careers, activities, and topics related to the field of engineering, including computer applications to design and problem solving.

*Strongly Recommended: Eligibility for ENG 1A/1AEX with a minimum grade of C*

Scan here to visit the current Spring 2021 class schedule online.



Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

**ENGR 23 ENGINEERING GRAPHICS 3.0 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 SolidWorks Computer-Assisted Drawing software as a design tool. Basic CAD 3-Dimensional solid-modeling.

*Strongly Recommended: MATH 39, ENG 1A or ENG 1AEX with a minimum grade of C*

**ENGR 35 STATICS 3.0 Units**

A first course in engineering mechanics: properties of forces, moments, couples and resultants; two- and three-dimensional force systems acting on engineering structures in equilibrium; analysis of trusses, and beams; distributed forces, shear and bending moment diagrams, center of gravity, centroids, friction, and area and mass moments of inertia. Optional additional topics include fluid statics and cables.

*Prerequisites: PHYS 1A and MATH 2 with a minimum grade of C*  
*Strongly Recommended: ENGR 22 with a minimum grade of C*

**ENGR 37 APPLIED STATICS AND MATERIALS 3.0 Units**

Applied statics, mechanics of materials, and materials science. Topics include stress, strain, types of forces, moments, moment of inertia, friction, truss structures, centers of gravity, modulus of elasticity, fasteners, chemistry and atomic structure, crystalline structures, phase diagrams. This course is designed for Engineering Technology majors; it is not intended for students pursuing the Engineering Requirements (Transfer Preparation) path.

*Prerequisite: MATH 39 with a minimum grade of C*

**ENGR 44 INTRO TO CIRCUIT ANALYSIS 4.0 Units**

Introduction to analysis methods for electrical circuits. Topics include general techniques for circuit analysis, simple resistive circuits, inductors, capacitors, mutual coupling, operational amplifier circuits, transient and steady-state analysis of first-order and second-order circuits. Lab topics include introduction to the use of electronic test equipment, designing, assembling, testing and simulating various resistive, LC, RC and operational amplifier circuits. Simulations are done with available circuit simulation codes such as PSpice.

*Prerequisite: PHYS 1A with a minimum grade of C*

**ENGR 46 MATERIALS OF ENGINEERING 4.0 Units**

Application of principles of chemistry and physics to the properties of engineering materials; the relation of microstructure to mechanical, electrical, thermal and corrosion properties of metals; ceramics and polymers.

*Prerequisite: PHYS 1A and CHEM 1A with a minimum grade of C*

**ENGLISH**

**ENG 1A CRITICAL READING AND COMP 3.0 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 individual's worldview and contexts from which these ideas arise. Some research required.

*Prerequisite: ENG 104 or NENG 204 with a minimum grade of Pass or ESL 25 with a minimum grade of C*

**ENG 1AEX CRITICAL READING COMP EXPANDED 4.0 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 individual's worldview and contexts from which these ideas arise. Some research required. Integrated approach to reading, writing, and critical thinking intended to develop ability to read and write complex, college-level prose. English 1AEX provides students with an extra unit of lab to support students in reading and writing complex, college-level prose. Students who have completed, or are enrolled in, ENG 1A may not receive credit.

*Prerequisite: ENG 104 with a minimum grade of P, or ESL 25 with a minimum grade of C*

**ENG 4 CRITICAL THINKING/WRITING LIT 3.0 Units**

Develops critical thinking, reading, and writing skills as they apply to the analysis of fiction, poetry and drama; literary criticism; and related non-fiction from diverse cultural sources and perspectives. Emphasis on the techniques and principles of effective written argument as they apply to literature. Some research required.

*Prerequisite: ENG 1A or ENG 1AEX with a minimum grade of C*

**ENG 7 CRITICAL THINKING/WRITING 3.0 Units**

Develops critical thinking, reading, and writing skills as they apply to the textual analysis of primary and secondary book-length works from a range of academic and cultural contexts. Emphasis on the techniques and principles of effective written argument in research-based writing across disciplines.

*Prerequisite: ENG 1A or ENG 1AEX with a minimum grade of C*

**ENG 12A CRAFT OF WRITING FICTION 3.0 Units**

Practice in writing fiction. Developing internal and external sources for stories and novels; biographical sources, characterization, plot, points-of-view, narrative techniques; analysis and criticism of published writing and individual's own work.

*Strongly Recommended: ENG 11 with a minimum grade of C and eligibility for ENG 1A.*

**ENG 12B CRAFT OF WRITING FICT:INTERMED 3.0 Units**

Practice in writing fiction at an intermediate level. Builds on the skills developed in English 12A by requiring the use of vivid description, specific detail, dynamic and rounded character

development, consistent point of view, and logical plotting that avoids cliché. 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 short fiction and a book-length work; analysis and criticism of peer work and individual's own work. Requires submission for publication at the end of the semester. 3 hours.

*Strongly Recommended: ENG 12A with a minimum grade of C and ENG 1A with a minimum grade of C*

**ENG 12C CRAFT OF WRITING FICTION: ADV. 3.0 Units**

Practice in writing fiction at an advanced level. Builds on the intermediate skills developed in English 12B by requiring a mastery of description, detail, character development, consistent point of view, and logical plotting that avoids cliché. Focus on achieving 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 short fiction and a presentation about the craft in a book-length work; analysis and criticism of peer work and individual's own work. Requires submission for publication at the end of the semester; analysis and criticism of peer work and individual's own work.

*Prerequisite: ENG 12B with a minimum grade of C*

*Strongly Recommended: ENG 1A or ENG 1AEX with a minimum grade of C*

**ENG 13A THE CRAFT OF WRITING POETRY 3.0 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: ENG 11 or ENG 1A or ENG 1AEX with a minimum grade of C*

**ENG 13B WRITING POETRY: INTERMEDIATE 3.0 Units**

Continued 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 and submission for publication.

*Prerequisite: ENG 13A with a minimum grade of C*

**ENG 19A JOURNAL OF ARTS AND WRITING A 3.0 Units**

Creation of a literary-style student magazine. Practical training in the managing, editing, formatting, and printing of a literary magazine. Enrollment constitutes the staff of the magazine. Cross listed with MSCM 19A. A student who has successfully completed MSCM 19A cannot enroll in ENG 19A.

**ENG 19B JOURNAL OF ARTS AND WRITING B 3.0 Units**

Creation of a literary-style student magazine. Practical intermediate-level training in the managing, editing, formatting, and printing of a literary supplement and/or magazine with a focus on the production process, including copy editing, design, layout, proofreading, working with the printer, and digital and print distribution. Enrollment constitutes the staff of the magazine. A student who has completed MSCM 19B cannot enroll in ENG 19B.

*Prerequisite: ENG 19A or MSCM 19A with a minimum grade of C*

**Las Positas College  
ENGLISH FLOW CHART**

Beginning Fall 2019, students are encouraged to enroll directly into a transfer-level English course. Students with a verifiable American high school GPA of 2.5 or higher are eligible for English 1A. All students are eligible for English 1AEX, which is an English 1A class with 2 additional lab hours of support per week. Students who want a semester of preparation before English 1A or 1AEX, or who wish to take a non-transferable English course, can take English 104. If English is not a student's native language, that student should take the English as a Second Language Assessment Test. See the LPC Assessment Center's guided self-placement website for more information.

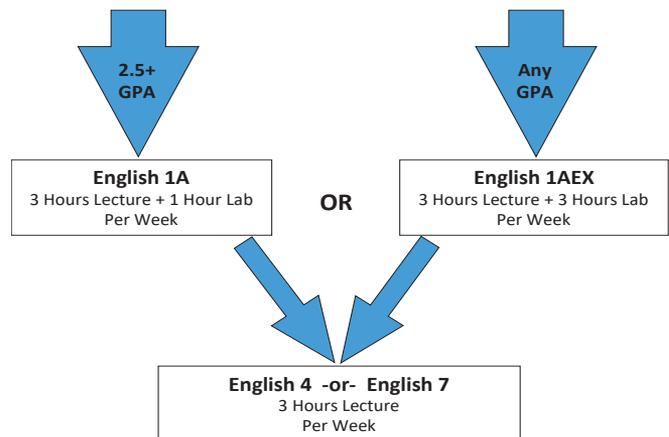
*(Optional)*

**NON-TRANSFERABLE ENGLISH**

**English 104**

3 Hours Lecture + 3 Hours Lab  
Per Week

**TRANSFER-LEVEL ENGLISH**



**LANGUAGE AND RATIONALITY**

**A.A. REQUIREMENTS**

**6 Semester Units**

ENGLISH COMPOSITION  
English 1A -or- English 1AEX.....3 Units

AND  
WRITING AND CRITICAL THINKING  
English 4 (Fiction) -or- English 7 (Non-Fiction).....3 Units

**A.S. REQUIREMENTS**

**3 Semester Units**

ENGLISH COMPOSITION  
English 1A -or- English 1AEX.....3 Units

**TRANSFER REQUIREMENTS**

Students should consult CSU GE and IGETC requirements or see a counselor

Scan here to visit the current Spring 2021 class schedule online.



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**ENG 35 MODERN AMERICAN LITERATURE 3.0 Units**

U.S. literature from the second half of the 19th century to the present, including poetry, drama, prose fiction, and essays. Emphasizes literary analysis and the exploration each work in relation to its social, cultural and historical contexts.

*Prerequisite: ENG 1A with a minimum grade of C*

**ENG 104 INTEGRATED READING & WRITING II 4.0 Units**

An accelerated one-semester preparation in English for success in college. Integrates reading, critical thinking and writing assignments, using materials that present a variety of perspectives from across the curriculum.

**ENGLISH AS A SECOND LANGUAGE**

**ESL 23 COLLEGE GRAMMAR 3.0 Units**

This is a one-semester advanced grammar course for academic purposes. The course focuses on sentences, clauses, and phrases, verb tenses and forms, auxiliary verbs and modals, and grammar analysis to enhance reading comprehension. Students are advised to enroll concurrently in ESL 23 and ESL 24 or 25.

*Prerequisite: ESL 120B or NESL 220B and ESL 121B with a minimum grade of P, or NESL 221B or placement through the ESL assessment process.*

**ESL 24 ADV. READING AND COMPOSITION I 6.0 Units**

This is the first semester of a one-year advanced reading and writing course for academic purposes. Emphasis is on critical reading techniques and writing expository essays as well as on grammar and vocabulary development.

*Prerequisite: ESL 121B with a minimum grade of Pass, or Placement through the ESL assessment process*

**ESL 25 ADV. READING AND COMPOSITION II 6.0 Units**

This is the second semester of a one-year advanced reading and writing course for academic purposes. Emphasis is on critical reading and techniques of exposition, analysis, and argumentation.

*Prerequisite: ESL 24 with a minimum grade of C or Placement through the ESL assessment process.*

**ESL 26 ADVANCED EDITING 3.0 Units**

This course is designed to increase students' awareness of their own use of written language, and give them practice in editing strategies which will enable them to use linguistic forms accurately, meaningfully and appropriately in written expression.

*Prerequisite: ESL 120B or NESL 220B and ESL 121B or NESL 221B with a minimum grade of P or placement through the ESL assessment process.*

*Students are advised to enroll concurrently in ESL 26 and ESL 24 or 25.*

**ESL 100 BEGINNING SPELLING FOR ENGLISH 1.0 Units**

This is a one semester beginning spelling class, designed to enable English language learners to recognize and use beginning sound/spelling patterns in English, develop an understanding of the sounds and symbols of English, including open/closed

syllables, short and long vowel sounds, consonant and consonant cluster sounds, as well as the spelling of homophones and other problem words in everyday English. The course will also focus on basic dictionary skills to improve student autonomy.

**ESL 115 INTERMEDIATE VOCABULARY SKILLS 1.0 Units**

This is an intermediate level vocabulary skills class, designed to enable English language learners to improve language proficiency by learning new vocabulary and developing vocabulary-building skills. The class will focus on the 1000-2000 most common words in English, dictionary skills, and intermediate morphology including prefixes, suffixes and roots.

*Prerequisite: ESL 131B with a minimum grade of P or placement through assessment or NESL 231B with a minimum grade of P*

**ESL 120A INTERM. GRAMMAR/READ,WRITE I 3.0 Units**

This is the first semester of a one-year course in intermediate grammar for academic writing and reading designed to enable students to use linguistic forms accurately, meaningfully and appropriately in written expression. This course focuses on compound and complex sentences, verb tense and form, and modals. This course also emphasizes grammar analysis, detecting and correcting grammatical errors, and self-editing skills.

*Prerequisite: ESL 130B or appropriate skill level demonstrated through the ESL assessment process.*

*Students are advised to enroll concurrently in ESL 120A and 121A and 123 or 126.*

**ESL 120B INTERM. GRAMMAR/READ,WRITE II 3.0 Units**

This is the second semester of a one-year course in intermediate grammar for academic writing and reading designed to enable students to use linguistic forms accurately, meaningfully and appropriately in written expression. The course focuses on compound and complex sentences and short paragraphs, overview of the verb tense system in English, verb forms with gerunds and infinitives, verb forms in modifying phrases, and modals. This course also emphasizes analyzing grammar and meaning, detecting and correcting grammatical errors, and self-editing skills.

*Prerequisite: ESL 120A or appropriate skill level demonstrated through the ESL assessment process.*

*Students are advised to enroll concurrently in ESL 120B, 121B, and 123 or 126.*

**ESL 121A INTERM. READING AND WRITING 6.0 Units**

This is the first semester of a one-year course in intermediate academic writing and reading. Classes will focus on writing sentences, paragraphs and compositions, developing strategies for reading comprehension and flexibility, on interactive reading, and on academic vocabulary development. Students will develop cultural understanding, vocabulary, and fluency through a variety of academic writing and reading tasks.

*Prerequisite: ESL 131B with a minimum grade of Pass or placement through the ESL assessment process.*

*Students are advised to enroll concurrently in ESL 120A, 121A and 123 or 126.*

**ESL 121B HIGH-INTERMEDIATE READING 6.0 Units**

This is the second semester of a one-year course in intermediate academic writing and reading. Classes will focus on writing

sentences, paragraphs and compositions, developing strategies for reading comprehension and flexibility, on interactive reading, and academic vocabulary development. Students will develop cultural understanding and fluency through a variety of academic writing and reading tasks.

*Prerequisite: ESL 121A with a minimum grade of C or placement through the ESL assessment process.*

*Students are advised to enroll concurrently in ESL 120B, 121B and 123 or 126.*

**ESL 123 INTERM. ORAL COMMUNICATION 2.0 Units**

This is an intermediate level oral communication course. This course will enable students to use linguistic forms accurately, meaningfully and appropriately, emphasizing academic listening and speaking skills: listening and speaking in small groups, listening to short lectures on academic topics, learning academic vocabulary and expressions, making presentations on new topics.

*Prerequisite: ESL 130B, ESL 131B, ESL 133 or an appropriate skill level demonstrated through the ESL assessment process.*

*Prerequisite: ESL 133 with a minimum grade of C*

**ESL 130A BEGINNING GRAMMAR FOR READING 3.0 Units**

This is the first semester of a one-year course in beginning grammar for academic purposes designed to enable students to understand and use English accurately, meaningfully and appropriately. The course focuses on the connection between vocabulary and grammar, simple and compound sentences, phrases, verb forms, and verb tenses, especially simple present, simple past, and present progressive.

*Strongly Recommended: Placement through the ESL assessment process*

*Students are advised to enroll concurrently in ESL 130A, 131A, and 133 or 136.*

**ESL 130B HIGH-BEGINNING GRAMMAR 3.0 Units**

This is the second semester of a one-year course in beginning grammar for academic purposes designed to enable students to identify and use linguistic forms accurately, meaningfully and appropriately in written expression. The course focuses on simple and compound sentences, word order, verb tenses: simple present, past, and future as well as present and past progressive, verb forms, modals, phrases, and vocabulary development.

*Prerequisite: ESL 130A or NESL 230A with a minimum grade of P or placement through the ESL assessment process.*

*Students are advised to enroll concurrently in ESL 130B, 131B, and 133 or 136.*

**ESL 131A BEGINNING READING AND WRITING 6.0 Units**

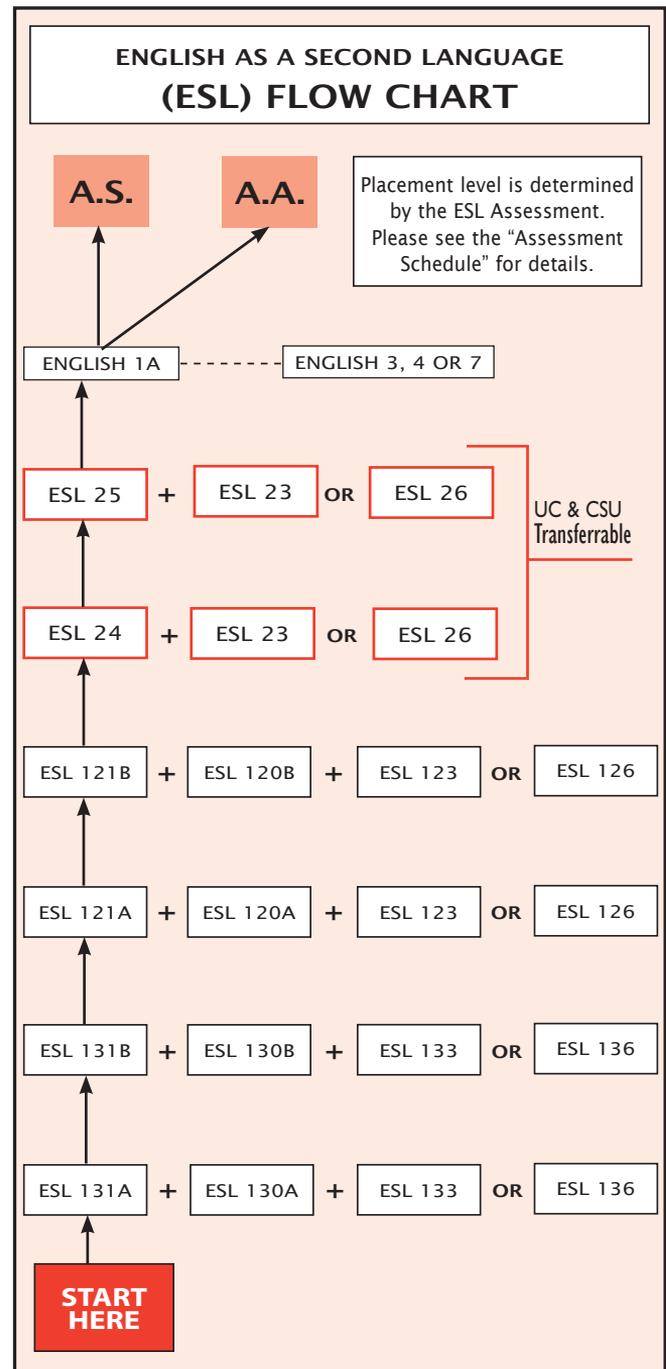
This is the first semester of a one-year course in beginning academic writing and reading. Classes will focus on writing simple and compound sentences in short paragraphs, on developing strategies for increasing reading comprehension and flexibility, on interactive reading, and on developing academic vocabulary. Students will develop cultural understanding and fluency through a variety of writing and reading tasks.

*Strongly Recommended: Appropriate skill level demonstrated through the ESL assessment process.*

*Students are advised to enroll concurrently in ESL 131A, 130A, and 133 or 136.*

**ESL 131B HIGH-BEG. READING AND WRITING 6.0 Units**

This is the second semester of a one-year course in beginning academic writing and reading. Classes will focus on writing simple, compound, and complex sentences in structured paragraphs, on



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developing strategies for increasing reading comprehension and flexibility, on interactive reading, and on developing academic vocabulary. Students will develop cultural understanding and fluency through a variety of writing and reading tasks.

*Prerequisite: ESL 131A or NESL 231A completed with a minimum grade of Pass or placement through the ESL assessment process.*

*Students are advised to enroll concurrently in ESL 131B and 130B, and 133 or 136.*

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**ESL 136 PRONUNCIATION AND FLUENCY** **2.0 Units**

Focused practice on recognizing and producing individual speech sounds, stress patterns, rhythm and intonation patterns, and grammatical signals through activities such as oral presentations, role play, authentic dialogue, and presentations. Students will focus on developing listener friendly pronunciation. Course content includes individual as well as group work.

*Strongly Recommended: Placement through the ESL assessment process.*

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## ENVIRONMENTAL STUDIES

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**EVST 5 ENERGY AND SUSTAINABILITY** **3.0 Units**

Introduction and exploration of Energy production, utilization, management, and the effects on society, and the environment. This course will also compare and contrast current and future renewable and non-renewable methods of energy generation, auditing, and conservation.

*Strongly Recommended: Eligibility for ENG 1A*

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## FIRE SERVICE TECHNOLOGY

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**FST 1 FIRE PROTECTION ORGANIZATION** **3.0 Units**

This course provides an overview to fire protection and emergency services, career opportunities in fire protection and related fields, culture and history of emergency services, fire loss analysis, organization and function of public and private fire protection services, fire departments as part of local government, laws and regulations affecting the fire service; fire service nomenclature, specific fire protection functions, basic fire chemistry and physics, introduction to fire protection systems, introduction to fire strategy and tactics, and life safety initiatives.

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**FST 2 PRINCIPLES OF FIRE SAFETY** **3.0 Units**

This course introduces the 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.

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**FST 3 FIRE BEHAVIOR AND COMBUSTION** **3.0 Units**

Theory and fundamentals of why fires start, spread, and are controlled. An in-depth study of fire chemistry and fire physics, characteristics of materials, extinguishing agents, and fire control techniques.

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**FST 4 FIRE PREVENTION** **3.0 Units**

Provides fundamental knowledge relating to the field of fire prevention. Topics include history and philosophy of fire prevention and organization, organization and operation of a fire prevention bureau, use and applications fire codes and standards, plans review, fire inspections, identification and correction of fire hazards, fire and life safety education, and fire investigation.

*Strongly Recommended: FST 1 with a minimum grade of C*

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**FST 5 FIRE PROTECTION SYSTEMS** **3.0 Units**

This course provides information relating to the features of design, and operations of fire alarm systems, water-based suppression systems, special hazard fire suppression systems and water supply for fire protection, smoke and thermal detection systems. Installation, testing and maintenance of automatic or manual protection systems and water supply for sprinkler and standpipe systems and portable fire extinguishers.

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**FST 6 CONSTRUCTION FIRE PROTECTION** **3.0 Units**

This course provides the components of building construction related to fire and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at fire and collapse emergencies. Development and evolution of building and fire codes will be studied in their relationship to past fires and collapses in residential, commercial, and industrial occupancies.

*Strongly Recommended: FST 1 with a minimum grade of C*

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## FRENCH

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**FREN 1A BEGINNING FRENCH** **5.0 Units**

This introductory level course will enable students to begin speaking, reading and writing elementary level French as well as understanding the spoken language. Students are introduced to concepts of grammar, vocabulary and verb tenses in a variety of auditory, visual and written contexts.

*Strongly Recommended: Eligibility for ENG 1A.*

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## GEOGRAPHY

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**GEOG 1 INTRO TO PHYSICAL GEOGRAPHY** **3.0 Units**

This course is a spatial study of the Earth's dynamic physical system and processes. Topics include: Earth-sun geometry, weather, climate, water, landforms, soil, and the biosphere with emphasis on spatial characteristics, change over time, interactions between environmental components, and human-

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environment interactions. Tools of geographic inquiry are also briefly covered; they include maps, remote sensing, Geographic Information Systems (GIS) and Global Positioning Systems (GPS).

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**GEOG 1L INTRO. PHYSICAL GEOGRAPHY LAB 1.0 Units**

This course is designed to provide supplemental exercises in topics covered in physical geography lecture. Lab experience will include map analysis and interpretation, weather prognostication, landform processes and evolution, tectonics, biogeography, and habitat analysis.

*Prerequisite: GEOG 1 with a minimum grade of C (may be taken concurrently)*

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**GEOG 2 CULTURAL GEOGRAPHY 3.0 Units**

The course is a study of diverse human populations, their cultural origins, diffusion and contemporary spatial expressions. Topics include: demography, languages and religions, urbanization and landscape and religions, urbanization and landscape modification, political units and nationalism, and economic systems and development.

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**GEOG 5 WORLD REGIONAL GEOGRAPHY 3.0 Units**

Survey of the world's culture regions and nations as interpreted by geographers, including physical, cultural, and economic features. Emphasis on spatial and historical influences on population growth, transportation networks, and natural environments. Identification and importance of the significant features of regions.

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**GEOG 8 INTRO TO ATMOSPHERIC SCIENCE 3.0 Units**

Introduction to the Earth's atmosphere: topics include atmospheric structure and composition, solar radiation and energy balances, temperature, seasonal changes, atmospheric moisture, clouds and fog, precipitation, air pressure, winds, air masses and fronts, cyclones, weather forecasting, climate and climate change.

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**GEOG 15 INTRODUCTION TO GIS 3.0 Units**

Study of Geographic Information Systems (GIS) science and its applications to spatial data management. Identification and acquisition of GIS data. Assessment of vector and raster systems, scale, resolution, map projection, coordinate systems, georeferencing and Global Positioning Systems (GPS). Spatial analysis and modeling with GIS.

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## GEOLOGY

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**GEOL I PHYSICAL GEOLOGY 3.0 Units**

The Earth, its materials, its internal and external processes, and its development through time. Emphasis is placed on a thorough global understanding of Plate Tectonics as a framework and foundation for subsequent geologic topics and concepts. Topics include volcanoes, earthquakes and seismology, the Geologic Time Scale and the formation of the earth, rocks and minerals, hydrology, erosion, beach systems, environmental geology, glaciation, groundwater, etc. Course content includes

the difference between theory and fact and the historical development of key geologic concepts. This is the foundation course for almost all subsequent geology courses for both geology majors and non-majors. The Geology 1 lab may be taken concurrently with the lecture or during a later term.

*Enrollment in the lecture course does not automatically enroll the student in the lab course; students must enroll in the lab course separately.*

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**GEOL 1L PHYSICAL GEOLOGY LABORATORY 1.0 Units**

Laboratory course to supplement the physical geology lecture course. Introduction to the materials and techniques of geology. Includes minerals, rocks, topographic and geologic maps, structural geology, identification and interpretation of landforms, geologic time and relative age dating analysis, etc.

*Prerequisite: GEOL 1 or GEOL 5 or GEOL 7 with a minimum grade of C (May be taken concurrently).*

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**GEOL 12 INTRODUCTION TO OCEANOGRAPHY 3.0 Units**

Introduction to the oceans, the history of oceanic science, instrumentation and exploration; marine geology including plate tectonics and shoreline processes; physical and chemical properties of sea water; causes and effects of currents, tides, and waves; introduction to the basic types of marine life, the basic marine habitats and ecosystems; distribution of marine resources and the Law of the Sea.

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**GEOL 12L INTRO TO OCEANOGRAPHY LAB 1.0 Units**

Laboratory course to supplement the oceanography lecture course. Introduction to the materials and techniques of oceanic science. Includes sea floor rocks, oceanic geography, bathymetric maps, seismic reflection, seawater physics and chemistry, beach sand, tides, waves, marine life and marine fossils, sea floor spreading rates, etc.

*Prerequisite: GEOL12 (may be taken concurrently).*

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## GLOBAL STUDIES

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**GS 2 GLOBAL ISSUES 3.0 Units**

This course introduces students to the origins, current status, and future trends of major transnational issues confronting the global community. Topics can include population trends, economic development and inequality, basic human needs (for food, water health care), human rights, international conflict and security concerns, and environmental problems. The course also focuses on global governance, including the study of collective global responsibilities.

*Strongly Recommended: ENG 104 with a minimum grade of P*

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## GRAPHIC DESIGN & DIGITAL MEDIA

### GDDM 2 WORDPRESS AND CONTENT MGMT. 3.0 Units

Students will use WordPress to build dynamic websites that can be updated easily. Students are also introduced to CMS frameworks.

### GDDM 50 GRAPHIC DESIGN/DIGITAL MEDIA 3.0 Units

Introduction to Digital Art and Design Media and their use in the vocations of Graphic Design, Web and Device Design, Information Design, and Digital Art and Photography. An exploration of the methods of conceptual development of visual content and the language of design to direct the use of these digital tools at basic technical level to bring this content to completion in print or on screen.

### GDDM 51 COLOR THEORY 3.0 Units

A basic-level course highlighting color as an element for communication and expression in all visual fields. Covers key color systems and their relevance to graphic and other visual arts and creative and technical aspects of color.

### GDDM 53 PHOTOSHOP I 3.0 Units

Technical and skill development course using the most recent version of Adobe Photoshop at the introductory to create and manipulate digital images, photographs and illustrations. Emphasis on basic to lower-intermediate level techniques and tools used to create image files suitable for print and screen. Design principles emphasized to create effective output through computer-based composition.

*Strongly Recommended: GDDM 50 and GDDM 51 with a minimum grade of C*

### GDDM 54 ILLUSTRATOR I 3.0 Units

Technical and drawing skill development course using the latest version of Illustrator at the basic- to intermediate- level to render 2- and 3-D digital drawings and illustrations. Emphasis on basic- to intermediate-level techniques and tools used to create image files suitable for print and screen. Design principles emphasized to create effective output through computer-based composition.

*Strongly Recommended: GDDM 50 with a minimum grade of C*

### GDDM 55 WEB DESIGN I 3.0 Units

This introductory web design course takes a visual communications approach to the creation of web sites, and the fundamental techniques required to format text, illustrations, tables, and images for the web - beginning with a graphic user interface balanced with HTML5 code and CSS3 hand-coding that is functional, logical, and attractive, and bringing the concept to life using Dreamweaver. The course also includes detailed instructions on how to use Dreamweaver to create web content, as well as introduction to Content Management Systems such as Wordpress, Joomla! and Drupal.

*Strongly Recommended: GDDM 50 with a minimum grade of C*

## HEALTH

### HEA 1 INTRO TO PERSONAL HEALTH 3.0 Units

An exploration of major health issues and behaviors in the various dimensions of health (physical, emotional, intellectual/mental, social, spiritual, and environmental). Emphasis is placed on individual responsibility for personal health and the promotion of informed, positive health behaviors. Topics include psychological health, mental health, stress management, nutrition, exercise, weight management, chronic and infectious diseases, healthy relationships, sexual health, drug use and misuse, aging, and the health care system.

### HEA 3 WOMENS HEALTH 3.0 Units

Physiological, psychological, social, cultural, and political influences on women's health. Emphasis on diversity of women's health experiences and factors involved with both population level health outcomes and individual decision-making. Focus on empowerment for primary prevention.

### HEA 7 INTRODUCTION TO PUBLIC HEALTH 3.0 Units

An introduction to the discipline of Public Health including basic concepts and terminologies of public health, as well as the history and accomplishments of public health professionals and agencies. An overview of the functions of various public health professions and institutions, and an in-depth examination of the core public health disciplines will be covered. Topics include epidemiology of infectious and chronic diseases; prevention and control of diseases in the community; analysis of the social determinants of health; health disparities among various populations; strategies for disease reduction; community organizing and health promotion programming; environmental health and safety; global health; and healthcare policy.

*Strongly Recommended: Eligibility for ENG 1A*

### HEA 11 HEALTH AND SOCIAL JUSTICE 3.0 Units

This course provides an introduction to the health inequities specifically within the United States that stem from the unequal distribution of power, wealth, education, and services. Students will explore the social determinants of health including socioeconomic status, poverty, racism, violence, and living conditions. Agency, advocacy, community organizing, and policy development will be included.

*Strongly Recommended: Eligibility for ENG 1A*

## HISTORY

### HIST 1 WESTERN CIVILIZATION TO 1600 3.0 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.

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**HIST 2 WESTERN CIVILIZATION SINCE 1600 3.0 Units**  
History of the Modern Western World: Romanticism and the Industrial Revolution to the present.

**HIST 3 WORLD HISTORY TO 1500 3.0 Units**  
Survey of the experience of all peoples with vastly different cultures inhabiting a single globe. Emphasizes the emergence of human communities, formation of complex societies, development of major belief systems and interaction with the environment based on experience, knowledge, and technology to c. 1500.

**HIST 4 WORLD HISTORY SINCE 1500 3.0 Units**  
This course covers the experience of all the world's people from the early modern era to the present. Emphasis is upon the interaction of people with the environment based on the development of technology and conflict between traditional systems and new(er) orders. Broader forces that affect civilizations such as borderlands, exploration and travel, gender and class will be studied.

**HIST 7 US HIST.THROUGH RECONSTRUCTION 3.0 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, the operations of the U.S. government, and the rights and obligations of U.S. citizens under the Constitution.

**HIST 8 US HIST. POST-RECONSTRUCTION 3.0 Units**  
History of the United States from the post-Civil War period to the present. Emphasis on (1) distinctively American patterns of political, economic, social, intellectual and geographic developments, (2) the framework of California state and local government, and the relationship between state/local government and the federal government.

**HIST 14 AMERICAN CULTURES OF CALI. 3.0 Units**  
The history of California from its pre-contact societies to the present, with particular attention to the following periods: Spanish exploration and colonization; the Mexican Revolution; American conquest and the Gold Rush; the Progressive Era; the Great Depression and World War II; and the social movements of the 1960's. In addition to exploring the major political, economic, technological, social, cultural, and environmental developments that have shaped California's history, this course will focus on the distinct and overlapping experiences of the state's Native American, Latino American, African American, Asian American, and European American populations.

**HIST 25 AMERICAN INDIAN HISTORY 3.0 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.

**HIST 28 HISTORY OF AMERICAN WEST 3.0 Units**  
A history of the trans-Mississippi West of the United States. Emphasis will be placed on Native American history and cultures, European and Anglo-American frontiers, expansion of the United States in the 19th century, and the interaction of Native American, European American, Asian American, African American and Hispanic American peoples, and the significance of the West in American history.

**HIST 32 U.S.WOMENS HISTORY 3.0 Units**  
A survey of United States women's history from its indigenous origins through the present. This course 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, and Native Americans. Special areas of focus include women's role in the political, economic, social, and geographic development of the United States.

## HORTICULTURE

**HORT 52 SPRING PLANT MATERIAL ID 3.0 Units**  
Identification of landscape and garden plants will be categorized. Growth habit, climatic adaptation, ornamental value, maintenance and care of trees, shrubs, vines will be studied, with the focus on evergreen and spring flowering plants. (8 hours of lab to be scheduled on Saturdays, which may include one or more field trips)

**HORT 57 LANDSCAPE AND TURFGRASS MGMT 2.0 Units**  
Principles and practices of landscape and turfgrass management as practiced by horticultural professionals, landscape contractors, and grounds keepers will be covered, including preparation, installation, maintenance, renovation, irrigation, fertilization, pruning, and pest control of landscape developments for residential, commercial, public grounds, golf courses, and gardens.

**HORT 67 INTERIOR PLANTSCAPES 2.0 Units**  
Identification, use, propagation, growth, environmental adaptation, ornamental value, and care of container, indoor, and house plants.

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## HUMANITIES

### HUMN 2 INTRODUCTION TO FILM STUDIES 3.0 Units

Introduction to film aesthetics, styles, and devices, as well as film theory and critical approaches to film analysis. Overview of film history, in addition to film production, technology, and distribution. Emphasis on diverse responses to the art form of cinema and its impact on contemporary culture.

### HUMN 3 INTRODUCTION TO HUMANITIES 3.0 Units

Dramatic literature, the theater including filmic art, an introduction to the experience and appreciation of works of musical and visual art and lyric poetry.

### HUMN 4 GLOBAL CINEMAS 4.0 UNITS

Global cinema traditions analyzed through historical, political, cultural, commercial, and artistic perspectives. Screenings and interpretation of representative films from a variety of national and cultural film traditions from around the world, including films from Latin American, U.S., Asian, European, African, and Middle Eastern contexts.

### HUMN 10 AMERICAN ARTS AND IDEAS 3.0 Units

Humanities in the United States. Explored through major works of literature, painting, sculpture, architecture, film, music, philosophy, technology, religion, political and social institutions that reflect the values and meanings of the American cultural experience. Particular attention paid to the experience and contributions of various culture groups (African Americans, Asian-Americans, European-Americans, American Indians, and Latino Americans).

### HUMN 12 CULTURE AND THE ARTS II: 3.0 Units

A survey of the artistic and intellectual accomplishments of human cultures from High Renaissance to Contemporary Eras, i.e. the Modern World. Emphasis is on the study of modern painting, sculpture, architecture, music, literature, theater, religion, and philosophy from around the globe.

### HUMN 28 WORLD MYTHOLOGY 3.0 Units

Introduction to world mythology, including classical mythology, and the mythic themes recurring in literature, the visual arts, and music. Introduction to the major theories used to evaluate mythology. Exploration of myths about creation, destruction, gods, humans, heroes, tricksters, as well as their origins, variation, historical development, and full expression in ancient times and continued presence in the arts.

## INTERIOR DESIGN

### INTD 10 INTRODUCTION TO TEXTILES 3.0 Units

The textile industry and its effects on the apparel and home furnishings markets. Fiber identification, yarn and fabric construction, and decoration. Emphasis on consumer information, fabric performance, care and labeling, and legal responsibilities of the industry.

### INTD 15 DRAFTING FOR INTERIOR DESIGN 3.0 Units

Provides a working knowledge of tools and techniques for interior architectural drafting. emphasis on lettering, dimensioning floor plans, elevation and sections. Also, covers procedures for developing finished presentational drawings and boards.

### INTD 47 PROFESSIONAL PRACTICES 3.0 Units

Interior design practices including business and marketing aspects, wholesale resource development, design presentation and career preparation, contractual obligations.

## KINESIOLOGY - ACTIVITY COURSES -

### KIN BD2 BADMINTON 2 1.0 Units

The techniques of badminton for the intermediate player will be reviewed and performed. This course will also incorporate match analysis for singles and doubles play.

*Strongly Recommended: KIN BD1 with a minimum grade of C*

### KIN BD3 BADMINTON 3 1.0 Units

Badminton strategy for singles and doubles play. The body's physiological responses to singles and doubles play will be examined.

*Strongly Recommended: KIN BD2 with a minimum grade of C*

### KIN BK1 BASKETBALL 1 1.0 Units

This multi-level course is designed to provide the student with an opportunity to development the basic skills and understanding of basketball. Skills such as dribbling, passing, shooting, defensive and offensive strategies will be presented and practiced. Team play and sportsmanship are important priorities that are emphasized in this class.

### KIN BK2 BASKETBALL 2 1.0 Units

This course is designed to provide the student with an opportunity to develop the skills and understanding of passing, shooting, defensive and offensive strategies will be presented and practiced. Team play and sportsmanship are important priorities that are emphasized in this class.

*Strongly Recommended: KIN BK1 with a minimum grade of C*

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**KIN FGI FOOTGOLF I 1.0 Units**

This is an introductory course to the sport of Footgolf. Footgolf is a combination of the popular sports of soccer and golf. On a shortened golf course, players kick a regulation size 5 soccer ball into a large hole in as few shots as possible. This course will focus on the history, rules, and the etiquette of the sport and how to apply putting techniques effectively. The course will be offered on campus and at a local golf course. Students will be charged a minimal fee each time they use the Footgolf course.

**KIN FJW1 FITNESS JOG WALK 1 1.0 Units**

This course is an introduction to a cardiovascular activity that will benefit anyone, regardless of age or fitness level. Individualized walking programs are designed to promote general overall fitness. Jogging and walking skills will be improved through the practice of effective and technically correct movement patterns.

**KIN FJW2 FITNESS JOG WALK 2 1.0 Units**

This is a progressive continuation course to Fitness Jog Walk 1. The proper technique and fundamental principles of training for this activity will be reviewed. Basic exercise physiology will be discussed. The student will be given training regimens to increase their pace, speed, distance and endurance for middle distances i.e.) 5K - 10K. Nutritional requirements and dietary advice will be presented. Training logs will be used to document performance. Pre and post walk/jog assessments will be done to establish a baseline of conditioning and reflect increases in performance.

*Strongly Recommended: KIN FJW1 with a minimum grade of C*

**KIN FJW3 FITNESS JOG WALK 3 1.0 Units**

This is a progressive continuation course to Fitness Jog Walk 2. The course will continue to enhance one's knowledge of using walking/jogging in competition, whether it be cross country events, local race events, fun runs or competitive recreational events. Emphasis will be on speed work, terrain training, endurance development and training for varying outdoor weather conditions. The physiological and psychological aspects of competitive activity is presented. Training regimens and performances will be documented in logs for assessment and training adjustments. Nutritional and treatment of typical chronic orthopedic injuries will be discussed. Extracurricular and off campus events will be encouraged.

*Strongly Recommended: KIN FJW2 with a minimum grade of C*

**KIN FJW4 FITNESS JOG WALK 4 1.0 Units**

This is a progressive continuation course to Fitness Jog Walk 3. This course focuses on walking and/or jogging to enhance one's cardiovascular fitness, body composition, and overall general health. This course is ideal for the general population to begin or continue a lifetime of exercise. Walking/jogging techniques, training intensity assessment, methods for improvement and personal programs will be provided during the course. With consistent practice and implementing sound fitness principles provided by this course, one will benefit from participation. Proper jog/walk technique, progressive training programs, nutrition, hydration, and injury prevention will be addressed.

*Strongly Recommended: KIN FJW3 with a minimum grade of C*

**KIN GBW1 GUTS AND BUTTS WORKOUT 1 1.0 Units**

This course will focus on improving muscle strength and endurance of the abdominals, gluteals, quadriceps, and hamstrings. Functional exercises such as squats, lunges and planks will be utilized.

**KIN GBW2 GUTS AND BUTTS WORKOUT 2 1.0 Units**

This course will focus on strengthening the core and glute muscles. Students will learn how to use equipment such as steps, TRX, swiss balls, and dumbbells to increase exercise intensity.

*Strongly Recommended: KIN GBW1 with a minimum grade of C*

**KIN GF1 GOLF 1 1.0 Units**

This is an introductory course to the sport of golf. The course will include the rules, regulations and etiquette of golf, the fundamental swing skills for the long and short game and appropriate club selection. Beg-Intermediate and Intermediate players can benefit from the basic instruction to improve their skill set through the art of practice on the range. The course will be offered at a local golf range and student will be charged a minimal fee for bucket of balls to be used.

**KIN GF2 GOLF 2 1.0 Units**

For students who possess the rudimentary skills of golf and aim to improve those abilities. Students will hone their putting, short game, mid-long iron play and driving capabilities. The course is offered at a local driving range who will charge a minimal fee for practice balls.

**KIN GF3 GOLF 3 1.0 Units**

Advanced technical aspects of golf match play will be included. Additionally, psychological skills for the elite golfer will be incorporated including visualization, pre-shot routines, relaxation methods and self-talk strategies.

**KIN PF PERSONAL FITNESS 1.0 Units**

An independent, self-paced, personal activity program planned and implemented in conjunction with student goals. Based on goals and results of a fitness assessment and health risk appraisal, an individualized program is developed through personal counseling. Programs can include a physical assessment profile, a health risk appraisal, an individualized exercise/activity program, nutrition counseling, health/wellness education, and behavior modification. The student is required to meet with the instructor on campus at the beginning and end of the semester. This is a hybrid class in which the students are assessed and there is a lecture component in the beginning of the class. At the end

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of the term the students will be reassessed and there will be individual instruction, handouts and another face-to-face lecture.

**KIN PL1 PILATES I 1.0 Units**

This course is an introduction to the Pilates Method of body conditioning. This course presents a system that helps build flexibility and long lean muscles as well as strength and endurance in the legs, abdominals, arms, hips and back. Strong emphasis is placed on spinal and pelvic alignment.

**KIN PL2 PILATES 2 1.0 Units**

This Kinesiology course is continued study of the Pilates Method. The student will learn the principle of neutral spine, how to use Pilates props to provide variation and increased difficulty, and create level 2 exercise routines to enhance overall fitness. The concept of "complete coordination of the body, mind and spirit" will be experienced.

*Strongly Recommended: KIN PL1 with a minimum grade of C*

**KIN SII SOCCER - INDOOR I 1.0 Units**

Students will practice the skills of kicking, passing, trapping and heading necessary for controlled indoor soccer play. Students will discuss and employ basic offensive and defensive strategies and tactics; and put into practice the rules governing soccer.

**KIN SI2 SOCCER - INDOOR 2 1.0 Units**

A second semester course for outdoor soccer. This course will focus on the defensive and offensive tactics of the sport. Students will use the skills covered in Indoor Soccer 1 (SI1) while participating in both small sided and full sided play.

*Strongly Recommended: KIN SI1 with a minimum grade of C*

**KIN SO1 SOCCER - OUTDOOR I 1.0 Units**

This course will teach students the rules of soccer and the fundamental skills of soccer including passing, receiving, shooting, and dribbling. Students will participate in both small-sided and full-sided play.

**KIN SO2 SOCCER - OUTDOOR 2 1.0 Units**

A second semester course for outdoor soccer. This course will focus on the defensive and offensive tactics of the sport. Students will use the skills covered in Soccer - Outdoor 1 (SO1) while participating in both small sided and full sided play.

*Strongly Recommended: KIN SO1 with a minimum grade of C*

**KIN SWF2 SWIMMING FOR FITNESS 2 1.0 Units**

This is an intermediate level swim fitness course with an emphasis in sprint training. This course will teach the student about the different aspects of sprint training as they relate to different distances (50 and 100 yards/meters). Instruction will also include sprint training for each of the competitive strokes (backstroke, breaststroke, and butterfly).

*Strongly Recommended: KIN SWF1, KIN SW3*

**KIN SWF3 SWIMMING FOR FITNESS 3 1.0 Units**

This is an intermediate level swim fitness course with an emphasis in middle distance training. This course will teach the student about the different aspects of middle distance training for

freestyle as they relate to specific race distances: 200, 400, and 500. Instruction will also focus on the 200 & 400 Individual Medley and the 200's of the strokes (backstroke, breaststroke, and butterfly).

*Strongly Recommended: KIN SWF1 and KIN SW3*

**KIN SWF4 SWIMMING FOR FITNESS 4 1.0 Units**

This is an intermediate level swim fitness course with an emphasis in distance training. This course will teach the student about the different aspects of distance training for freestyle as they relate to specific race distances: 800/1500 meters and 1000/1650 yards. Instruction will also include an introduction to open water swimming techniques and strategies.

*Strongly Recommended: KIN SWF1 and KIN SW3*

**KIN VB2 VOLLEYBALL INTERMEDIATE 1.0 Units**

This is a course designed and developed for the intermediate level volleyball player. It is a continuation of beginning volleyball with an emphasis in executing the fundamental skills and techniques of power volleyball at a higher level. This course differs from beginning volleyball in that set patterns and systems of offense and defense are used in a team strategy. BEFORE ENROLLING student should have proficiency in the skills of passing and setting.

*Strongly Recommended: KIN VB1 with a minimum grade of C*

**KIN VB3 VOLLEYBALL ADVANCED 1.0 Units**

Advanced techniques of volleyball with emphasis on competitive play.

*Strongly Recommended: KIN VB2 with a minimum grade of C*

**KIN WT1 WEIGHT TRAINING I 1.0 Units**

This course provides an introduction to weight training. Students will learn how to improve muscle strength and muscle endurance through the correct application of basic weight training principles.

**KIN WT2 WEIGHT TRAINING 2 1.0 Units**

Weight Training 2 is a continuation course to the Basic course WTW1. The Principles of Training, Level 2 terminology and weight training biomechanics will be presented. Level 2 programs and possible variations will be applied in the prescription of the personal weight training program. The course will incorporate lectures on possible injuries and prevention in a more advanced weight training setting. Implementation of goal setting, tracking, analyzing, progressing individual programs will be included.

*Strongly Recommended: KIN WT1 with a minimum grade of C*

**KIN WTW1 WOMENS WEIGHT TRAINING I 1.0 Units**

This specialized course will provide an orientation to the basic weight training machines available in gyms/clubs and proper gym etiquette, a study of the basic musculoskeletal anatomy and kinesiology of the female body, present the fundamental tenets of weight training, discuss how to maintain healthy body composition, and information on designing a weight training program to achieve attainable personal goals. Pre/Post Fitness Assessments will be conducted to establish a baseline of fitness and a measuring instrument for improvement toward weight training goals Through proper education and implementation of

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

sound weight training principles, the female student will be able to maintain a healthy lifestyle throughout various stages of life.

**KIN WTW2 WOMENSTRAINING 2 1.0 Units**

Women's Weight Training 2 is a continuation course to Women's Weight Training 1. Students will increase muscular strength and/or muscular endurance using weight machines, free weights, and body weight exercises. Implementation of program design and goal setting will be included.

*Strongly Recommended: KIN WTW1 with a minimum grade of C.*

**KINYO1 YOGA I 1.0 Units**

This is an introductory course exploring the principles of Hatha Yoga and how they apply to achieving lifetime fitness. Emphasis is on developing awareness of body alignment, balance, and flexibility through a series of exercises and poses. Breathing exercises, relaxation and meditation techniques are learned and practiced throughout the course.

**KINYO2 YOGA 2 1.0 Units**

This is an intermediate Hatha Yoga course that emphasizes intense stretching, balancing, and building of muscular strength. A series of poses and breathing techniques will be practiced in order to create a more strenuous yoga experience. Emphasis will be on the principles of healthy living, along with proper posture, relaxation and meditation techniques.

*Strongly Recommended: KIN YO1 with a minimum grade of C*

## KINESIOLOGY - INTERCOLLEGIATE ATHLETICS -

**KIN 32B SPRING INTERCOLL. MEN'S BBALL 3.0 Units**

Basketball training for intercollegiate competition. Daily practice for advanced skill learning will occur. Spring semester.

**KIN 38B INTERCOLLEGIATE MENS SOCCER 3.0 Units**

Training for intercollegiate competition at collegiate level. Practice will take place which will include training students to perform at the college individual for intercollegiate competition in the sport of soccer using such skills as passing, receiving and heading as well as offensive and defensive strategies. Students must meet California Community College eligibility requirements as established by the California Commission on Athletics.

*Strongly Recommended: KIN 38A with a minimum grade of C*

**KIN 40B IN SEASON WOMENS VOLLEYBALL 3.0 Units**

Intercollegiate competition in the sport of women's volleyball. Strongly Recommended: KIN 40A with a minimum grade of C and/ or Ability to demonstrate the following skills: bump, set, spike, serve.

**KIN 41C SPRING INTERC.BASKETBALL-WOMEN 1.5 Units**

Training for intercollegiate competition. Daily practice. Spring semester.

**KIN 41D OFF SEASON WOMENS BASKETBALL 1.0 Units**

Students will practice the skills of dribbling, passing, shooting and defense necessary for competitive basketball play; put into practice the governing rules of basketball; learn about the appropriate terminology used in basketball and the safety procedures related to the game.

**KIN 48B INTERCOLLEGIATE WOMENS SOCCER 3.0 Units**

Instruction and intercollegiate competition is offered in this sport to those students who are selected, based on tryouts, prior to the start of the sport season.

*Strongly Recommended: KIN 48A with a minimum grade of C*

**KIN 50A PRE-SEASON INTERCOLL. SWIMMING 1.0 Units**

This course is designed to give student-athletes participating in intercollegiate swimming and diving the opportunity to enhance fitness levels and skills prior to competition season. Course content will include technique, aerobic conditioning, race specific training, and dryland/weight training.

*Strongly Recommended: KIN SW3 with a minimum grade of C*

**KIN 60 INTERCOLLEG.WATER POLO - MENS 3.0 Units**

This course is for Intercollegiate Men's Water Polo competition conducted through the NCAA and CCCAA. Defensive and offensive strategies, swimming mechanics, and water polo ball skills appropriate to intercollegiate athletic competition will be expected of the participants. This course may be taken four times for credit.

*Strongly Recommended: KIN SW3 and KIN WP1 with a minimum grade of C*

**KIN 61 WATER POLO OFF SEASON TRAINING 1.0 Units**

This course is designed to give students the opportunity to learn and apply specific conditioning skills relating to the game of Water Polo. Instruction will focus on speed, quickness, strength, and cardiovascular conditioning in the pool as they relate to the play of Water Polo. Concepts of dryland training and periodization will be discussed.

*Strongly Recommended: KIN WP1 and KIN SW2 with a minimum grade of C*

**KIN 65 INTERCOLL.WATER POLO - WOMENS 3.0 Units**

This course is for Intercollegiate Women's Water Polo competition conducted through the NCAA and CCCAA. Defensive and offensive strategies, swimming mechanics, and water polo ball skills appropriate to intercollegiate athletic competition will be expected of the participants. This course may be taken four times for credit.

*Strongly Recommended: KIN SW3 and KIN WP1 with a minimum grade of C*

**Scan here to visit the  
current Spring 2021  
class schedule online.**



Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

## KINESIOLOGY - THEORY COURSES -

### **KIN 6 PERSONAL TRAINER 3.5 Units**

This course emphasizes the theoretical and hands on skills required of personal trainers, coaches and fitness professionals. This course will bridge the gap between exercise science, kinesiology and practical hands-on learning by integrating the latest in scientific and physiologically based research. This class will have lectures, labs, group work/discussions and assignments.

### **KIN 14 RESPONDING TO EMERGENCIES 3.0 Units**

This course involves the theory and detailed demonstration of the first aid care of the injured. The student will learn to assess a victim's condition and incorporate proper treatment. Standard first aid, CPR, and AED certification(s) will be granted upon successful completion of requirements.

### **KIN 18B ATHLETIC TRAINING PRACTICUM 2 1.0 Units**

This course will expose students to injury evaluation, methods of diagnosis and rehabilitation. The student will help make return to play decisions based on the knowledge they have learned in their coursework. The students will develop and administer conditioning programs to Las Positas College athletes with the guidance of the Certified Athletic Trainer.

*Prerequisite: KIN 18A with a minimum grade of C*

### **KIN 19 CARE & PREVENTION OF INJURIES 3.0 Units**

This course provides an introduction to the principles and scientific foundations of athletic training. Examination in the techniques used in the prevention of athletic injuries, including taping, bandaging, and strapping along with how to recognize and evaluate basic signs and symptoms associated with common injuries. Establishing a plan of care that includes rehabilitative exercise will also be studied. Legal and ethical issues, professionalism, organization and administration of a sports medicine facility. This course is focused on preparing those interested in becoming Athletic Trainers and Coaches.

*Prerequisite: KIN 17 with a minimum grade of C*

### **KIN 24 SPORT PSYCHOLOGY 3.0 Units**

A formal introduction to the study of sport psychology focusing upon both the psychological factors that influence participation in sport and exercise and the psychological effects derived from that participation. Emphasis on understanding the psychological processes involved in human performance, models of intervention that can enhance and improve learning and performance conditions, and the strategies which can elicit and influence favorable psychological perceptions and outcomes.

### **KIN 30 INTRODUCTION TO KINESIOLOGY 3.0 Units**

This class is designed to introduce the student to Kinesiology - the science of human movement (and of humans moving). Concepts

in the various subfields of Kinesiology are examined and career opportunities in the field of Kinesiology are explored. Due to the interdisciplinary nature of Kinesiology, the field will be covered from a humanities, social science, and life science perspective.

## LIBRARY SKILLS

### **LIBR 1 WORKING WITH SOURCES 1.0 Units**

Introduction to using sources as supporting documentation in a college level research project. Teaches the skills needed to successfully find, evaluate, use, cite, and document information using library and open web sources. Focus on identifying appropriate sources and proper use of sources. Students will learn to distinguish between source types, how to avoid plagiarism, and how to use sources in their research projects.

### **LIBR 4 COLLEGE RESEARCH TECHNIQUES 0.5 Units**

Introduction to basic research techniques in a college library. Focus on use of the library catalog, search strategies, organization of materials in the library including reference, faculty reserves, circulating books, audiovisuals, use of reference materials, evaluation of relevant resources, recognition of plagiarism, and bibliographic citation of books, audiovisuals, and magazines and journals.

### **LIBR 7 THE OPEN WEB & SEARCH ENGINES 0.5 Units**

Introduction to research techniques in a college library using search engines to find materials on the open web. Focus on use of the open web for research purposes, including web search strategies, appropriate search engines and directories, evaluation techniques for web resources, recognition of plagiarism, and bibliographic citation of web resources.

## MARKETING

### **MKTG 50 INTRODUCTION TO MARKETING 3.0 Units**

Marketing as a value exchange process involving all societal members; an overview of product development, pricing, placement, and promotion; Target markets including the demographic and behavioral dimensions of markets; analyses of marketing placement and pricing strategies and the social, cultural, economic, competitive and legal factors affecting marketing mix decisions.

*Strongly Recommended: ENG 1A with a minimum grade of C*

### **MKTG 56 MARKETING STRATEGIES 3.0 Units**

Current marketing trends, strategies, and techniques. Introduction to online and social media marketing. The promotional process and techniques in the development of effective content creation and branding. Advanced theories, principles, and practices of customer service, customer loyalty, and the customer experience.

## MASS COMMUNICATIONS

### **MSCM 1 INTRO REPORTING & NEWSWRITING 3.0 Units**

An introduction to gathering, synthesizing/organizing, and writing news in journalistic style across multiple platforms. Includes role of the journalist, analysis of exemplary journalistic models, and related legal and ethical issues. Students will report and write based on their original interviews and research to produce news content. Experiences may include covering speeches, meetings, and other events, writing under deadline and use of AP Style.

*Strongly Recommended: Eligibility for ENG 1A.*

### **MSCM 5 INTRO TO MASS COMMUNICATIONS 3.0 Units**

Survey of mass communication and the interrelationships of media with society, including history, structure, and trends in a digital age. Discussion of theories and effects, economics, technology, law and ethics, global media, media literacy, and social issues, including gender and cultural diversity.

*Strongly Recommended: Eligibility for ENG 1A.*

### **MSCM 7 INTRO TO PUBLIC RELATIONS 3.0 Units**

Introduction to the principles, history, development, and professional practice of modern public relations. Includes concepts of planning and executing effective communication strategies, including message design and distribution, for any organization.

*Strongly Recommended: Eligibility for ENG 1A*

### **MSCM 16A EXPRESS COLLEGE NEWSPAPER A 3.0 Units**

An applied course in which students practice and refine beginning journalism skills, including recognizing, acquiring, producing, and distributing content for the print and online editions of the student newspaper, the Express. The focus of study is on basic news, feature, and opinion stories. Students are introduced to concepts related to photojournalism, business management, graphic arts, design, social media, and leadership and editing skills. The course includes ethical, practical, and legal issues in journalism.

*Strongly Recommended: Eligibility for ENG 1A/1AEX*

### **MSCM 16B EXPRESS COLLEGE NEWSPAPER B 3.0 Units**

An applied course in which students practice and refine intermediate journalism skills, including recognizing, acquiring, producing, and distributing content for the print and online editions of the student newspaper, the Express. Focus is on in-depth news, feature and opinion stories. Students develop intermediate abilities in photojournalism, business management, graphic arts, design, social media, and leadership and editing skills. The course includes ethical, practical, and legal issues in journalism.

*Prerequisite: MSCM 16A with a minimum grade of C*

*Strongly Recommended: Eligibility for ENG 1A/1AEX*

### **MSCM 16C EXPRESS COLLEGE NEWSPAPER C 3.0 Units**

An applied course in which students practice and refine advanced journalism skills, including recognizing, acquiring, producing, and distributing content for the print and online editions of the student newspaper, the Express. Focus is on leadership, editing the work of others, improving writing and multimedia skills, and improving the Express. Enhanced leadership role includes outreach to the community and representation as journalist and leader at events. Students develop advanced abilities in writing, photojournalism, business management, graphic arts, design, social media, and leadership and editing skills. Students will produce course includes ethical, practical, and legal issues in journalism. Students should serve in a leadership role.

*Prerequisite: MSCM 16B with a minimum grade of C*

### **MSCM 16D EXPRESS COLLEGE NEWSPAPER D 3.0 Units**

An applied capstone course in which students practice and refine advanced journalism skills, including recognizing, acquiring, producing, and distributing content for the print and online editions of the student newspaper, the Express. Focus is on completing a portfolio project, exploring career opportunities in the field, leading others, editing the work of others, improving writing and multimedia skills, and improving the Express. Students work to develop advanced abilities in writing, photojournalism, business management, graphic arts, design, social media, leadership, and editing skills. The course includes ethical, practical, and legal issues in journalism. Student assumes a leadership role and create workshops to benefit other staff members.

*Prerequisite: MSCM 16C with a minimum grade of C*

### **MSCM 17 EXPRESS EDITORIAL BOARD 1.0 Units**

The roles and responsibilities of leaders on the college newspaper, the Express. Practical experience participating in editorial board meetings, setting policy for the newspaper, and leading in the decision-making process for issue planning, budgeting, and the development of the newspaper. Enrollment is limited to student leaders on the Express.

*Strongly Recommended: Eligibility for ENG 1A*

### **MSCM 19A JOURNAL OF ARTS AND WRITING A 3.0 Units**

Creation of a literary-style student magazine. Practical training in the managing, editing, formatting, and printing of a literary magazine. Enrollment constitutes the staff of the magazine. Cross listed with ENG 19A. A student who has successfully completed ENG 19A cannot enroll in MSCM 19A.

Scan here to visit the current Spring 2021 class schedule online.



Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

**MSCM 19B JOURNAL OF ARTS AND WRITING B 3.0 Units**

Creation of a literary-style student magazine. Practical intermediate-level training in the managing, editing, formatting, and printing of a literary supplement and/or magazine with a focus on the production process, including copy editing, design, layout, proofreading, working with the printer, and digital and print distribution. Enrollment constitutes the staff of the magazine. A student who has completed ENG 19B cannot enroll in MSCM 19B.

*Prerequisite: MSCM 19A or ENG 19A with a minimum grade of C*

**MSCM 31 INTRODUCTION TO MEDIA 3.0 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.

*Strongly Recommended: Eligibility for ENG 1A*

**MSCM 72 INTRO.TO PHOTOJOURNALISM 3.0 Units**

This course deals with the photographer as a journalist, focusing on theory and practice in press and publications photography, with emphasis on using the camera as a reporting and communications tool. Covered are news and feature photography and photographic essays, including composition, impact, and creativity, for newspapers, magazines, the Internet, and other mass communications media. Understanding and applying photojournalistic and basic technical and visual skills in the making of successful reportage photographs. Consideration of the work of major 20th and 21st century photojournalists. Course is cross listed with PHTO 72. Student will receive credit for taking either MSCM 72 or PHTO 72.

*Strongly Recommended: PHTO 50 and/or PHTO 56, and/or VCOM 53.*

*Students registering for a Math Emporium course are required to purchase and use the internet based soft-ware MyMathLab, which contains an online version of the textbook.*

**MATH 52A TECH.INTER.ALGEBRA - AUTO A 1.5 Units**

This course provides a survey of algebraic processes with an emphasis on applications in the automotive trades. Topics covered include, but are not limited to: algebraic expressions; quadratic functions; and functions. This course may not be used as a prerequisite for any transfer level course.

*Prerequisite: MATH 72D with a minimum grade of C*

**MATH 52B TECH.INTER.ALGEBRA - AUTO B 1.5 Units**

This course provides a survey of algebraic and geometric processes with an emphasis on applications in the automotive trades. Topics covered include, but are not limited to: plane geometry; linear regression, financial mathematics, and measures of central tendency. This course is not intended as a prerequisite for any transfer level course.

*Prerequisite: MATH 52A with a minimum grade of C*

**MATH 53A TECH.INTER.ALGEBRA - WELDING A 2.0 Units**

This course provides a survey of algebraic processes with an emphasis on applications in welding. Topics covered include, but are not limited to: algebraic expressions, plane geometry, the geometry of solids, and triangle trigonometry. This course may not be used as a prerequisite for any transfer level course.

*Prerequisite: MATH 72C or MATH 72D with a minimum grade of C*

**MATH 53B TECH.INTER.ALGEBRA-WELDING B 1.0 Units**

This course provides a survey of algebraic processes with an emphasis on applications in welding. Topics covered include, but are not limited to: quadratic equations, functions, and mathematical models. This course may not be used as a prerequisite for any transfer level course.

*Prerequisite: MATH 72D and MATH 53A with a minimum grade of C*

**MATH 55 INTERMEDIATE ALGEBRA FOR BSTEM 5.0 Units**

Intermediate algebra concepts, in the service of Business, Science, Technology, Engineering and Math (BSTEM) will be explored in this course including: an introduction to functions; linear and absolute value functions; absolute value equations and inequalities; compound linear inequalities; rational expressions, functions and equations; radical expressions, functions and equations; rational exponents; complex numbers; quadratic functions and equations; inverse of a function; exponential and logarithmic functions; properties of logarithms; exponential and logarithmic equations; conic sections; and systems of equations and inequalities. Multiple representations, applications and modeling with functions are emphasized throughout.

*Strongly Recommended: MATH 110 or MATH 110B or NMAT 210 with a minimum grade of C*

*A TI-84 or TI-83 calculator or internet-based software may be required for some sections of this course. There may be a fee associated with these materials. Consult with the instructor or bookstore before registering for this course.*

*This class is offered for credit (MATH 55) or for tuition-free noncredit (NMAT 255).*

## MATH

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### MATH EMPORIUM

The Math Emporium is a mode in which students have the ability to complete their foundational math courses, associate level math courses, and Technical Math sequence in a personalized mode. This mode allows students to self-accelerate through the material in a way that is unique to each student's needs. Students will learn study skills and tips along with the math while working on their lab assignments. Students will decide when they are ready to take a test and take the length of time they need when testing (within the hours of operation).

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

**MATH 72A TECH ELEMENTARY ALGEBRA A 1.0 Units**

This course provides a survey of computational and elementary algebraic processes with an emphasis on applications in the automotive and welding trades. Topics covered include, but are not limited to: computations with real numbers, ratios, and proportions. This course cannot be used as a prerequisite for Math 50 Core Intermediate Algebra or Math 55 Intermediate Algebra.

**MATH 72B TECH. ELEMENTARY ALGEBRA B 1.0 Units**

This course provides a survey of computational and elementary algebraic processes with an emphasis on applications in the automotive and welding trades. Topics covered include, but are not limited to: linear equations, the rectangular coordinate system, and linear equations in two variables. This course cannot be used as a prerequisite for Math 50 Intermediate Algebra.

*Prerequisite: MATH 72A with a minimum grade of C*

**MATH 72C TECH. ELEMENTARY ALGEBRA C 1.0 Units**

This course provides a survey of computational and elementary algebraic processes with an emphasis on applications in the automotive and welding trades. Topics covered include, but are not limited to: percentages and measurement. This course cannot be used as a prerequisite for Math 50 Core Intermediate Algebra or Math 55 Intermediate Algebra.

*Prerequisite: MATH 72A or MATH 72B with a minimum grade of C*

**MATH 72D TECH. ELEMENTARY ALGEBRA D 1.0 Units**

This course provides a survey of computational and elementary algebraic processes with an emphasis on applications in the automotive and welding trades. Topics covered include, but are not limited to: the rectangular coordinate system, linear equations in two variables, and systems of linear equations. This course cannot be used as a prerequisite for Math 50 Core Intermediate Algebra or Math 55 Intermediate Algebra.

*Prerequisite: MATH 72B and MATH 72C with a minimum grade of C*

**MATH 107 PRE-ALGEBRA 4.0 Units**

This course is intended to serve as a bridge between arithmetic and Elementary Algebra. It includes a review of arithmetic, operations involving signed integers, fractions and decimals, variables and variable expressions, simple linear equations and their graphs, percent and proportion, introduction to statistics, geometry and measurement, and application problems.

**MATH 110 ELEMENTARY ALGEBRA 4.0 Units**

Elementary algebra concepts, including: real numbers and their properties; algebraic expressions; integer exponents; operations with polynomial expressions; operations with polynomial expressions; linear and quadratic equations; linear inequalities and set notation; graphs of linear equations and inequalities; slope; systems of linear equations and inequalities; and modeling with linear and quadratic equations.

*Strongly Recommended: MATH 107 or MATH 107B or NMAT 207 with a minimum grade of C*

**LECTURE CLASSES**

Classes taken in these modes are guided by the instructor. Refer to the online schedule for details on each course's requirements.

*Students may be required to purchase internet-based software for some math classes. For more information, see the section titled "Online Learning" in this schedule, or go to <http://www.laspositascollege.edu/onlinelearning>.*

*A TI-84 or TI-83 calculator or internet-based software may be required for some sections of a course. There may be a fee associated with these materials. Consult with the instructor or bookstore before registering for this course.*

**MATH 1 CALCULUS I 5.0 Units**

An introduction to single-variable differential and integral calculus including: functions, limits and continuity; techniques and applications of differentiation and integration; the Fundamental Theorem of Calculus; areas and volumes of solids of revolution.

*Prerequisite: MATH 30 and MATH 39 or MATH 38 with a minimum grade of C*

**MATH 2 CALCULUS II 5.0 Units**

Continuation of single-variable differential and integral calculus. Topics covered include: inverse and hyperbolic functions; techniques of integration; polar and parametric equations; infinite sequences, series, power series and Taylor series; applications of integration. Primarily for mathematics, physical science and engineering majors.

*Prerequisite: MATH 1 with a minimum grade of C*

**MATH 3 MULTIVARIABLE CALCULUS 5.0 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, Green's Stokes' and divergence theorem, applications.

*Prerequisite: MATH 2 with a minimum grade of C*

**MATH 5 ORDINARY DIFFERENTIAL EQUATION 3.5 Units**

Introduction to differential equations including the conditions under which a unique solution exists, techniques for obtaining solutions, and applications. Techniques include generation of series, solutions, use of Laplace Transforms, and the use of eigenvalues to solve linear systems. Generation of exact solutions, approximate solutions, and graphs of solutions using MATLAB.

*Prerequisite: MATH 3 with a minimum grade of C*

**MATH 7 ELEMENTARY LINEAR ALGEBRA 3.5 Units**

An introduction to linear algebra including: techniques and theory needed to solve and classify systems of linear equations

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using Gaussian elimination and matrix algebra; properties of vectors in n-dimensions; generalized vector spaces, inner product spaces, basis, norms, orthogonality; eigenvalues, eigenspaces; and linear transformations. Selected applications of linear algebra, including the use of MATLAB to solve problems involving advanced numerical computation.

*Prerequisite: MATH 2 with a minimum grade of C*

**MATH 10 DISCRETE MATHEMATICS 4.0 Units**

Designed for majors in mathematics and computer science, this course provides an introduction to discrete mathematical structures used in Computer Science and their applications. Course content includes: Propositional and predicate logic; rules of inference; quantifiers; elements of integer number theory; set theory; methods of proof; induction; combinatorics and discrete probability; functions and relations; recursive definitions and recurrence relations; elements of graph theory and trees. Applications include: analysis of algorithms, Boolean algebras and digital logic circuits. Students who have completed, or are enrolled in, CS 17 may not receive credit.

*Prerequisite: MATH 1 and CS 1 with a minimum grade of C (May be taken concurrently)*

**MATH 30 COLLEGE ALGEBRA FOR STEM 4.0 Units**

College algebra core concepts relating to Science, Technology, Engineering and Mathematics (STEM) and Business fields are explored, such as: polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; and analytic geometry. Multiple representations, applications and modeling with functions are emphasized throughout. May not receive credit if Mathematics 20 or 45 have been completed.

*Prerequisite: MATH 55 or MATH 55B or NMAT 255 with a minimum grade of C*

**MATH 33 FINITE MATHEMATICS 4.0 Units**

Linear functions, systems of linear equations and inequalities, exponential and logarithmic functions and applications, matrices, linear programming, mathematics of finance, sets and Venn diagrams, combinatorial techniques and an introduction to probability. Applications in business, economics and social sciences.

*Prerequisite: MATH 50 or MATH 55 or MATH 55B with a minimum grade of C*

**MATH 34 CALC FOR BUS AND SOC SCIENCES 5.0 Units**

Functions and their graphs; limits of functions; differential and integral calculus of algebraic, exponential and logarithmic functions. Applications in business, economics, and social sciences and use of graphing calculators. Partial derivatives and the method of Lagrange multipliers.

*Prerequisite: MATH 55 or MATH 55B with a minimum grade of C*

**MATH 39 TRIGONOMETRY 4.0 Units**

Trigonometry includes definitions of the trigonometric functions and their inverses, graphs of the trigonometric functions and their inverses, trigonometric equations, trigonometric expressions and identities, including proofs, an introduction to vectors, polar coordinates and complex numbers. Applications include solving

right triangles and solving triangles using the law of sines and the law of cosines.

*Prerequisite: MATH 55 or MATH 55B with a minimum grade of C.*

**MATH 40 STATISTICS AND PROBABILITY 4.0 Units**

Descriptive statistics, including measures of central tendency, dispersion and position; elements of probability; confidence intervals; hypothesis tests; two-population comparisons; correlation and regression; goodness of fit; analysis of variance; applications in various fields. Introduction to the use of a computer software package to complete both descriptive and inferential statistics problems.

*Prerequisites: Math 50 or Math 55 or Math 55B with a minimum grade of C*

**MATH 47 MATHEMATICS FOR LIBERAL ARTS 3.0 Units**

An introduction to a variety of mathematical concepts for students interested in liberal arts. Intended to cultivate an appreciation of the significance of mathematics in daily life and help develop students' mathematical reasoning. Topics include personal finance, probability and statistics, logic, exponential growth, and graph theory.

*Prerequisite: MATH 55 or MATH 55B or MATH 50 with a minimum grade of C*

**MATH 50 INTERMEDIATE ALGEBRA FOR SLAM 4.0 Units**

This is an Intermediate Algebra course for students interested in fields of study that require Statistics or Liberal Arts Mathematics (SLAM). Intermediate algebra concepts will be explored in the context of the function. Function concepts covered include: distinction between functions and relations, domain and range, function notation, multiple representation of functions, behavior of functions, operations with functions (including composition), one-to-one and invertible functions. Types of functions considered: polynomial, rational, radical, exponential and logarithmic functions. The course quantitative data. Standards for mathematical practice, applications of functions, and modeling with functions are emphasized throughout.

*Strongly Recommended: MATH 110 or MATH 110B or NMAT 210 with a minimum grade of C*

**ALL CONCURRENT SUPPORT COURSES**

These STRONGLY RECOMMENDED 1-unit lab courses are aligned with your math course and designed with innovative strategies to provide math and learning support while taking a math course. Whether your math class is foundational or transfer level, the concurrent support provides assistance in understanding the content in your current math course while learning essential study skills necessary to succeed in college courses.

*These classes are offered for credit or tuition-free (noncredit), with the exception of MATH 66C, 67C, and 68C.*

**MATH 66C SUPPORT FOR CALCULUS I 1.0 Units**

This course offers structured support to students who are concurrently enrolled in Calculus I. The support course includes material to prepare students for the rigor of the calculus course by teaching learning skills necessary to succeed in college courses as well as review of relevant prerequisite algebraic, geometric and trigonometric concepts, and more in-depth investigation of core concepts in their concurrent math course.

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

*Corequisite: MATH 1 - This is a one-way corequisite for Math 1. However, not everyone taking Math 1 would have to take this Math 66C concurrent support course.*

Math 66C is a **STRONGLY RECOMMENDED** support course for students currently enrolled in Math 1. This 1 unit-lab is designed to prepare students for the rigor of the Calculus math sequence and learning skills necessary to succeed in college courses. Aligned with your math course and designed with innovative strategies to provide math and learning support while you are taking your math course.

### **MATH 67C CONCURRENT SUPPORT CALCULUS II 1.0 Units**

This course offers structured support to students who are concurrently enrolled in Calculus II. The support course includes material to prepare students for the rigor of the calculus course by teaching learning skills necessary to succeed in college courses as well as review of relevant prerequisite algebraic, geometric and trigonometric concepts, and more concurrent math course.

*Corequisite: MATH 2 - This is a one-way corequisite for Math 2. Everyone taking this Math 67C concurrent support course must be taking a Math 2 class concurrently. However, not everyone taking Math 2 would have to take this Math 67C concurrent support course.*

Math 67C is a **STRONGLY RECOMMENDED** support course for students currently enrolled in Math 2. This 1 unit-lab is designed to prepare students for the rigor of the Calculus math sequence and learning skills necessary to succeed in college courses. Aligned with your math course and designed with innovative strategies to provide math and learning support while you are taking your math course.

### **MATH 68C CONCURRENT SUPPORT CALCULUS III 1.0 Units**

This course offers structured support to students who are concurrently enrolled in Calculus III. The support course includes material to prepare students for the rigor of the calculus course by teaching learning skills necessary to succeed in college courses as well as review of relevant prerequisite algebraic, geometric and trigonometric concepts, and more in-depth investigation of core concepts in their concurrent math course.

*Corequisite: MATH 3 - This is a one-way corequisite for Math 3. Everyone taking this Math 68C concurrent support course must be taking a Math 3 class concurrently. However, not everyone taking Math 3 would have to take this Math 68C concurrent support course.*

Math 68C is a **STRONGLY RECOMMENDED** support course for students currently enrolled in Math 3. This 1 unit-lab is designed to prepare students for the rigor of the Calculus math sequence and learning skills necessary to succeed in college courses. Aligned with your math course and designed with innovative strategies to provide math and learning support while you are taking your math course.

### **MATH 100C CONCURRENT SUPPORT SLAM MATH 1.0 Units**

This course is concurrent support for Elementary Algebra. The course is designed to provide additional, formal support to students who are currently taking an Elementary Algebra. It includes a review of arithmetic, algebraic and geometric concepts that are relevant to their Elementary Algebra course, study strategies that promote understanding and improve performance, and more in-depth investigation of core concepts that are difficult for students to master. Embedded are learning skills such as growth mindset, brain research, time management, study skills, test taking, math anxiety and more.

*Corequisite: MATH 110 - This is a one-way corequisite for Math 110. Everyone taking this MATH 110C concurrent support course must be taking a Math 110 class concurrently. However, not everyone taking Math 110 would have to take this Math 110C concurrent support course.*

*Or Corequisite: NMAT 210 - This is a one-way corequisite for NMAT 210. Everyone taking this MATH 110C concurrent support course must be taking a NMAT 210 class concurrently. However, not everyone taking NMAT 210 would have to take this MATH 110C concurrent support course.*

Math 100C is a **STRONGLY RECOMMENDED** support course for students currently enrolled in Math 40, Math 47 or Math 33. This 1-unit lab is designed to prepare students for the rigor of the SLAM (Statistics, Liberal Arts Math) transfer-level courses and learning skills necessary to succeed in college courses. Aligned with your math course and designed with innovative strategies to provide math and learning support while you are taking your math course. This class is offered for credit (MATH 100C) or for tuition-free noncredit (NMAT 200C).

### **MATH 101C CONCURRENT SUPPORT BSTEM MATH 1.0 Units**

Concurrent Support for BSTEM Mathematics is for students interested in Business, Science, Technology, Engineering and Mathematical fields. This course offers structured support to students who are concurrently enrolled in a first-level transfer course, such as College Algebra, Trigonometry, and Business Calculus. The support course includes material to prepare students for the rigor of the transfer math course by teaching learning skills necessary to succeed in college courses as well as review of relevant prerequisite algebraic and geometric concepts, and more in-depth investigation of core concepts in their concurrent math course.

*Corequisite: MATH 30 - This is a one-way corequisite for Math 30. Everyone taking this NMAT 201C concurrent support course must be taking a Math 30, Math 39 or Math 34 class concurrently. However, not everyone taking Math 30 would have to take this NMAT 201C concurrent support course.*

*Or MATH 39 - This is a one-way corequisite for Math 39. Everyone taking this NMAT 201C concurrent support course must be taking a Math 30, Math 39 or Math 34 class concurrently. However, not everyone taking Math 39 would have to take this NMAT 201C concurrent support course.*

*Or MATH 34 - This is a one-way corequisite for Math 34. Everyone taking this NMAT 201C concurrent support course must be taking a Math 30, Math 39 or Math 34 class concurrently. However, not everyone taking Math 34 would have to take this NMAT 201C concurrent support course.*

Math 101C is a **STRONGLY RECOMMENDED** support course for students currently enrolled in Math 30, Math 39 or Math 34. This 1 unit-lab is designed to prepare students for the rigor of the BSTEM (Business, Science, Technology, Engineering and Math) transfer-level courses and learning skills necessary to succeed in college courses. Aligned with your math course and designed with innovative strategies to provide math and learning support while you are taking your math course. This class is offered for credit (MATH 101C) or for tuition-free noncredit (NMAT 201C).

Scan here to visit the current Spring 2021 class schedule online.



## MATH JAM BOOT CAMP COURSES

Math Jam is offered the week before the Fall and Spring semesters. This pre-semester, 1-week boot camp provides innovative learning interventions to prepare for upcoming mathematics courses with confidence.

Math Jam is proven to increase student success and retention rates! This program provides a supportive, noncredit pathway for all students into a credit math course required to transfer. Embedded in this bootcamp are essential study and life skills to develop each student holistically before enrolling in a math course as well as rigorous learning support of prerequisite and key math concepts.

### MATH 66 MATH JAM FOR CALCULUS 0.5 Units

Math Jam for Calculus I is a credit course for students preparing for Calculus I. Embedded are essential study and life skills to develop each student holistically, including career development. Students will be learning basic skills and transfer-level material with the goal of preparing them to be successful in their upcoming class.

*It is Strongly Recommended that students taking this course are enrolled in a calculus course.*

*Math Jam for Calculus I is a 1-week support course prior to the start of the semester for students who wish to prepare for their upcoming Calculus I course prior to the start of the semester. This course is designed to prepare students to register for the calculus sequence with confidence, having learned key math concepts and learning skills necessary to succeed in college courses.*

### MATH 67 MATH JAM FOR CALCULUS II 0.5 Units

Math Jam for Calculus II is a credit course for students preparing for Calculus II. Embedded are essential study and life skills to develop each student holistically, including career development. Students will be learning basic skills and transfer-level material with the goal of preparing them to be successful in their upcoming class.

*It is Strongly Recommended that students taking this course are enrolled in a calculus course.*

*Math Jam for Calculus II is a 1-week support course prior to the start of the semester for students who wish to prepare for their upcoming Calculus II course prior to the start of the semester. This course is designed to prepare students to register for the calculus sequence with confidence, having learned key math concepts and learning skills necessary to succeed in college courses.*

### MATH 68 MATH JAM FOR CALCULUS III 0.5 Units

Math Jam for Calculus III is a credit course for students preparing for Calculus III. Embedded are essential study and life skills to develop each student holistically, including career development. Students will be learning basic skills and transfer-level material in their upcoming class.

*It is Strongly Recommended that students taking this course are enrolled in a calculus course.*

*Math Jam for Calculus III is a 1-week support course prior to the start of the semester for students who wish to prepare for their upcoming Calculus III course prior to the start of the semester. This course is designed to prepare students to register for the calculus sequence with confidence, having learned key math concepts and learning skills necessary to succeed in college courses.*

## MUSIC

### MUS 1 INTRODUCTION TO MUSIC 3.0 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 may be required.

### MUS 3 WORLD MUSIC 3.0 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 world music concerts is required.

### MUS 4 JAZZ IN AMERICAN CULTURE 3.0 Units

History, trends, and influences of the phenomenon of jazz through integration of the cultures of (but not limited to) African-American, European-American and the Latin-American communities. Required listening, reading and concert attendance will guide the student to value jazz as a form of self-expression and improve the ability to listen and understand the various eras in jazz from pre-Dixieland to present day.

### MUS 5 AMERICAN CULTURES IN MUSIC 3.0 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.

### MUS 6 BASIC MUSIC SKILLS 2.0 Units

Essentials of music through notation, time elements, melody, harmony, and tonality, texture, dynamics and knowledge of the keyboard. Sight singing and ear training.

### MUS 8B THEORY AND MUSICIANSHIP 2 4.0 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, voice leading involving four -part choral writing, and figured bass realization. Introduces harmonic dictation, cadential elaboration, non-dominant seventh chords, and an introduction

*Prerequisite: MUS 8A with a minimum grade of C*

*Strongly Recommended: MUS 8A, MUS 21A with a minimum grade of C*

### MUS 10B THEORY AND MUSICIANSHIP 4 4.0 Units

This course incorporates the concepts from Music 10A. In addition, through writing and analysis, the course will include: post-Romantic techniques such as borrowed chords and modal mixture, chromatic mediants, Neapolitan and augmented-sixth chords, 9th, 11th and 13th chords, altered chords and dominants;

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

and 20th century techniques such as: Impressionism, tone rows, set theory, pandiatonicism and polytonalism, meter and rhythm. This course also applies and develops the rhythmic, melodic, and harmonic materials of Mus 10A through ear training, sight singing, analysis, and dictation.

*Prerequisite: MUS 10A with a minimum grade of C*

**MUS 13 HISTORY OF ROCK AND ROLL 3.0 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.

**MUS 18A JAZZ/POP PIANO I 1.0 Units**

Voicings, chords, and guidelines for interpretation of lead sheets in a variety of genres for the contemporary pianist. Emphasis on improvisation, accompaniment, bass lines, grooves, and reharmonization.

*Strongly Recommended: MUS 21A with a minimum grade of C.*

**MUS 18B JAZZ/POP PIANO 2 1.0 Units**

Building on the content offered in Music 18A, this course offers more advanced voicings, chords, and guidelines for interpretation of lead sheets in a variety of genres for the contemporary pianist. The student learns chords and chord progressions used in jazz and popular music styles as applied to the keyboard, focusing on chromatic seventh chords and sequences, chord extensions and advanced rhythmic concepts.

*Prerequisite: MUS 18A with a minimum grade of C*

**MUS 19 STUDIES IN MUSIC COMPOSITION 3.0 Units**

Presents a technical and historical analysis of works in various music languages. Students will compose individual pieces to be performed by college-based music ensembles.

*Strongly Recommended: MUS 8A with a minimum grade of B*

**MUS 21A BEGINNING PIANO 1.0 Units**

Group instruction in piano for the absolute beginner with emphasis on developing technique, reading music, and performing.

*Strongly Recommended: MUS 6*

**MUS 21B BEGINNING PIANO: INTERMEDIATE 1.0 Units**

Development of skills learned in Music 21A. Emphasis on further development of technique and performance.

*Prerequisite: MUS 21A with a minimum grade of C*

**MUS 23A ELEMENTARY VOICE I 1.0 Units**

Group singing with emphasis on solo performance. Tone production, breathing, diction, and interpretation in regard to song literature.

*Strongly Recommended: MUS 6*

**MUS 23B ELEMENTARY VOICE II 1.0 Units**

Development of skills learned in Music 23A. Emphasis on further development of vocal production and performance.

*Prerequisite: MUS 23A with a minimum grade of C*

**MUS 28 KEYBOARD SKILLS 1.0 Units**

Emphasis on correct harmonization of melodies with various styles of piano accompaniments; transposition; improvisation ; modulation; sight reading; principles of accompanying soloists and groups; ensemble playing; playing by ear. Frequent solo and ensemble performances in class. Intended for piano teachers or classroom music teachers.

*Strongly Recommended: MUS 21B*

**MUS 31 STUDY OF PIANO 1.0 Units**

Development of functional piano skills. Designed for knowledge and skill of intermediate or advanced level.

*Prerequisite: MUS 21B with a minimum grade of C*

**MUS 34 MUSIC IN FILM 3.0 Units**

The class traces the history and development of film music through reading, lecture and film viewing. The class studies the process of film scoring and how music and its relationship to film have changed over the last century. Class includes discussion and evaluation of different compositional styles and learning to listen critically to film scores while viewing movies.

**MUS 35 INTRO TO MUSIC TECHNOLOGY 3.0 Units**

This course covers the following basic aspects of music technology: computer skills, software-based sequencing, synthesis, MIDI, sampling, notation, principles of sound, microphones, introduction to digital audio, signal processing, mixers and mixing, recording principles, cables and interconnects, and audio in live performance.

**MUS 36 INTERMEDIATE MUSIC TECHNOLOGY 3.0 Units**

This course is the 2nd level course in the music technology series. Topics include intermediate/advanced computer skills, software-based sequencing, synthesis, MIDI, sampling, notation, principles of sound, microphones, introduction to digital audio, signal processing, mixers and mixing, recording principles, cables and interconnects, and audio in live performance.

*Prerequisite: MUS 35*

**MUS 38 APPLIED LESSONS - BASSOON 1.0 Units**

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.

*Corequisites: MUS 8A or MUS 8B or MUS 10A or MUS 10B or MUS 12 or*

Scan here to visit the current Spring 2021 class schedule online.



Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

MUS 14 or MUS 15 or MUS 16 or MUS 44 or MUS 45 or MUS 46A or MUS 46B or MUS 48.

MUS 38	APPLIED LESSONS - BASS	1.0 Units
MUS 38	APPLIED LESSONS - GUITAR	1.0 Units
MUS 38	APPLIED LESSONS - PIANO	1.0 Units
MUS 38	APPLIED LESSONS - JAZZ PIANO	1.0 Units
MUS 38	APPLIED LESSONS - TRUMPET	1.0 Units
MUS 38	APPLIED LESSONS - VOICE	1.0 Units
MUS 38	APPLIED LESSONS - COMPOSITION	1.0 Units
MUS 38	APPLIED LESSONS - DRUMS	1.0 Units
MUS 38	APPLIED LESSONS - PERCUSSION	1.0 Units
MUS 38	APPLIED LESSONS - FLUTE	1.0 Units
MUS 38	APPLIED LESSONS - CELLO	1.0 Units
MUS 38	APPLIED LESSONS - WOODWINDS	1.0 Units
MUS 38	APPLIED LESSONS - VOICE	1.0 Units
MUS 38	APPLIED LESSONS - JAZZ PIANO	1.0 Units

**MUS 41 INSTRUMENTAL CHAMBER MUSIC 1.0 Units**  
 This course is an instrumental music ensemble that performs selections from the standard classical repertoire, as well as modern compositions. Students develop all aspects of instrumental performance including technique, sight-reading, intonation, rhythmic interpretation, ensemble balance, and stylistic interpretation. Musical instruments may include members of the brass, woodwind, string, percussion, and keyboard families.

*Enrollment Limitation: Audition Required*

**MUS 44 CONCERT CHOIR 1.0 Units**  
 This course offers an opportunity for students to study, interpret, and perform vocal ensemble music in a variety of styles. Emphasis is placed on building ensemble singing experience and techniques towards a successful audition into higher-level ensembles. Designed for students of all backgrounds and experience levels.

*Concurrent enrollment in MUS 6 (Basic Music Skills) is highly recommended.*

*Enrollment Limitation: Audition Required*

**MUS 46 VOCAL JAZZ ENSEMBLE 2.0 Units**  
 An advanced performance-based class exploring jazz voice in an ensemble setting. Course emphasizes the study of a variety of jazz and pop/rock styles, overall healthy vocal technique, use of microphones and an active sound system, vocal improvisation,

and overall musicianship. Singing and ensemble experience highly recommended, as the class requires strong sense of intonation, rhythm, and vocal blend. Performs multiple times per semester.

*Strongly Recommended: MUS 6, MUS 44 with a minimum grade of C*

*Enrollment Limitation: Audition Required*

**MUS 48 IMPROVISATION LAB 1.0 Units**  
 This course exposes students to the fundamental concepts and skills any improviser needs to succeed in a group setting. The course is open to any instrumentalist or vocalist with no audition or experience in jazz required. The course is intended to prepare students for established advanced jazz ensembles and Vocal East. Emphasis will be on group activities, independent practice, basic theory concepts, and performance.

*Strongly Recommended: MUS 6 or MUS 8A with a minimum grade of C*

## - NONCREDIT - AUTOMOTIVE TECH

**NAUT INTR AUTO SERVICE AND INTRODUCTION 0.0 Units**  
 Bumper-to-Bumper Automotive Knowledge. Starting with hazardous waste handling, tool identification, maintenance and lubrication, moving into engine mechanical, emissions controls, suspension systems, air conditioning, airbags and safety, transmissions, axles, and finishing off with the future of the automotive industry. This is an introductory class for people who want to know more about their vehicle or who are planning an automotive career.

**NAUT LABA AUTOMOTIVE LAB 0.0 Units**  
 Automotive Lab is an open laboratory class for basic automotive students. This class is for students desiring to expand their hands-on experience using their own vehicle. Instructor will provide technical and supervisory support to guide students in completion of their self-initiated projects. Service information via computer service manuals will be available for students to use for vehicle information and research.

*Prerequisite: AUTO INTR or NAUT INTR with a minimum grade of C; May be taken concurrently*

**NAUT LABB AUTOMOTIVE LAB ADVANCED 0.0 Units**  
 Automotive Lab Advanced is an open laboratory class for advanced automotive students. This class is for students desiring to expand their hands-on experience using their own vehicle. Instructor will provide technical and supervisory support to guide students in completion of their self-initiated projects. Students are expected to help others in class and be able to work without guidance. Service information via computer service manuals will be available for students to use for vehicle information and research. Class is recommended for second year students only.

*Prerequisite: AUTO LABA or NAUT LABA and AUTO INTR or NAUT INTR with a minimum grade of C*

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

**NAUT SDR SPECIFIED DIAGNOSTIC AND REP. 0.0 Units**

This is a Bureau of Automotive Repair approved alternative to the ASE A6, A8 and L1 certification required for obtaining and maintaining smog technician licenses. This course will follow BAR guidelines for smog license prep. Student may or may not qualify for license exam after taking this class. For more information see [www.smogcheck.ca.gov](http://www.smogcheck.ca.gov).

**- NONCREDIT -  
ESL**

**NESL 220A INTERMEDIATE GRAMMAR READING 0.0 Units**

This is the first semester of a one-year course in intermediate grammar for academic writing and reading designed to enable students to identify, comprehend, and use linguistic forms accurately, meaningfully and appropriately in reading and writing. The course focuses on types of sentences, clauses, and phrases, word order, verb forms, verb tenses, and on the connection between vocabulary and grammar.

*Prerequisite: NESL 230B or ESL 130B with a minimum grade of P, or placement through the ESL assessment process*

*Students are advised to enroll concurrently in NESL 220A and NESL 221A, and ESL 123 or ESL 126.*

**NESL 220B HIGH-INTERMEDIATE GRAMMAR 0.0 Units**

This is the second semester of a one-year course in intermediate grammar for academic writing and reading designed to enable students to use linguistic forms accurately, meaningfully and appropriately in written expression. The course focuses on types of sentences, clauses, phrases, word order, verb forms, verb tenses, and on the connection between vocabulary and grammar. This course also emphasizes analyzing grammar and meaning and detecting and correcting grammatical errors.

*Prerequisite: NESL 220A or ESL 120A with a minimum grade of P, or placement through the ESL assessment process*

*Students are advised to enroll concurrently in NESL 220B and NESL 221B, and ESL 123 or ESL 126.*

**NESL 221A INTERMED. READING AND WRITING 0.0 Units**

This is the first semester of a one-year course in intermediate academic writing and reading. Classes will focus on writing sentences, paragraphs and compositions, developing strategies for reading comprehension and flexibility, on interactive reading, and on academic vocabulary development. Students will develop cultural understanding, vocabulary, and fluency through a variety of academic writing and reading tasks.

*Prerequisite: NESL 231B or ESL 131B with a minimum grade of P or placement through ESL assessment process*

*Students are advised to enroll concurrently in NESL 220A and NESL 221A, and ESL 123 or ESL 126.*

**NESL 221B INTERMEDIATE READING & WRITING 0.0 Units**

This is the second semester of a one-year course in intermediate academic writing and reading. Classes will focus on writing sentences, paragraphs and compositions, developing strategies

for reading comprehension and flexibility, on interactive reading, and academic vocabulary development. Students will develop cultural understanding and fluency through a variety of academic writing and reading tasks.

*Prerequisite: NESL 221A or ESL 121A with a minimum grade of Pass or Placement through ESL assessment process.*

*Students are advised to enroll concurrently in NESL 221B and NESL 220B, and ESL 123 or ESL 126.*

**NESL 231A BEGINNING READING AND WRITING 0.0 Units**

This is the first semester of a one-year course in beginning academic writing and reading. Classes will focus on writing simple and compound sentences in short paragraphs, on developing strategies for increasing reading comprehension and flexibility, on interactive reading, and on developing academic vocabulary. Students will develop cultural understanding and fluency through a variety of writing and reading tasks.

*Strongly Recommended: Appropriate skill level demonstrated through the ESL assessment process*

*Students are advised to enroll concurrently in NESL 231A and NESL 230A, and ESL 133 or ESL 136.*

**NESL 231B HIGH- BEG. READING AND WRITING 0.0 Units**

This is the second semester of a one-year course in beginning academic writing and reading. Classes will focus on writing simple, compound, and complex sentences in structured paragraphs, on developing strategies for increasing reading comprehension and on developing academic vocabulary. Students will develop cultural understanding and fluency through a variety of writing and reading tasks.

*Prerequisite: NESL 231A or ESL 131A with a minimum grade of Pass or Placement through ESL assessment process*

*Students are advised to enroll concurrently in NESL 231B and NESL 230B, and ESL 133 or ESL 136.*

**- NONCREDIT -  
ENGLISH**

**NENG 204 READING AND WRITING II 0.0 Units**

An accelerated one-semester preparation in English for success in college. Integrates reading, critical thinking and writing assignments, using materials that present a variety of perspectives from across the curriculum.

Scan here to visit the current Spring 2021 class schedule online.



Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

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## - NONCREDIT - MATH

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### NMAT 200C CONCURRENT SUPPORT SLAM MATH 0.0 Units

Concurrent Support for SLAM Math is for students interested in disciplines that require Statistics and Liberal Arts Mathematics (SLAM) courses. This course offers structured support to students who are concurrently enrolled in a first-level transfer course, such as Statistics and Mathematics for Liberal Arts, and Finite Mathematics. The support course includes material to prepare students for the rigor of the transfer math course by teaching learning skills necessary to succeed in college courses as well as review of relevant prerequisite algebraic and geometric concepts, and more in-depth investigation of core concepts in their concurrent math course.

*Corequisite: MATH 40 or MATH 47 or MATH 33 - This is a one-way corequisite for Math 40. Everyone taking this NMAT 200C concurrent support course must be taking a Math 40, 47 or 33 class concurrently. However, not everyone taking Math 40, Math 47 or Math 33 would have to take this NMAT 200C concurrent support course.*

### NMAT 201C CONCURRENT SUPPORT BSTEM MATH 0.0 Units

Concurrent Support for BSTEM Math is for students interested in Business, Science, Technology, Engineering and Mathematical fields. This course offers structured support to students who are concurrently enrolled in a first-level transfer course, such as College Algebra, Trigonometry, and Business Calculus. The support course includes material to prepare students for the rigor of the transfer math course by teaching learning skills necessary to succeed in college courses as well as review of relevant prerequisite algebraic and geometric concepts, and more in-depth investigation of core concepts in their concurrent math course.

*Corequisite: MATH 30 or MATH 39 or MATH 34 - This is a one-way corequisite. Everyone taking this NMAT 201C concurrent support course must be taking a Math 30, Math 39 or Math 34 class concurrently. However, not everyone taking Math 30 or Math 39 or Math 34 would have to take this NMAT 201C concurrent support course.*

### NMAT 202C CONCURRENT SUPPORT FOR MATH 0.0 Units

This course is just-in-time concurrent support for students enrolled in a first-level transfer course, such as Statistics, College Algebra, Trigonometry, Business Calculus, Mathematics for Liberal Arts, and Finite Mathematics. The support course is noncredit, open entry/open exit. The content will prepare students for the rigor of the transfer math course by teaching learning skills necessary to succeed in college courses as well as review of relevant basic and secondary education prerequisite algebraic and geometric concepts, and more in-depth investigation of core concepts to their concurrent math course. The course design is to meet the needs of a variety of students, such as students who desire formal, regular ongoing learning supports, students wishing self-place into transfer-level mathematics courses as defined by AB 705, and students who are repeating the course for the second or third time. The support course includes a review of basic

and secondary level math relevant to their college-level course, provides study strategies to promote understanding and improve performance, and more in-depth investigation of core concepts that are difficult for students to master and learning skills such as growth mindset, brain research, time management, study skills, test taking, math anxiety and more.

*Corequisite: MATH 30 or MATH 39 or MATH 34 or MATH 40 or MATH 47 or MATH 33*

### NMAT 207 PRE-ALGEBRA 0.0 Units

This course is intended to serve as a bridge between arithmetic and Elementary Algebra. It includes a review of arithmetic, operations involving signed integers, fractions, and decimals, variables and proportion, introduction to statistics, geometry and measurement, and application problems. Students can petition to get credit for the credit Math 107 course by examination.

### NMAT 210 ELEMENTARY ALGEBRA 0.0 Units

Elementary algebra concepts, including: real numbers and their properties; algebraic expressions; integer exponents; operations with polynomial expressions; linear and quadratic equations; linear inequalities and set notation; graphs of linear equations and inequalities; slope; systems of linear equations and inequalities; and modeling with linear and quadratic equations. Students can petition to get credit for the Math 110 Elementary Algebra course by examination.

*Strongly Recommended: NMAT 207 or MATH 107 or MATH 107B with a minimum grade of C*

### NMAT 250 INTERMEDIATE ALGEBRA FOR SLAM 0.0 Units

This is an Intermediate Algebra course for students interested in fields of study that require Statistics or Liberal Arts Mathematics (SLAM). Intermediate algebra concepts will be explored in the context of the function. Function concepts covered include: distinction between functions and relations, domain and range, function notation, multiple representation of functions, behavior of functions, operations with functions (including composition), one-to-one functions, and invertible functions. Types of functions considered: polynomial, rational, radical, exponential and logarithmic functions. The course includes an introduction to probability, counting and quantitative data. Standards for mathematical practice, applications of functions, and modeling with functions are emphasized throughout.

*Strongly Recommended: NMAT 210 or MATH 110 or MATH 110B with a minimum grade of C*

### NMAT 255 INTERMEDIATE ALGEBRA FOR BSTEM 0.0 Units

Intermediate Algebra concepts, in the service of Business, Science, Technology, Engineering and Math fields (BSTEM), will be explored in this course including: an introduction to functions; linear and absolute value functions; absolute value equations and inequalities; compound linear inequalities; rational expressions, functions and equations; radical expressions, functions and equations; rational exponents; complex numbers; quadratic functions and equations; inverse of a function; exponential and logarithmic functions; properties of logarithms; exponential and logarithmic equations; conic sections; and systems of equations and inequalities. Multiple representations, applications and

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

modeling with functions are emphasized throughout. Students can petition to get credit for the Math 55 Intermediate Algebra for BSTEM course by examination.

*Strongly Recommended: NMAT 210 or MATH 110 or MATH 110B with a minimum grade of C*

**NMAT 260A MATH JAM INTRO TO TUTORING 0.0 Units**

Math Jam Tutor Training course is designed to train tutors prior to Math Jam in strategies for effectively engaging students in learning difficult math concepts and should be taken with NMAT 260B. Tutors will learn about intelligent practices for mastering material and how to navigate in the online course environment participants will be using during Math Jam. This is an excellent first course for students who are interested in becoming a paid mathematics tutor at Las Positas College or in any educational capacity.

**NMAT 260B MATH JAM FOR TUTORS 0.0 Units**

Math Jam is designed to help students prepare for their upcoming math class. This Math Jam Tutor Training course supports tutors during Math Jam to apply strategies for effectively engaging students in learning difficult math concepts with participants. Tutors apply knowledge around intelligent practices for mastering material as they tutor participants during Math Jam. This is an excellent second course for students who are interested in becoming a paid mathematics tutor at Las Positas College or in any educational capacity.

**NMAT 264 MATH JAM FOR SLAM PREP 0.0 Units**

Math Jam for SLAM Prep is for students preparing for math courses in Statistics and Probability or Mathematics for Liberal Arts. Math Jam is a FREE noncredit program designed to help students prepare for their upcoming math class at a community college. Embedded are essential study and life skills to develop each student holistically, including career development. Students will be learning prerequisite algebraic and basic probability material with the goal of preparing them to be successful in their upcoming first-level transfer course of Statistics or Math for Liberal Arts class. It is

*Strongly Recommended that students taking this course be enrolled in Math 40: Statistics and Probability or Math 47: Mathematics for Liberal Arts at Las Positas College.*

**NMAT 265 MATH JAM FOR BSTEM PREP 0.0 Units**

Math Jam for BSTEM Prep is for students preparing for math courses in College Algebra, Trigonometry, Business Calculus and review prior to Calculus I. Math Jam is a noncredit program designed to help students prepare for their upcoming STEM focused math class at a community college. Embedded are essential study and life skills to develop each student holistically, including career development. Students will be learning pre-transfer level material with the goal of preparing them to be successful in their upcoming class. It is

*Strongly Recommended that students taking this course are enrolled in a community college math course.*

## - NONCREDIT - TUTORING

**NTUT 200 SUPERVISED TUTORING 0.0 Units**

Open-entry/open-exit supervised tutoring course provided to students requesting assistance or referred by a counselor or instructor. Tutoring is conducted in a learning center and is structured to strengthen student skills, reinforce student mastery, and help students achieve specific course objectives. Trained tutors and instructors will provide individualized/small group tutoring and learning assistance for basic skills, vocational skills, and academic subject matter areas including mathematics, English, science, social science, humanities and a variety of general education courses vital to the overall success and retention of students.

## NUTRITION

**NTRN 1 INTRO TO NUTRITION SCIENCE 3.0 Units**

Scientific concepts of nutrition related to the function of nutrients, sources and recommended intakes. Nutritional assessment and the role of nutrition in the maintenance of health.

*Strongly Recommended: CHEM 30A, MATH 110 with a minimum grade of C*

**NTRN 5 SPORTS NUTRITION 3.0 Units**

Students will study the role of nutrition in sports, performance and physical fitness. Optimal food, nutrient, and activity choices to maximize athletic performance for all athlete types.

*Strongly Recommended: NUTR 1 with a minimum grade of C*

## OCCUPATIONAL SAFETY AND HEALTH

**OSH 67 COMP REGULATORY REQUIREMENTS 3.0 Units**

An introductory review of State and Federal Occupational Safety and Health Acts, awareness of life safety, fire safety and building codes and standards, Workers' Compensation laws, and other important regulations as they relate to occupational safety and health management. Includes interactive discussion of key regulatory requirements, focusing on employer responsibilities,

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interpretation of key regulations and techniques to implement an effective, comprehensive occupational safety and health program.

traditional photographic approaches and processes. Operation of Adobe digital imaging software for preparation of web site photos and print output, in both black and white and in color.

## PHILOSOPHY

### PHIL 1 GOD, NATURE, HUMAN NATURE 3.0 Units

An exploration of the nature and range of philosophical inquiry in relation to everyday problems of humans as individuals, as citizens, as physical creatures, and as creators of spiritual and artistic works. Philosophical texts are analyzed with special attention given to the development of skills in analysis and argumentation. NOTE: Philosophy 2 and 4 are also introductory courses and may be taken before Philosophy 1 if a more detailed examination of ethical problems, the theory of knowledge, or political philosophy is desired.

*Strongly Recommended: Eligibility for ENG 1A*

### PHIL 2 ETHICS 3.0 Units

This course covers the concepts of morality, values and influential ethical theories. Students taking this course will be required to use philosophical methods to evaluate these theories for themselves and show how these theories can apply to everyday ethical questions.

*Strongly Recommended: Eligibility for ENG 1A*

### PHIL 3 AESTHETICS 3.0 Units

An introduction to the philosophical analysis of art. Topics include the nature of art and beauty, the value of art, and philosophical methods of evaluating, critiquing, and drawing meaning from artistic works.

### PHIL 6 INTRODUCTION TO LOGIC 3.0 Units

An introduction to Logic. This course is designed to develop effective reasoning skills. Valid reasoning through formal deductive logic is emphasized, but the course also covers meaning in language, fallacies, and inductive reasoning methods in philosophy, literature and the sciences.

*Strongly Recommended: Eligibility for ENG 1A*

## PHOTOGRAPHY

### PHTO 50 INTRODUCTION TO PHOTOGRAPHY 3.0 Units

Introduction to the history and development of photography, basic processes, various types of cameras, materials, basic shooting, processing developing, and printing of photographs.

### PHTO 56 INTRO TO DIGITAL PHOTOGRAPHY 1.5 Units

The course covers basics for the beginner's use of digital cameras, film and flatbed scanners, and use of Adobe software for image adjustments. Exploration of digital photography compared with

### PHTO 57 INTERMEDIATE DIGITAL PHOTO 1.5 Units

This course covers digital photography including intermediate and advanced digital image capture assignments, camera use, digital manipulation using software such as Adobe Photoshop, and preparation of image files for display printing and use on the Web.

*Strongly Recommended: PHTO 56 with a minimum grade of C*

### PHTO 58 INTRODUCTION TO VIDEOGRAPHY 3.0 Units

Introduction to the theory and practice of video production and desktop video editing including project production phases, time-based visual and sound design, digitizing footage, video output issues, working creatively in a collaborative environment, industry standards, using a Macintosh computer platform.

### PHTO 64A ARTIFICIAL LIGHT PHOTOGRAPHY 3.0 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, and lighting techniques for product, still life, and portrait photography.

*Strongly Recommended: PHTO 50, PHTO 56 with a minimum grade of C*

### PHTO 72 INTRO. TO PHOTOJOURNALISM 3.0 Units

This course deals with the photographer as a journalist, focusing on theory and practice in press and publications photography, with emphasis on using the camera as a reporting and communications tool. Covered are news and feature photography and photographic essays, including composition, impact, and creativity, for newspapers, magazines, the Internet, and other mass communications media. Understanding and applying photojournalistic and basic technical and visual skills in the making of successful reportage photographs. Consideration of the work of major 20th and 21st century photojournalists.

Course is cross listed with PHTO 72. Student will receive credit for taking either MSCM 72 or PHTO 72.

*Strongly Recommended: PHTO 50 and/or PHTO 56, and/or VCOM 53.*

## PHYSICS

### PHYS 1A GENERAL PHYSICS I 5.0 Units

Introduction to the principles of Newtonian Mechanics and analytical methods of physics using calculus as needed. Topics covered include vectors, kinematics, forces, energy, momentum, rotation, and gravitation. (Previously PHYS 8A)

*Prerequisite: MATH 1 with a minimum grade of C*

### PHYS 1B GENERAL PHYSICS II 5.0 Units

Introduction to fluid dynamics, oscillations, mechanical waves, thermodynamics, light and optics. (Previously PHYS 8C)

*Prerequisite: PHYS 1A and MATH 2 with a minimum grade of C.*

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

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**PHYS 1C GENERAL PHYSICS III 5.0 Units**  
Introduction to electricity and magnetism, circuits, Maxwell's equations and electromagnetic waves. (Previously PHYS 8B)  
*Prerequisite: PHYS 1A and MATH 3 with a minimum grade of C (May be taken concurrently).*

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**PHYS 1D GENERAL PHYSICS IV 3.0 Units**  
Introduction to relativity and modern physics, including: introduction to quantum theory; atomic, molecular, nuclear and particle physics; condensed matter physics; astrophysics and cosmology.  
*Prerequisite: PHYS 1B and PHYS 1C with a minimum grade of C (May be taken concurrently)*

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**PHYS 2B INTRODUCTION TO PHYSICS II 4.0 Units**  
This algebra-based course is an introduction to the basic principles of electricity, magnetism, and modern physics. Topics include electrostatics, magnetism, circuits, electromagnetic waves, optics, relativity, atomic physics, and nuclear physics.  
*Prerequisite: PHYS 2A with a minimum grade of C*

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## POLITICAL SCIENCE

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**POLI 7 INTRO TO AMERICAN GOVERNMENT 4.0 Units**  
Introduction to the principles, problems and basic issues of government with particular emphasis on the national government in the United States, including discussion of the American Constitution, and California state and local government.  
*Strongly Recommended: Eligibility for ENG 1A*

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**POLI 20 COMPARATIVE GOVERNMENT 3.0 Units**  
Contemporary forms of government, institutions and political problems of selected national governments.  
*Strongly Recommended: POLI 7 with a minimum grade of C; Eligibility for ENG 1A*

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**POLI 25 INTRO TO POLITICAL THEORY 3.0 Units**  
Various theoretical approaches to politics including selected aspects of political thought from ancient times to the present with application to current political thought.  
*Strongly Recommended: Eligibility for ENG 1A, POLI 7 with a minimum grade of C*

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## PSYCHOLOGY COUNSELING

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**PCN 5 INTRO. SOCIAL WK & HUMAN SERV. 3.0 Units**  
An introductory overview of social welfare and the societal institutions in the U.S. that structure the provision of social services. The course presents a historical perspective on the development of U.S. social work and human services. Special attention is given to the evolution of social welfare programs and institutions, major U.S. court decisions, contemporary social

problems, current service delivery systems, policies, procedures, and the tasks of culturally responsive social workers and human service workers within those settings.  
*Strongly Recommended: ENG 1A completed with a grade of C*

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**PCN 10 CAREER AND EDUC. PLANNING 2.0 Units**  
Exploration of the concept of career, educational and life planning focusing on personal career development through self-assessment. Emphasis on clarification of individual interests, values, needs, abilities and decision making styles, investigation of occupational opportunities in the world of work, and introduction to job search strategies, resume writing and interview skills. Designed for those undecided or uncertain about their career and educational plans.

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**PCN 13 MULTICULTURAL ISSUES:AMERICA 3.0 Units**  
Exploration of issues relating to the multicultural community in which we live today. Interpersonal relations and communication. Focus on improving individuals 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.

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**PCN 18 UNIVERSITY TRANSFER PLANNING 1.0 Units**  
Introduction to the resources and planning process needed to ease transition from 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.

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**PCN 30 STUDENT SUCCESS:COLLEGE EXP. 3.0 Units**  
This course explores concepts, knowledge, and skills relevant to college success. Students will engage in critical analysis on a variety of topics, including motivation, decision making, interpersonal communication, multicultural awareness, and learning theory. Problem solving strategies will be applied to areas including goal setting, career development, wellness, and accessing campus resources.

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Scan here to visit the current Spring 2021 class schedule online.



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## PSYCHOLOGY

### PSYC 1 GENERAL PSYCHOLOGY 3.0 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 ENG 1A with a minimum grade of C*

### PSYC 3 INTRO.TO SOCIAL PSYCHOLOGY 3.0 Units

This course will introduce theories and concepts that explain individual behavior in social settings. The topics include research methods, social perception, social cognition, beliefs, prejudice/discrimination, interpersonal relationships, aggression, and group behavior.  
*Strongly Recommended: PSYC 1 with a minimum grade of C*

### PSYC 4 BRAIN, MIND, AND BEHAVIOR 3.0 Units

Introduction to the field of biopsychology. The biopsychology of cognitive, perceptual, emotional, developmental, and social processes. Includes the biopsychology of personality, gender, emotions, learning, learning disabilities, drugs, neurological and developmental disorders, and mental health. Examination of information and theory for practical application.  
*Prerequisite: PSYC 1 with a minimum grade of C*

### PSYC 6 ABNORMAL PSYCHOLOGY 3.0 Units

An introduction to mental health and the major mental health disorders in adults and children; includes anxiety, mood, personality, sexual, and psychotic disorders. The course will include the study of the major psychological, biological, and sociocultural models of mental health disorders and their treatment.

### PSYC 10 PSYCHOLOGY OF HUMAN SEXUALITY 3.0 Units

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.

### PSYC 12 LIFE-SPAN PSYCHOLOGY 3.0 Units

Introduction to the psychological, physiological, and socio-cultural 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.

### PSYC 15 ABNORMAL CHILD PSYCHOLOGY 3.0 Units

An exploration of the emotional, cognitive, developmental, and behavioral problems of childhood and adolescence. Topics include: common stresses and problems of adjustment; the effects of stress, abuse, and traumas on development; mental retardation, autism and other developmental disabilities; normal and abnormal problems of attention, conduct, mood, anxiety,

sleep, eating, sex, learning and speech. Examination of theories of cause of mental health problems in children and adolescents and approaches to treatment. Examination of information and theory for practical application.

### PSYC 17 PSYCHOLOGY OF SLEEP & DREAMS 3.0 Units

An introduction to the scientific study of sleep and dreams. Major historic, modern, multicultural views and theories of sleep and dreams; research methods in the study of sleep and dreams; the biological basis of sleep and dreams; biological rhythms; the stage and cycles of sleep; sleep requirements and changes across the lifespan; sleep deprivation and its effects on cognitive, emotional, behavioral functioning and health; the role of sleep and dreams in mental health; the relationship between sleep and daytime alertness and performance; theories of dream content, function, and meaning; dreaming and creativity; and lucid dreaming; sleep disorders, their characteristics and treatments. Examination of information and theories for practical application.

### PSYC 25 RESEARCH METHODS 4.0 Units

Introduction to the use of the scientific method in the study of human and animal behavior. Coverage of descriptive, experimental, and non-experimental methods commonly used in psychological research. Topics will include ethical principles in research, hypothesis development and testing, observational methods, survey research, the fundamentals of experimental design, basic data analysis, and the presentation of research findings.  
*Prerequisites: PSYC 1 with a minimum grade of C and MATH 40 with a minimum grade of C*

## RADIATION SAFETY

### RADS 40B EMERGENCY RESPONSE & MONITORING 1.0 Units

A course designed to provide overview and understanding of radiological emergencies and instrumentation. Builds upon principles, concepts, and terminology from 40A, and introduces practical use of radiological survey equipment.  
*Prerequisite: RADS 40A with a minimum grade of C*

### RADS 40C SAFETY CONTROLS & REGULATION 1.0 Units

A course designed to provide further understanding of radiological controls, regulations, environmental impacts, and waste management.  
*Prerequisite: RADS 40A with a minimum grade of C or Instructor Approval*

## RELIGIOUS STUDIES

### RELS 1 RELIGIONS OF THE WORLD 3.0 Units

Introduction to religion by examining several religions; basic principles of each shown by fundamental scriptures and works in the visual and musical arts.

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

**RELS 3 INTRO TO WOMEN'S SPIRITUALITY 3.0 Units**

An interdisciplinary and cross-cultural examination of women's spirituality with particular reference to women's contributions and influence in redefining feminine aspects of the divine. Examines the use of feminine experience as a primary construct for understanding the connection between women's spirituality and the sacred. This course will also explore how issues of gender, culture, and identity influence women's religious experiences. Explores religious texts, rituals, music, poetry and film.

## SOCIOLOGY

**SOC I PRINCIPLES OF SOCIOLOGY 3.0 Units**

The sociological perspective: scientific study of human interaction and society as a whole with emphasis on the impact of groups on social behavior, systematic examination of culture, social organization, and methodology.

**SOC 3 CULTURAL AND RACIAL MINORITIES 3.0 Units**

Racial and ethnic relations in the United States. Examines the cultural, political, and economic practices and institutions that support or challenge racism, racial and ethnic inequalities, as well as patterns of interaction between various racial and ethnic groups.

*Strongly Recommended: SOC 1 with a minimum grade of C*

**SOC 5 INTRODUCTION TO GLOBAL STUDIES 3.0 Units**

This course looks at the economic and political forces that have led to the rapid changes in global interaction and culture over the past century, with special emphasis on the last twenty years. It explores the issues of nationalism, global citizenry, state violence, terrorism, the global economy, migration, the threatened environment, technology, and the role of multinational media industries on the culture.

*Strongly Recommended: SOC 1, ENG 1A with a minimum grade of C*

**SOC 6 SOCIAL PROBLEMS 3.0 Units**

An identification and analysis of contemporary social problems including (1) the role of power and ideology in the definition of social problems, (2) their causes and consequences, (3) evaluations of proposed solutions, and (4) methods of intervention. Topics will vary.

**SOC 7 SOCIOLOGY OF SEXUALITY 3.0 Units**

This course looks at the social forces that influence, and are influenced by our construction of sexuality. Topics covered include: the social construction of the erotic, the creation of sexual identities, gender and sexuality, religion and sexuality, sexual commerce, and global issues such as birth control and STDs.

*Strongly Recommended: SOC 1 with a minimum grade of C*

**SOC 11 SOCIOLOGY OF GENDER 3.0 Units**

This course examines the social construction of masculinity and

femininity historically and cross-culturally. It analyzes the impact of economic and political change on gender expectations and practices. This class focus includes both macro-analyses of how institutions shape gender and microanalyses of how individuals "do" or practice gender.

**SOC 13 RESEARCH METHODS 4.0 Units**

This course orients students to the methods of data collection and analysis used by sociologists. Instruction includes an overview of sociological theory, instruction on experimental methods, surveys, interviews, field research, participant observation, demographic methods, and comparative historical approaches.

*Prerequisite: SOC 1 with a minimum grade of C*

*Strongly Recommended: MATH 40 with a minimum grade of C*

## SPANISH

**SPAN 1A BEGINNING SPANISH 5.0 Units**

This introductory level course offers a balanced approach to language and culture. It will enable students to begin speaking, reading and writing elementary level Spanish as well as understanding the spoken language as they explore the culture and countries of the Spanish-speaking world. Students are introduced to concepts of grammar, vocabulary and verb tenses in a variety of auditory, visual and written contexts.

*Strongly Recommended: ENG 1A with a minimum grade of C*

**SPAN 1B ELEMENTARY SPANISH 5.0 Units**

This is the second semester of the introductory level course. It continues to offer a balanced approach to language and culture. It enables students to continue learning to speak, read and write elementary level Spanish as well as to understand the spoken language as they explore the culture and countries of the Spanish-speaking world. Students continue to review and improve upon concepts of grammar, vocabulary and verb tenses in a variety of auditory, visual and written contexts. The course will continue to examine the culture of the Spanish-speaking world.

*Prerequisite: SPAN 1A with a minimum grade of C*

**SPAN 2A INTERMEDIATE SPANISH I 4.0 Units**

This course covers a review of grammar, reading of contemporary literature, practice in conversation and composition, and discussion of cultural topics.

*Prerequisite: SPAN 1B with a minimum grade of C*

Scan here to visit the current Spring 2021 class schedule online.



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**SPAN 2B INTERMEDIATE SPANISH II 4.0 Units**

A course covering the reading of contemporary works, advanced review of grammar emphasis on speaking and composition, and further discussion of cultural topics.  
*Prerequisite: SPAN 2A with a minimum grade of C*

**SPAN 2I SPANISH SPEAKERS I 5.0 Units**

This course is designed for bilingual students whose heritage language is Spanish and for linguistically qualified students who wish to improve their reading and writing Spanish skills. It provides students with instruction that builds upon their existing reading, writing, speaking and listening skills, and their cultural heritage and knowledge. The course will help students develop critical and integrative thinking skills; enhance their knowledge of Hispanic cultures as manifested in Spanish-speaking countries and the United States; understand sociopolitical realities; examine and recognize dialectal, social, and contextual variations; improve strategic speaking, reading, and writing skills; and master grammar points of concern to bilingual and heritage Spanish speakers. This course is conducted entirely in Spanish.  
*Prerequisite: Spanish heritage speaker proficiency or the equivalent intermediate level as assessed.*

**THEATER ARTS**

**THEA 1A THEORY/PRACTICE OF ACTING I 3.0 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. An introduction to the techniques and theories of acting, explored through improvisation, exercises and scene study. Students should be able to demonstrate the following skills: development of the physical and psychological resources for acting including relaxation, concentration, creativity, believability, and commitment.  
*Strongly Recommended: ENG 1A*

**THEA 1B THEORY/PRACTICE OF ACTING II 3.0 Units**

Continued exploration of the theory and practice of acting, focusing on more complex characterization and character analysis. Introduction to theatrical styles and period acting with emphasis on monologues and scenes.  
*Prerequisite: THEA 1A with a minimum grade of C or an equivalent acting class or acting performance experience.*

**THEA 5 THEATER FOR YOUNG AUDIENCES 3.0 Units**

Introduction to the history, theory, and techniques of theater for young audiences. Creation, including possible props, puppets, masks, and costumes, and performance of a theatrical production to be performed for local K-12 students. All enrolled will be a part of the production and will learn aspects of touring a show including public relations, audio, and transportation.  
*Strongly Recommended: THEA 1A with a minimum grade of C*  
*Casting is subject to audition.*

**THEA 1I STAGE TO SCREEN 3.0 Units**

Major plays which subsequently have been made into films. Analysis of playscripts augmented by a viewing and analysis of the film adaptation. Major areas of concentration vary from semester to semester.

**THEA 25 FUNDAMENTALS OF STAGE SPEECH 3.0 Units**

Theory and practice of speech improvement for acting. Development of the voice, articulation and pronunciation for theater production. Covers speeches and oral traditions from 1600 to the present.

**THEA 31A DRAMA WORKSHOP- BEGINNING 3.0 Units**

Participation as an actor in experimental workshop plays, original student scripts, and other projects, possibly leading to scheduled performances.  
*Casting subject to in class audition.*

**THEA 31B DRAMA WORKSHOP - INTERMEDIATE 3.0 Units**

Participation as an experienced actor in one act plays, original student scripts, or other projects, leading to scheduled performances.  
*Prerequisite THEA 31A with a minimum grade of C.*  
*Casting subject to audition.*

**THEA 31C DRAMA WORKSHOP - TECHNICAL THEA 3.0 Units**

Participation as designer or stage crew in one act plays, original student scripts, or other projects developed in collaboration with students in Theater 31A .  
*Prerequisite: THEA 50 with a minimum grade of C (May be taken concurrently)*  
*Strongly Recommended: THEA 48A with a minimum grade of C*

**THEA 48A TECH THEATER PROD - BEGINNING 3.0 Units**

Students will gain practical experience in the application of production responsibilities in any of the following: stage management, house management, construction, scenery, properties, costume, lighting, sound and running crews. Enrollment is for the duration of the semester.  
*Strongly Recommended: MATH 107 and THEA 50 with a minimum grade of C*

**THEA 48B TECH THEATER PROD-INTERMEDIATE 3.0 Units**

Participation in scheduled productions and events as crew members and/or construction of said productions technical elements, including lighting and sound implementation. Enrollment is for the duration of the semester. Students may participate in the design and board operation of multiple productions or events per semester.  
*Prerequisite: THEA 48A with a minimum grade of C*  
*Strongly Recommended: MATH 107 with a minimum grade of C*

**THEA 48C TECH THEATER PROD - ADVANCED 3.0 Units**

Participation in scheduled productions as assistant stage managers or assistant designers of said productions technical elements, including scenic, costume, lighting and sound design. Enrollment is for the duration of the semester. Students may participate in more than one production per semester, as needed.  
*Prerequisite: THEA 48B and THEA 50L or THEA 51 or MUS 35 or THEA 52*

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

with a minimum grade of C

Strongly Recommended: MATH 107 or MATH 107B with a minimum grade of C

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**THEA 48D TECH THEATER PROD - CAPSTONE 3.0 Units**

Participation in scheduled productions as manager of productions technical elements, which may include stage management, publicity management, or designer's apprentice in lighting, sound, costume, or scenic design. Enrollment is for the duration of the semester. Students may participate in more than one production or event per semester.

*Prerequisite: THEA 48C, THEA 50L or MUS 35 or THEA 51 or THEA 52 with a minimum grade of C*

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**THEA 52 INTRODUCTION TO DESIGN 3.0 Units**

Students will be offered a survey of the design and history 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.

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**THEA 53 SCRIPT ANALYSIS 3.0 Units**

Develops critical thinking, analysis, and writing skills as they apply to the exploration of the principles, theories and techniques of play script analysis for theatrical production. Class content includes the historical and cultural context of various kinds of script; genre and form; narrative and plot analysis; linguistic analysis; interpreting stage directions; and identification of main themes. Emphasis on effective written communication in literature. Research required.

*Prerequisite: ENG 1A with a minimum grade of C*

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## TUTORING

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**TUTR 17A TUTORING THEORY & PRACTICE I 0.5 Units**

Training for college tutors to acquire specific skills and techniques for tutoring in academic and vocational subject areas, and basic skills. The course will provide a conceptual framework of tutoring to guide students in leading effective tutoring sessions.

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**TUTR 17B TUTORING THEORY & PRACTICE II 0.5 Units**

Intermediate training class for college tutors. Tutors will acquire specific skills and techniques for tutoring in academic subjects, vocational subjects and basic skills. Required course for second semester tutors participating in the Las Positas College Tutorial Program.

*Prerequisite: TUTR 17A with a minimum grade of C*

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**TUTR 17C TUTORING THEORY & PRACTICE III 0.5 Units**

Advanced training for college tutors to obtain skills and techniques in academic and vocational subject areas and basic skills remediation. Emphasis upon leading group tutoring sessions and mentoring new tutors. Required course for third semester tutors participating in the Las Positas College Tutorial Program.

*Prerequisite: TUTR 17B with a minimum grade of C*

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## VITICULTURE AND WINERY TECH

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**VWT 2 WORLD WINES: OLD WORLD 3.0 Units**

This course is a comprehensive exploration of "old world" wines. The winemakers of the "old world" have been creating distinctive wines for millennia and now to add another facet to the wines of Europe and beyond. Explore the history of wine regions, wine cultures, and the varied wines of France, Italy, Spain, Portugal, Germany, and Eastern Europe.

*Students under the age of 21 must have a declared major of either viticulture and/or enology to participate in any tasting activities as stated in the California State Assembly Bill 1989.*

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**VWT 21 APPLIED ENOLOGY 3.0 Units**

This is a fundamental course in the science and art of winemaking focusing on grape and wine chemistry, basic grape processing and wine production from vineyard to bottle. Lectures will build on the development of wine from the components in grapes through maturation, including ripeness parameters, pre and post fermentation management, alcoholic and malolactic fermentation. There will be a focus on wine health and integrity, the role and behavior of compounds found in musts and yeasts, and the relationship between wine and oak. There will be a strong emphasis on analytical methods and practical skills.

*Strongly Recommended: VWT 20 with a minimum grade of C*

*Students under the age of 21 must have a declared major of either viticulture and/or enology to participate in any tasting activities as stated in the California State Assembly Bill 1989.*

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**VWT 32 SPRING VINEYARD OPERATIONS 3.0 Units**

This class has a strong emphasis on the practical applications of viticulture. Students will be involved in the operation of the LPC Campus Hill Vineyard putting into action viticultural practices for the spring season including pruning, canopy management techniques, new vine planting and training, vine nutrition, weed control, irrigation system construction and maintenance, trellis construction and maintenance, vineyard equipment operation and maintenance, with a continued focus on sustainable vineyard management.

*Strongly Recommended: VWT 10 with a minimum grade of C*

*Students under the age of 21 must have a declared major in either viticulture and/or enology to participate in any tasting activities as stated in the California State Assembly Bill 1989.*

Scan here to visit the current Spring 2021 class schedule online.



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**VWT 45 FOOD AND WINE PAIRING 2.0 Units**

This course is an introduction to the art and science of food and wine pairing. Through lectures and formal tastings, students are instructed in the use of a sensory analysis model to identify components in food and wine that complement or contrast when initiating pairings. Students will participate in comprehensive palate exercises in which regional food preparations are paired with a broad spectrum of wines.

*Students under the age of 21 must have a declared major of either viticulture and/or enology to participate in any tasting activities as stated in the California State Assembly Bill 1989.*

**VWT 47 WINE REGIONS WINES OF CALI 3.0 Units**

Introduction to wines produced in California by region, including history, viticultural practices and winemaking styles. There is a strong emphasis on the sensory evaluation of representative California wines.

*There is a materials fee associated with this class.*

*Students under the age of 21 must have a declared major of viticulture and/or enology to participate in any tasting activities as stated in the California State Assembly Bill 1989.*

## WELDING TECHNOLOGY

**WLDT 10 MACHINING - METAL TRADES 4.0 Units**

This course is intended to show how machine tools are used in the metal trades and manufacturing, as well as how machine tools operate and when to use one particular machine instead of another. The advantage and disadvantage of various machining techniques as well as their application in the fabrication process are explored. Students will learn the use of drawings, hand tools, precision measuring tools, drilling machines, grinders, lathes, milling machines, and other specialized tools used to shape and finish metal and nonmetal parts. Additive and subtractive manufacturing techniques as well as related processes are explored.

**WLDT 61AL BEG. SMAW AND FCAW SKILLS LAB 2.0 Units**

Skills of Shielded Metal Arc (SMAW) and Flux-Core Arc (FCAW) welding in the flat and horizontal positions to American Welding Society code specifications. Oxy-fuel flame, plasma, and carbon arc cutting. Safe use and handling of welding equipment and consumables.

*Corequisite: WLDT 61A or WLDT 61B.*

**WLDT 61B ADV. SMAW AND FCAW THEORY 1.0 Units**

Theory and safety of Stick (SMAW) and Flux-core Arc (FCAW) welding of steel, flame cutting, plasma and carbon arc cutting. American Welding Society nomenclature, electrode and wire selection, job opportunities. Blueprint reading, welding symbols for welders and hazardous material regulations.

*Corequisite: WLDT 61AL or WLDT 61BL*

**WLDT 61BL ADV. SMAW AND FCAW SKILLS LAB 2.0 Units**

Advanced skills in Shielded Metal Arc (SMAW) and Flux Cored Arc (FCAW) welding of steel in the horizontal, vertical and overhead positions to A.W.S. Codes. Safety and proper use of SMAW, FCAW, oxy-fuel cutting and plasma arc cutting equipment. Blueprint usage in the welding shop environment.

*Prerequisite: WLDT 61AL completed with a minimum grade of C*

*Corequisite: WLDT 61A or WLDT 61B*

**WLDT 62AL BEG. GTAW AND GMAW SKILLS LAB 2.0 Units**

Skills of TIG (GTAW) and MIG (GMAW) welding of ferrous and non-ferrous alloys in the flat and horizontal positions to A.W.S. codes. Safety and proper use of TIG and MIG equipment, oxy-fuel welding and cutting, plasma cutting. Blueprint usage in welding shop environment.

*Corequisite: WLDT 62A or WLDT 62B*

**WLDT 62B ADV. GTAW AND GMAW THEORY 1.0 Units**

Theory of fuel and inert gas welding of Non-Ferrous alloys, Oxy-Fuel welding, Oxy fuel brazing, flame cutting, and plasma cutting. Gas Tungsten Arc (GTAW) and Gas Metal Arc (GMAW) welding equipment and supplies. Nomenclature and metallurgy of Non-Ferrous alloys. Introduction to blueprint reading and welding symbols. Hazardous material regulations and safety data sheets.

*Corequisite: WLDT 62AL or WLDT 62BL.*

**WLDT 62BL ADVANCED GTAW/GMAW SKILLS LAB 2.0 Units**

Advanced skills in Gas Tungsten Arc (GTAW) and Gas Metal Arc (GMAW) welding of ferrous and non-ferrous alloys in the horizontal, vertical and overhead positions to A.W.S. codes. Safety and proper use of TIG and MIG equipment, oxy-fuel welding and cutting, plasma cutting. Blueprint usage in welding shop environment. Pipe and tubing fit-up and welding.

*Prerequisite: WLDT 62AL with a minimum grade of C*

*Corequisite: WLDT 62A or WLDT 62B*

**WLDT 67A WELDING SKILLS LAB 2.0 Units**

Development and improvement of skills in Shielded Metal Arc (SMAW), Flux Cored Arc (FCAW), Gas Metal Arc (GMAW), and Gas Tungsten Arc (GTAW) welding.

*Strongly Recommended: WLDT 61AL or WLDT 62AL or WLDT 70 or WLDT 71 with a minimum grade of C*

**WLDT 67B ADVANCED WELDING SKILLS LAB 2.0 Units**

Advanced development and improvement of skills in Shielded Metal Arc (SMAW), Flux-core (FCAW), Gas Metal Arc (GMAW), and Gas Tungsten Arc (GTAW) welding.

*Strongly Recommended: WLDT 67A with a minimum grade of C*

**WLDT 68 CERTIFICATION PREPARATION 2.0 Units**

Welding skills preparation for certification testing. Theory of American Welding Society D1.1, American Society of Mechanical Engineers Section IX and American Petroleum Institute 1104.

*Strongly Recommended: WLDT 61AL or WLDT 61BL or WLDT 62AL or WLDT 62BL or WLDT 69A or WLDT 69B with a minimum grade of C*

Please refer to the online schedule to access course section details and the course record numbers (CRNs) for registration.

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**WLDT 69A BEGINNING PIPE WELDING 3.0 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, beginning of pipe welding blue print and welding symbols, SMAW, GMAW, FCAW, and GTAW of pipe joints, non-destructive and destructive test and qualitative concepts of evaluation. Welding in the 1G and 2G positions.

*Prerequisite: WLDT 61BL or WLDT 62BL with a minimum grade of C*

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**WLDT 69B ADVANCED PIPE WELDING 3.0 Units**

Theory and practical application of pipe joint preparation and design, API (American Petroleum Institute) and AWS (American Welding Society) welding codes specifications for pipe and pipe fittings, analysis of joint configuration, plasma and flame cutting of pipes, wire and electrodes selections, beginning of pipe welding blue print and welding symbols, SMAW, GMAW, FCAW and GTAW of pipe joints, non-destructive and destructive test and qualitative concepts of evaluation. Welding in the 5G and 6G positions.

*Prerequisite: WLDT 69A completed with a minimum grade of C*

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**WLDT 70 INTRODUCTION TO WELDING 2.0 Units**

Basic skills in Shielded Metal Arc (SMAW), Gas Tungsten Arc (GTAW), Gas Metal Arc (GTAW) and Flux Core Arc (FCAW) welding. Oxy-fuel welding and thermal cutting. Emphasis on safety, proper usage, theory and care of welding equipment.

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## WOMENS STUDIES

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**WMST 2 GLOBAL PERSPECTIVE OF WOMEN 3.0 Units**

Examines the cultural, historical, political and economic experiences of women globally. Introduces feminist perspectives on a wide range of issues affecting women including globalization, war, education, work, family and religion in Asia, Africa, the Middle East and Latin America.

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## WORK EXPERIENCE

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**WRKX 94 OCCUPATIONAL WORK EXP/INTERN. 1.0 Units**

This course of supervised employment provides students with the opportunity to earn college credit for developing marketable skills while working in their major field of study. Students working in a part-time or full-time, paid or unpaid internship or position related to their major field of study will contract, in collaboration with their work supervisor and instructor, to set measurable, achievable goals; accomplish new or expanded learning objectives; and broaden work skills and experiences. Students will apply discipline- specific knowledge, skills, and

abilities gained in the classroom. Students can earn .5 to 8 units per semester for a maximum of 16 units of Cooperative Work Experience, which includes General Work Experience and Occupational Work Experience/Internship. Students must work 75 paid hours or 60 unpaid hours per unit earned during the semester.

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**WRKX 95 GENERAL WORK EXPERIENCE 1.0 Units**

This course of supervised employment provides students with the opportunity to earn college credit while working and developing desirable work habits, attitudes, and skills. Students working in any part-time or full-time, paid or unpaid position will contract, in collaboration with their work supervisor and instructor, to set measurable, achievable goals; accomplish new or expanded learning objectives; and broaden work skills and experiences. The work experience need not be related to the students' educational goals. Students can earn 1 to 6 units per semester for a maximum of 16 units of Cooperative Work Experience, which includes General Work Experience and Occupational Work Experience/ Internship. Students must work 75 paid hours or 60 unpaid hours per unit earned during the semester.

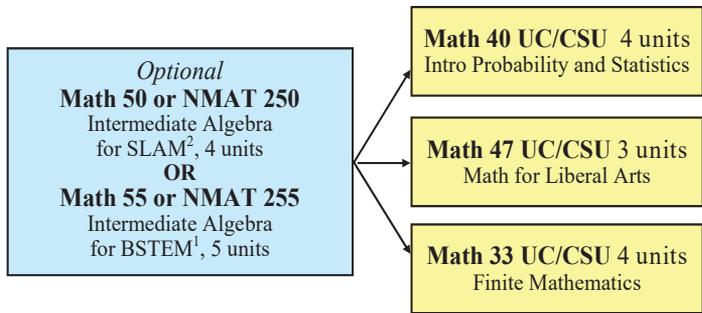
Scan here to visit the current Spring 2021 class schedule online.



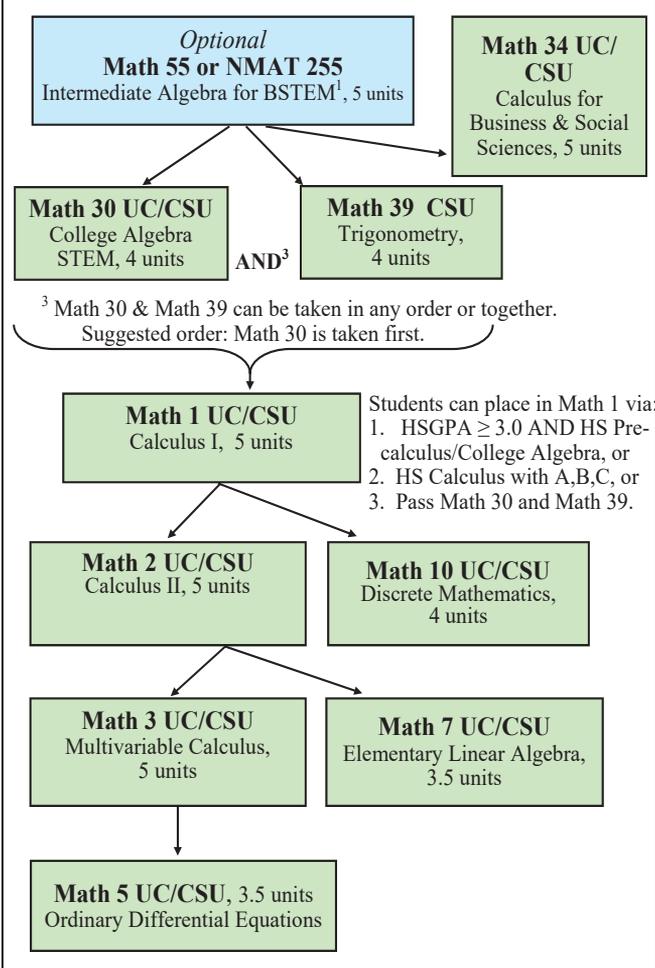
# LAS POSITAS COLLEGE

## MATH COURSE PATHWAYS Starting Fall 2019

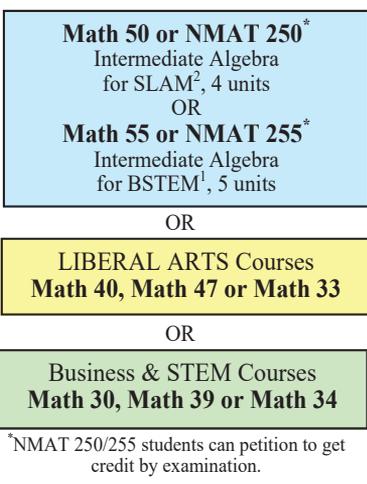
### LIBERAL ARTS PATHWAY TO TRANSFER



### BUSINESS & STEM<sup>1</sup> SEQUENCE for TRANSFER



### ASSOCIATE DEGREE PATHWAY



### SUPPORT OPTIONS

**Math Jam**  
 Award winning & tuition-free! Offered week *before* the Fall and Spring semesters. Innovative learning interventions help you prepare for upcoming mathematic courses. Proven to increase student success and retention rates!

**Concurrent Support**  
 NEW! Jam all semester with RECOMMENDED support *during* the semester. Offered for credit or tuition-free (noncredit). Aligned with your math course and designed with innovative strategies to provide math and learning support.

### Automotive and Welding Technical Pathway

#### Technical Pathway to Associate's Degree

7 unit sequence to complete in two semesters.  
 Satisfies the mathematics requirement for an AS degree.

#### Welding Certificate Pathway

4 unit sequence to complete in 1 or 2 semesters.  
 Satisfies the mathematics requirement for a Welding Certificate.

Offered only in Emporium Mode. Emporium classes are designed to provide maximum flexibility and support with contextualized material. Self-accelerate through the material at a pace that is right for you. To learn more, visit [www.laspositascollege.edu/mathemporium](http://www.laspositascollege.edu/mathemporium)

### FOUNDATIONAL MATH

Solidify your math understanding prior to Intermediate Algebra or transfer-level. We offer credit and tuition-free (noncredit) foundational and associate degree level math courses to meet your learning needs.

**Math 110 or NMAT 210**  
 Elementary Algebra, 4 units

**Math 107 or NMAT 207**  
 Prealgebra, 4 units

<sup>1</sup>BSTEM = Business, Science, Technology, Engineering and Mathematics

<sup>2</sup>SLAM = Statistics and Liberal Arts Mathematics

- Foundational Math Courses
- Associate Degree Level Math Courses
- SLAM Transfer Level Math Courses
- BSTEM Transfer Level Math Courses

**CSU = Transferable to CSU**

**UC = Transferable to UC**

Transfer limitations to UC are as follows: 1, 2, and 33, 34 combined: maximum credit, one series

For more information about pathway and support options that are right for you, visit:

[www.LasPositasCollege.edu/Math](http://www.LasPositasCollege.edu/Math)

# Mathematics Support Designed for YOU

Achieve your goals efficiently and successfully with  
**NEW pathways and support options at LPC!**

Beginning Fall 2019, students are encouraged to enroll directly into a transfer-level course. Students should consider their academic goal, past achievements and experiences, and take advantage of the many resources available to support them at LPC.

**At Las Positas, we are dedicated to providing you with the best academic opportunities so you can achieve your learning goals.** Learning Math takes time and dedication. In college, you are expected to spend 10 to 15 hours each week studying, doing homework, and reviewing outside of class in order to be successful!

We want to make sure your precious time is *streamlined* and *productive*.

Starting Fall 2019, Las Positas College will be offering support courses that can be taken tuition-free or for credit, depending on your personal needs.

## Enroll in your Math class with confidence!

### MATH JAM PREPARATION

**Award winning, 1-week before the semester starts, & tuition-free!**

Offered week before the Fall and Spring semesters. Innovative learning interventions help you prepare for upcoming mathematic courses.

Proven to increase student success and retention rates!



#### NMAT 261

Math Jam for Prealgebra

#### NMAT 262

Math Jam for Elementary Algebra

#### NMAT 263

Math Jam for Intermediate Algebra

#### NMAT 264

Math Jam for SLAM (Statistics, Liberal Arts Math)

#### NMAT 265

Math Jam for BSTEM (Business Calculus, College Algebra, and Trigonometry)

#### MATH 66\* 1 unit

Math Jam for Calculus (Calculus I, II & III)

\* Offered for credit only

### CONCURRENT SUPPORT

**NEW! Jam all semester long with RECOMMENDED support during the semester.**

Offered for credit or tuition-free (noncredit). Aligned with your math course and designed with innovative strategies to provide math and learning support while taking your math class.

**NMAT 200C or MATH 100C**  
 Concurrent Support for SLAM (Statistics, Liberal Arts Math)

**NMAT 201C or MATH 101C**  
 Concurrent Support for BSTEM (Business Calculus, College Algebra, and Trigonometry)

**MATH 66C\*** 1 unit  
 Concurrent Support for Calculus I, II and III  
 \* Offered for credit only

**NMAT 255C or MATH 55C**  
 Concurrent Support for Intermediate Algebra

**NMAT 210C or MATH 110C**  
 Concurrent Support for Elementary Algebra

### FOUNDATIONAL and ASSOCIATE'S DEGREE LEVEL

Solidify your math understanding *prior* to Intermediate Algebra or transfer level. We offer credit and tuition-free (noncredit) foundational and associate degree level math courses to meet your learning needs.

**Math 55 (5 units) or NMAT 250**  
 Intermediate Algebra for BSTEM (Business and STEM Fields)

**Math 50 (4 units) or NMAT 250**  
 Intermediate Algebra for SLAM (Statistics, Liberal Arts Math)

or

**Math 110 (4 units) or NMAT 210**  
 Elementary Algebra

**Math 107 (4 units) or NMAT 207**  
 Prealgebra



\*NMAT courses are **tuition-free**, repeatable, **noncredit** mathematics courses. NMAT 250/255 students can petition to get credit by examination.

# FEES & PAYMENT POLICY

FEE	AMOUNT	DESCRIPTION <i>(NOTE: Fees are subject to change without notice)</i>
ENROLLMENT FEE	\$46 per unit	The enrollment fee for California residents, except those exempt by law, is \$46 per unit.
NONRESIDENT TUITION	\$290 per unit	Nonresidents of California are required to pay a tuition fee of \$290 per unit in addition to the enrollment fee (\$46 per unit) and other college fees. A California Nonresident Tuition Exemption may be granted to certain nonresident students who meet the exemption requirements. Contact the Admissions and Records Office for information.
INTERNATIONAL STUDENT TUITION	\$290 per unit	The tuition fee for international students, non-immigrant aliens or students on other types of visas is \$290 per unit, in addition to the enrollment fee (\$46 per unit) and other college fees. Failure to meet payment deadlines may jeopardize your F-1 status.
STUDENT HEALTH SERVICES FEE	\$21 per semester \$18 per Summer	Las Positas College has a mandatory student health services fee of \$21 for Fall and Spring semesters, and \$18 for Summer term. This fee is used to support health services for all enrolled students. Information on exemptions may be obtained by contacting the Admissions and Records Office.
STUDENT REPRESENTATION FEE	\$2 per term	Students are charged a mandatory fee of \$2 per term to support student advocacy activities.
STUDENT ACTIVITIES FEE	\$10 per semester	An optional fee of \$10 will be charged each semester. These fees are used to support Student Life through events and programs sponsored by our Las Positas College Student Government, Inter-Club Council, and recognized student clubs.
PARKING FEE	\$3 daily \$20 Summer \$45 Fall & Spring	Parking at Las Positas College is by permit only. Mandatory daily permits can be purchased for \$3 from dispensers located in the parking lots. Permits for automobiles can be purchased online via CLASS-Web or The ZONE for \$45 for Spring and Fall semesters, \$20 for Summer. (Motorcycles - \$20). A reduced term parking fee of \$30 is available for California College Promise Grant (formerly BOG Fee Waiver) students.
TRANSPORTATION FEE	\$9/\$8 per semester	All students are charged a mandatory transportation fee of \$9 (enrolled in six or more units), or \$8 (enrolled in less than six units) per semester. As a result, students are able to ride Wheels buses throughout the semester without having to pay the ridership fare. Contact the Student Life Office for more information.

## SPRING 2021

Payment plan available Dec 3, 2020

### Target Dates to Enroll By:

Last day to enroll online	Required down payment	Number of payments	Months of payments
<i>Payments on the 5<sup>th</sup> of the month</i>			
<b>Dec 31</b>	<b>none</b>	<b>4</b>	<b>Jan - Apr</b>
<b>Jan 27</b>	<b>10%</b>	<b>3</b>	<b>Feb - Apr</b>
<b>Jan 29</b>	<b>25%</b>	<b>2</b>	<b>Mar - Apr</b>

Visit our website at  
<http://www.laspositascollege.edu/admissions/nelnet.php>

## www.MyCollegePaymentPlan.com/laspositas

For additional information, call 800.609.8056.

Customer service representatives are available 24/7.



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### Payment Methods

- Automatic bank payment (ACH)
- Credit card/debit card

### Cost to Participate

- \$20 enrollment fee per semester
- \$30 returned payment fee if a payment is returned

### Simple Steps to Enroll

- Go to [www.laspositascollege.edu](http://www.laspositascollege.edu)
- Click on CLASS-Web
- Choose Sign On to CLASS-Web and log in
- Click on the e-Cashier link located on the Pay Fees Online/Registration Fee Assessment Page

# FEES & PAYMENT POLICY

## COURSE MATERIALS FEES

The following chart represents an inventory of Las Positas College courses that have materials, facilities, or certification fees assessed in addition to enrollment fees.

DISCIPLINE	COURSE	TYPE	FEE AMT
Emergency Medical Services	EMS 30	Certification	\$7
Emergency Medical Services	EMS 70A, 70B	Certification	\$4
Fire Service Technology	FST 86A	Materials	\$80
Kinesiology	KIN 15	Materials	\$27
Kinesiology	KIN 17, LG	Materials	\$35
Kinesiology	KIN 18	Materials	\$30
Photography	PHTO 50, 51, 56, 57, 58, 60, 64A, 68, 69	Materials	\$20
Viticulture & Winery Tech	VWT 25, 44	Materials	\$100
Viticulture & Winery Tech	VWT 1, 2, 45, 47, 55	Materials	\$150
Welding Technology	WLDT 61AL, 61BL	Materials	\$70
Welding Technology	WLDT 62AL, 62BL	Materials	\$75
Welding Technology	WLDT 63	Materials	\$30
Welding Technology	WLDT 66	Materials	\$25
Welding Technology	WLDT 67A, 67B	Materials	\$40
Welding Technology	WLDT 69A, 69B	Materials	\$100
Welding Technology	WLDT 70, 71	Materials	\$60

*NOTE: Materials fees are subject to change without notice. Please check the website for updated information.*

## PRINT FEE CARDS

Use of a college computer lab requires the purchase of a Print Fee Card obtained from the Las Positas College Bookstore or vending machines in the Library or Computer Center, Room 803. Discounted Print Fee Cards may be purchased in the Bookstore.

## STUDENT FEE PAYMENT POLICY

Fees must be paid in full by the scheduled payment due date or you will be dropped from your classes. Enrollment is conditional. The College reserves the right to cancel your registration. Fees can be paid by the following payment methods:

- Online** use your credit card by logging into The Zone or CLASS-Web.
- Mail** send a check or money order for full payment. DO NOT SEND CASH!
- In-person** pay by cash, check or credit card at the Admissions and Records Office.
- NELNET** sign up for our online payment plan - see page 70 for details.

## AFTER REGISTERING FOR CLASSES

The College does not issue billing statements after registration. It is up to the student to view their balance on CLASS-Web and pay any fees due. Note: Your enrollment is conditional until fees have been paid in full.

## IMMEDIATE TEMPORARY NONRESIDENT TUITION EXEMPTION

*Per AB 2210, Education Code section 68075.65*

Education Code section 68075.6 grants an immediate nonresident tuition fee exemption to eligible Special Immigrant Visa (SIV) holders

and refugee students who settled in California upon entering the United States. This exemption is granted for one year from the date the student settled in California upon entering the United States.

This exemption applies to the following:

- Iraqi citizens or nationals (and their spouses and children) who were employed by or on behalf of the United States Government in Iraq (Pub.L. No. 110-181, § 1244)
- Afghan and Iraqi translators (and their spouses and children) who worked directly with the United States Armed Forces (Pub.L. No. 109-163, § 1059)
- Afghanistan nationals who were employed by or on behalf of the U.S. government or in the International Security Assistance Force (ISAF) in Afghanistan (Pub.L. No. 111-8, § 602)
- Refugee students admitted to the United States under Section 1157 of Title 8 of the United States Code

## ENROLLMENT FEE 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 class for a regular 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. 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 the fees paid, 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, file a Request for Refund form at the Admissions and Records Office. No refunds will be given to students who withdraw from classes after the no-grade-of-record (NGR) deadline.

A \$10.00 processing fee will be subtracted from each enrollment fee refund with the exception of classes cancelled by the College.

The Student Representation Fee, Student Health Services Fee, Transportation Fee, and Student Activities Fee are not refundable.

Refund checks will be sent by mail approximately 6 weeks after the NGR deadline.

In addition to the above, Nonresident and International tuition refunds will be given as follows:

- Prior to the first day of instruction - 90%
- During the first week of instruction - 75%
- After the first week of instruction - No refund

For refund deadlines, see the Academic Calendar.

## RETURNED CHECK POLICY

According to California Civil Code Section 1719, the Chabot-Las Positas Community College District will assess a service charge of \$25 for the first check passed on insufficient funds and a \$35 charge for each subsequent check passed on insufficient funds.

## 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, amounts owed may be deducted from a student's state tax refund, California lottery prize, or unclaimed property.

# FINANCIAL AID

## FINANCIAL AID INFORMATION

The Financial Aid Office awards fee waivers, grants, scholarships, student loans, and work-study to eligible students. All students are encouraged to apply for financial aid and scholarships. More than 40% of our students receive some kind of financial assistance.

### Free Application for Federal Student Aid (FAFSA)

[www.fafsa.gov](http://www.fafsa.gov)

The FAFSA allows students to apply for federal and state financial aid including fee waivers, grants, student loans, and work-study. All students are strongly encouraged to complete and submit the FAFSA online. Those who qualify automatically are granted a California Promise Grant Fee Waiver. Please use the Las Positas College Federal School Code 030357.

### California Dream Act Application (CADAA)

<https://dream.csac.ca.gov/>

The CADAA allows undocumented students who meet AB540 eligibility criteria to apply for state-based financial aid including fee waivers and Cal grants. Students must submit additional documentation to the Admissions & Records Office to establish AB540 eligibility.

### California College Promise Grant (formerly BOG Fee Waiver) Application

<https://bog.openccapply.net/gateway/bog?cccMisCode=481>

The California College Promise Grant application allows students to apply for an enrollment fee waiver which waives the \$46 per unit enrollment fee. Students must meet income criteria established as well as academic and progress standards each term. It's best to file the FAFSA or CADAA so that you are considered for all possible sources of financial aid, as this application will only provide a fee waiver.

## SCHOLARSHIPS

<http://www.laspositascollege.edu/financialaid/scholarships.php>

Las Positas College is proud to offer scholarships to eligible students. Scholarship criteria varies greatly and may include scholastic achievement, athletic ability, academic major, career goal, artistic ability, financial unmet need, and intent to transfer to a four-year college. Las Positas College's official scholarship program is offered in Spring each year. Outside scholarship opportunities and searches are provided year-round as resources on the Financial Aid Office website.

## FINANCIAL AID GENERAL INFORMATION

### File Completion and Award Notification

Students who submit a FAFSA or CADAA Application are notified by email to submit all required missing documentation or forms to complete their financial aid file. Award notices are sent to students via the college's Zonemail email address once all documentation has been received and reviewed by the Financial Aid Office. Award details are also available via CLASS-Web.

### Award Determination

Financial aid awards are based on an assumption of full-time enrollment, and are determined by student's unmet financial need and other specific criteria. Students enrolled less than

full-time will actually receive less funding than what has been awarded, as student's actual payment (refund) amount is based on actual units of enrollment. Students are considered full-time if enrolled in 12 or more units,  $\frac{3}{4}$  time if enrolled between 9 and 11.5 units,  $\frac{1}{2}$  time if enrolled between 6 and 8.5 units, and less than half time if enrolled in less than 6 units.

### Financial Aid Disbursements

Las Positas College has contracted with BankMobile for the disbursement of financial aid to students. BankMobile offers two methods for students to receive their financial aid. Students may choose to have their financial aid transferred electronically to an existing bank account or students may elect to open a BankMobile Vibe debit card account. Students who have applied for financial aid in a previous year and have not received or have lost their debit card should contact the Financial Aid Office for assistance to establish a refund delivery method.

### Late Start Classes

Financial aid disbursement for late start classes will occur the week when the late start class begins.

### Satisfactory Academic Progress (SAP)

Students must maintain satisfactory academic progress (SAP) each term in order to continue to be eligible for financial aid.

For federal and state student aid, which includes grants, loans and work-study, students must maintain a 2.0 term and cumulative grade point average (GPA), must complete at least 67% of the units attempted each term and overall, and must not exceed 150% maximum timeframe of their declared educational program.

For California College Promise Grant Fee Waiver program, students must maintain a 2.0 cumulative GPA and must maintain completion of at least 50% of the cumulative units attempted. Students are subject to lose their fee waiver eligibility if they do not meet both of these academic and/or progress standards after two consecutive terms.

### Fraud and Abuse

The Financial Aid Office is responsible for awarding and ensuring that financial aid funds are disbursed to eligible students. In the event there are concerns about the accuracy or truthfulness about information or documents provided, the Financial Aid Office will not award or disburse financial aid. If it is determined that a student has attempted or received financial aid by providing false or misleading information, failure to formally withdraw when no longer attending classes, or otherwise manipulating eligibility criteria in an attempt to receive financial aid, all funds received must be repaid, and the student will be referred to the U.S. Department of Education, Office of Inspector General, for possible investigation and prosecution for fraud.

### Contact Information

For additional information, please contact the Financial Aid Office by calling (925) 424-1580, by e-mailing [lpccfinaid@laspositascollege.edu](mailto:lpccfinaid@laspositascollege.edu), or by visiting the Student Services and Administration Building, Room 1650 (second floor). Information is available online by visiting [www.laspositascollege.edu/financialaid](http://www.laspositascollege.edu/financialaid).

# ACADEMIC & STUDENT SUPPORT SERVICES

## ADMISSIONS & RECORDS

<http://www.laspositascollege.edu/admissions/>

The Admissions & Records Office is here to serve as a resource regarding admissions, registration, enrollment verification, transcript requests, grades, and evaluation of transcripts for the purpose of awarding degrees and certificates. Our mission is to provide an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

## ASSESSMENT CENTER

<http://www.laspositascollege.edu/assessmentcenter/>

The Assessment Center provides English, English as a Second Language (ESL), Mathematics, Chemistry, French, and Spanish placement for Las Positas College students. Contact the Assessment Center for more information.

## ATHLETICS

<http://athletics.laspositascollege.edu/navbar-information/>

Las Positas College Athletics meets student athletes where they are and empowers them to achieve their academic and athletic goals, by providing equitable athletic opportunities, leadership skills, team work, hard work, accountability and symmetry. The mission of the Athletic Department is to provide exceptional opportunities for students interested in competing in intercollegiate athletics, and to promote success both on and off the court or field through intercollegiate participation. The Athletic Department assists student-athletes in developing the knowledge, skills and abilities to help them pursue their educational, career, athletic and personal goals.

## BOOKSTORE

<http://www.LPCStore.com/>

The Las Positas College Bookstore is the college's official store equipped to sell textbooks and workbooks in addition to school supplies, apparel, uniforms, tools, refreshments, and snacks.

## CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS)

<http://www.laspositascollege.edu/calworks/>

The CalWORKs program is dedicated to providing students who are currently receiving Temporary Assistance for Needy Families (TANF) cash aid with coordinated student services such as counseling, work study, child care, and advocacy. Our goal is to guide students through a successful educational journey that will help them achieve long-term self-sufficiency.

## CAREER CENTER

<http://www.laspositascollege.edu/careercenter/>

The Career Center at Las Positas College is designed to help students select a major or educational goal that aligns with their professional interests. Career Center personnel provide referrals to internships and paid jobs, and host job fairs on-campus.

## CASHIER'S OFFICE

<http://www.laspositascollege.edu/cashier/>

The Cashier's Office is responsible for collecting and processing tuition and student fees along with other miscellaneous fee payments. The Cashier's Office manages third party invoicing, the collection of outstanding balances due to the College, and processes refunds due to over payments, class withdrawals, unit reductions, and residency status changes.

## CHILD DEVELOPMENT CENTER

<http://www.laspositascollege.edu/childdevelopmentcenter/>

The Child Development Center Lab Program at Las Positas College offers an enriched social and educational experience for children. We are a model of "best practices" in the field of early education and children benefit by participating in innovative projects and personal interactions. Having a play-based philosophy, academics are integrated into the daily activities based on the children's interests. Each day children will experience small and large group times, free choice, and outdoor times. They will have enriched activities throughout the day. Licensed by the State of California, we are committed to providing an inclusive and diverse environment where all children, families, and staff feel welcome. We have several enrollment options available including state funded preschool and LPC student scholarships through our 2GenFund program. In partnership with the ECE Department, we serve as a lab program for students interested in pursuing a career in Early Care and Education. For more information on this program, please stop by Building 2300 or call 925-424-1560.

## COMPUTER CENTER

<http://www.laspositascollege.edu/computercenter/>

The Computer Center in Room 803 is a quiet open lab for school assignments. Computers are available on a "first come, first served" basis. You may be asked to give up your computer for classes that are held in 803 that need your seat. Instructional assistance is available from Computer Center staff during operating hours. Please notify staff if you have problems using the technology in the 803 lab.

## CONCURRENT ENROLLMENT

<http://www.laspositascollege.edu/admissions/concurrent.php>

Las Positas College provides the opportunity for high school students in 10th, 11th, and 12th grades to enroll in college-level courses. Students who desire to participate in concurrent enrollment must be recommended by their high school principal and have written parental permission. Further information on the Concurrent Enrollment policy is available at the student's high school, and at the Admissions and Records Office. We are happy to be able to offer high school students the opportunity to enroll concurrently for the spring, summer, and fall terms.

## COOPERATIVE AGENCIES RESOURCES FOR EDUCATION (CARE)

<http://www.laspositascollege.edu/EOPS/care.php>

The Cooperative Agencies Resources for Education (CARE) program provides a variety of services and activities to assist single parent students in achieving educational goals. They may receive additional services such as special counseling, support groups, child care, stipends, book certificates, transportation expense reimbursements, automotive repair and maintenance service, job search assistance, tutoring, and peer advising. To be eligible for CARE, students must be a current Extended Opportunity Programs and Services (EOPS) student, be attending college full-time, be receiving or have a child who is receiving Temporary Assistance for Needy Families (TANF), and have a child who is under eighteen years of age.

## COUNSELING

<http://laspositascollege.edu/counseling/>

The Las Positas College Counseling Department provides academic, career, and personal counseling to prospective and continuing students. Academic counselors help draft student educational plans, advise students on how to choose educational goals, majors, and careers, and help students

# ACADEMIC & STUDENT SUPPORT SERVICES

is required. English and ESL instructor-tutors will also assist with transfer application and scholarship statements, and we offer online reading and writing support. For more information, including hours of operation and online lessons, please visit the RAW Center website.

## STUDENT HEALTH & WELLNESS CENTER

<http://www.laspositascollege.edu/healthcenter/>

Our team of medical, behavior health, and public health professionals are here to provide high quality integrated healthcare services that promote physical and psychological well-being, treats minor health issues, helps students navigate the healthcare and insurance systems, and strives to empower students to have a healthy and successful academic experience.

## STUDENT LIFE

<http://laspositascollege.edu/studentlife/>

The Student Life Office is committed to providing programs and services that foster student participation and engagement in college governance, student activities, and cultural events through our Las Positas College Student Government (LPCSG) and our clubs/organizations. The College recognizes the important role of students as active and meaningful participants in the shared governance decision-making processes of the institution. The Student Life Office provides students with opportunities to strengthen their knowledge, expand their understanding of governance issues, increase their preparedness, and apply their leadership development skills through co-curricular engagement.

## TRANSFER CENTER

<http://www.laspositascollege.edu/transfercenter/>

Las Positas College offers guaranteed transfer admission to over 95 colleges and universities. Six University of California (UC) campuses, nine California State University (CSU) campuses, more than 40 private/independent colleges, and more than 40 out-of-state universities offer guaranteed admission to students who meet specific requirements. By participating in a Transfer Admission Guarantee (TAG), Associate Degree in Transfer (ADT) program, or Transfer Admissions Agreement (TAA), you may be eligible for an early review of your academic records, early admission notification, and specific guidance about major preparation and general education coursework. Meet with a Las Positas College counselor to develop a student educational plan (SEP) to meet your transfer goals.

## TUTORING CENTER

<http://www.laspositascollege.edu/tutorialcenter/>

The Tutoring Center is dedicated to students' educational success by providing free high-quality learning support relevant to the individual needs of the diverse student population. We strive to create a welcoming, empathetic, and supportive environment so all students can become independent, active, and life-long learners.

## UMOJA

<http://www.laspositascollege.edu/umoja/>

Umoja@LPC is a learning community that provides a support system to help students reach their academic and life goals. While all students are invited to enroll, Umoja is designed to foster the success of Black and African American students. To do this, Umoja students gain a dedicated academic counselor and accessible faculty who are determined to see students succeed in the midst of barriers and life challenges. Umoja students also take linked classes for two semesters to help them form bonds, develop leadership skills, build cultural affirmation, and work toward success. The courses that Umoja students take are

in the fields of college success, transfer planning, English, and Library Skills. All courses center African and African American experiences, voices, writers, speakers, and topics. Lastly, to foster learning and goal achievement, students are invited to attend college tours and culturally-enriching conferences and events, which are usually free-of-cost to students. For more information, contact Kimberly Burks at [kburks@laspositascollege.edu](mailto:kburks@laspositascollege.edu) or Kisha Turner at [kturner@laspositascollege.edu](mailto:kturner@laspositascollege.edu), or visit: <http://www.laspositascollege.edu/umoja>

## VETERANS FIRST

<http://www.laspositascollege.edu/veterans/>

Veterans First Program provides support services to those who have served in the armed forces, those currently serving in the armed forces, reservists/guard, and dependents and spouses of Veterans. We are primarily responsible for the administration of Veterans educational benefits. In addition, we provide resources and referrals, such as career planning, financial aid, transition counseling services, and other needed services for our returning Veterans. We encourage all to contact our office in-person, by telephone, or by e-mail ([lpcveteransfirst@laspositascollege.edu](mailto:lpcveteransfirst@laspositascollege.edu)) with any questions pertaining to one's education, or any Veterans Affairs educational benefits. We can and will assist with the application and processing of your Veterans Affairs benefits at Las Positas College. Check out our new Las Positas College Veterans First App. Download it free today! Keyword: myvrc

## WORK-BASED LEARNING PROGRAM

<http://www.laspositascollege.edu/careercenter/work-based.php>

Las Positas College provides clear academic pathways to improve the workforce and economy of our community. To support this mission, the college offers a Work-Based Learning Program -- a collaboration with local business and industry to develop career and work experience opportunities, internships and mentoring programs, and community work and study placements directly related to a vocational field of training. This partnership benefits both employers and students, ensuring a talent pipeline of skilled workers from our college to the workplace and reinforcing and expanding students' classroom learning.

As part of the Work-Based Learning Program, Las Positas College offers courses and an internship and job board. Students can choose from two courses that link the classroom with the workplace and focus on 21st century work skills: General Work Experience, for students with any type of employment or volunteer work, and Occupational Work Experience/Internship, for students who work in positions related to their major field of study.

The Las Positas College Internship and Job Board connects our students and alumni with area employers. Employers can post positions and search résumés. Students and alumni can search positions, post their résumés, and sign up for notifications about our college job and internship fairs, newly posted positions, and career tips. Find the link at our website <http://laspositascollege.edu/internship-job-board>.

# COLLEGE POLICIES & PROCEDURES

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## 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.

## ACADEMIC HONESTY

Las Positas College is dedicated to maintain an optimal learning environment and insists upon academic honesty and adherence to standards of student conduct. To uphold the academic integrity, all members of the academic community shall assume responsibility for providing an educational environment of the highest standard characterized by academic honesty. It is the responsibility of all members of the academic community to encourage learning, promote honesty, and act with fairness. Student conduct at Las Positas College must conform to federal and state laws and college district policies and procedures.

## CLASS SCHEDULE AND CATALOG

The class schedule and college catalog are publications of Las Positas College. They provide information regarding course and program offerings including dates, times, prerequisites, and course descriptions. You may obtain the publications at the College Bookstore, download them from the College website, or by accessing CLASS-Web or The ZONE online.

The class schedule is available in alternate format. Contact the Disability Resource Center at (925) 424-1510 for assistance.

## COMMUNICABLE DISEASE

The Student Health & Wellness Center is the entity at Las Positas College that is responsible for working with Alameda County Public Health Department in communicable disease control.

## CONSUMER INFORMATION

The federal Higher Education Act, the federal Equity in Athletics Disclosure Act, and regulatory guidance provided in the Code of Federal Regulations require notification of prescribed information to certain target audiences including prospective students, currently enrolled students, current employees, parents, coaches and counselors of prospective student athletes, and the general public. Disclosures are to include crime/security statistics, student completion/graduation rates, privacy/security rights, financial aid program information, and gender-specific information on athletic participation and financial support. Detailed information and corresponding reports are found online on the college website.

## COPYRIGHT INFORMATION

It is policy of the college district that employees and students must adhere to the United States Copyright Law (Title 17, United States Code) when using materials for instructional, institutional, or any other purpose.

## DISCLAIMERS, LAS POSITAS COLLEGE

### WEBSITE DISCLAIMER

The Chabot-Las Positas Community College District (CLPCCD) attempts to maintain the highest accuracy of content on its Web sites. Any errors or omissions should be reported for investigation.

CLPCCD makes no claims, promises, or guarantees about the absolute accuracy, completeness, or adequacy of the contents of this Web site and expressly disclaims liability for errors and omissions in the contents of this Web site. No warranty of any kind, implied, expressed, or statutory, including but not limited to the warranties of non-infringement of third-party rights, title, merchantability, fitness for a particular purpose, and freedom from computer virus, is given with respect to the contents of this Web site or its hyperlinks to other Internet resources. Reference in this Web site to any specific commercial products, processes, or services, or the use of any trade, firm, or corporation name is for the information and convenience of the public, and does not constitute endorsement, recommendation, or favoring by the CLPCCD or its employees or agents.

This Web site has links to sites that may be useful to the public and that may provide other services or information. When the user links to another Web site, which is not an authorized CLPCCD Web site, the user is no longer on a CLPCCD Web site. The CLPCCD disclaims any responsibility or liability for the services or information provided on non-CLPCCD Web sites.

### PHOTOGRAPHY DISCLAIMER

Chabot and Las Positas Colleges, being non-profit California Community Colleges, reserve the right to use photography and video images of students and visitors, age 18 and older, taken on our property and at college-sponsored events for marketing and promotional purposes. Objection to the use of an individual's photograph may be made in writing to the district office of marketing and public relations, addressed to:

Director, Public Relations, Marketing and Government Relations  
Chabot-Las Positas Community College District  
7600 Dublin Blvd., 3rd Floor  
Dublin, CA 94568

## DISTANCE EDUCATION

Las Positas College offers quality distance education to its students. Distance education allows students who work, raise families, are disabled, are environmentally conscious, or who otherwise cannot come to campus the ability to pursue their educational goals.

# COLLEGE POLICIES & PROCEDURES

## EQUAL OPPORTUNITY STATEMENT

Las Positas College is an equal opportunity action institution in its policies, procedures, and practices relating to access, admission, and employment in their programs, services, and activities. In compliance with federal law, Las Positas College does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, citizenship status, and genetic information. In addition, California state law also prohibits discrimination on the basis of race, color, ancestry, national origin, religion, sex (including pregnancy, childbirth, and related medical conditions), disability (physical or mental), age, genetic information, marital status, sexual orientation, gender identify and gender expression, AIDS/HIV, medical condition, political activities or affiliations, military or veteran status, and status as a victim of domestic violence, assault, or stalking. Inquiries regarding equal opportunity non-discrimination policies and procedures that pertain to student matters should be directed to the Las Positas College, Vice President of Student Services by calling (925) 424-1405. All non-student matters (including employment matters) should be directed to the Vice Chancellor of Human Resources by calling (925) 485-5200.

## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

According to the U.S. Department of Education, FERPA “is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.” At Las Positas College, a person officially becomes a student upon receipt of an admission application to the college.

## FREE SPEECH

College procedures regarding time, place, and manner shall govern the exercise of free speech and related activities on the campus. The responsibility for maintaining conduct within the bounds of the law and compliance with the policies of the Chabot-Las Positas Community College District Board of Trustees shall be assumed by individuals, organizations, and the sponsoring organization’s officers and student organizations, advisors, and all organizational members. Restrictions on speech content shall extend no further than to restrain speech that is obscene, libelous, or presents a clear and present danger.

## HOUSING

Las Positas College does not provide dormitories or other types of college-sponsored housing.

## NET PRICE CALCULATOR

The California Community Colleges Chancellor’s Office, in conjunction with the federal government, has developed a Net Price Calculator to help students estimate the cost to attend Las Positas College based on residency and living arrangements. The estimated cost of attendance includes tuition, required fees, textbooks, supplies, and other related expenses. This

information is found on the college website at <https://misweb.cccco.edu/npc/481/npcalc.htm>.

## NOTICE OF NONDISCRIMINATION

The Chabot-Las Positas Community College District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities. The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. Inquiries and complaints may also be made to the U.S. Department of Education, Office for Civil Rights, 50 United Nations Plaza, San Francisco, CA 94102, telephone (415) 486-5555, fax (415) 486-5570 or e-mail [OCR.SanFrancisco@ed.gov](mailto:OCR.SanFrancisco@ed.gov).

## DECLARACIÓN DE NO DISCRIMINACIÓN

(SPANISH STATEMENT)

Las Positas College, de acuerdo con las leyes civiles, declara que Las Positas College 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 al U.S. Department of Education, Office for Civil Rights, 50 United Nations Plaza, San Francisco, CA 94102, teléfono (415) 486-5555, fax (415) 486-5570 o correo electrónico [OCR.SanFrancisco@ed.gov](mailto:OCR.SanFrancisco@ed.gov).

## OMBUDS

The Ombuds (also known as an “ombudsman” or “ombudsperson”) at Las Positas College will be an identified employee(s) who is committed to serve as a neutral and an impartial conflict resolution practitioner. The Ombuds will have no formal decision-making authority or disciplinary responsibilities. The Ombuds will serve as the initial point of contact for students who encounter challenges or difficulties while navigating the college environment and will be responsible for identifying the proper resource at the college. Furthermore, the Ombuds will facilitate the first connection or contact with the appropriate college entity or employee. The goal of the Ombuds is to ensure the rights and interests of all parties to the dispute are considered with the goal of achieving a fair outcome in accordance with applicable policies, procedures, laws, and regulations. The inability to achieve a fair outcome may result in the student being referred to the grievance or complaint process. For more information, please contact the Office of the Vice President of Student Services.

# COLLEGE POLICIES & PROCEDURES

## PROGRAMS ELIGIBLE FOR FINANCIAL AID

In order to be eligible for federal student aid, a student must be enrolled in an educational program that leads to an associate degree, transfers into a baccalaureate program, or prepares a student for gainful employment in an approved and recognized occupation. Students must either: (1) declare an Associate's Degree Program, or Associate's Degree with Transfer Program as their educational goal; or (2) be enrolled in a non-degree Certificate of Achievement Program of at least sixteen units and one year in length that is included and approved on the college's Program Participation Agreement with the U.S. Department of Education.

## STUDENT CONDUCT AND DUE PROCESS

In joining the academic community, the student enjoys the right of freedom to learn and shares the responsibility in exercising that freedom with other members of the academic community. It is the policy of the Chabot-Las Positas Community College 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 function of the college. When a student is charged with violating the student conduct code (e.g., plagiarism, forgery, disruption, theft, etc.), the charge shall be processed in accordance with the policy and procedures in order to protect the student's rights and the college's interests. A student may be expelled, suspended, placed on probation, or given a lesser sanction, as deemed appropriate by the Dean of Student Services or designee. The Student Conduct Code is posted online on the college website and included in the college catalog.

## STUDENT GRIEVANCE PROCEDURES

Student Grievance Procedures have been developed to provide students with a prompt and equitable means of seeking an appropriate remedy for any alleged violation of rights and to ensure that each student is fully accorded due process. The Student Grievance Procedures and the Student Conduct and Due Process Procedures outline the process for seeking resolution, and develop the procedure for filing and processing complaints, including timelines and decision-making authority. Student Grievance information is found online on the college website and included in the college catalog.

## STUDENT RIGHT-TO-KNOW (INSTITUTIONAL DATA)

**Fall 2016 Cohort: Completion Rate: 44.11 % Transfer Rate: 14.62 %**

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of our college district to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 2016, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three year period. Their completion and transfer rates are listed above. These rates do not represent the success rates of the entire student population at the College nor do they account for student outcomes occurring after this three year tracking period.

Based upon the cohort defined above, a Completer is a student who attained a certificate or degree or became 'transfer prepared' during a three year period, from Fall 2016 to Spring 2019. Students who have completed 60 transferable units with a GPA of 2.0 or better are considered 'transfer prepared'. Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming 'transfer prepared' during a five semester period, from Spring 2017 to Spring 2019, are transfer students.

## VOTER REGISTRATION INFORMATION

The Chabot-Las Positas Community College District shall provide a good faith effort to distribute a mail voter registration form to each student enrolled in a degree or certificate program and physically in attendance at the institution. Forms are widely available to students at Las Positas College. Additional information is found on the college website and the online student portal.

# CAMPUS SAFETY & SECURITY

## ACCESS TO BUILDINGS

During business hours, the College and most campus buildings are open from 7:00 am to 11:00 pm. During non-business hours, access to all College facilities is by key or card key, if issued, or by admittance via the assistance of the Office of Campus Safety and Security. In the case of periods of extended closing, the College will admit only those with prior approval to all facilities. All students and employees are issued identification cards, which they may be asked to produce if there is any question about their authorization to be on College property.

## CAMPUS SAFETY

The Chabot-Las Positas Community College District is committed to a safe and secure work and learning environment. The Office of Campus Safety & Security prepares and annually updates a report of all occurrences reported to the Office of Campus Safety & Security of and arrests for crimes that are committed on-campus and that involve violence, hate violence, theft or destruction of property, sexual misconduct including sexual harassment, illegal drugs, alcohol intoxication, and of all occurrences of noncriminal acts of hate violence reported to campus authorities. Additional information and corresponding reports are found on the College website.

## COLLEGE PROPERTY

No College property may be removed from the campus without expressed permission from an administrator. Unauthorized removal of College property from the campus is a violation of the law and may be prosecuted by the College.

## CRIME PREVENTION

Crime prevention material is distributed by the Office Campus Safety and Security to the campus community. The Office of Campus Safety and Security makes inspections of facilities to ensure physical security design, presents programs to reduce risk from criminal acts, review plans and new construction additions to facilities to insure against design defects that could contribute to criminal acts, make preventative patrols of grounds, make necessary arrests and detentions, and interact with other law enforcement and investigative agencies to accomplish this task.

## DRUG FREE ENVIRONMENT AND PREVENTION PROGRAM

Las Positas College strives to maintain a drug-free and alcohol-free environment. College district policy states it prohibits, "the sale or knowing possession of dangerous drugs, restricted dangerous drugs, alcoholic beverages or narcotics as those terms are used in California statutes except when lawfully prescribed or permitted." Federal law also prohibits the use, sale, or possession of marijuana. Students may be arrested, suspended, expelled, placed on probation or given a lesser sanction for good cause and in accordance with College procedures consistent with due process for violations of the drug and alcohol policy. Students and employees will be informed of the health risks associated with the use of illicit drugs and the abuse of alcohol, and will be advised of the availability of drug and alcohol counseling, treatment, and rehabilitation.

## EMERGENCY CALL BOXES

Emergency call boxes are also located in several parking lots,

on the campus perimeter road, and near the Student Services & Administration Building. In the event of an emergency, push the button on the emergency call box and the on-duty campus security officer is notified of your location. The emergency call box has a feature which allows the caller to speak directly to the campus safety officer. Outside the entrance to the Office of Campus Safety and Security there is an emergency auto-dialer. In the case of an emergency and the office is locked, please push the button on the auto-dialer. The auto-dialer will contact the on-duty campus safety officer.

## EMERGENCY NOTIFICATION

The Las Positas College Office of Campus Safety and Security is committed to ensuring that our campus community receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. Las Positas College uses the emergency notification system "Everbridge" which is an emergency notification service that proactively contacts students, staff, and faculty at their District assigned e-mail accounts. Everbridge can be used to send emergency messages within minutes of the occurrence of an incident. Messages are sent by multiple methods to contact information listed in the campus directory as well as confidential contact information registered by users. The system can send simultaneous messages to the college community by e-mail message and SMS text. Campus community members can contact the Office of Campus Safety and Security to update or change their contact information and are encouraged to list "SMS Text" as their primary contact method.

## EMERGENCY PROCEDURES

Las Positas College Office of Campus Safety and Security personnel are available twenty-four (24) hours a day, seven (7) days per week. Persons are encouraged to report any criminal activity or any other emergency by calling the Office of Campus Safety and Security by calling (925) 424-1699 or visiting the Office of Campus Safety and Security located in Building 1700. If the Office of Campus Safety and Security is closed, the on-duty campus safety officer can be contacted by telephone in the following ways:

- On-campus telephone, dial extension 1690 (non-emergency)
- On-campus telephone, dial extension 1699 (emergency)
- Off-campus telephone, dial (925) 424-1000 until 6:30 p.m.

## LOST AND FOUND

The Office of Campus Safety & Security takes great pride in returning lost and found property to their rightful owners. All property found on-campus should be brought to the Office of Campus Safety and Security located in Building 1700 to be recorded. All found property is held for and disposed of in the manner prescribed by law.

## PARKING

Parking on-campus is a privilege extended by the Chabot-Las Positas Community College District Board of Trustees to the faculty, staff, students, and guests. To ensure safety and the efficient use of available parking spaces, parking rules and

# CAMPUS SAFETY & SECURITY

regulations adopted by the Board of Trustees are enforced all year. Tickets will be issued for violators. Drivers using College parking lots shall comply with the rules and regulations adopted by the Board of Trustees pursuant to California Vehicle Code, Section 21113. Failure to comply with the parking rules and regulations may result in disciplinary action, the issuance of a parking citation, loss of parking privileges, and/or cause the vehicle to be towed at the owner's expense. Parking at Las Positas College is by permit only.

## PARKING PERMITS

Parking at Las Positas College is by permit only. Full-term parking permits may be purchased online via CLASS-Web. Daily parking permits may be purchased from parking permit dispensers located in the parking lots. All students and guests must purchase a parking permit for each day. Take notice that certain parking spaces are reserved for College employees and College vehicles. These parking spaces are clearly marked in front of the parking stall. Vehicles parked in a staff or other reserved space without the proper permit will be cited. All vehicles shall be parked clearly within designated parking stalls between the white lines and head-in only. Do not back in or drive through.

## PETS ON CAMPUS

No animals and/or pets of any kind or description are allowed within the boundaries of the college. This restriction also applies to animals and/or pets confined to any vehicle parked within the college boundaries. This policy does not apply to the use of a guide dog, signal dog, or service dog specially trained for assisting a person with a disability.

## SAFETY ESCORT SERVICES

The Office 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 by dialing (925) 424-1690, or from any College telephone by dialing extension 1690, or by activating a nearby emergency callbox.

## SEX OFFENDER REGISTRY

California law requires sex offenders who are employed, volunteer, are a resident of, or enrolled as a student at an institution of higher education, to register with the Livermore Police Department located at 1110 South Livermore Avenue, Livermore, CA 94550. To search the database of registered sex offenders in California by name or geography, check the Megan's Law website at <https://www.meganslaw.ca.gov/> or information concerning registered sex offenders can be obtained from the Livermore Police Department.

## SMOKING ON CAMPUS

Smoking is allowed only within designated smoking areas and is prohibited within 20 feet of a main exit, entrance, or operable window of any campus or District building. Smoking is prohibited inside any indoor area of any campus or District building and inside any District-owned or leased vehicles. Smoking is prohibited in any enclosed place of employment on-campus, including lobbies, lounges, waiting areas, stairwells, and restrooms that are a structural part of any building that is a place of employment. This also applies to electronic cigarettes or other imitation smoking devices.

## STATEMENT FOR NON-SWORN OFFICERS

The Chabot-Las Positas Community College District employs security officers with training specific to campus security.

## STATEMENT OF ENFORCEMENT AUTHORITY

The campus safety officer meets the legal definition of a security officer because of appointment pursuant to the California Education Code, Section 70902. The campus safety officer is not a peace officer, but Sections 626 and 627 of the California Penal Code provide special authority for school security officers to make an arrest if the perpetrator fails to leave the College grounds after being directed to do so. In addition to this authority, campus safety officers can arrest for any misdemeanor or felony committed within their presence, but must use section 837 of the California Penal Code – arrest by a private person – to accomplish the arrest. Campus safety officers derive additional authority from Section 21113(a) of the California Vehicle Code. This section covers parking on school property. Officers can issue citations for violations of District Parking Regulations using this section.

## TIMELY WARNING

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or on-going threat to members of the community, Las Positas College Office of Campus Safety and Security will issue out a "Timely Warning." The Office of Campus Safety and Security will generally issue these warnings for the following crimes: criminal homicide; sexual assaults; robbery; aggravated assault; arson; burglary; and hate crimes. The Office of Campus Safety and Security will post these warnings through a variety of ways including, but not limited to, e-mail messages, posters or bulletins, and class discussions. The purpose of these warnings is to notify the campus community of the incident and to provide information that may enable community members to protect themselves from similar incidents. The Office of Campus Safety and Security will issue these warnings whenever the following criteria are met:

1. A crime is committed;
2. The perpetrator has not been apprehended; and
3. There is a substantial and on-going risk to the physical safety of other members of the campus community because of this crime.

Such crimes include, but are not limited to: Clery Act crimes that are reported to any campus security authority or the local police; or when the college determines that the incident represents an on-going threat to the campus community. Additionally, the Office of Campus Safety and Security may, in some circumstances, issue warnings when there is a pattern of crimes against persons or property. The Campus Safety Supervisor or designee will generally make the determination, in consultation with the President, if a warning is required. However, in emergency situations, any Campus Safety Officer may authorize a Clery Timely Warning. For incidents involving off-campus crimes, the college may issue a Crime Advisory if the crime occurred in a location used and frequented by the college population. Clery Timely Warnings are sent out to the

# CAMPUS SAFETY & SECURITY

campus community via the Everbridge system. If you have an official Las Positas College e-mail address, you are automatically enrolled in the crime alert notification system. These messages are a very effective way to share important information with the campus community about safety.

## TITLE IX

Title IX of the Educational Amendments of 1972 is an all-encompassing federal law that prohibits discrimination based on the gender of students and employees of educational institutions which receive federal financial assistance. Under Title IX, discrimination on the basis of sex can include sexual harassment, rape, and sexual assault. Colleges and universities that receive federal financial assistance may be held legally responsible when it knows about and ignores sexual harassment or assault in its programs or activities. Colleges and universities may be held responsible in court whether the harassment is committed by a College employee or student. Title IX related concerns and complaints of possible violations of Title IX should be reported to the Vice President of Student Services or designee.

## WEAPONS POLICY

Firearms, knives, explosives or other dangerous chemicals or objects, including, but not limited to, any facsimile firearm, knife or explosive, are prohibited on College property and all College-sponsored functions at all times. All weapons are prohibited at Las Positas College. Except for sworn law enforcement officials, it is a felony to bring or possess any firearm on any California

school campus per California Penal Code, Section 626.9. It is also a felony to possess any air gun, including pellet and BB guns that utilizes air, CO<sub>2</sub>, or spring pressure to propel a metallic projectile; knives with a blade length of over 2.5 inches, dirks, daggers, and ice picks are also illegal per California Penal Code, Section 626.10. Any person may be arrested, expelled, suspended, placed on probation or given a lesser sanction for good cause and in accordance with College procedures consistent with due process for violations of the weapons policy.

## CRIME STATISTICS / CLERY ACT DISCLOSURE / ANNUAL SECURITY REPORT (ASR)

The Office of Campus Safety and Security prepares a report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Crime statistics may be found online at [www.laspositascollege.edu/safety/statistics.php](http://www.laspositascollege.edu/safety/statistics.php). The full text of this report may be found online at [www.laspositascollege.edu/safety/documents/clery.pdf](http://www.laspositascollege.edu/safety/documents/clery.pdf). The report is prepared in cooperation with the local law enforcement agencies. Campus crime, arrest, and referral statistics include those reported to the Office of Campus Safety and Security, designated campus officials including, but not limited to, administrators, faculty, classified professionals, advisors to students and student organizations, athletic coaches, and local law enforcement agencies.

Clery Act Statistics  
Las Positas Community College  
2016 – 2018

20 U.S.C. 1092 H (Crimes)	2016			2017			2018		
	On Campus Property	Non Campus Property	Public Property	On Campus Property	Non Campus Property	Public Property	On Campus Property	Non Campus Property	Public Property
<b>Criminal Offenses</b>									
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	1	0	0	0	0	0
Fondling	0	0	0	5	0	0	1	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	1	0	0
Aggravated Assault	0	0	0	1	0	0	0	0	0
Burglary	1	0	0	0	0	0	2	0	0
Motor Vehicle Theft	2	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	2	1	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
<b>Bias Crimes</b>									
Disability	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Race	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
<b>Arrests</b>									
Weapons Violations	0	0	0	0	0	0	1	0	0
Drug Law Violations	0	1	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	1	0	0	0	0	0
<b>Disciplinary Referrals</b>									
Weapons Violations	0	0	0	0	0	0	0	0	0
Drug Law Violations	1	0	0	1	0	0	0	0	0
Liquor Law Violations	2	0	0	1	0	0	0	0	0

# PARKING PERMITS AVAILABLE ONLINE



## 1. Before purchasing a permit you will need the following information:

- ✓ Student ID Number (W or Social Security)
- ✓ Vehicle license plate number
- ✓ Make, model, color of vehicle
- ✓ Access to a printer (to print a temporary permit)

## 2. To purchase a permit:

- Log into CLASS-Web, go to "Student Services"
- Click on "Order or Activate a Parking Permit"
- Continue by following the on-screen instructions
- Access to a printer (to print a temporary permit)

## 3. After purchasing a permit:

- Print your temporary permit by clicking "Order a Parking Permit", then "Print a Temporary Permit"
- Your parking permit will be mailed to the address you provided within 10 days of payment.

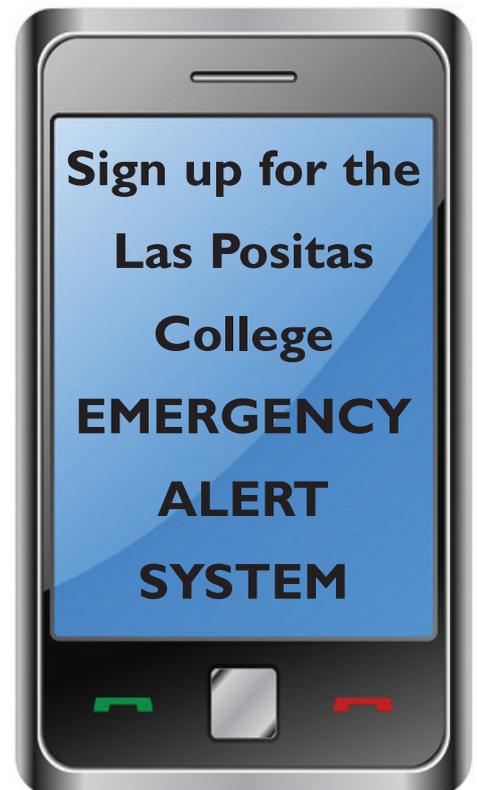
**You must have a parking permit properly displayed on your vehicle to park on campus. If you do not have a valid semester permit, daily permits are available for \$3.00 - look for the parking permit machines on the light poles in the parking lots.**

## Don't Be The Last To Know!

Everbridge is the emergency alert system used to deliver timely and necessary emergency alerts.

To receive these alerts, students, faculty and staff can sign up as follows:

- Sign into CLASS-Web using your W ID Number and PIN.
- Click on the Personal Information tab.
- Click on 'Update Emergency Text-Authorized Cell Phone Number'.
- Enter your cell phone number to be used and click Submit.
- To opt out - after first message received, reply STOP.



# LAS POSITAS COLLEGE BOOKSTORE

HAS EVERYTHING YOU NEED TO HAVE THE BEST YEAR EVER!

## Affordable Text Options

- Rental
- Used
- Price Match Guarantee

## Las Positas Merch

- Clothing
- Gifts

## Convenience Items

- Testing Materials
- Campus Print Cards
- Snacks
- Headphones

**Las Positas College Bookstore**  
Building 1300  
(925) 424-1812 | [LPCStore.com](http://LPCStore.com)

\*Over 10% of our sales go back to Las Positas College to support student success\*

## LAS POSITAS COLLEGE Transit Pass

**Your Las Positas College  
ID is your bus pass!**

- Ride all Wheels and Rapid routes
- Connects to Dublin/Pleasanton BART, the Livermore Labs, and the Livermore Transit Center
- Rapid Route 30R comes to campus every 15 minutes
- Free Wi-Fi, upgraded seating, and phone charging outlets

Livermore Amador Valley  
TRANSIT AUTHORITY



*Think of all  
your extra time...*



[wheelsbus.com](http://wheelsbus.com) | (925) 455-7500

# Community Education at Las Positas College

## Lifelong Learning, Personal and Professional Development

Community Education at Las Positas College is an inclusive, learning-centered program providing educational and personal enrichment opportunities to all Community members. Community Education is a fee-based educational program of Las Positas College. Enrollment fees pay for instruction, administration and marketing of the program. Taking a class with Community Education helps support your local community college, so make the choice to Learn Local!



### Prepare for Industry Certification Online!

Our career training programs can start you on a path to an in-demand profession or help advance your current career with industry certification. You may begin these programs at any time and learn at your own pace.

### Features

- 6-18 month self-paced, start anytime
- Textbook and materials included
- Prepare for industry certification
- Certification exam vouchers are included in some instances

**Starting at \$99**

**SHORT TERM CLASSES, TOO!**

**Over 300 Online Courses Available!**



- 24-Hour Access
- Affordable
- 6 Week Format
- Instructor-Led



#### Certified Bookkeeper

The certified Bookkeeper Online Training Program helps professional bookkeepers earn prestigious American Institute of Professional Bookkeepers (AIPB) certification.



#### Certified Clinical Medical Assistant

540 hours

Clinical medical assistants are skilled multi-taskers who help to maximize the productivity of the healthcare team. Medical assistants enable a healthcare facility to operate more efficiently, which increases revenue and provides a positive experience for patients.



#### Payroll Practice and Management

100 hours

Become knowledgeable in all facets of payroll rules and regulations, and join one of the fastest-growing career fields today.



#### Legal secretary

350 hours

Master the skills you need to be a legal secretary and prepare for the National Association of Legal Professionals (NALs) Accredited Legal Secretary (ALS) exam. NASM Certified Personal



#### HVAC/R Certified Technician

162 hours

If you have more than a year of HVAC/R experience, this course will prepare you for the next step—certification. HVAC/R technicians are in demand, but certified technicians can earn more and have better career opportunities.



#### Optician Certification Training

150 hours

Master the skills you will need for a successful career as an optician and prepare yourself to take the AO certification exam.



#### Paralegal

300 hours

This program will prepare you for success in this growing career field. You'll learn about the American legal system, how to conduct legal research and legal interviews, how to perform legal analyses, and more.



#### Certified National Pharmaceutical Representative

190 hours

Learn the skills necessary to become a pharmaceutical sales representative. The program covers pharmacology, medical terminology, physiology, and regulations for selling pharmaceuticals.

To Enroll or learn more, visit or call us at:

925-424-1467

<http://www.laspositascollege.edu/communityed>

\*Community Education classes are not for college credit



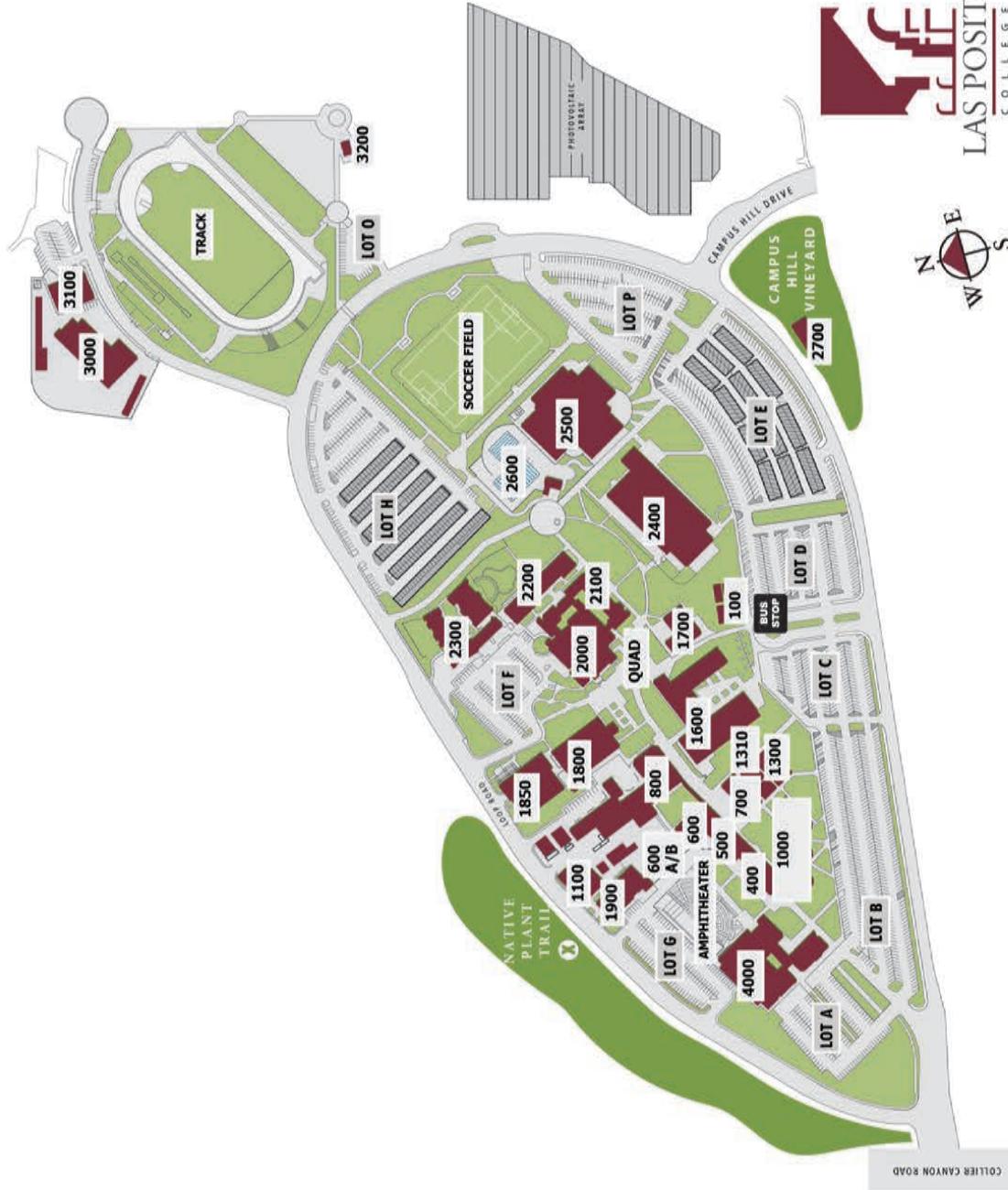
LAS POSITAS  
COLLEGE

# CAMPUS DIRECTORY

<b>Admission &amp; Records</b>	424-1500	<b>Financial Aid &amp; Scholarships</b>	424-1580
<i>Building 1600, Room 1670</i>		<i>Building 1600, Room 1650</i>	
<b>Assessment Center (Testing)</b>	424-1475	<b>Information Desk</b>	424-1000
<i>Building 1600, Room 1642</i>		<i>Building 1600, Room 1630</i>	
<b>Athletics</b>	424-1274	<b>Integrated Learning Center (ILC)</b>	424-1310
<i>Building 2500, Room PE116</i>		<i>Building 600, Room 601</i>	
<b>Bookstore</b>	424-1812	<b>International Student Program</b>	424-1540
<i>Building 1300, Room 1300</i>		<i>Building 1600, Room 1658</i>	
<b>Cafeteria</b>	424-1849	<b>Library</b>	424-1151
<i>Building 1600, Room 1620</i>		<i>Building 2000</i>	
<b>CalWORKs</b>	424-1459	<b>Math Learning Center</b>	424-1310
<i>Building 1600, Room 1668</i>		<i>Building 600, Room 601</i>	
<b>Campus Safety &amp; Security</b>	424-1690	<b>Ombuds</b>	424-1406
<i>Building 1700, Room 1725</i>		<i>Building 1600, Room 1669</i>	
<b>CARE Program</b>	424-1598	<b>Outreach</b>	424-1407
<i>Building 1600, Room 1668A</i>		<i>Building 1600, Room 1643</i>	
<b>Career Center</b>	424-1487	<b>Puente Project</b>	424-1414
<i>Building 1600, Room 1604</i>		<i>Building 1000, Room 1018</i>	
<b>Cashier's Office</b>	424-1500	<b>Reading and Writing Center (RAW)</b>	424-1450
<i>Building 1600, Room 1670</i>		<i>Building 2400, Room 2401, Office D</i>	
<b>Child Development Center</b>	424-1560	<b>Student Government</b>	424-1490
<i>Building 2300</i>		<i>Building 1600, Room 1643</i>	
<b>Community Education</b>	424-1467	<b>Student Health &amp; Wellness Center</b>	424-1830
<i>Building 1600, Room 1663</i>		<i>Building 1700, Room 1701</i>	
<b>Computer Center</b>	424-1144	<b>Student Life</b>	424-1496
<i>Building 800, Room 803</i>		<i>Building 1600, Room 1643</i>	
<b>Concurrent Enrollment</b>	424-1500	<b>Transfer Center</b>	424-1423
<i>Building 1600, Room 1670</i>		<i>Building 1600, Room 1604</i>	
<b>Counseling</b>	424-1400	<b>Tutorial Center</b>	424-1450
<i>Building 1600, Room 1616</i>		<i>Building 2400, Room 2401</i>	
<b>Disabled Student Programs &amp; Services (DSPS)</b>	424-1510	<b>UMOJA</b>	424-1437
<i>Building 1600, Room 1615</i>		<i>Building 1000, Room 1018</i>	
<b>Engineering Technology</b>	424-1254	<b>Veterans First Program</b>	424-1570
<i>Building 1800, Room 1825</i>		<i>Building 1300, Room 1310</i>	
<b>Extended Opportunity Programs &amp; Services (EOPS)</b>	424-1598		
<i>Building 1600, Room 1668</i>			

# LAS POSITAS COLLEGE CAMPUS MAP

3000 Campus Hill Drive, Livermore, CA 94551 • [www.laspositascollege.edu](http://www.laspositascollege.edu)



6/27/18

## KEY TO BUILDINGS

- 100 Classrooms
- 400 English Classrooms & Lab
- 500 Fine Arts
- 600 Classrooms, ILC (Integrated Learning Center), Open Math Lab
- 600 A/B Fire Service Technology Training
- 700 Visual Communications, Photography Studio, Computer Lab
- 800 Lecture Hall, Computer Labs, Auto & Welding Labs, Smog Referee Center, Horticulture Viticulture, Garden Classrooms, Greenhouse Classroom Building
- 1000 Central Utility Plant
- 1100 Bookstore
- 1300 Veterans Resource Center
- 1600 Student Services & Administration Building
- 1689 Academic Services, Vice President's Office
- 1670 Administrative Services, Vice President's Office
- 1670 Admissions & Records
- 1642 Assessment Center
- 1620 Cafeteria
- 1604 Career/Transfer Center
- 1663 Community Education
- 1616 Counseling Center
- 1615 DSPS/High Tech Center
- 1668 EOPS, CARE, CALWORKS
- 1650 Financial Aid
- 1658 International Student Program
- 1672 Online Service Center
- 1680 President's Office
- 1643 Student Government
- 1669 Student Services, Vice President's Office
- 1643 Welcome Center/Student Life Office
- 1700 Campus Safety, Student Health Center, Copy Center, Mail Room
- 1800 Science Technology Center 1
- 1850 Science Technology Center 2
- 1900 Information Technology Services (ITS)
- 2000 Library (Learning Resource Center)
- 2100 Faculty Offices
- 2200 Classrooms
- 2300 Child Development Center
- 2400 Multi-Disciplinary Education Building
- 2401 Tutorial Center
- 2420 Lecture Hall
- 2500 Physical Education Complex (Gym)
- 2600 Aquatic Center
- 2700 Campus Hill Vineyard
- 3000 Maintenance & Operations Building
- 3100 Maintenance & Operations Building
- 3200 Field House
- 4119 Merces Center for the Arts
- 4119 Main Theater
- 4128 Black Box Theater

# SPRING 2021 FINAL EXAM SCHEDULE

Spring 2021 final examinations for full-term classes will be held May 22, 2021 – May 28, 2021. Your final exam might not always occur at the same time as your class. Please carefully check the chart below to determine the time and day of your final exam. The schedule below applies to final exams given in face-to-face classes, hybrid courses (online with in-person meetings for exams, labs, or skills instruction), and online courses taught synchronously. Instructors teaching online asynchronously, or a combination of asynchronous and synchronous, will clarify their final exam instructions on the class syllabus. This final exam schedule applies to full-term classes only.

The first hour and the first day of the week that day classes meet determines placement of the final exam. In determining the examination time for lecture-laboratory classes and lecture-discussion courses, the lecture period determines the time. For stand-alone lab course (with its own CRN Number), a two-hour final examination will be given during final examination week. The first hour and the day of the week that the laboratory class meets will determine the placement of the class in the schedule below. If you have a question about when and where your final exam will take place, please contact your instructor.

Day Classes (Classes beginning before 4:00pm) Start Time and Days of Regular Class Meeting		Time and Day of Final Examination		
<b><i>Predominantly Monday/Wednesday</i></b>				
7:30am, 8:00am	MTWTh, MTWF, MWThF, MTThF, MWF, MT, MW, MTh, MF, WF, M	7:30–9:20am	Wednesday	May 26
8:30am, 9:00am	MTWTh, MTWF, MWThF, MTThF, MWF, MT, MW, MTh, MF, WF, M	7:30–9:20am	Monday	May 24
9:30am, 10am	MTWTh, MTWF, MWThF, MTThF, MWF, MT, MW, MTh, MF, WF, M	9:30–11:20am	Wednesday	May 26
10:30am, 11am	MTWTh, MTWF, MWThF, MTThF, MWF, MT, MW, MTh, MF, WF, M	9:30–11:20am	Monday	May 24
11:30am, 12:00 noon	MTWTh, MTWF, MWThF, MTThF, MWF, MT, MW, MTh, MF, WF, M	11:30am–1:20pm	Wednesday	May 26
12:30pm, 1:00pm	MTWTh, MTWF, MWThF, MTThF, MWF, MT, MW, MTh, MF, WF, M	11:30am–1:20pm	Monday	May 24
1:30pm, 2:00pm	MTWTh, MTWF, MWThF, MTThF, MWF, MT, MW, MTh, MF, WF, M	1:30–3:20pm	Wednesday	May 26
2:30pm, 3:00pm	MTWTh, MTWF, MWThF, MTThF, MWF, MT, MW, MTh, MF, WF, M	1:30–3:20pm	Monday	May 24
3:30pm	MTWTh, MTWF, MWThF, MTThF, MWF, MT, MW, MTh, MF, WF, M	3:30–5:20pm	Wednesday	May 26
<b><i>Predominantly Tuesday/Thursday</i></b>				
7:30am, 8:00am	TWTh, TW, TTh, TF, ThF, WTh, T, TWThF, MTTh, TThF	7:30–9:20am	Thursday	May 27
8:30am, 9:00am	TWTh, TW, TTh, TF, ThF, WTh, T, TWThF, MTTh, TThF	7:30–9:20am	Tuesday	May 25
9:30am, 10:00am	TWTh, TW, TTh, TF, ThF, WTh, T, TWThF, MTTh, TThF	9:30–11:20am	Thursday	May 27
10:30am, 11:00am	TWTh, TW, TTh, TF, ThF, WTh, T, TWThF, MTTh, TThF	9:30–11:20am	Tuesday	May 25
11:30am, 12:00 noon	TWTh, TW, TTh, TF, ThF, WTh, T, TWThF, MTTh, TThF	11:30am–1:20pm	Thursday	May 27
12:30pm, 1:00pm	TWTh, TW, TTh, TF, ThF, WTh, T, TWThF, MTTh, TThF	11:30am–1:20pm	Tuesday	May 25
1:30pm, 2:00pm	TWTh, TW, TTh, TF, ThF, WTh, T, TWThF, MTTh, TThF	1:30–3:20pm	Thursday	May 27
2:30pm, 3:00pm	TWTh, TW, TTh, TF, ThF, WTh, T, TWThF, MTTh, TThF	1:30–3:20pm	Tuesday	May 25
3:30pm	TWTh, TW, TTh, TF, ThF, WTh, T, TWThF, MTTh, TThF	3:30–5:20pm	Thursday	May 27

# SPRING 2021 FINAL EXAM SCHEDULE

## Classes starting before 7:30am, or classes meeting W, Th, or F only before 4:00pm

Start Time and Days of Regular Class Meeting		Time and Day of Final Examination		
5:30am, 6:00am	Daily	Regular class time	Friday	May 28
6:45am, 7:00am, 7:30am, 8:00am, 8:30am, 9:00am	Before 7:30, or W, Th, F only before 4pm	7:30–9:20am	Friday	May 28
9:30am, 10:00am, 10:30am, 11:00am	Before 7:30, or W, Th, F only before 4pm	9:30–11:20am	Friday	May 28
11:30am, 12:00 noon, 12:30pm 1:00pm	Before 7:30, or W, Th, F only before 4pm	11:30am–1:20pm	Friday	May 28
1:30pm, 2:00pm, 2:30pm, 3:00pm	Before 7:30, or W, Th, F only before 4pm	1:30–3:20pm	Friday	May 28
3:30pm	Before 7:30, or W, Th, F only before 4pm	3:30–5:20pm	Friday	May 28

## Classes that meet “By Arrangement”

Start Time and Days of Regular Class Meeting		Time and Day of Final Examination		
By Arrangement	All classes that meet “By Arrangement”	3:30–5:20pm	Friday	May 28

## Classes meeting on or after 4:00pm

Start Time and Days of Regular Class Meeting		Time and Day of Final Examination		
4:00pm and ending by 7:30pm	MW, or Monday Only	5:30pm–7:20pm	Wednesday	May 26
4:00pm and ending by 7:30pm	TTh, or Tuesday Only	5:30pm–7:20pm	Thursday	May 27
4:00pm and ending by 7:30pm	Wednesday only	5:30pm–7:20pm	Monday	May 24
4:00pm and ending by 7:30pm	Thursday only	5:30pm–7:20pm	Tuesday	May 25
4:00pm and ending by 7:30pm	Friday only	5:30pm–7:20pm	Friday	May 28
6:30pm or after	MW, or Monday only	7:30pm–9:20pm	Wednesday	May 26
6:30pm or after	TTh, or Tuesday only	7:30pm–9:20pm	Thursday	May 27
6:30pm or after	Wednesday only	7:30pm–9:20pm	Monday	May 24
6:30pm or after	Thursday only	7:30pm–9:20pm	Tuesday	May 25
6:30pm or after	Friday only	7:30pm–9:20pm	Friday	May 28

**Weekend Classes:** All Saturday classes have their finals in their regular room at the regular class time scheduled on Saturday, May 22.

**Fast Track and Late Start Classes:** Final exams held during the last 2 hours of the last class meeting.

**Online Classes:** Consult your instructor for final exam information.

NOTE: This information is subject to change. Please find the most updated information online.

**JOIN US!**  
for Spring Semester 2021



## LAS POSITAS COLLEGE **FASTPASS** ENROLLMENT EVENT!

LET US HELP YOU GET YOUR SIX STEPS TO SUCCESS COMPLETED!

**Date:** Monday, November 16 - Wednesday, November 18, 2020

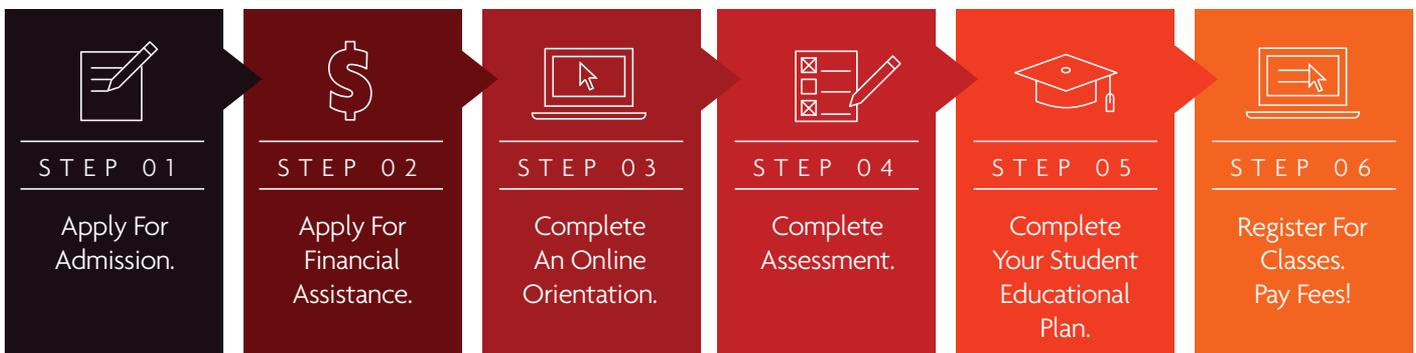
**Time:** 3:00 pm - 7:00 pm

**Join from PC, Mac, Linux, iOS or Android:** <https://cccconfer.zoom.us/j/93814063175>

**Passcode:** 238531

Students who complete STEP 3, 4 and 5 during the event, will automatically be given the earliest registration date for new students.

### SIX STEPS TO SUCCESS



For more information please visit our website at [www.laspositascollege.edu/prospective/fastpass.php](http://www.laspositascollege.edu/prospective/fastpass.php)  
For accommodations, please call the Disability Resource Center (DRC) at 925.424.1510

# TRANSFER

## TRANSFER TO A 4-YEAR UNIVERSITY OR COLLEGE

Complete your lower division coursework at Las Positas College and you are guaranteed transfer admission to more than thirty colleges and universities, including six University of California and 23 California State University campuses.

Statewide  
37.93%

LPC  
46.67%

LPC has one of the highest transfer rates in the state.

## STUDENT HIGHLIGHT

As a Veteran in the United States Marine Corps, Treasure Edwards graduated from Las Positas College with her Associates of Arts in Biology. Treasure plans to transfer to West Coast University in Anaheim, California with the goal to graduate as a Dental Hygienist.

*"I joined Las Positas College in Spring 2019, after meeting with the LPC staff and especially the Veterans First team. They helped me register for financial aid (FAFSA), register for all of my classes, complete an education plan, and linked me with numerous resources to help me succeed. I was able to graduate in only a year and a half, rather than sitting around for six months waiting to beginning of the*

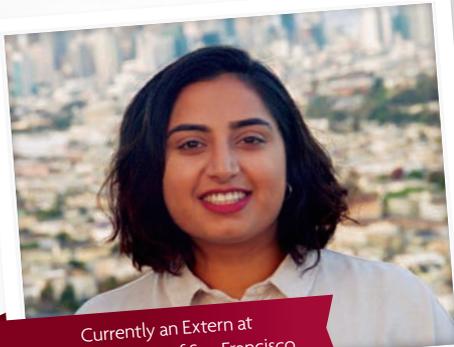


Major: Associate of Arts in Biology

Treasure Edwards - Transferring to West Coast University

*year for school to start. The reasons why I chose to attend LPC and why I encourage others to attend LPC, are because the staff treats each student with the highest degree of care and attention and they will go above and beyond to help you reach your goals."*

# CAREER EDUCATION



Currently an Extern at Supreme Court of San Francisco

Jasleen Gill - Degrees: A.A. Humanities, A.A. Social Sciences, A.A.-T Philosophy

## STUDENT HIGHLIGHT

Jasleen Gill completed her studies at Las Positas College with an Associate of Arts in Humanities, Social Sciences and an Associate of Arts to Transfer in Philosophy. She is currently working as an extern at the Supreme Court of San Francisco.

*"I choose LPC because it is a great community college that has excellent resources and a community of faculty, staff, and counselors to support student's needs. LPC allowed me to continue my academic journey and it was as a platform through which I provided support to my community. Las Positas College provides value as a community college because they care about students and their needs to succeed! The continued support is witnessed in many forms including counselors, student government initiatives, caring professors, and pathways to reach whatever goal a student may have. LPC gives to those that seek guidance and support to be successful not only in an academic setting but for securing future jobs as well!"*

## CAREER EDUCATION PROGRAMS

Las Positas College offers cutting-edge, rigorous, and relevant career and technical education that prepares our students for a wide range of high-wage, high-skill, and high-demand careers. LPC has more than 30 career and technical programs.

BY 2020

65%

of job openings in the U.S. will require some postsecondary education or training—though not necessarily a four-year degree.

Reference: Georgetown Center on Education and Workforce Analysis



3000 Campus Hill Drive  
Livermore, CA 94551-7623  
Tel: 925.424.1000  
www.laspositascollege.edu

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ECRWSS

## RESIDENTIAL CUSTOMER

### LAS POSITAS COLLEGE STUDENT GOVERNMENT SPONSORS *THE MARKET*

*The Market* is a free food distribution that is open to all students and the greater community. Open every third Tuesday of the month from 12:00 to 3:00 pm, in front of Building 1600.

