VISION STATEMENT

We as a District endorse these statements as our vision for the future —

• all students will be encouraged and supported in attaining their educational goals;

• all students will have access to needed services and support;

• all students will have the opportunity to participate in diverse learning experiences that are responsive and reflective of their needs and those of the community;

• our District will be knowledgeable of workforce, community, and transfer needs and will facilitate opportunities in these areas for students;

• our District will participate in and collaborate with local communities;

• District planning will be based on thorough knowledge of our diverse student population.

MISSION STATEMENT

Students who attend COD may expect to transfer, complete degrees and certificates, prepare for the workforce, and acquire a general education that enables them to be well-rounded, productive citizens. To assure students’ learning success, we assess student learning needs, establish academic and vocational courses and programs appropriate to those needs, determine the effectiveness of those courses and programs, and implement changes to improve student learning.

COD is a two-year, public institution that provides lower division academic, vocational, and basic skills education. We are a successful college because we make decisions based on a systematic assessment of the needs of the community and the application of our core values.
Chapter 1 - General Information

COMMITMENT TO QUALITY EDUCATION

ACADEMIC TRANSFER PROGRAMS
The DCCD believes that academic transfer programs are essential to the community and must provide general education and pre-major curricula that will meet or exceed the lower division requirements articulated with four-year institutions. The District is committed to an overall effort to fulfill academic transfer requirements by concentrating on the development of a comprehensive instructional environment.

OCCUPATIONAL AND VOCATIONAL EDUCATION
To meet the changing economic, technological, and environmental needs of the community, the DCCD will identify regional employment training needs and provide degree and certificate programs which prepare students for these career opportunities. These programs will train, retrain, and upgrade student career skills through existing occupational/vocational and general education programs as well as partnerships and contractual education with the private sector and public agencies.

BASIC SKILLS
The DCCD believes that basic skills education is critical to an individual’s well-being in a demanding society. Therefore, the District will provide comprehensive basic skills programs to support academic, occupational/vocational, developmental, and community education.

MARKETING
The DCCD will aggressively and effectively promote all District programs and services to increase public awareness of educational opportunities, fulfill the mission of the District, and encourage measured growth.

ORGANIZATION
The DCCD recognizes the need for a well-defined organizational system that supports the interrelationship and participation of all institutional elements, enhances opportunities for consideration of matters common to the District and its environment, and provides methods for timely response to District-wide needs.

PLANNING
The DCCD has established within its organizational structure a planned, systematic procedure designed to evaluate and improve the quality of its programs continuously and facilitate the creation of innovative programs and the expansion of existing programs that meet community needs.

RESOURCES
The DCCD believes that all resources must aid the District in fulfilling the mission of providing comprehensive educational opportunities to the community and that all resource allocation must be devoted to existing or newly developed programs compatible with the approved Mission Statement. Further, the District is dedicated to the principle that we must be accountable to our constituents in the use of resources to demonstrate accomplishment of student outcomes consistent with our mission. Resource allocations must reflect our commitment to equal opportunity so that all members of our community have access to their benefits.

HISTORY OF THE COLLEGE
In 1958, voters approved formation of a college district in the Coachella Valley in a landslide vote that created a local two-year college. It was the culmination of 10 years of study and planning by the governing boards of the Palm Springs and Coachella Valley Unified School Districts and the State Department of Education.

College of the Desert was established on April 15 of that year, when the initial five-member Board of Trustees was elected. On July 1, the members were seated and the new District began to function. COD got its name from a Palm Springs teenager, Douglas Crocker, who won a “Name the College” contest sponsored by the district and local newspapers.

After three years of study and planning, contracts were let in 1961 for the construction of nine buildings on 160 acres at Monterey Avenue and Avenue 44 (now Fred Waring Drive) in Palm Desert. The buildings had been funded in 1959 by a bond issue of $3.5 million, and COD’s first students arrived in the Fall of 1962.
COD received its first accreditation on Oct. 14, 1963. In 1964, voters in the Coachella Valley approved a new $2 million bond issue to complete the first phase of COD construction. Within four years, construction was completed on the library (now the Hilb Student Center), the Gymnasium, and the Agricultural Science, Agricultural Technology, Nursing and Engineering buildings.

In 1966, residents of the high desert voted to join the college district and the Copper Mountain Campus got its start. Copper Mountain would become a separate district in 1999.

Other significant years in COD’s history include:

1973: Dr. Fern Stout succeeded Dr. Roy McCall and became the second Superintendent/President of the community college district.

1984: COD’s agreement permitting the McCallum Theatre to build on the college campus on the corner of Monterey Avenue and Fred Waring Drive came to fruition when the showcase civic theater opened. The long-range agreement called for partial College use of the facility for campus musical productions put on by the Performing Arts division, as well as events such as COD commencement exercises.

1986: COD began to offer programs related to golf course management and maintenance. The Coachella Valley Campus of California State University, San Bernardino, opened on the COD campus, allowing students to complete upper division courses in the Coachella Valley. The district appointed its third Superintendent/President, Dr. David George.

1988: the Board of Trustees changed the name of the Coachella Valley Community College District to Desert Community College District. At Indio High School, the college began offering classes as part of a planned Eastern Valley Center.

1991: The Child Development Resource and Training Center opened, offering affordable child care to students, staff, faculty and the public, and training in child care careers. In 2002, it was renamed the McCarthy Family Child Development and Training Center.

1992: The Energy Technology Training Center was opened. The Center is today recognized as a national leader in alternative fuel training and is a model for nine other community college alternative fuel training programs throughout California.

1994: Construction began on a new library, a unique city-county-college facility in which the new building would house Palm Desert City and Riverside County public libraries as well as the College library.

1996: The Multi-Agency Library opened. The Dining Hall was renovated. Dr. William R. Kroonen became COD’s fourth Superintendent/President.

1998: The former college library was remodeled as a student center and renamed the Hilb Center in honor of its benefactors, Jeane and Justin Hilb. The original Lecture Hall was renovated and renamed the Carol L. Meier Lecture Hall. The Faculty Resource Center opened.

1999: Theater One, the campus theater, was rededicated in honor of Bob and wife “Mike” Pollock. The Pollock Theater’s first performance was an original play by the Hollywood screenwriting couple. Groundbreaking ceremonies were held to begin construction of Math and Social Sciences buildings on the Palm Desert campus.

2001: Trustees selected Dr. Maria Sheehan to be COD’s fifth Superintendent/President. Dedication ceremonies were held for the new Math and Social Sciences buildings, which created new classrooms for the first time in three decades. The satellite Eastern Valley Center opened in Indio, offering classes to some 1,800 students.

2003: The Marks Center for the Arts opened with galleries named for its benefactors, Don and Peggy Cravens, Bob and Barbara Leberman, and the COD Alumni Association. The building began life as an old foundry, closed for more than a decade. It was completely rebuilt with private donations. A new academic calendar went into effect, approved by the Board of Trustees. It shortened semesters from 18 to 16 weeks while class times were expanded.

2004: In March, voters in the Desert Community College District voted overwhelmingly to authorize the sale of bonds, enabling the college to renovate its 40-year-old campus and expand for future growth. The bond issue totaled $346.5 million.

2005: COD offered its first-ever Intersession, a series of intensive credit courses in January during the traditional semester break. More than 60 classes were offered and students responded in a big way, filling 90% of the available seats. Intersession will be expanded and become part of the academic year at COD starting in 2006.
OFF-CAMPUS LOCATIONS

EASTERN VALLEY CENTER
The Eastern Valley Center houses and coordinates an off-campus satellite educational program in order to make core academic courses as well as non-credit classes more accessible to residents of the eastern Coachella Valley. Located at 44-199 Monroe Street in Indio, the Center offers day and evening classes, as well as limited counseling, assessment testing, registration, and referral services. Additional evening classes are also held at Coachella Valley High School and Center Stage Dance Studio.

The Eastern Valley Center staff is committed to offering a wide array of courses and providing student and faculty support at all satellite locations. Please refer to the current Schedule of Classes for starting dates and meeting times. For further information, please call the office of the Dean of Off-Campus Programs at (760) 347-2288 or 773-2562.

WESTERN VALLEY CLASSES
In order to provide local access to college classes for students living in the greater Palm Springs area, College of the Desert offers a wide variety of evening credit courses at Palm Springs High School.

Please refer to the current Schedule of Classes, or visit the college website at http://collegeofthedesert.edu/ for starting dates and meeting times of Western Valley classes. For further information, please call the office of the Dean of Off-Campus Programs at (760) 347-2288 or 773-2562.

ACCREDITATION
College of the Desert is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Blvd., Suite 204, Novato, CA 94949, (415) 506-0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

ORGANIZATION OF THE COLLEGE
The chief administrator of the District is the Superintendent/President, who is also the chief administrative officer of the college. The Superintendent/President serves as the Secretary to the Board.

The Vice President of Administrative Services functions as the chief financial officer of the college. He directs the development and administration of the college’s budgeting process. Human Resources and Campus Safety are under the supervision of the Vice President of Human Resources and Employee Relations.

The Vice President of Instruction is the chief academic officer of the college responsible for academic divisions, the college library, instructional support services, institutional research, and off-campus programs. Each division is under the supervision of a Dean who is responsible for coordinating the departments within that division. Career programs are coordinated with cooperation from advisory committees, consisting of representatives business and industry. Divisions include Applied Science and Business; the Center for Training and Development; Communications; Health Science and Early Childhood Education; Math and Science; Off-Campus Programs; Physical Education and Athletics; and Social Science and Arts.

Student Services is divided into two areas each supervised by a Dean under the direction of the Vice President of Student Services plus three offices that report directly to the Vice President.. The Dean of Student Programs & Counseling Services is responsible for Counseling, Matriculation, and Articulation services; the Academic Skills Centers; the Tutoring Center; Extended Opportunity Programs and Services (EOPS) and Cooperative Agencies Resources for Educations (CARE); CalWorks; the International Education Program and Intensive English Academy; the federal TRIO Programs; and the Career and Transfer Centers. The Dean of Enrollment Services is responsible for Admissions, Records, Registration, Graduation, Financial Aid, Scholarships, the Veterans’ Program, and Student Employment, and Fee Collection. Student Health Services, Student Activities and Government, and Disabled Students Programs & Services report directly to the Vice President of Student Services.

The Board of Trustees has ultimate responsibility for the integrity, quality, and fiscal stability of the District.
OPEN ACCESS

To satisfy the educational needs of all the people within the College District, College of the Desert provides an “open door,” admitting anyone 18 years of age or older who can profit from instruction and is no longer enrolled in high school. The resulting diverse student body encompasses a wide range in abilities, backgrounds, ages, economic status, and ethnic groups.

To serve the educational and personal needs of a diverse population there must be a commitment to the concept that educational institutions exist for the purpose of assisting the individual student in the learning process. All programs, services, and facilities are directed toward the development of the student.

Student Services performs an essential and vital function to the overall educational program. One of the most important responsibilities of a comprehensive student services program is to provide every possible aid to each student.

MATRICULATION PROCESS

Matriculation is a partnership between College of the Desert and the student. Its purpose is to assist students in selecting, planning and achieving their educational and career goals. In this partnership, the college offers such services as admissions; assessment of basic skills and career interests; new student orientation; counseling; advising; and follow-up of student progress. In turn, students are expected to take responsibility for their education by attending orientation, working with a counselor to identify educational goals and objectives, attending classes and completing assignments, and using support services as needed.

All new students who are attending College of the Desert for the first time must complete the following matriculation process:

1. Admissions

The COD admissions application is available online at www.cccapply.org and must be completed by all students intending to enroll at College of the Desert. A printable signature page will appear as the last step to the on-line registration process and it must be mailed, faxed or personally submitted to the Admissions & Records office prior to a student being allowed to register for classes. (Please note: all new students are required to attend an orientation session where they will receive counseling assistance to register for classes.)

2. Assessment

All new students are required to complete basic skills assessment exams in English, ESL, reading and mathematics. The assessments will help the students, with the assistance of a counselor, to determine the student’s appropriate skill level when developing a student education plan. Test dates and times can be obtained by visiting the Assessment Center, located in the Academic Skills Center (Building E), or by calling (760) 776-7413.

3. Orientation

Orientation services are available to all students and are required of all new students. At orientation, students will receive academic planning assistance, information about college policies, and a review of student rights and responsibilities. An orientation date, time and location will be mailed to you once you mail, fax or personally submit your application signature page to the Admissions & Records office.

4. Counseling Services

All matriculating students must meet with a counselor prior to beginning classes for the purpose of developing a student education plan. Recent high school graduates should bring a copy of their high school transcripts to their counseling session. Most new students will see a counselor on the same day as their assigned orientation session.

5. Follow-up

Students who seek new educational goals or experience academic difficulty are referred to counseling and/or the appropriate academic and student support services for assistance. Students may be instructed to attend a group workshop and/or meet with a counselor for guidance and assistance.

Returning students are not required to re-submit an on-line application each year; however students who had applied to the College over a year ago, but never attended classes and former COD students who have had a break in attendance of over one year must...
complete a new on-line application upon their return. These students will not be required to retake the Assessment or attend Orientation if these steps had previously been completed. For more information, please contact the Admissions & Records office or consult with a counselor in the COD Counseling Center.

MATRICULATION EXEMPTIONS
Students can elect to not to participate or be exempt from all or most of the matriculation components if they meet the following criteria:

- Student has completed an associates degree or higher
- Student satisfies at least two of the following:
  - Has identified a goal of upgrading their job skills only
  - Has enrolled for fewer than 12 units
  - Has concurrently enrolled in another postsecondary institution
  - Has declared no degree or occupational objective

Students wishing to challenge any part or all of the matriculation process (orientation, assessment, and/or counseling) must meet with the Matriculation Coordinator or designated representative to discuss the reason and rationale for the challenge and provide documentation to the Coordinator which supports the challenge. If you would like more information to determine your eligibility for an exemption, please contact the Counseling Center at (760)773-2520.

SUPPLEMENTAL APPLICATION - NURSING PROGRAM
Because of departmental requirements or enrollment limitations for Nursing, this department established screening procedures and a supplemental application for their candidates. Information regarding this application is available at:
www.collegeofthedesert.edu/Students/AcademicsPrograms/healthsciences

ELIGIBILITY FOR ADMISSION

HIGH SCHOOL GRADUATES
Students who have high school diplomas as recognized by the State of California are eligible for admission to the College of the Desert and enrollment in any course for which they meet qualifications. Certain two-year programs have special admission requirements. Students who successfully complete the California High School Proficiency Examination or GED also are eligible. Proof may be required.

NON-GRADUATES OF HIGH SCHOOL
Non-graduates, eighteen years of age or older, who can profit from instruction and are no longer enrolled in high school, are eligible for admission. For those who are interested, the Adult Basic Education program provides an alternative way to complete high school graduation requirements. Contact should be made with the Center for Training and Development, located in the Central Annex on the east side of the campus, or call (760) 346-8041, ext. 745.

SPECIAL FULL-TIME STUDENTS
GRADES K - 12
Public school students who can benefit from advanced scholastic or vocational study may be admitted to College of the Desert. Special full-time students must fulfill admission procedures as prescribed for matriculated students. Admission is to be based upon students’ readiness for advanced scholastic or vocational study. The college reserves the authority to validate students’ readiness.

Students seeking special full-time student admission must have the approval of the governing board of the school district in which they are enrolled and the consent of their parents. In cases where students are not enrolled in public school, the parents or legal guardians are to petition directly to the college for admission. The application can be downloaded at:
www.collegeofthedesert.edu/Students/admissions

Special full-time students are to receive credit for course work completed in the same manner as regularly enrolled students. Such students are subject to tuition and fees.
SPECIAL PART-TIME STUDENTS
GRADES K - 12

Special admission may be considered for students in grades K-12 who excel in academic areas and are seeking advanced education that is not part of the elementary or secondary school curricula. Admission for vocational courses also may be granted. These options are not provided to enable students to decrease the amount of time to graduate from high school, to provide an alternative for those who have been suspended, or to substitute for home study course work. Specific application procedures must be followed. Instructions and forms may be obtained from the COD Admissions and Records Office or the high school office.

Students seeking Special Part-time Student Admission must have the approval of the school they attend and have the consent of their parents. Such students must have exhausted the course work at their school of attendance. Admission is limited to no more than five percent of students who have completed a particular grade level at each school immediately prior to a summer session. The application can be downloaded at: www.collegeofthedesert.edu/Students/admissions

Special part-time students are to receive credit for course work completed in the same manner as regularly enrolled students. Such students are subject to tuition and fees and are not eligible for financial aid, with the exception of the Board of Governors Waiver, forms A or B.

PROBATIONARY TRANSFER STUDENTS

Applicants whose scholastic achievement at another college represents less than a “C” average may be admitted for a restricted academic program. Satisfactory performance in this work may allow admission to subsequent semesters. Admission on probation is a privilege granted, not a right of the applicant

INTERNATIONAL STUDENTS
with F-1 VISAS

College of the Desert welcomes applications from international students and offers a full-service International Student Program to support students throughout their studies. In order to be considered for admission, international students must submit the International Student Application packet. (International students cannot apply through cccapply). In addition to the application, applicants must submit proof of adequate funding for studies at COD and verification of high school/secondary school graduation. Bank and high school/secondary school information must be submitted with an official English translation. Applicants must also submit a TOEFL score of 400 (on the paper-based test) or 97 (on the computer-based test). Students with TOEFL scores between 400-450/97-133 should expect to take ESL (English as a Second Language) courses during their first semester at COD. The application deadline for the fall semester is July 15 and the deadline for the spring semester is December 15.

All international students must purchase the COD health insurance plan; we are not able to accept other health insurance carriers. International students are required to enroll for a minimum of 12 units each semester and must pay foreign student tuition.

INTENSIVE ENGLISH ACADEMY

Students wishing to study at the Intensive English Academy (IEA) may also apply using the International Student Application. Students applying for the IEA do not need to submit a TOEFL score. Students can choose from 8-week and 16-week programs at the IEA. The IEA is offered on a full-time basis and offers various entry dates throughout the year. International students in the IEA will benefit from 25 hours per week of English instruction in both the classroom and language lab. Students at the IEA must purchase the COD health insurance plan; we are not able to accept other health insurance carriers.

For more information and an International Student Application, please visit the International Education Program website at: www.collegeofthedesert.edu/international or contact us at: International Student Office, 43-500 Monterey Avenue, Palm Desert, California 92260; by email: cdelgado@collegeofthedesert.edu; by telephone: 001-760-776-7205; or by fax: 001-760-776-0157.
RESIDENCY REQUIREMENTS

The following is a summary of College of the Desert’s residence rules and their exceptions. For more detailed information, please visit the Admissions and Records Office.

- Each person applying for admission to or enrolled in a California community college is classified as either a “resident” or a “nonresident.”
- A “resident” is defined as a citizen of the United States or an individual holding status which allows him or her to establish residency in the United States, who has proof of physical presence in the State of California for one year and who presents evidence of intention to make California his or her permanent home. Dates on any documentary evidence should correspond to dates of physical presence in California.
- A “nonresident” is a person who does not meet the residency requirements of the State of California or who is a citizen of a foreign country and holds only temporary status in the U.S.
- A student classified as a resident will be admitted to the College without tuition.
- A student classified as a nonresident is required to pay a tuition fee of $179 or $190 per semester unit.
- A nonresident continuing student requesting reclassification to resident status must submit a petition for change of residency status, show proof of financial independence, and present evidence of intent to establish California as his or her place of residence. The petition can be downloaded at: www.collegeofthedesert.edu/residency

RESIDENCE OF AN ADULT

A student who is 19 years of age or older applying for admission with less than two years, but more than one year, of residence in California should be prepared to show proof of residence.

No one factor determines residency. The following factors are called “indices of intent.” They, along with a person’s presence in California, documented financial independence are among the factors in determining California residency:

- Continuously occupying rented or leased property in California;
- Registering to vote and voting in California;
- Holding a California state license for professional practice;
- Paying California state income tax as a resident;
- Possessing California motor vehicle license plates;
- Possessing a California driver’s license or a California Identification Card;
- Maintaining a permanent military address or home of record in California while in the armed forces;
- Establishing and maintaining active California bank accounts; and
- Petitioning for a divorce in California.

Dates on documents must correspond with physical presence of one year and one day.

RESIDENCE OF A MINOR

Unmarried minors (those younger than 18 years of age) are, by law, incapable of establishing their own residences, notwithstanding their physical presence within California. The Admissions Office will use the following guidelines for determining a minor’s residence:

- A minor’s residence is the residence of the parent with whom the minor is living;
- If the minor is not living with either parent, then the residence of the parent with whom the minor last lived will be the residence of the minor.

When the residence of a minor student is derived from the parent, the durational requirement (one year in California) must be met by the parent, but is not required of the student.

A minor whose parents are not living and who does not have a legal guardian may establish his or her own residence.
Chapter 2 - Admissions and Registration Procedures

EXCEPTIONS

Exceptions to the above guidelines will be made under certain circumstances. If a student would otherwise be classified as a nonresident, but fits within one of the following exceptions, he or she may be granted resident classification provided he or she has resided in California for one year with the intent of establishing residence (documentation required):

- A student who was not an adult for more than one year before the start of the semester may add the amount of time lived in California prior to his or her eighteenth birthday (provided the student’s parent was a California resident during the period), if any, to the length of residence in California since that date to obtain the durational requirement of one year;
- An adult alien who is in the process of adjusting his/her status to a permanent resident or who has been lawfully admitted as a permanent resident for one year and one day prior to the beginning date of the semester (documentation required) and who has resided in California for one year;
- A student 19 years of age or older who can document refugee or asylee status with the Immigration and Naturalization Service (INS) (dated one year and one day prior to the beginning date of the semester) and who has resided in California for one year (students younger than 19 years of age should review the first item above);
- An adult alien who is in the process of adjusting visa status to, or possesses one of the following visas: A, E, G, H-1, H-4, I, K, L, O-1, R, or T dated at least one year and one day prior to the beginning date of the semester and who meets California residence criteria;
- A student who is a minor (under the age of 18) and who, immediately before enrolling at a California educational institution, has lived with and was under the continuous direct care and control for at least two years of any adult or adults (other than a parent) who had established residence in California at least one year and one day prior to beginning date of the semester (documentation required).

For more information regarding residence classification, exceptions, and examples of evidence showing intent, please contact the Admissions and Records Office.

TRANSFERRING CREDIT
to COLLEGE of the DESERT

CREDIT BY EXAMINATION

Granting unit credit by examination for a course is based on the principle that previous experience, training, or instruction is the equivalent of a specific course taught by the College. If an examination shows that the student possesses adequate equivalency and mastery of the subject, credit is granted.

A student seeking credit by examination will receive a letter grade (A, B, C, D, F, NC, CR) and grade points in the same way as if enrolled in a regular course. A student may challenge a course only once. Credit earned according to this policy shall not count toward determination of eligibility for veteran’s benefits. Credit by examination is possible in selected courses only. Contact the appropriate academic division office for additional information.

Exceptions to the above may be made when necessary to meet provisions of California state law or the rules and regulations of state agencies governing programs of the California Community Colleges.

Credit by examination may be granted only to a student who (1) is currently enrolled in at least one course in the College, (2) has completed at least 12 units in residence, (3) is not on academic probation, (4) has submitted transcripts of all previous course work, (5) has not earned college credit in more advanced subject matter, and (6) has not received a grade (A, B, C, D, F, CR, NC), or equivalent, in the course for which he or she is seeking credit by examination at this or any other educational institution.

Under the Credit by Examination policy, a student may challenge no more than 10 units towards an Associate Degree or a Certificate of Achievement (an exception is allowed for VN students who are challenging the first semester of the ADN program). Unit credit granted by examination to a student shall not count towards the minimum of 12 units required for residency.

Students interested in Credit by Examination should select a specific course for which they believe they have sufficient knowledge, and then contact the
Division Office to determine the possibility of challenging the course and to obtain information regarding the requirements for successful challenge. The Credit by Exam form to initiate the formal approval process may then be obtained from the Admissions and Records Office. Payment of a nonrefundable fee of $25.00 is required at that time. The request must be approved by the midpoint of the semester, and the examination must be given prior to the last day of the final examination period.

**CREDIT FOR CEEB ADVANCED PLACEMENT EXAMINATIONS**

College of the Desert grants credit for scores of 3 or higher on the Advanced Placement Examinations of the College Entrance Examination Board (CEEB). Such credit may apply toward requirements for COD degrees and for transfer programs to both the California State University and University of California systems.

High School students who intend to participate in this program should make the necessary arrangements with their high schools. Students should request that their test scores be sent to College of the Desert at the time they take the Advanced Placement Examinations. To apply for credit for advanced placement, students should contact the Admissions and Records Office.

<table>
<thead>
<tr>
<th>AP Examination</th>
<th># Units Granted</th>
<th>General Education Requirements Area (for CSU)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art: History of Art</td>
<td>3</td>
<td>C 1</td>
</tr>
<tr>
<td>Biology</td>
<td>3</td>
<td>B 2</td>
</tr>
<tr>
<td>Chemistry</td>
<td>6</td>
<td>B 1 &amp; B 3</td>
</tr>
<tr>
<td>Economics: Macroeconomics</td>
<td>3</td>
<td>D 2</td>
</tr>
<tr>
<td>Economics: Microeconomics</td>
<td>3</td>
<td>D 2</td>
</tr>
<tr>
<td>English: English Language &amp; Composition</td>
<td>3</td>
<td>A 2</td>
</tr>
<tr>
<td>English: English Composition &amp; Literature</td>
<td>6</td>
<td>A 2 &amp; C 2</td>
</tr>
<tr>
<td>French: French Language</td>
<td>6</td>
<td>C 2</td>
</tr>
<tr>
<td>French: French Literature</td>
<td>6</td>
<td>C 2</td>
</tr>
<tr>
<td>German Language</td>
<td>6</td>
<td>C 2</td>
</tr>
<tr>
<td>Government &amp; Politics: United States</td>
<td>3</td>
<td>D 8</td>
</tr>
<tr>
<td>Government &amp; Politics: Comparative</td>
<td>3</td>
<td>D 8</td>
</tr>
<tr>
<td>History: European History</td>
<td>3</td>
<td>D 6</td>
</tr>
<tr>
<td>History: United States History</td>
<td>3</td>
<td>D 6</td>
</tr>
<tr>
<td>Latin: Virgil</td>
<td>3</td>
<td>C 2</td>
</tr>
<tr>
<td>Latin: Latin Literature</td>
<td>3</td>
<td>C 2</td>
</tr>
<tr>
<td>Mathematics: Calculus A,B</td>
<td>3</td>
<td>B 4</td>
</tr>
<tr>
<td>Mathematics: Calculus B,C</td>
<td>3</td>
<td>B 4</td>
</tr>
<tr>
<td>Music Theory</td>
<td>3</td>
<td>C 1</td>
</tr>
<tr>
<td>Physics B</td>
<td>6</td>
<td>B 1 &amp; B 3</td>
</tr>
<tr>
<td>Physics C (mechanics)</td>
<td>3</td>
<td>B 1 &amp; B 3</td>
</tr>
<tr>
<td>Physics C (electricity &amp; magnetism)</td>
<td>3</td>
<td>B 1 &amp; B 3</td>
</tr>
<tr>
<td>Psychology</td>
<td>3</td>
<td>D 9</td>
</tr>
<tr>
<td>Spanish: Spanish Language</td>
<td>6</td>
<td>C 2</td>
</tr>
<tr>
<td>Spanish: Spanish Literature</td>
<td>6</td>
<td>C 2</td>
</tr>
<tr>
<td>Statistics</td>
<td>3</td>
<td>B 4</td>
</tr>
</tbody>
</table>

**Note:** College of the Desert does not have comparable courses for all courses listed above.
Chapter 2 - Admissions and Registration Procedures

CREDIT FOR COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)
A maximum of 30 semester units of credit is given for CLEP (College Level Examination Program) with scores at the 50th percentile or higher. Credit is not awarded for English composition. Official results of CLEP exams must be submitted to the Admissions and Records Office. CLEP exams are not offered on campus. The University of California does not offer credit for CLEP exams, and California State University grants limited credit only.

CREDIT FROM HIGH SCHOOLS and REGIONAL OCCUPATIONAL PROGRAMS
College of the Desert maintains course articulation agreements in cooperation with high schools and Regional Occupational Programs (ROP) within the college district. Credits by examination or prerequisite course waiver may be earned by high school and ROP students, thereby assisting students in a smooth transition from secondary to postsecondary levels without experiencing delays or duplication of learning. Credit may be granted in the following areas: Mathematics, Business Accounting, Drafting, Health Science, Automotive Technology, Early Childhood Education.

For complete information, contact your high school, ROP, college counselor or articulation officer.

CREDIT FOR MILITARY SERVICE
College of the Desert may award college credit for certain military training, experiences and coursework. This credit is based on recommendations from the “American Council of Education: Guide to Evaluation of Educational Experiences in the Armed Forces.”

Credit will be granted for those training courses substantially similar to coursework offered by College of the Desert. Usually credit earned is not transferable but may be applicable to some of the occupational degrees available at College of the Desert.

Veterans must have completed 12 units at College of the Desert (unless presently receiving V.A. benefits) before requesting the military credit evaluation.

Students must request official copies of either their AARTS (Army), SMART (Navy/Marine Corps) or CCAF (Air Force) transcripts. If these are not available, then their DD-214 form will be used for credit evaluations. Please contact the COD Veterans Office for information regarding this process.

TRANSCRIPTS FROM OTHER INSTITUTIONS
All students must arrange to have official transcripts of academic records sent to the Admissions and Records Office. A high school senior should have the transcript sent after graduation. Transcripts must be mailed directly from the institution in which the student was enrolled and cannot be considered official unless they arrive in Admissions and Records unopened.

Admission to designated instructional programs, as identified by the college, is conditional until complete official transcripts have been received from institutions attended previously.

All applicants may be required to demonstrate by means of examinations that they are qualified to undertake work at college level.

TRANSFER OF CREDIT FROM OTHER COLLEGES
All transcripts from other colleges must be on file at the Admissions Office prior to filing a “Request for Evaluation.” All lower-division credit units earned at other regionally accredited institutions will be evaluated for meeting degree or certificate requirements at COD.

Courses, units, and grades transferred from other colleges and universities must meet the standards of the Western Association of Schools and Colleges Accrediting Association.

Foreign Transcript Evaluations
Students entering COD, who have earned university/college credits in foreign countries, and believe the courses are comparable to those offered at the College of the Desert, can obtain information about foreign transcript evaluation and application forms for foreign transcript/credential evaluation services from the International Student Office or the Evaluation Supervisor.
REGISTERING IN CLASSES

Registration at COD can be completed online or via telephone enabling students to register initially and make changes to their schedules from their home, office, or anywhere they have access to a computer or telephone. Registration policies and procedures are presented in the class schedule. As mentioned earlier in the MATRICULATION PROCESS section of the catalog, all students should adhere to the matriculation process in order to register for classes.

ASSESSMENT

The purpose of assessment is to help students identify their readiness to perform college level academic study and to help them succeed in their programs of study. Assessment for placement in reading, writing and mathematics courses is a key component of the College Matriculation Plan and is expected of all students who:

1. Plan to complete an associate degree or certificate of achievement, and/or plan to transfer to a four-year college/university.
2. Plan to enroll in reading, writing and/or mathematics courses.
3. Plan to enroll in a course which has a reading, writing and/or mathematics prerequisite.

Students who have completed required competency courses with grades of C or higher at another accredited college/university are exempt from this requirement, providing official transcripts showing such completion are on file at College of the Desert.

The assessment consists of three parts: reading, writing, and mathematics. Results are provided to the student. Test results, combined with a student’s educational record, educational goals, maturity, etc., are used to place students in appropriate levels of reading, writing and mathematics classes.

Students found to have reading, writing and/or mathematics deficiencies are expected to begin taking courses to correct those deficiencies in their first semester of enrollment.

As College of the Desert offers an assessment program which uses microcomputers, it is available for students to take year-round except for holidays and weekends. The Assessment Center is located in the Academic Skills Center, Building E. To set up an appointment to take the assessment exam, please call (760) 776-7413.

NEW STUDENT ORIENTATION

A key component of the College Matriculation Plan, orientation is a required activity for all new students. The purpose of orientation is to introduce and familiarize students with important college policies, procedures and expectations. Prior to the beginning of the fall and spring semesters, orientations are held for new students. Matriculating students entering with basic skills and/or scholastic deficiencies are to participate in orientation activities during their first semester of attendance. These activities include study skills instruction, student success assessment, career assessment and student survival skills. The orientation program is designed to assist students to:

1. Receive assistance in deciding which courses to take in order to achieve their educational objectives;
2. Meet advisors, counselors, and program directors;
3. Interpretation of the basic skills assessment.
4. Understand information regarding the college catalog, courses, certificates, Associate of Arts and Science degrees, and transfer requirements;
5. Become aware of the Counseling Center’s services and other programs on campus;
6. Recognize the difficulties that may be encountered during the initial weeks of college;
7. Understand the role of the community college.

Additional activities for new students are offered by the Counseling Center and provided throughout the fall and spring semesters. Some of the activities include classes and/or workshops on Study Skills, Career Development, Time Management and Test Taking.

ADDING & DROPPING COURSES

Students have the ability to adjust their class schedule as needed via the telephone registration system, Web Advisor, or notification to the Admissions & Records office, provided that they adhere to all registration deadlines as published in the Schedule of Classes each semester. A change of a student’s class schedule can include the following: dropping a class, adding a class, adding or reducing units to a
Admissions and Registration Procedures

Chapter 2 - Admissions and Registration Procedures

class for which the student is already registered, or changing sections of the same course.

WITHDRAWALS AND GRADE RESPONSIBILITY

Students are expected to plan their schedule carefully with the aid and approval of the advisor and endeavor to maintain it throughout the semester. The student must attend all classes in which originally enrolled until the requested change is officially authorized.

Students are held accountable for every course for which they have registered and are responsible for their own class schedule and any changes made via the telephone registration system, Web Advisor or notification to the Admissions and Records Office. If a student fails to drop or withdraw from a course by the established deadlines, the student may receive a grade of “F” for all courses.

The designated student grade responsibility date shall occur at the 75 percent point of a semester or session. Students who do not withdraw by the deadline indicated in the class schedule will receive a grade of A, B, C, D, F, CR or NC. All grades become a part of the student’s permanent records.

Where verified cases of extenuating circumstances exist, students may petition to be allowed to withdraw from class(es) after the grade responsibility date. The petitioning process is to commence with the Dean of Enrollment Services after consultation with the instructor(s) of record, or in the event the instructor cannot be contacted, the division dean. Extenuating circumstances include verified cases of accidents, illnesses or other circumstances beyond the students’ control which would prevent them from completing the class(es). Where such withdrawals are approved, the symbol “W” may be granted.

Petitions to withdraw from a class after the grade responsibility date must be presented within two years from the time the grade was assigned.

UNIT OF CREDIT

The term “unit of credit” is a measure of time and study devoted to a course. One credit unit is equivalent to no less than one hour of lecture per week plus at least two hours of study outside of class or at least three hours of lab per week per semester. Many courses are made up of a combination of lecture sessions and laboratory sessions.

MAXIMUM UNIT LOAD

A normal class load for fall and spring semesters is considered to be 12-17 units plus an activity class in physical education. Students working full time are encouraged to carry a reduced load. Students with advanced standing, and having a “C” average or better are permitted to enroll in 19 units plus physical education. During the summer term, students may be limited to 7 units.

Students who wish to obtain a variance from the above unit limitations should contact the Counseling Center to submit a petition for unit overload. Prior to receiving approval, students will be required to meet with the Dean of Student Programs & Counseling Services or the dean’s designated representative to discuss the student’s prior academic performance and their reasons for requesting a unit overload.

STUDENTS WITH MINIMUM UNIT REQUIREMENTS

<table>
<thead>
<tr>
<th>Category</th>
<th>Minimum Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletes</td>
<td>12</td>
</tr>
<tr>
<td>ASCOD Officers</td>
<td>5</td>
</tr>
<tr>
<td>CARE Students</td>
<td>12</td>
</tr>
<tr>
<td>EOPS Students</td>
<td>12</td>
</tr>
<tr>
<td>Financial Aid Recipients</td>
<td></td>
</tr>
<tr>
<td>Full-time</td>
<td>12</td>
</tr>
<tr>
<td>3/4-time</td>
<td>9</td>
</tr>
<tr>
<td>Half-time</td>
<td>6</td>
</tr>
<tr>
<td>International Students</td>
<td>12</td>
</tr>
<tr>
<td>Veterans’ Benefits Recipients</td>
<td></td>
</tr>
<tr>
<td>Varies by Program</td>
<td></td>
</tr>
</tbody>
</table>

SCHEDULE OF CLASSES

The Schedule of Classes is the official list of courses offered each semester. The College reserves the right to make additions or deletions to the list of course offerings during the year or to cancel those classes in which enrollment is insufficient.

Every class offered, unless otherwise stated in the official catalog and schedule of classes, shall be fully open to enrollment and participation by any person who meets the academic prerequisites and/or corequisites of such class (subject to maximum enrollments) and who is otherwise eligible for admission to and enrollment in the College.

Go to http://collegeofthedesert.edu/Students/Class Schedule for the online schedule.
CLASSIFICATION OF STUDENTS

Freshman: A student who has completed fewer than 30 units of college credit.

Sophomore: A student who has completed 30 or more units of college credit.

Post-Graduate: A student who has been awarded a degree and has enrolled for further study.

Full Time: A student enrolled for 12 or more credit units.

Part Time: A student enrolled for fewer than 12 credit units.

FEES

1. Enrollment Fees for Resident Students: Fees are listed in the Schedule of Classes for each semester or intersession, and

2. Tuition Fee for Out-of-State Residents: A tuition fee, based on the average cost of instruction which is payable at time of registration, is charged to all students who have not been legal residents of California for one full year. See Schedule of Classes for the current fee. Questions relating to the establishment of California residence should be directed to the Admissions and Records Office.

Waivers of Non-Resident Fees: Under California law, waivers of the nonresident portion of tuition and fees may be granted to the following:

Members of the military who are on active duty assigned to California, their spouse and dependent children.

Students who have attended high school in California for three years or more, and will have earned a diploma or the equivalent before classes begin. Includes undocumented aliens and all others who meet the criteria even if they have established residency in another state subsequent to graduation from a California high school.

Documentation is required for both categories. Please contact the Admissions and Records Office for specific information.

3. Tuition Fee for Foreign Students: In addition to the nonresident fee computed as specified above, foreign students will be charged an amount not to exceed the amount that was expended by the District for capital outlay in the preceding year, divided by the total full-time equivalent students. See Schedule of Classes for the current fee.

4. Health Service Fee: Assembly Bill No. 2236, passed by the California State Legislature, and under authority of Section #72246-72244 of the education code, authorizes College of the Desert to charge a health service fee for the operation of a Student Health Center. Exempted students include:

a. All active duty military personnel attending classes on a military base and their dependents.

b. All BOG Waivers (A, B, and C).

c. Apprentice students.

d. All students who depend exclusively on prayer for healing in accordance with a bonafide religious sect.

5. Student Center Fee: Approved by student vote in accordance with section #79121 of the education code for the purpose of refinancing, constructing, enlarging, remodeling, refurbishing, and operating a student center.

6. Student Representation Fee: Approved by student vote, this fee is to support student government representatives who may be stating their positions and viewpoints before city, county, and district government, and before offices and agencies of the state and federal government. Students may refuse to pay for religious, political, financial or moral reasons in writing to the Admissions and Records Office at the time of initial payment of fees.

7. Insurance - International Students: College policy requires all international students on the F-1 visa to purchase the COD health insurance plan while they are studying at College of the Desert and the Intensive English Academy. COD does not accept any heath insurance provider other than the approved college policy; this includes both foreign and domestic policies. Information regarding benefits and costs can be obtained at the International Student Office.

8. Parking Fee: A fee is charged to students for parking permits. A valid permit must be displayed to park on campus. There is a charge for replacement of parking permits. Penalties are assessed for violation of parking regulations.
9. **Health Occupations Programs**: College Policy requires each student enrolled in Health Occupation programs which require patient contact for the development of specific skills to secure insurance coverage against liability for malpractice.

10. **Student ID Card**: An optional student identification (ID) card fee is assessed students who wish to purchase a picture ID. In addition to allowing easy access to campus facilities, the ID card enables students to qualify for discounts on and off campus.

11. **Transcript Fee**: There will be no charge for the first two official transcripts provided for a student. An official transcript of a student’s record may be obtained from the Admissions and Records Office by completing an on-line request form. Sealed transcripts sent directly from the College to the destination requested by the student are considered official. Unsealed transcripts given to the student are considered unofficial.

12. **Duplicate Diploma Fee**: There will be a fee of $25.00 for a duplicate diploma.

13. **Credit by Examination Fee**: Students wishing to apply to challenge a course to receive credit by examination must submit a $25.00, non-refundable fee to complete the application process.

14. **Enrollment Verification Fee**: Students requesting enrollment verification pay a nominal fee. Enrollment verifications requested for the purpose of student loan deferment are exempt.

---

**PLEASE NOTE**

All fees are subject to change according to changes in the California Educational Code and the State Legislature.

All information relative to enrollment fees and health fees is subject to change as mandated by the California Community College Board of Governors and California law.

---

**REFUND POLICY**

Requests for refunds are accepted at the Admissions and Records Office until the deadline indicated in the class schedule. Refunds can be authorized only after a refund application is submitted within the prescribed time limits. Applications for refunds are available at the Admissions and Records counter in Building C. Refunds must be requested; they are not issued automatically.

When the College cancels a class, refunds will be issued upon request from the student. The request must be filed during the semester for which the class was cancelled. When the College makes a time change in a class which prevents the student from attending, the student must drop the course and apply for a refund. Deadline dates for dropping courses and submitting refund applications as stated in the Class Schedule must be met.

**LIMITATIONS ON FEE REFUNDS**

Enrollment, Student Center, and Student Representation Fees are refundable if class is dropped on or before the “last day to drop and be eligible to receive a refund.” See Academic Calendars for deadline dates. Contact the Admissions and Records Office for deadlines attached to short-term classes.

The student health fee is refundable if classes are dropped on or before “last day to drop and be eligible to receive a refund” if the student completely withdraws from school. It is not refundable for a reduction of program.

The parking fee is refundable if classes are dropped on or before “last day to drop and be eligible to receive a refund,” if the student completely withdraws from school. It is not refundable for a reduction of program. The parking sticker must accompany the request for refund.

Nonresidents and foreign student tuition fees are refundable for a reduction of program or for a complete withdrawal. See Academic Calendars for deadline to drop and be eligible to receive a refund, and the last to request a refund.
RETURNED CHECKS

**Business Services Office**
A service charge of twenty-five dollars ($25.00) will be assessed for any check returned to the College of the Desert by a bank. Students who have a returned check will be notified by the Business Office. A hold will be placed on the students' records preventing any registration activity (including registration for subsequent terms), having transcripts sent, and verification of enrollment or other transactions. The hold will remain until the financial obligation is met. Students who have two or more checks returned by their bank will be placed on “cash-only” status and required to make all future payments in cash.

**College Bookstore**
A service charge of twenty-five dollars ($25.00) will be assessed for any check returned to the College Bookstore by a bank. Students who have a returned check will be notified by the Bookstore. If payment is not made within 10 days of notification, the bad check will be turned over to the Riverside County District Attorney Bad Check Restitution Program.

ACCIDENT INSURANCE
The Health Fee entitles students to accident insurance. This policy covers accidents on campus or campus related activities only. Athletes engaged in the interscholastic sports have separate coverage.

MEDICAL INSURANCE
Students may voluntarily purchase supplementary health insurance to cover sickness and hospitalization at minimum costs. This insurance is required for all foreign students each semester.

TRANSCRIPTS
An official transcript of a student’s record may be obtained from the Admissions Office by completing an on-line request form. To access this form, please visit the COD Website at [www.collegeofthedesert.edu](http://www.collegeofthedesert.edu) and go to WebAdvisor, then click TRANSCRIPT REQUEST. Please allow 7 – 10 days for processing. Sealed Transcripts sent directly from the College to the destination requested by the student are considered official. Unsealed Transcripts given to the student are considered unofficial. Unofficial transcripts of all work completed can also be obtained from the Admissions & Records office.
STUDENT LIFE

ACTIVITIES and CLUBS
Through the Student Activities Office, College of the Desert offers a variety of campus clubs and organizations for every phase of campus life. They provide opportunities for students in social, service, curricular, and special interest programs. Students are encouraged to participate in campus organizations.

Each year new clubs are chartered as they are requested by the students. A sample listing of clubs includes:

- Architecture Club
- Business Club
- International Club
- MEChA
- Punk Rock Club
- Pool Club
- RotarAct Club

Every club is a part of ASCOD, which meets regularly to discuss activities, projects and problems pertaining to its members. Students will an opportunity to learn more about starting their own student club or joining an existing one by participating in Club Rush Week, which occurs at the beginning of each semester. For more information, please visit the Student Activities Office located in the Hilb Student Center or call (760) 776-0110.

ASSOCIATED STUDENTS of COD (ASCOD)
In keeping with the philosophy of College of the Desert, the responsibility for student government is placed with the students. Regularly enrolled students of the college are encouraged to be participating members of ASCOD.

College of the Desert supports an active ASCOD organization. One student from campus is elected each year to serve as Student Trustee and to represent the general student population at the regular meetings of the Board of Trustees. ASCOD has adopted a constitution incorporating rules and regulations which provide for a governing body that reflects the interests of the entire student population. For more information, please visit the Student Activities Office located in the Hilb Student Center or call (760) 776-0110.

BOOKSTORE
The College of the Desert Bookstore carries new and used course textbooks, a wide variety of essential classroom and student supplies, general-interest paperbacks, reference books and many other campus-oriented items such as backpacks, apparel, art supplies, and greeting cards. The Bookstore welcomes non-students.

FINANCIAL AID
College of the Desert provides financial assistance in the form of grants, scholarships, loans, and part-time employment for students who meet specific financial aid program eligibility requirements. If you believe that you and your family will not be able to pay for all of your educational costs, you are encouraged to apply for financial aid.

How to Apply
To be considered for financial aid, you must complete the free Application for Federal Student Aid (FAFSA). The FAFSA is available beginning in December of each year from high school counselors or college financial aid offices. It should be completed and mailed to the processing service listed on the form as soon as possible after January 1st for the next academic year. Complete instructions are included.

If you prefer, you may apply for financial aid over the Internet at www.fafsa.ed.gov beginning on January 1st of each year. Applying over the Internet is faster and helps the student to submit more accurate information than on a paper application.

The FAFSA process must be completed before you can be considered for financial aid. All financial aid applicants who are California residents should also apply for a Cal Grant from the California Student Aid Commission. The application postmark deadline for consideration for these awards is posted in the Financial Aid Office.

If you send in the paper FAFSA to apply for financial aid instead of submitting over the Internet, you will receive a paper Student Aid Report (SAR) in the regular mail. If you apply using FAFSA on the Web (www.fafsa.ed.gov), Renewal FAFSA on the Web, or do Corrections on the Web, you will receive either a paper SAR or a SAR Information Acknowledgement in the regular mail, or an email with URL/link to SAR data on the Web, depending on whether or not you...
provided an email address, and all required signatures. Whatever method you use, and whatever output you receive, you must bring it to the Financial Aid Office to determine what other forms you will need to complete. Other required documents may include copies of federal income tax returns and/or verification of untaxed income and other information reported on the FAFSA.

In addition to the FAFSA process, students must meet Ability to Benefit and Satisfactory Academic Progress (SAP) policy requirements. Contact the Financial Aid Office for details.

The Financial Aid Office will continue to process files and make on-campus awards as long as funds are available. If you apply as early as possible, you improve your chances of receiving financial aid from all programs for which you are eligible.

Repayment of Funds
In accordance with federal law, students who receive federal financial aid and withdraw from all of their classes on or before the 60 percent mark of the semester will be required to repay any unearned grant and/or loan funds they have received. The amount will be calculated by the College using the formula specified by law. All money received in the form of Pell and Supplemental Educational Opportunity Grants and/or Stafford and PLUS loans will be subject to repayment requirements.

Financial Aid Programs
Students who are eligible for financial aid at College of the Desert may receive any of the following:

Pell Grants - Federal grants that provide the foundation for the financial aid “package” to which other aid may be added based upon the total amount a student is eligible to receive.

Cal Grants B & C - State-funded grants awarded by the California Student Aid Commission to California residents who may apply for and qualify on the basis of merit, financial need or vocational objective.

Board of Governors Waiver Program (BOGW) - State waiver program designed to offset the cost of the enrollment fee for eligible students who qualify based on the receipt of financial aid, public assistance or who meet specific income standards.

Cooperative Agencies Resources for Education (CARE) - State-funded program to encourage single parents on TANF/CalWORKS to enroll and may provide counseling, financial aid and child care assistance.

Extended Opportunity Program Grants and Services (EOPS) - Funded by the State of California, this program is restricted to low-income, educationally disadvantaged students and may include grants, book and counseling services.

Federal Supplemental Educational Opportunity Grants (FSEOG) - Federally funded grants awarded to a limited number of eligible students who can demonstrate exceptional financial need.

Scholarships - Scholarships are awarded on the basis of merit and academic promise, financial need, major, or other criteria as specified by the donors of each fund. The number and types of scholarship awards available, as well as the scholarship application procedures, vary. Additional information and applications can be obtained from the Financial Aid Office.

Federal Work-Study Program (FWS) - Federal program that enables eligible students to earn money to help pay their school expenses through part-time employment on the campus.

Short Term Emergency Book Loans - Available to students who have established eligibility for financial aid. Loans are available at the beginning of the semester for the purchase of books and are repaid by the Pell Grant, or other financial aid.

Stafford Loans (GSL) - Government-insured loans made by participating banks or other lending institutions to eligible needy students whose total financial aid eligibility cannot be met by other available aid programs.

Unsubsidized Stafford Loans - Available to students who do not demonstrate financial need.

Scholarships
A number of different scholarships are awarded each year to qualified students by the College of the Desert Financial Aid Office based upon academic merit and promise, major or vocational objective, activities or other skill or affiliation, and sometimes, financial need as specified by the various donors. Both continuing and transferring students are eligible for these awards which may range from $50 to $2,000.
Chapter 3 - Student Life

HEALTH SERVICES
The Palm Desert campus maintains a Student Health Center with a professional nurse on duty daily to provide health education and consultation, first aid, and general health services. A physician is available on a referral basis four days a week. Appointments are scheduled through the Health Services office.

The Student Health Center is located in the Hilb Student Center. Student insurance for sickness and accidents is available through the Health Services office.

HOUSING
There are no facilities for on-campus housing at College of the Desert. Information regarding off-campus housing is posted on bulletin boards on campus. The College does not inspect or approve the posted facilities and assumes no liability or responsibility for agreements between landlords and the students.

JOB PLACEMENT SERVICES
Job placement services are available to all students through the Internet or the job development specialist. Students are encouraged to use the Career Center on a drop-in basis or by appointment for a variety of services including career assessment and decision making, current career information with computer printouts of job outlook, training and educational opportunities, and individual as well as group career counseling. The Career Center is located in the Administration Building.

PARKING
Students parking on the campus must purchase and properly display a College of the Desert parking permit. Citations are issued by College Security. Motorcycles and motorbikes are to park in areas reserved for them.

Conveniently located parking lots provide parking for students’ and visitors’ vehicles. Red, Yellow, Blue and Black curb markings, all No-Parking signs, and Emergency Parking zones are to be observed at all times, day and night. Parking on or in front of ramps is forbidden day and night. Restricted parking is in effect from 7:30 a.m. to 10:30 p.m. Monday through Friday of each school week. Parking regulations may per academic year. Scholarship applicants must not yet have a bachelor’s degree, must have completed 12 units at College of the Desert, must be citizens or permanent residents of the United States and must be enrolled on a full-time basis in order to be considered for most of the awards.

Applications are available from the Financial Aid Office in January of each year and must be submitted along with two letters of recommendation to the Financial Aid Office no later than April 15. A partial list of the scholarships, donors or funding that may be awarded by the Financial Aid Office on an annual basis can be found in Chapter 11—Supporting Organizations. Each program has specific eligibility criteria.

FOOD SERVICE
The COD Cafe offers a variety of food and beverage items for students. The COD Café is located in the Dining Hall Building, located on the south end of campus near the Administration building.
be found on the College website, or obtained from
the Parking Office, located in Building C.

Parking for individuals with disabilities (blue curb
marking) must be observed both day and evening.
Permits are obtained from the Department of Motor
Vehicles and must be displayed along with a valid
COD parking permit when parking in any designated
blue zone.

The College assumes no liability for vehicles parked
on the campus.

SECURITY AND SAFETY

The College encourages all persons on campus to
practice low-risk and defensive behaviors, and to be
especially alert at night. Students and others are
advised to park in well-lighted and trafficked areas,
and to always lock their vehicles. Students should
not pick up strangers or accept rides from persons
they do not know.

If you suspect a crime is being committed against
persons or property, call 911 or Campus Security at
776-0111.

Safety and Security information published in
accordance with the Crime Awareness and Campus
Security Act is available upon request from the
Security Office or on the college web site at http://
collegeofthedesert.edu/.

VARSITY SPORTS/ATHLETICS

College of the Desert is a member of the Foothill
Athletic Conference. The conference includes these
colleges: Antelope Valley, Barstow, Cerro Coso,
Chaffey, College of the Desert, Mt. San Jacinto, Rio
Hondo, San Bernardino Valley and Victor Valley.

At this time, the college participates in the following
sports: for men - baseball, basketball, cross-country,
football, golf, soccer, and tennis; for women -
basketball, cross-country, golf, soccer, softball, tennis,
and volleyball.

ENRICHMENT ACTIVITIES

The college offers various events for student
enrichment. Student Services offers campus forums
in the Pollock Theater. These are directed primarily at
students in an environment that is aesthetically
pleasing and encourages group participation. The
forums range from current events to information
programs of campus importance. The college
offers several plays for student and staff enjoyment
in Theatre Two, in addition to cultural events
performed in the Pollock Theatre and the McCallum
Theatre. The Walter N. Marks Center for the Arts also
has regular art shows featuring student, faculty, and
professional artists.

The college attempts to foster a casual co-curricular
experience for students in the Hilb Student Center.
Housed in the Student Center are the offices of the
Associated Student Body, Student Activities,
International Education, and Student Health Services.
Student Activities offers a Student Leadership Course,
student clubs of varying interest, meeting rooms,
and facilities for socializing. These activities are open
to all students. Many of the clubs, such as MeCHA,
Rotaract, and ASCOD offer civil responsibility as one
of their key components. All clubs encourage personal
responsibility and intellectual growth.

The Hilb is frequently the site for Voter Registration
activities as well as an “open house” for campus
diversity activities. These include: International Day/
Week celebrations; Council on Diversity activities;
and a site for the various celebrations and recognitions
of student achievement, such as the Dean’s Tea for
acknowledging academic achievement on the Honor
Roll and Dean’s List by students each semester, as
well as Scholarship and Donor recognitions. These
celebrations expose students to the rewards of
diversity.

The Hilb Student Center is also a student art gallery
where students display, view, and discuss sculptures
and fine and pop art, expressing intellectual growth
in an aesthetic environment. The Center is a focal
point for students to gather and, as such, every
opportunity is taken to invite students and staff to
interact responsibly.

The student newspaper, The Chaparral, as well as
the occasionally published student creative writing
and poetry journal, The Solstice, encourages
intellectual development of students. The Math
Division offers regular free lectures at noon regarding
the world of mathematics to challenge students’
thinking.
LEARNING RESOURCES

ACADEMIC SKILLS CENTER

The purpose of the Academic Skills Center (ASC) at College of the Desert is to provide learning opportunities that support regular classroom instruction. The staff of the ASC works closely with faculty to provide audio and video tape instruction, computer aided instruction, and tutoring which helps students to practice and reinforce what they are learning in their courses. Priority is given in five areas: reading, writing, mathematics, English as a Second Language (ESL) and foreign languages.

In addition, as part of the college’s matriculation plan, the ASC assesses all entering students in basic skills and provides beginning students with introductory information about the College.

Through the Tutoring Center, the ASC also provides study skills assistance for any student enrolled in College and offers training for students interested in becoming tutors. Finally, English and ESL faculty are frequently available in the ASC to provide assistance to students in these areas. Organized as a series of labs, the ASC is located in Building E. The hours of operation are listed in the current class schedule.

ASC Language lab
The Language Lab provides support services in programmed cassette practice, video viewing, and computer-aided instruction so that students can develop their communicative skills in understanding, speaking, reading, and writing various languages. This state-of-the-art technological facility is equipped with interactive, multimedia software carefully chosen to enhance the satisfaction of second language learning.

Interactive programs are available for ESL, Spanish, French, Italian, and American Sign Language. The lab is supervised at varied times by qualified language instructors and is located in the ASC (Building E).

ASC Math Lab
The Math Lab, located in room 7 of the ASC (Building E), primarily supports students who are enrolled in Math 58 courses. Students enrolled in other math courses can receive extensive tutorial support through either the Tutoring Center (located in the Mind Shack) or the Math/Science Study Center (located in the Math Building).

ASC Writing Lab
The Writing Lab primarily provides computer-based and tutorial support for students enrolled in English composition courses, but any student who is in need of writing support may enroll in an independent study lab section and use this lab. The lab provides access to computers for word processing, Internet Research, and access to a variety of software programs that teach grammar, punctuation, sentence structure, and paragraph and essay composition. Support staff help students with using computer software, formatting papers, and doing basic Internet research. The Writing Lab is located in room 6 of the ASC (Building E).

Virtual Academic Skills Center
The Virtual Academic Skills Center (VASC) is an index of Web Sites that support reading, writing, ESL, and the writing of research papers. All sites listed in the VASC have been reviewed and recommended by COD faculty. This is a free, web-based service for all COD student and is available 24 hours a day, seven days a week.

CENTER FOR TRAINING & DEVELOPMENT

College of the Desert has created a variety of unique programs and services designed to provide specialized assistance to the growth and stability of area business. These programs are a vital response to the college mission of assisting in the economic development of the region by offering fee based customized training programs for business and industry, applied research, business reference data
bases, and individual assistance for business start
up or expansion planning.
These programs use both faculty experts and business
professionals to deliver specialized training, workshops, seminars and individual counseling on
topics appropriate to the needs of local business and
industry.

**Community Education**
Community Education offers a variety of informative
and skilled-based courses to meet the educational
needs of students preparing for a new career, working
toward continuing education units, or pursuing lifelong
learning. Our accelerated, not-for-credit, short-term
course format is designed for adult learners and is
compatible with busy schedules. Community
Education offers learning opportunities that support
professional development and improve business
performance.

**Contract Education**
The college offers custom designed training programs
for every level of employee from entry-level
communication/basic skills to executive level
specialized training. All programs are developed in
consultation with the employer and delivered at a
time and location suitable to the employer on a fee
basis. The Office of Contract Education has
successfully developed and delivered training
programs to many area medium and large businesses,
corporations and public agencies utilizing faculty
specialists or industry specialists.

**Customer Service Academy**
A highly qualified community college instructional
staff and expert consultants have been certified to
teach high performance skills with a customer service
emphasis for quality control and productivity
improvement.

**Energy Technology Training Center**
The College has created the nation’s first training
center for technicians who repair and maintain
advanced fuel vehicles such as compressed natural
gas (CNG) and liquid petroleum gas (LPG), and is
preparing training programs in other alternate fuel
systems such as electric vehicles (EV). These
technician training programs are designed to meet
the needs of the emerging advanced transportation
technology systems in the Coachella Valley and were
developed in partnership with SunLine Transit Agency,
the Southern California Gas Company and the
Chancellor’s Office.

**Institute for Retail Studies**
The Institute for Retail Studies provides training for
employees in the retail sector. Entry level training,
management seminars and courses for continuing
education units are offered through the Institute.

**WorkPlace Learning Resource Center**
Sponsored by the Chancellor’s Office Economic
Development Network (ED>Net), this center
specializes in assessing the skills and abilities of
employees at local businesses and designing and
delivering appropriate workforce training programs
to strengthen those skills that are required to improve
employee performance.

**Adult Basic Education**
Recognizing the role of the community college in the
area of developmental education, College of the
Desert makes available courses not for college credit
(non-credit) for development of necessary skills and
knowledge in Adult Basic Education (reading, writing
and math), High School Completion, and preparation
for the General Education Development Test (GED).
No enrollment fees are charged to students taking
developmental courses.
Many courses are offered on an open-entry, open-
exit basis. Admission of students occurs on a daily
basis and no prior educational background is required.
In addition to regular class offerings, emphasis is
placed on individualized student learning. Specifically,
instruction is provided in the following areas:

**Adult Basic Education (ABE)**
The ABE program teaches adults those skills normally
acquired in grades 1 - 8. Individual and group
learning opportunities are offered students with
particular emphasis in reading, writing, mathematics,
communication, and life skills.
High School Completion

This program provides an educational opportunity for adults, anyone 18 years or older, who desire to complete requirements for a high school diploma. Credit may be granted for military service, for technical school attended, work experience, and credit earned in the ninth grade or higher, except physical education. Courses available for high school credit are listed in Chapter 5, under Adult Basic Education.

General Education Development Test (GED)

Another function of ABE is to prepare students to pass the GED test, which many businesses and governmental agencies accept in lieu of the high school diploma. Refer to the Adult Basic Education section of the current class schedule under “Developmental Education Programs” for testing information at each college site.

DEPARTMENTAL SEMINARS

Departmental Seminars, designated as Course Number 48 A, B, C (1, 2, & 3 units respectively) may be conducted by any department. They are designed to provide an opportunity for students to work in small groups with one or more instructors. The course provides the students an opportunity to participate and interact with their instructors and colleagues to extend their knowledge and understanding of some particular problem or topic within the general scope of departmental offerings which are not contained in scheduled courses.

The exact nature of the individual assignments depends upon the nature of the study and topic involved, but all seminar students are expected to complete at least one of the following: a project, field study, survey, written report, and/or term paper.

Seminars bring together active and retired personnel resources in the community to work with faculty and students to extend depth, imagination, and applicability to the programs of instruction. A maximum of six seminar units are accepted for the A.A. or A.S. Degree.

INDEPENDENT STUDY PROJECTS

(1-3 Units)

Available to students carrying six or more units, Independent Study is designed to:

1) extend students’ knowledge and understanding of subject matter beyond the stated objectives of the course in which they are registered; or

2) provide means to earn credit in an academic area where they have exhausted all available course options. In this case, the Independent Study course should be degree or certificate applicable.

Independent Study credit is given on a “lab” value basis (1 unit=54 hours, 2 units=108 hours, 3 units=162 hours) in which students work independently under the direction and guidance of the instructor. A maximum of six units of individual study is accepted toward the A.A. and A.S. Degree.

The appropriate Dean must approve the project before the student registers for the course. It is recommended that Independent Study Projects for 3 units begin prior to the 4th week of the semester; for 2 units, prior to the 7th week; and for 1 unit, prior to the 10th week.

INTENSIVE ENGLISH ACADEMY

Students who are in need of additional English training prior to their studies, or just want to improve their language skills, can study at the Intensive English Academy (IEA). The IEA consists of 25 hours per week of instruction and lab work. This fee-based program includes classes in reading, writing, grammar, listening, conversation and TOEFL training (advanced level). Classes are offered from the beginning to advanced level. The IEA course offers both 8-week and 16-week sessions.

More information on our programs or an application can be obtained by visiting our website at www.collegeofthedesert.edu/international, or by contacting our office at:

International Student Office, 43-500 Monterey Avenue, Palm Desert, California, 92260;
by email: cdelgado@collegeofthedesert.edu
by telephone: 001-760-776-7205
or by fax: 001-760-776-0157.
LEARNING COMMUNITIES

A Learning Community involves a common group of students enrolled in a linked group of courses designed to share a common theme or common set of teachers. Together, students have the opportunity to develop a deeper understanding and integration of the material they are learning, as well as more opportunities for interactions with one another and their teachers.

When you register for a Learning Community, you are getting more out of your college experience because these communities engage your interest, intellectually challenge you to think, build a sense of community and contribute to making friends. As a result, you are more likely to progress successfully toward completing your educational goals.

Since Learning Communities often have limited seating, enrollment requires that students obtain an approved signature on a specially prepared registration form from a learning community faculty member or counselor. More specific enrollment instructions can be found in the Schedule of Classes each semester.

Currently, College of the Desert offers two types of Learning Communities: WRAAP and SPECC.

WRAAP

The Writing, Reading & Academic Advancement Program (WRAAP) is an innovative new teaching approach geared toward assisting students to enhance their reading and writing skills while also strengthening their study skills. This learning community has two tracks that will link a reading course with a writing course and a student development course that is designed to enhance your time management, study skills, and college transfer knowledge. WRAAP I links English 50, with English 55, Reading 50 and STDV 60 (College Success); while WRAAP II links English 51, with Reading 51 and STDV 53 (Strategies for College Transfer). In addition, participants in WRAAP will receive attention from an assigned counselor and specialized tutoring from a cohort of specially trained tutors. For more information about the WRAAP program, please contact the Communications Division at (760) 773-2572.

SPECC

Strengthening Pre-Collegiate Education in Community Colleges (SPECC) is a new and exciting approach to delivering basic skills instruction. Students who enroll in SPECC will be in a rich learning environment with interesting teaching styles and plenty of opportunities to work closely with their instructors, an assigned counselor and peer tutors. The SPECC I track links ESL 50B, with Math 57 and a College Success Course (STDV 60). The SPECC II track links English 51, with Reading 51 and Anthropology 4. For more information about the SPECC program, please contact the SPECC Office at (760) 776-0161.

LIBRARY

The Multi-Agency Library unites three agencies, the City of Palm Desert, the Riverside City and County Public Library and the College, in a unique community partnership. Patrons have the opportunity to browse and select from both the COD and public library collections. By complementing each other’s particular strengths, the public and academic sections offer a greater variety of services (children’s programs, business reference, local history information, etc.) to patrons and students using the new library.

The College Library plays a prominent role in the instructional curriculum of the College. A professional staff is available to assist students and faculty in locating information and completing research projects. The collection currently is over 51,600 volumes. In addition, 244 periodical/journal subscriptions are available for research. DRA, Online Public Access Catalog stations now provide holdings’ information for this collection. In addition, three study rooms have been set aside for group (no italics) study. A quiet study room for those who want privacy and silence is also available.

The resources of the library also include a variety of online full text databases accessed easily through the college web site. Additional resources of the library are video tapes, microfilm, newspapers, and duplicating services. Other special services include interlibrary loans for students, typewriters, and the College of the Desert Alumni Association Student Computer Lab. Application programs available in the...
Learning Resources,
Student Support Programs & Services

lab are MS Word for PC’s and MS Word for MacIntosh. Only currently enrolled COD students have access to the computer lab.

Library Fines
Overdue items will be fined 25 cents per day per item. The fee for a lost or severely damaged book is the current market value of the book as determined by Books in Print, plus a $25 processing fee. Lost periodicals will be charged the current cover price. Unpaid fees will result in a hold on the student’s records. Borrowers that prove consistently irresponsible will have borrowing privileges revoked.

McCARTHY FAMILY CHILD DEVELOPMENT & TRAINING CENTER
The Child Development Center is open to children in the area between the ages of 12 months and 5 years without regard to race, color, disability, religion, ancestry or national origin. The Center serves as a preschool teacher-training site and a model program, as well as a comprehensive preschool program.

For additional information, call the center at (760) 776-0101.

MATH/SCIENCE STUDY CENTER
This Study Center is located in the Math Building and provides math and science students with a place to study. There are small group areas available for those who like to work in small groups. Mathematics and science adjunct faculty are available to assist students in this facility during their office hours. Tutoring is also available. Software and videos, as well as Internet access, is available in support of college level mathematics and science classes.

TUTORING CENTER
The Tutoring Center provides tutoring for most courses offered at College of the Desert, with a particular emphasis placed on math and writing skills. Tutoring is primarily offered in scheduled small group sessions, though students in special programs can also receive on-on-one tutoring. Most tutors are COD students who have been recommended and trained by the staff of the Tutoring Center. The Tutoring Center is located in the Mind Shack at the East Annex. Hours of operation are listed in the class schedule each semester.
VIRTUAL VALLEY CENTER
for ONLINE CLASSES


Online courses have the same transfer status and prerequisites as traditional on-campus classes, and are subject to the same standards of academic quality. The difference is that the student completes his or her coursework asynchronously via email, electronic bulletin boards and chatrooms. This can be a tremendous advantage for those students who have trouble getting to the campus or who have schedules that do not allow them to take classes scheduled at specific times. Online students must have their own computers and Internet access, and must be proficient in using the Internet, a word processing program and email.

For further information, contact Tom Gillman at tgillman@desertonline.net or call (760) 776-7305.

CALIFORNIA STATE UNIVERSITY
SAN BERNARDINO (CSUSB)
PALM DESERT CAMPUS

California State University San Bernardino, Palm Desert Campus offers junior, senior, and graduate level coursework in a variety of majors. CSUSB, Palm Desert Campus is located at 37-500 Cook Street. College of the Desert students planning to transfer to CSUSB can apply for guaranteed admission through the Transfer Admission Agreements. For more information contact CSUSB, Palm Desert Campus at (760) 341-2883 or contact the College of the Desert Transfer Center at (760) 773-2523.

STUDENT SUPPORT PROGRAMS & SERVICES

ACES

The Academic Counseling & Educational Services (ACES) program is a Student Support Services program under the federally funded TRIO programs. Supported by the U.S. Department of Education, the ACES program assists low-income, first generation college students to graduate and transfer from College of the Desert. Services include:

- academic, personal and career counseling services;
- tutoring services;
- opportunities to attend college tours at four-year colleges and universities;
- opportunities to attend various cultural events and student leadership conferences;
- access to borrow a scientific calculator and/or laptop computer.

Eligible ACES students are also provided with financial aid stipends. For more information about eligibility requirements or to request an application, please visit the TRIO Programs building located in the Central Annex or call (760) 776-7347.

CALIFORNIA MINI-CORPS

The California Mini-Corps program is a statewide program that places college students in local elementary and high schools in an effort to develop future teachers. College of the Desert students who join the Mini-Corps program will provide academic support to students from migrant family backgrounds and serve as a liaison between the child’s parents and the local school systems. To be eligible to participate in the Mini-Corps program, a student should come from a migrant family background and be enrolled in 12 semester units. To learn more or to request an application, please call (760) 776-0124.
Chapter 4 - Learning Resources, Student Support Programs & Services

**CALWORKS**
College of the Desert students who are also TANF (formerly AFDC) recipients, as identified by the County of Riverside, are eligible to receive specialized services to assist them in achieving their identified educational goals. These services include: financial aid resources for child care; work-study funds; book vouchers; specialized counseling; and academic support. To learn more about the California Work Opportunity and Responsibility to Kids (CalWorks) program or to request an application, please call (760) 776-0185.

**CAREER CENTER**
The Career Center is available to all students for a variety of services including career assessment and decision making, current career information with computer printouts of job outlook, training and educational opportunities, and individual as well as group career counseling. Job placement services are also available in the Career Center through internet resources and through a special partnership with the Employment Development Department (EDD) of California. The Career Center is located in the Administration building adjacent to the Counseling Center. For more information and hours of operation, please call (760) 776-0142.

**COUNSELING & ADVISING SERVICES**
As part of the College’s Matriculation plan, all students have the right to receive counseling & advising services. New students will attend orientation and receive counseling assistance to establish an appropriate education plan and register for courses. Continuing students without a selected major will be advised by counselors until they have selected and declared a major. After deciding on a major, students are referred to a faculty advisor within the discipline of study that the student is majoring in. Students who are seeking these services should start by contacting the COD Counseling Center.

**COUNSELING CENTER**
The primary goal of the Counseling Center is to provide learning opportunities for students to clarify their values and goals, to make decisions, and to develop self-esteem, self-confidence, and self-direction as related to their educational objectives. Toward this goal, our staff of highly trained and diversely experienced professional counselors are available to assist students with identifying their needs, assessing their strengths, and overcoming barriers. Counselors can assist students in selecting the appropriate programs of study relative to their chosen objectives. Educational objectives may include completion of a vocational program, transfer major to a four-year college or university, enhancement of employment skills, or improvement of basic skills. Services available include:

- Academic, Career, and Personal Counseling
- Development of Student Educational Plans (SEPs)
- New Student Orientation
- Crisis Intervention
- Student Success and Study Skill Development Courses and Workshops
- Information about Campus Resources and Financial Aid

Counseling services are offered to day and evening students. Appointments are encouraged and can be made by telephone or in-person. Counselors are also available on a limited basis for drop-in counseling. To see a counselor or to obtain more information, please visit the Counseling Center, located in the Administration Building, or call (760) 773-2520.

Counseling Services are also available at the College’s Eastern Valley Center. Appointments are required and can be made by calling (760) 776-7200.

**DISABLED STUDENTS PROGRAMS AND SERVICES (DSPS)**
Students with disabilities at College of the Desert participate in the same activities and courses as any student. Special services are offered to provide a more equitable classroom experience and to help successfully integrate the student into college life. Such services include: priority registration, tutoring, interpreters, note-takers, specialized counseling, and special equipment to those who qualify.
Disabled Students Programs and Services (DSPS) provides special instructional opportunities to qualified students. Participation is voluntary. Interested students must meet with the appropriate DSPS counselor to apply for these programs. Special instructional programs include: DSPS High Tech Computer Access Center, WorkAbility III, and Adapted Physical Education courses.

The State Department of Rehabilitation also offers services to aid students who have physical, emotional, or other disabilities which handicap them in obtaining employment. All interested individuals are urged to contact the Learning Disabilities Specialist, a Counselor, or the Coordinator of Disabled Students, Programs and Services for further information: 760/773-2534; TDD 760/773-2598.

**EOPS & CARE**

The Extended Opportunities Programs & Services (EOPS) program is a state funded student services program designed to provide academic, counseling, and financial support to students who are from educationally and financially disadvantaged backgrounds. The EOPS program promotes student success with enrollment assistance, educational planning, tutorial support, and book and transportation vouchers. Participation in this program is limited to California residents who are eligible to receive the Board of Governors (BOG) Waiver, are in good academic standing, and plan to be enrolled as a full-time student (12 units per semester).

EOPS-eligible students who are single, head of household TANF/AFDC recipients may also be eligible to participate in the Cooperative Agencies Resources in Education (CARE) program. In addition to the services mentioned above, the CARE program provides food vouchers and financial support for child care.

For additional information about the EOPS and CARE programs, please visit the EOPS/CARE office located in the Counseling Center (Administration Building) or call (760) 773-2537.

**INTERNATIONAL EDUCATION PROGRAM**

College of the Desert believes that international students add to the multiculturalism and diversity of our campus. We have an active International Education Program with over 200 international students from 35 different countries studying at our campus. The International Student Office is committed to assisting international students during their studies at the College. We offer extensive services to support international students throughout their studies at COD. Services include orientation, international student counseling, tutoring, university transfer assistance, academic advising, activities, immigration advising and housing assistance. Although there are no dormitories on-campus, this office offers an American Host Family program and assistance in securing off-campus apartments.

More information on our programs or an application can be obtained by visiting our website at [www.collegeofthedesert.edu/international](http://www.collegeofthedesert.edu/international), or by contacting our office at:

International Student Office, 43-500 Monterey Avenue, Palm Desert, California, 92260;
by email: cdelgado@collegeofthedesert.edu;
by telephone: 001-760-776-7205;
or by fax: 001-760-776-0157.

**MESA Mathematics, Engineering, and Science Achievement Program**

MESA is an academic enrichment program that serves educationally disadvantaged students and emphasizes participation by students from groups with low rates of eligibility to four-year institutions. MESA offers curricular and extracurricular services to increase the numbers of students who transfer and ultimately graduate with degrees in math-based and science-based fields. These areas include, but are not limited to physical sciences, life sciences, computer science, engineering, pre-medicine, pre-veterinary, nursing (B.S.), pre-pharmacy, and architecture. The MESA Program provides support through the following:
Learning Resources,
Student Support Programs & Services

- Tutoring
- Academic Excellence Workshops
- MESA Student Study Center (Business Building Room 10)
- Career advising
- Internship and job information
- Transfer assistance to four-year institutions
- Scholarship and financial aid assistance
- Freshman orientation course
- Field trips to universities, industry sites, and special events.

The MESA Program is administered by the Math and Science Division and is located in the Business Building, Room 10. For additional information, call (760) 776-7455 or email the Director at cfarmer@collegeofthedesert.edu.

NEW HORIZONS
BOOK LOAN PROGRAM

The New Horizons Book Loan program provides low-income students with books for eligible courses. The book loan program is funded through the Carl D. Perkins Vocational and Applied Technology Act of 1998 (VTEA), a state funded grant to improve the vocational and technical education programs in California. To be eligible to participate in this book loan program, students must be recipients of the Board of Governors tuition fee waiver (BOGW) and meet other specified criteria. To learn more or to request an application, please call (760) 773-2571.

STUDENT EDUCATION-PLANS (SEPs)

Upon admission to the College all students will be required to express a broad educational goal. A specific educational goal, along with a Student Educational Plan (SEP) must be declared after the student has completed 15 semester units of degree applicable coursework. It is the responsibility of the student to contact a counselor to complete an educational plan. Failure to specify the goal, complete the Educational Plan, diligently attend classes, complete assignments, and maintain progress towards that goal may result in the suspension or termination of further matriculation services to the student by the College and the District.

SCHOOL-TO-CAREER (STC)/TECH PREP

STC and Tech Prep are part of a nationwide educational reform movement that creates a seamless curriculum between high schools and community colleges. During the last two years of high school, juniors and seniors may choose a major course of study in one of the programs. Locally, those programs are linked to two-year associate degree and certificate programs at College of the Desert.

The STC/Tech Prep programs at College of the Desert may include accounting, business, business management, computer science, real estate, small business systems, office automation and marketing, vocational nursing, assistant nursing, computer information systems, architecture, automotive technology, etc. College of the Desert offers 37 vocational programs which can be linked with high school programs to form a four-year tech prep program.

Students who complete STC/Tech Prep programs are prepared for entry-level employment, advanced technical training or advanced education at a four-year university.

TRANSFER CENTER

The Transfer Center provides students and staff with the most current transfer information to help ensure that students experience a smooth transition to four-year colleges and universities. Applications, catalogs, and other resource materials, including Internet access, are available to students who are committed to transfer as well as to those who are exploring the possibility of transfer. Students may talk with a COD counselor and/or meet with admissions advisors from several colleges and universities, including California State University, San Bernardino and University of California, Riverside.

Each fall semester the Transfer Center hosts College and University Day, during which representatives from California State University, the University of California and private and independent schools meet with prospective COD transfers. This annual program provides an excellent opportunity for students who are exploring transfer options to learn about various colleges’ academic programs, transfer admission requirements, fees, housing and other student...
Learning Resources,
Student Support Programs & Services

39

support services. University application workshops and financial aid information are also provided.
For more information, contact the Transfer Center at (760) 776-0142.

UPWARD BOUND
Upward Bound (UB) is a federally funded TRIO program supported by the U.S. Department of Education. The UB program provides academic and counseling support to local low-income high school students who would be first-generation college students. The UB program requires students to attend two Saturday Academies per month, a six-week summer program and after-school tutoring. Some benefits of the program include academic and cultural field trips, a laptop loan program, and financial support. Please visit the TRIO Programs building located in the Central Annex or call (760) 772-2541 to request an application or to get more information.

VETERANS PROGRAM
The Veterans Office was established to assist eligible veterans, dependents, and reservists in obtaining their VA educational benefits and achieving their educational goals. The Veterans Office provides information on veterans' benefits and services; assists applicants with completing applications and forms necessary for VA benefits; assists in resolving VA educational pay problems; and assists veterans with referrals to other agencies and resources.
College of the Desert is approved for the training of veterans, dependents, and reservists leading to a Certificate an Associate Degree, or transfer to a four-year institution.

COURSE REQUIREMENTS
1. Students receiving VA benefits are required by the Department of Veterans Affairs to maintain regular class attendance and satisfactory progress.
2. Veterans, dependents, and reservists must declare a major and are responsible for enrolling in classes required for their major. Failure to take proper classes can lead to reduction or termination of benefits.
3. Any student receiving VA educational benefits who has accumulated 30 or more units, must have an A.A./A.S. degree evaluation before they can be certified for benefits.
4. Students may receive benefits when repeating a course in which a grade of “F” or “NC” was received if the course is required or a prerequisite to a required course. In some instances, a grade of “D” may be repeated if it is noted that a grade of “C” or better is required. Notify the Veterans Office of any course you are planning to repeat.
5. Less than semester length courses are certified by the Veterans Office for the exact dates of the course only, and not for the entire semester. Check with the Veterans Office before registering for a course that does not begin on the first date of the semester and end on the last date of the semester.
6. The Veterans Office must report status changes as well as withdrawals immediately to the Department of Veterans Affairs. In order to avoid possible overpayment of benefits and subsequent billing from the Department of Veterans Affairs, it is imperative that students collecting benefits report all course changes, withdrawals, etc. immediately to the Admissions Office and the Veterans Office.
7. The unit load requirements for students receiving VA educational benefits are:

| Full-time: | 12 units |
| 3/4-time: | 9 to 11 units |
| 1/2-time: | 6 to 8 units |
| 1/4-time: | 3 to 5 units* |

(*for Chapt. 32 and 1606 only)
Summer Session, Intersession, and short-term semester courses are computed proportionately for payment purposes. Check with the Veterans Office for unit load requirements.
8. Additional information about VA benefits and program requirements may be obtained from the Veterans Office in Building C, adjacent to Admissions and Records.

College of the Desert  Catalog 2005-2006
ASSOCIATE DEGREES

EVALUATION REQUIREMENT FOR ASSOCIATE DEGREE

The Associate in Arts Degree and Associate in Science Degree are not automatically awarded when a student completes the requirements. Students must file a “Request for Evaluation” in the Admissions and Records Office one semester prior to their intended graduation. All transcripts from other colleges must be on file before an evaluation request can be filed. At least 30 total units must have been completed, including 12 at COD, before an evaluation can be initiated.

All Associate Degrees require a minimum of 60 units of college credit and a cumulative grade point average (GPA) of 2.0 or better. At least 12 units must be earned at College of the Desert. (See “Graduation Requirements” on previous page.) All students are strongly advised to consult with a faculty advisor or counselor early in their first semester of enrollment at College of the Desert.

GRADUATION REQUIREMENTS

Students are responsible for meeting in full the requirements for graduation as set forth in the college catalog. For the purpose of meeting graduation requirements, students may choose to meet the requirements for degrees or certificates in the catalog in effect at the time of entrance, during the span of attendance, or at the time of graduation, provided they do not interrupt their enrollment for two or more consecutive semesters, not including summer.

Whenever enrollment is interrupted for two or more consecutive semesters, not including Summer, students must choose the requirements in the catalog in effect at the time of re-enrollment, continued attendance following re-enrollment, or graduation.

College authorities may approve or require substitutions for discontinued courses or for courses not offered. College of the Desert requires that students declaring or changing a major program of study must complete the major requirements in effect at the time of the declaration of change. For programs of study requiring special selection procedures, students are required to complete major requirements in effect at the time of entrance to the program.

If students maintain continuous attendance, attendance of at least two transcript recorded semester units during each calendar year, changing a major program of study does not change catalog rights for General Education or other graduation requirements beyond the major. Absence due to an approved educational leave or for attendance at another accredited college is not considered an interruption in attendance, if the absence does not exceed two years.

GRADUATION

Once it has been determined that a student is eligible for graduation, an “Intent to Graduate” form must be completed and submitted to the Admissions and Records Office. The deadline to submit this form is found in the Class Schedule. This requirement applies to all Associate Degrees.

Formal graduation activities are held at the end of the spring semester. Students who complete degree requirements during the spring, preceding fall, or subsequent summer term, are invited to participate in the ceremonies.

DIPLOMAS

Diplomas are mailed to graduates approximately six weeks after the end of the semester in which students have satisfied all degree requirements and grades have been verified. At the graduation ceremony, students are presented with a diploma cover. There is a fee of $25.00 for a duplicate diploma.

EARNING AN ADDITIONAL ASSOCIATE DEGREE

An additional Associate Degree may be earned if the student completes a minimum of 12 units in residence at College of the Desert beyond the prior degree, makes a complete change in major, and fulfills all requirements for the new major field including any additional General Education requirements that are appropriate.
OCCUPATIONAL/VOCATIONAL EDUCATION

For those students desiring to complete an occupational curriculum within two years, the College offers technical training and education in fields justified by student enrollment. Individual courses are offered in some areas where a full curriculum cannot be justified. In both instances the College’s aim is vocational competence for students and an appreciation of citizenship responsibilities.

Students may work toward: (a) earning a certificate (certificate programs are approximately one year in length, with students specializing in a particular area of study); or (b) an Associate degree. Refresher courses are also offered, as well as courses in which new and/or upgraded skills are required to take advantage of employment opportunities.

Individuals may attend classes as either part-time or full-time students. A large segment of the College student body is employed full-time, but attends classes of interest during evening hours. The College closely articulates with other colleges and industry. Many of the courses completed will transfer to four-year institutions. Occupational advisory committees assist the College in determining the types of skills, courses, and programs students should complete to meet labor market needs as well as the needs of industry.

VOCATIONAL CERTIFICATE of ACHIEVEMENT

A Vocational Certificate of Achievement may be awarded to a student who has completed a required sequence of courses in an occupational field. The Certificate is not automatically awarded when a student completes the requirements. Students must file a “Request for Evaluation” in the Admissions and Records Office at least one semester prior to completing certificate requirements. All transcripts from other colleges must be on file before an evaluation request can be filed.

Students must file an “Intent to Earn Certificate” in the Admissions and Records Office during the semester in which they are completing the requirements. The certificate requires fewer than 60 units of college work. At least six (6) units in the certificate field shall be completed in residence at College of the Desert. A minimum of a “C” average shall be maintained in all courses required for the certificate. All courses shall be approved by the department advisor.

In the case of an additional certificate(s) in a related field, the student will be required to take a minimum of six (6) units of additional course work determined by the department advisor. See Degree and Certificate Programs section in this catalog for specific certificate requirements.
THE ASSOCIATE DEGREE WITH EMPHASIS ON OCCUPATIONAL/ VOCATIONAL PREPARATION

Students planning to earn an Associate Degree with emphasis on occupational/vocational preparation, and who have no plans to pursue a bachelor's degree, must follow the District's General Education requirements.

Students must complete the course requirements as specified in the program of study for the declared major, in addition to the general education courses. The Occupational/Vocational Degree is not designed to prepare students for university transfer and is identified in this catalog as:

ASSOCIATE DEGREE and employment preparation

GENERAL EDUCATION REQUIREMENTS FOR OCCUPATIONAL/VOCATIONAL DEGREES

Students may graduate from College of the Desert with an Associate of Arts or Science degree upon meeting the following District requirements:

A. Completion of 60 college level units of lower division semester units with a cumulative grade point average (GPA) of at least 2.0 for all grades earned in lower division courses at all colleges and universities attended. Also, a cumulative GPA of at least 2.0 must have been earned at COD as well as in the selected major. At least 12 units must be earned at COD.

B. Major requirements (Minimum of 18 units): Complete one of the degree programs listed in the Degree and Certificate Programs section of this catalog.

C. Completion of the following general education requirements (18 units minimum):

Note: A single course, even though listed in more than one area, can only be used to satisfy one requirement.

C1. Natural Sciences - (3 units minimum) selected from the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGEH 1</td>
<td>Ornamental Horticulture</td>
<td>3</td>
</tr>
<tr>
<td>AGPS 2</td>
<td>Entomology-Gen/App</td>
<td>4</td>
</tr>
<tr>
<td>AGPS 5</td>
<td>Plant Science</td>
<td>3</td>
</tr>
<tr>
<td>AGPS 5L</td>
<td>Plant Science Lab</td>
<td>1</td>
</tr>
<tr>
<td>ANTH 1</td>
<td>Intro/Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>BI 1B</td>
<td>Gen Biology, Zoology</td>
<td>5</td>
</tr>
<tr>
<td>BI 1C</td>
<td>Gen Biology, Botany</td>
<td>5</td>
</tr>
<tr>
<td>BI 4</td>
<td>Elements of Biology</td>
<td>4</td>
</tr>
<tr>
<td>BI 5</td>
<td>Molecular and Cell Biology</td>
<td>5</td>
</tr>
<tr>
<td>BI 6</td>
<td>Biology of Organisms</td>
<td>5</td>
</tr>
<tr>
<td>BI 10</td>
<td>Women's Health</td>
<td>3</td>
</tr>
<tr>
<td>BI 12</td>
<td>Biology of Cancer</td>
<td>3</td>
</tr>
<tr>
<td>BI 15</td>
<td>General Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>BI 21</td>
<td>Anatomy &amp; Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BI 22</td>
<td>Human Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>BI 23</td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>CH 1A, 1B</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CH 3</td>
<td>Intro Gen Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CH 4</td>
<td>Fund of Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>G 1</td>
<td>Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>G 4</td>
<td>Geology Lab</td>
<td>1</td>
</tr>
<tr>
<td>G 5</td>
<td>Environmental Geology</td>
<td>4</td>
</tr>
<tr>
<td>G 6</td>
<td>Geology of California</td>
<td>3</td>
</tr>
<tr>
<td>G 7</td>
<td>Intro to Geology</td>
<td>4</td>
</tr>
<tr>
<td>G 8</td>
<td>Geol of Natl Parks&amp;Mon</td>
<td>3</td>
</tr>
<tr>
<td>G 10</td>
<td>The Earth Sciences</td>
<td>4</td>
</tr>
<tr>
<td>GEOG 1</td>
<td>Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 1L</td>
<td>Physical Geography Lab</td>
<td>1</td>
</tr>
<tr>
<td>NR 1</td>
<td>Cons Natural Resources</td>
<td>3</td>
</tr>
<tr>
<td>NR 1L</td>
<td>Cons Natr Resourc Lab</td>
<td>1</td>
</tr>
<tr>
<td>PH 1</td>
<td>Introductory Physics</td>
<td>4</td>
</tr>
<tr>
<td>PH 2A,2B</td>
<td>College Physics</td>
<td>4</td>
</tr>
<tr>
<td>PH 4A,4B</td>
<td>Engineering Physics</td>
<td>5</td>
</tr>
<tr>
<td>PH 6A</td>
<td>Electric Circuits</td>
<td>4</td>
</tr>
<tr>
<td>PH 17</td>
<td>Intro to Meteorology</td>
<td>3</td>
</tr>
</tbody>
</table>

C2. Social and Behavioral Sciences (3 units minimum) selected from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 1</td>
<td>Intro to Admin of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 2</td>
<td>Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 3</td>
<td>Archeology, Intro to Prehistory</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 4</td>
<td>Prehist/Ethnog SoCal Indians</td>
<td>3</td>
</tr>
<tr>
<td>ECON 1</td>
<td>Prin of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2</td>
<td>Prin of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 11</td>
<td>Internat'l Econ Relations</td>
<td>3</td>
</tr>
<tr>
<td>ECON 12</td>
<td>Economic Princ. &amp; Appl.</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 2</td>
<td>Cultural Geography</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 7</td>
<td>Regional Geography</td>
<td>3</td>
</tr>
<tr>
<td>HE 1</td>
<td>Pers &amp; Commun Health</td>
<td>3</td>
</tr>
<tr>
<td>HEC 13</td>
<td>General Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>HIST 3</td>
<td>Hist World Civilization I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 4</td>
<td>Hist World Civilization II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 17</td>
<td>U.S. History</td>
<td>3</td>
</tr>
</tbody>
</table>
### C3. Humanities - (3 units minimum)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 18</td>
<td>U.S. History</td>
<td>(3)</td>
</tr>
<tr>
<td>MC 1</td>
<td>Mass History/Amer Cult.</td>
<td>(3)</td>
</tr>
<tr>
<td>PHIL 13</td>
<td>Perspectives Death/Dying</td>
<td>(3)</td>
</tr>
<tr>
<td>PS 1</td>
<td>Intro to Government</td>
<td>(3)</td>
</tr>
<tr>
<td>PS 2</td>
<td>Intro Comparative Govt</td>
<td>(3)</td>
</tr>
<tr>
<td>PS 4</td>
<td>Intro Internatl’ Rel</td>
<td>(3)</td>
</tr>
<tr>
<td>PSY 1</td>
<td>General Psychology</td>
<td>(3)</td>
</tr>
<tr>
<td>PSY 3</td>
<td>Developmental Psych</td>
<td>(3)</td>
</tr>
<tr>
<td>PSY 10</td>
<td>Psy Aspects Marr/Family</td>
<td>(3)</td>
</tr>
<tr>
<td>PSY 20</td>
<td>Adolescent Psychology</td>
<td>(3)</td>
</tr>
<tr>
<td>PSY 23</td>
<td>Psychology of Women</td>
<td>(3)</td>
</tr>
<tr>
<td>SOC 1</td>
<td>Intro to Sociology</td>
<td>(3)</td>
</tr>
<tr>
<td>SOC 2</td>
<td>Social Problems</td>
<td>(3)</td>
</tr>
<tr>
<td>SOC 14</td>
<td>Minority Grps in Amer</td>
<td>(3)</td>
</tr>
<tr>
<td>SOC 15</td>
<td>Mexican-American Culture</td>
<td>(3)</td>
</tr>
<tr>
<td>STDV 12</td>
<td>Life Plan/Persnl Exploration</td>
<td>(3)</td>
</tr>
</tbody>
</table>

#### Occupational/Vocational Degrees: General Education Requirements

**C4. Language and Rationality - (6 units)**

- **a) English Composition** (3 units minimum):
  - ENG 1A Composition (4)
  - ENG 41 Technical/Professional Writ (3)

- **b) Communication, Mathematics, and Critical Thinking** (3 units minimum):
  - HUM 1 Critical Analysis (3)
  - MATH 1A,1B Calculus (5)
  - MATH 5 Trigonometry (3)
  - MATH 10 College Algebra (4)
  - MATH 12 Pre-cal Analysis (5)
  - MATH 13 Liberal Arts Math (4)
  - MATH 14 Statistical Methods (4)
  - MATH 40 Intermediate Algebra (4)
  - PHIL 10 General Logic (3)
  - PHIL 11 Formal Logic (3)
COD, CSU, and UC General Education Requirements for students earning transferable degrees are listed in Chapter 6, along with other degree requirements.
<table>
<thead>
<tr>
<th>MAJOR/DEPARTMENT</th>
<th>CERTIFICATE</th>
<th>NON-TRANSFER DEGREE</th>
<th>TRANSFER DEGREE</th>
<th>PG</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration of Justice</td>
<td>C</td>
<td>A.S.</td>
<td>A.S.</td>
<td>47</td>
</tr>
<tr>
<td>Adult Basic Education (GED)</td>
<td></td>
<td></td>
<td></td>
<td>48</td>
</tr>
<tr>
<td>Agriculture</td>
<td></td>
<td></td>
<td></td>
<td>49</td>
</tr>
<tr>
<td>Agri-Business</td>
<td>A.S.</td>
<td>A.S.</td>
<td>49</td>
<td></td>
</tr>
<tr>
<td>Agriculture, General</td>
<td>A.S.</td>
<td>A.S.</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>Environmental Horticulture</td>
<td>C</td>
<td>A.S.</td>
<td>A.S.</td>
<td>50</td>
</tr>
<tr>
<td>Natural Resources</td>
<td></td>
<td>A.S.</td>
<td>A.S.</td>
<td>51</td>
</tr>
<tr>
<td>Natural Resources - Desert Naturalist</td>
<td>C</td>
<td></td>
<td></td>
<td>52</td>
</tr>
<tr>
<td>Natural Resources - Field Ranger</td>
<td>C</td>
<td></td>
<td></td>
<td>52</td>
</tr>
<tr>
<td>Plant Science</td>
<td></td>
<td>A.S.</td>
<td></td>
<td>52</td>
</tr>
<tr>
<td>Turfgrass Management</td>
<td>C</td>
<td>A.S.</td>
<td></td>
<td>53</td>
</tr>
<tr>
<td>Air Conditioning /HVAC</td>
<td>C</td>
<td>A.S.</td>
<td></td>
<td>54</td>
</tr>
<tr>
<td>Architecture/Environmental Design</td>
<td></td>
<td></td>
<td></td>
<td>55</td>
</tr>
<tr>
<td>Architectural Technology</td>
<td>C</td>
<td>A.S.</td>
<td></td>
<td>55</td>
</tr>
<tr>
<td>Architecture</td>
<td></td>
<td>A.S.</td>
<td></td>
<td>55</td>
</tr>
<tr>
<td>Building Inspection Technology</td>
<td>C</td>
<td></td>
<td></td>
<td>56</td>
</tr>
<tr>
<td>Construction Management</td>
<td>C</td>
<td>A.S.</td>
<td>A.S.</td>
<td>56</td>
</tr>
<tr>
<td>Art</td>
<td></td>
<td>A.A.</td>
<td></td>
<td>57</td>
</tr>
<tr>
<td>Automotive Technology</td>
<td></td>
<td></td>
<td></td>
<td>58</td>
</tr>
<tr>
<td>Automatic Transmissions</td>
<td>C</td>
<td></td>
<td></td>
<td>58</td>
</tr>
<tr>
<td>Automotive Air Conditioning</td>
<td>C</td>
<td></td>
<td></td>
<td>58</td>
</tr>
<tr>
<td>Brake Technology</td>
<td>C</td>
<td></td>
<td></td>
<td>59</td>
</tr>
<tr>
<td>Engine Rebuilding</td>
<td>C</td>
<td></td>
<td></td>
<td>59</td>
</tr>
<tr>
<td>Standard Transmissions</td>
<td>C</td>
<td></td>
<td></td>
<td>59</td>
</tr>
<tr>
<td>Suspension and Alignment</td>
<td>C</td>
<td></td>
<td></td>
<td>59</td>
</tr>
<tr>
<td>Advanced Transportation Technologies</td>
<td></td>
<td>A.S.</td>
<td></td>
<td>59</td>
</tr>
<tr>
<td>Automotive Electrical Technician</td>
<td>C</td>
<td></td>
<td></td>
<td>60</td>
</tr>
<tr>
<td>Automotive Performance/Emission Control</td>
<td>C</td>
<td></td>
<td></td>
<td>60</td>
</tr>
<tr>
<td>Automotive Gaseous Fuels Technician</td>
<td>C</td>
<td></td>
<td></td>
<td>60</td>
</tr>
<tr>
<td>Business</td>
<td></td>
<td></td>
<td></td>
<td>61</td>
</tr>
<tr>
<td>Accounting</td>
<td>C</td>
<td></td>
<td></td>
<td>61</td>
</tr>
<tr>
<td>Business Administration</td>
<td></td>
<td>A.A.</td>
<td></td>
<td>62</td>
</tr>
<tr>
<td>Computer Information Systems</td>
<td>C</td>
<td>A.A.</td>
<td>A.A.</td>
<td>62</td>
</tr>
<tr>
<td>Computer Science</td>
<td></td>
<td>A.A.</td>
<td></td>
<td>63</td>
</tr>
<tr>
<td>Economics</td>
<td></td>
<td>A.A.</td>
<td></td>
<td>63</td>
</tr>
<tr>
<td>General Business</td>
<td>A.A.</td>
<td></td>
<td></td>
<td>64</td>
</tr>
<tr>
<td>Golf Management</td>
<td>C</td>
<td>A.A.</td>
<td></td>
<td>64</td>
</tr>
<tr>
<td>Hotel and Restaurant Management</td>
<td></td>
<td>A.A.</td>
<td></td>
<td>65</td>
</tr>
<tr>
<td>Supervision &amp; Management</td>
<td>C</td>
<td>A.A.</td>
<td></td>
<td>65</td>
</tr>
<tr>
<td>Culinary Arts</td>
<td></td>
<td></td>
<td></td>
<td>66</td>
</tr>
<tr>
<td>Basic Culinary Arts</td>
<td>C</td>
<td></td>
<td></td>
<td>66</td>
</tr>
<tr>
<td>Intermediate Culinary Arts</td>
<td>C</td>
<td></td>
<td></td>
<td>66</td>
</tr>
<tr>
<td>Culinary Management</td>
<td>C</td>
<td>A.A.</td>
<td></td>
<td>66</td>
</tr>
<tr>
<td>Digital Design and Production</td>
<td>C</td>
<td>A.A.</td>
<td></td>
<td>67</td>
</tr>
<tr>
<td>Disabled Students Programs and Services</td>
<td></td>
<td></td>
<td></td>
<td>68</td>
</tr>
<tr>
<td>Drafting/CAD</td>
<td>C</td>
<td>A.A.</td>
<td></td>
<td>68</td>
</tr>
<tr>
<td>Early Childhood Education (ECE)</td>
<td></td>
<td>A.A.</td>
<td></td>
<td>69</td>
</tr>
<tr>
<td>Associate Teacher Certificate</td>
<td>C</td>
<td></td>
<td></td>
<td>69</td>
</tr>
<tr>
<td>Early Childhood Ed-Teacher Cert.</td>
<td>C</td>
<td></td>
<td></td>
<td>69</td>
</tr>
<tr>
<td>Early Childhood Ed-Master Teacher Cert.</td>
<td>C</td>
<td></td>
<td></td>
<td>70</td>
</tr>
</tbody>
</table>

College of the Desert Catalog 2005-2006
<table>
<thead>
<tr>
<th>MAJOR/DEPARTMENT</th>
<th>CERTIFICATE</th>
<th>NON-TRANSFER DEGREE</th>
<th>TRANSFER DEGREE</th>
<th>PG</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td></td>
<td></td>
<td></td>
<td>70</td>
</tr>
<tr>
<td>Composition</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>70</td>
</tr>
<tr>
<td>Literature</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>70</td>
</tr>
<tr>
<td>English as a Second Language</td>
<td>(el ingles como segundo idioma)</td>
<td></td>
<td></td>
<td>71</td>
</tr>
<tr>
<td>Credit program</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>71</td>
</tr>
<tr>
<td>Non-credit program</td>
<td></td>
<td></td>
<td></td>
<td>72</td>
</tr>
<tr>
<td>Fire Technology</td>
<td>C</td>
<td></td>
<td>A.S.</td>
<td>72</td>
</tr>
<tr>
<td>Foreign Language</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>73</td>
</tr>
<tr>
<td>French, Italian, Spanish</td>
<td></td>
<td></td>
<td></td>
<td>73</td>
</tr>
<tr>
<td>Health, Physical Education, and Recreation</td>
<td></td>
<td></td>
<td></td>
<td>74</td>
</tr>
<tr>
<td>Physical Education</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>74</td>
</tr>
<tr>
<td>Recreation</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>74</td>
</tr>
<tr>
<td>Health Sciences</td>
<td></td>
<td></td>
<td></td>
<td>75</td>
</tr>
<tr>
<td>Emergency Medical Technician</td>
<td>C</td>
<td></td>
<td></td>
<td>76</td>
</tr>
<tr>
<td>Home Health Aide</td>
<td></td>
<td></td>
<td></td>
<td>76</td>
</tr>
<tr>
<td>Nursing Assistant</td>
<td></td>
<td></td>
<td></td>
<td>76</td>
</tr>
<tr>
<td>Registered Nursing (ADN)</td>
<td></td>
<td></td>
<td>A.S.</td>
<td>77</td>
</tr>
<tr>
<td>Vocational Nursing (VN)</td>
<td>C</td>
<td></td>
<td>A.S.</td>
<td>80</td>
</tr>
<tr>
<td>Human Services</td>
<td></td>
<td></td>
<td></td>
<td>83</td>
</tr>
<tr>
<td>Alcohol and Drug Studies</td>
<td>C</td>
<td></td>
<td>A.A.</td>
<td>83</td>
</tr>
<tr>
<td>Problem Gambling Studies</td>
<td>C</td>
<td></td>
<td>A.A.</td>
<td>83</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>84</td>
</tr>
<tr>
<td>Liberal Studies</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>84</td>
</tr>
<tr>
<td>Mass Communication</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>85</td>
</tr>
<tr>
<td>Journalism</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>85</td>
</tr>
<tr>
<td>Music</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>86</td>
</tr>
<tr>
<td>Nutrition Care: Dietetic Technician</td>
<td>A.A.</td>
<td></td>
<td></td>
<td>86</td>
</tr>
<tr>
<td>Sciences - Biological, Chemical and Physical</td>
<td></td>
<td></td>
<td></td>
<td>87</td>
</tr>
<tr>
<td>Biology</td>
<td></td>
<td></td>
<td>A.S.</td>
<td>87</td>
</tr>
<tr>
<td>Chemistry</td>
<td></td>
<td></td>
<td>A.S.</td>
<td>88</td>
</tr>
<tr>
<td>Environmental Sciences or Natural Resources</td>
<td></td>
<td></td>
<td>A.S.</td>
<td>88</td>
</tr>
<tr>
<td>Environmental Studies, Interdepartmental</td>
<td></td>
<td></td>
<td>A.S.</td>
<td>89</td>
</tr>
<tr>
<td>Geology</td>
<td></td>
<td></td>
<td>A.S.</td>
<td>89</td>
</tr>
<tr>
<td>Physics</td>
<td></td>
<td></td>
<td>A.S.</td>
<td>89</td>
</tr>
<tr>
<td>Social Sciences</td>
<td></td>
<td></td>
<td></td>
<td>90</td>
</tr>
<tr>
<td>Anthropology</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>90</td>
</tr>
<tr>
<td>Geography</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>90</td>
</tr>
<tr>
<td>History</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>91</td>
</tr>
<tr>
<td>Philosophy</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>91</td>
</tr>
<tr>
<td>Political Science</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>91</td>
</tr>
<tr>
<td>Psychology</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>91</td>
</tr>
<tr>
<td>Social Science</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>92</td>
</tr>
<tr>
<td>Sociology</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>92</td>
</tr>
<tr>
<td>Speech</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>92</td>
</tr>
<tr>
<td>Student Development</td>
<td></td>
<td></td>
<td></td>
<td>93</td>
</tr>
<tr>
<td>Theatre Arts</td>
<td></td>
<td></td>
<td>A.A.</td>
<td>93</td>
</tr>
<tr>
<td>Work Experience Education</td>
<td></td>
<td></td>
<td></td>
<td>94</td>
</tr>
</tbody>
</table>
ADDITION OF JUSTICE

Students desiring careers in Administration of Justice may elect a program of study designed for upper division transfer, or one which is oriented toward job entry with employment at a local, State, or Federal Law Enforcement Agency.

Students intending to transfer to a four-year college should consult that college for specific requirements. Students planning to pursue a career in Administration of Justice after graduation should include more specialization and emphasis in these courses.

There are certain minimum physical and good moral character requirements for peace officers. Students may obtain more specific information about those requirements from the department staff. Students who are transferring to the College of the Desert from another college must take at least six units of Administration of Justice courses at College of the Desert, in addition to regular required courses to be eligible for graduation.

Certification and approval of the Administration of Justice curriculum has been received from the California State Commission of Peace Officer Standards and Training.

Advisor: D. Clayton Mayes

ADMINISTRATION OF JUSTICE CERTIFICATE

for employment preparation

Required Courses:

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 1</td>
<td>Intro to Admin. of Justice</td>
<td>3</td>
</tr>
<tr>
<td>AJ 2</td>
<td>Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>AJ 3</td>
<td>Legal Aspects of Evidence</td>
<td>3</td>
</tr>
<tr>
<td>AJ 4</td>
<td>Principles &amp; Procedures of the Justice System</td>
<td>3</td>
</tr>
<tr>
<td>AJ 5A</td>
<td>Multicultural Issues/Public Safety</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Subtotal .............................................. 12-13

CERTIFICATE TOTAL ......................................... 27-28

ADMINISTRATION of JUSTICE

ASSOCIATE OF SCIENCE DEGREE

for employment preparation

Recommended Electives (with advisor approval):

| AJ 6 | Principles of Investigation          | 3     |
| AJ 7 | Criminal Substantive Law             | 3     |
| AJ 8 | Concepts of Enfrcmnt Srvs            | 3     |
| AJ 9 | Traffic Control                      | 3     |
| AJ 10| Juvenile Law & Procedures            | 3     |
| AJ 16| Narcotics Control                    | 3     |
| AJ 17| Natrl Res Law Enfrcmnt               | 3     |
| AJ 24| Report Writing                       | 3     |
| AJ 30| Correctional Systems                 | 3     |
| AJ 51| Level III Peace Offcr Training, Part 1 | 3   |
| AJ 52| Level III Peace Offcr Training, Part 2 | 4   |
| AJ 53| Level II Peace Offcr Training        | 12    |
| AJ 54| Level I Peace Offcr Training         | 16.5  |

Other Electives (with advisor approval) ................................ 13

DEGREE TOTAL .......................................................... 60
Chapter 5 - Associate Degrees and Certificates

Administration of Justice/Adult Basic Education

ADMINISTRATION OF JUSTICE
ASSOCIATE OF SCIENCE DEGREE
and transfer preparation

Dept. No. Title ............................................. Units
Required Courses:
AJ 1 Intro to Admin. of Justice ................. 3
AJ 2 Criminal Law ..................................... 3
AJ 3 Legal Aspects of Evidence ............... 3
AJ 4 Principles & Procedures of
the Justice System ........................ 3
AJ 5A Multicultural Issues/Public Safety .. 3
Required Subtotal .................................................. 15
Recommended Electives (with advisor approval):
AJ 6 Principles of Investigation ............ 3
AJ 7 Criminal Substantive Law .......... 3
AJ 8 Concepts of Enfrcmnt Srvs ............ 3
AJ 9 Traffic Control ................................. 3
AJ 10 Juvenile Law&Procedures ........... 3
AJ 16 Narcotics Control......................... 3
AJ 17 Natrl Res Law Enfrcmnt .............. 3
AJ 24 Report Writing .................................. 3
AJ 30 Correctional Systems ....................... 3
Required Subtotal ................................................. 15
Elective Subtotal (with advisor approval) .............. 6
General Education (Option 1* or 2)................ 34-43
*Transferable Electives (as needed) ...................... 3
Physical Education Activities ................................... 2
DEGREE TOTAL ............................................... 60-66

Advisor: D. Clayton Mayes

ADULT BASIC EDUCATION

Adult Basic Education (reading, writing and math), High School Completion, and preparation for the General Education Development Test (GED) are offered through the Center for Training and Development. No enrollment fees are charged to students taking these non-credit developmental courses.

Admission of students occurs on a daily basis and no prior educational background is required. In addition to regular class offerings, emphasis is placed on individualized student learning. Instruction is provided in the following areas:

Adult Basic Education (ABE)

The ABE program teaches adults those skills normally acquired in grades 1-8. Individual and group learning opportunities are offered students with particular emphasis in reading, writing, mathematics, communication, and life skills.

High School Completion

This program provides an educational opportunity for adults, anyone 18 years or older, who desire to complete requirements for a high school diploma. Credit may be granted for military service, for technical school attended, work experience, and credit earned in the ninth grade or higher, except physical education.

Courses available for high school credit:

<table>
<thead>
<tr>
<th>Dept*</th>
<th>No.</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>DE</td>
<td>318A-B</td>
<td>Life Skills: Getting it Together</td>
</tr>
<tr>
<td>DE</td>
<td>320A-D</td>
<td>Fundamentals of English</td>
</tr>
<tr>
<td>DE</td>
<td>322A-B</td>
<td>Advanced Fundamentals of English</td>
</tr>
<tr>
<td>DE</td>
<td>323A</td>
<td>American Literature</td>
</tr>
<tr>
<td>DE</td>
<td>323B</td>
<td>World Literature</td>
</tr>
<tr>
<td>DE</td>
<td>324A-B</td>
<td>Reading Control Lab</td>
</tr>
<tr>
<td>DE</td>
<td>326A-B</td>
<td>U.S. History I &amp; II</td>
</tr>
<tr>
<td>DE</td>
<td>328A-B</td>
<td>Practical American Government</td>
</tr>
<tr>
<td>DE</td>
<td>329A-B</td>
<td>World History</td>
</tr>
<tr>
<td>DE</td>
<td>334</td>
<td>U.S. Citizenship</td>
</tr>
<tr>
<td>DE</td>
<td>335A-B</td>
<td>World Geography I &amp; II</td>
</tr>
<tr>
<td>DE</td>
<td>342A-B</td>
<td>Practical Basic Math</td>
</tr>
<tr>
<td>DE</td>
<td>344A-B</td>
<td>Math for Living</td>
</tr>
<tr>
<td>DE</td>
<td>346A-B</td>
<td>Algebra I &amp; II</td>
</tr>
<tr>
<td>DE</td>
<td>348A-B</td>
<td>General Science</td>
</tr>
<tr>
<td>DE</td>
<td>351A</td>
<td>Science: Land Animals</td>
</tr>
<tr>
<td>DE</td>
<td>351B</td>
<td>Science: Water Life</td>
</tr>
<tr>
<td>DE</td>
<td>361A</td>
<td>Fine Arts: Art</td>
</tr>
<tr>
<td>DE</td>
<td>361B</td>
<td>Fine Arts: Music</td>
</tr>
<tr>
<td>DE</td>
<td>361C</td>
<td>Fine Arts: Theater</td>
</tr>
<tr>
<td>DE</td>
<td>364A-B</td>
<td>GED Test Preparation</td>
</tr>
<tr>
<td>DE</td>
<td>368A-B</td>
<td>Beginning Typing I &amp; II</td>
</tr>
<tr>
<td>DE</td>
<td>376A-B</td>
<td>Advanced Typing I &amp; II</td>
</tr>
<tr>
<td>DE</td>
<td>391A-B</td>
<td>Health Issues I &amp; II</td>
</tr>
<tr>
<td>DE</td>
<td>396</td>
<td>World of Work</td>
</tr>
</tbody>
</table>

*Note: All of the DE courses listed above will change from “DE” to “ABE” effective Spring 2006. For example, DE 320A will become ABE 320A.

General Education Development Test (GED)

Another function of ABE is to prepare students to pass the GED test, which many businesses and governmental agencies accept in lieu of the high school diploma. Refer to the Adult Basic Education section of the current class schedule under “Developmental Education Programs” for testing information at each college site.
The programs in Agriculture at College of the Desert are designed to serve both occupational and transfer students. Many courses primarily serve students who wish to enter an occupation after graduation. Courses are designed to provide practical experience, as well as academic background.

Students who wish to prepare for four-year colleges will find not only the necessary required transfer courses in English, Science, Mathematics, and related subjects available to them, but also departmental courses related to their majors. Please see your major advisor for additional information and program planning.

Curricula leading to a Certificate or Associate in Science Degree at the College of the Desert, or transfer to a four-year college or university include:

AGRI—BUSINESS
AGRICULTURE, GENERAL
ENVIRONMENTAL HORTICULTURE
Including preparation for General Horticulture, Landscape Design/Contract, Nursery Management

NATURAL RESOURCES
DESERT NATURALIST
FIELD RANGER

TURFGRASS MANAGEMENT
PLANT SCIENCE
Including preparation for Soil Science, Pest Management

Advisors:

K. Leuschner - Natural Resources, Environmental Studies, Entomology
V. Loew - Environmental Horticulture, Plant Science, General Agriculture
J. Place - Turfgrass Management, Environmental Horticulture, Plant Science, General Agriculture

AGRI-BUSINESS
ASSOCIATE OF SCIENCE DEGREE
for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
AGBU 59A Leadership ........................................ 1
AGBU 59B Careers ............................................. 1
AGPS 1 Soils & Plant Nutrition ...................... 4
AGPS 5 Plant Science .................................... 3
BUAC 66 Intro to Accounting ......................... 3
CIS 70A Computer Business Appl/Windows ........ 3
ECON 1 Principles of Macroeconomics .......... 3
Required Subtotal ............................................ 18
Elective Subtotal (with advisor approval) .......... 22
General Education Requirements
(confer with advisor) ................................ 18
Physical Education Activities ......................... 2
DEGREE TOTAL ................................................ 60

AGRI-BUSINESS
ASSOCIATE OF SCIENCE DEGREE
and transfer preparation

Dept. No. Title ............................................. Units
Required Courses:
AGBU 59A Leadership ........................................ 1
AGBU 59B Careers ............................................. 1
AGPS 1 Soils & Plant Nutrition ...................... 4
BUAC 66 Intro to Accounting ......................... 3
BUMA 20A Business Law ................................ 3
CIS 70A Computer Business Appl/Windows ........ 3
ECON 1 Principles of Macroeconomics .......... 3
Required Subtotal ............................................ 18
Elective Subtotal (with advisor approval) .......... 13
General Education Requirements
(Optional 3 - confer with advisor) ............... 18
Transferable Electives (confer with advisor) ...... 9
Physical Education Activities ......................... 2
MINIMUM DEGREE TOTAL ................................ 60

Advisors: K. Leuschner, V. Loew, J. Place
Chapter 5 - Associate Degrees and Certificates

Agriculture

GENERAL AGRICULTURE
ASSOCIATE OF SCIENCE DEGREE
for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
AGBU 59A Leadership ................................ 1
AGBU 59B Careers ....................................... 1
AGPS 1 Soils and Plant Nutrition ................... 4
AGPS 2 Entomology-Gen & Applied ............... 4
AGPS 5 Plant Science ................................. 3
AGPS 5L Plant Science Lab ............................ 1
AGPS 32 Pesticide Laws/Reg ........................ 2
BUAC 66 Intro to Accounting ....................... 3
CIS 70A Computer Business Appl/Windows .... 3
Required Subtotal ..................................... 22
Elective Subtotal (with advisor approval) ...... 18
General Education Requirements* ............... 18
Physical Education Activities ....................... 2
DEGREE TOTAL ......................................... 60

*To include: NR 1, Cons Natrl Resrces (3)

ENVIRONMENTAL HORTICULTURE
CERTIFICATE
for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
AGEH 1 Horticulture ................................. 3
AGEH 1L Horticulture Lab ......................... 1
AGEH 4 Turfgrass Management ................. 2
AGEH 4L Turfgrass Management Lab .......... 1
AGEH 5 Ornamental Plant Id .................... 3
AGEH 9 Landscape Planning/Design ............ 3
AGEH 16 Arboriculture .............................. 2
AGEH 20 Landscape Construction ............... 2
AGEH 46 Landscape Irrig. Systems .......... 2
AGEH 46L Landscape Irrig. Systems Lab .... 1
AGBU 59A Leadership .............................. 1
AGBU 59B Careers ..................................... 1
AGPS 1 Soils and Plant Nutrition .............. 4
AGPS 32 Pesticide Laws & Regulations ........ 2

CERTIFICATE TOTAL .................................. 28

*To include: NR 1 (3)

ENVIRONMENTAL HORTICULTURE
ASSOCIATE OF SCIENCE DEGREE
for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
AGEH 1 Horticulture ................................. 3
AGEH 1L Horticulture Lab ......................... 1
AGEH 4 Turfgrass Management ................. 2
AGEH 4L Turfgrass Management Lab .......... 1
AGEH 5 Ornamental Plant Id .................... 3
AGEH 9 Landscape Planning/Design ............ 3
AGEH 16 Arboriculture .............................. 2
AGEH 20 Landscape Construction ............... 2
AGEH 46 Landscape Irrig. Systems .......... 2
AGEH 46L Landscape Irrig. Systems Lab .... 1
AGPS 1 Soils & Plant Nutrition .............. 4
AGPS 2 Entomology-Gen & Applied .......... 4
AGBU 59A Leadership .............................. 1
AGBU 59B Careers ..................................... 1

Required Subtotal ..................................... 27
General Education Requirements  
(Option 3 - confer with advisor) ................. 18  
Transferable Electives (confer with advisor) ....... 13  
Physical Education Activities .......................... 2  
MINIMUM DEGREE TOTAL ............................... 60

**Advisors: V. Loew, J. Place**

### NATURAL RESOURCES  
**ASSOCIATE OF SCIENCE DEGREE**  
for employment preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NR 1</td>
<td>Conserv of Natural Resources ...............</td>
<td>3</td>
</tr>
<tr>
<td>NR 1L</td>
<td>Conserv Natural Resources Lab .............</td>
<td>1</td>
</tr>
<tr>
<td>NR 3</td>
<td>Intro to Wildlife Mgmt ......................</td>
<td>3</td>
</tr>
<tr>
<td>NR 4</td>
<td>Intro to Ecosystem Mgmt ....................</td>
<td>3</td>
</tr>
<tr>
<td>NR 10</td>
<td>Wildland Fire Technology ..................</td>
<td>3</td>
</tr>
<tr>
<td>NR 20</td>
<td>GPS and Map Use ................................</td>
<td>1</td>
</tr>
<tr>
<td>NR 21</td>
<td>Introduction to GIS .......................</td>
<td>3</td>
</tr>
<tr>
<td>NR 41A,B</td>
<td>Native Plants ..................................</td>
<td>1-3</td>
</tr>
<tr>
<td>NR 50</td>
<td>Winter Birds ..................................</td>
<td>1</td>
</tr>
<tr>
<td>NR 51A</td>
<td>Migrant Birds - Fall .......................</td>
<td>1</td>
</tr>
<tr>
<td>NR 51B</td>
<td>Migrant Birds - Spring ....................</td>
<td>1</td>
</tr>
<tr>
<td>NR 95A-C</td>
<td>Work Experience .............................</td>
<td>1-3</td>
</tr>
<tr>
<td>AGBU 59A</td>
<td>Leadership ....................................</td>
<td>1</td>
</tr>
<tr>
<td>AGBU 59B</td>
<td>Careers .......................................</td>
<td>1</td>
</tr>
<tr>
<td>AGPS 1</td>
<td>Soils &amp; Plant Nutrition ....................</td>
<td>4</td>
</tr>
<tr>
<td>AGPS 2</td>
<td>Entomology-Gen &amp; Applied ..................</td>
<td>4</td>
</tr>
<tr>
<td>AGPS 32</td>
<td>Pesticide Laws &amp; Regulations .............</td>
<td>2</td>
</tr>
<tr>
<td>BUAC 66</td>
<td>Intro to Accounting ........................</td>
<td>3</td>
</tr>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Windows ............</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Subtotal .................................... 30  
Elective Subtotal (with advisor approval) ........ 12  
General Education Requirements* .................. 18  
Physical Education Activities ........................ 2  
DEGREE TOTAL ........................................... 60

*To include: AGPS 5 Plant Science (3)

### NATURAL RESOURCES  
**ASSOCIATE OF SCIENCE DEGREE**  
and transfer preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NR 1</td>
<td>Conserv of Natural Resources ...............</td>
<td>3</td>
</tr>
<tr>
<td>NR 1L</td>
<td>Conserv Natural Resources Lab .............</td>
<td>1</td>
</tr>
<tr>
<td>BI 1B</td>
<td>General Zoology .............................</td>
<td>5</td>
</tr>
<tr>
<td>OR BI 1C</td>
<td>General Botany (5) ..........................</td>
<td>5</td>
</tr>
<tr>
<td>BI 5</td>
<td>Molecular &amp; Cell Biology ....................</td>
<td>5</td>
</tr>
<tr>
<td>CH 1A</td>
<td>General Chemistry ...........................</td>
<td>5</td>
</tr>
<tr>
<td>OR CH 3</td>
<td>Intro General Chemistry (4) ..............</td>
<td>4</td>
</tr>
<tr>
<td>G 1</td>
<td>Physical Geology ............................</td>
<td>4</td>
</tr>
<tr>
<td>OR G 10</td>
<td>The Earth Sciences (4) ....................</td>
<td>4</td>
</tr>
</tbody>
</table>

MATH 10  College Algebra ......................... 4  
AGBU 59A  Leadership ................................ 1  
AGBU 59B  Careers ................................... 1

Required Subtotal .................................... 28-29  
Electives - 12 units to be chosen from the following:  
NR 3    Intro to Wildlife Mgmt .................. 3  
NR 4    Intro to Ecosystem Mgmt ............... 3  
NR 10   Wildland Fire Technology .............. 3  
NR 17   Natrl Res Law Enfrcmnt ................. 3  
NR 20   GPS and Map Use .......................... 1  
NR 21   Introduction to GIS .................... 3  
NR 41A,B Native Plants .......................... 1-3  
NR 50   Winter Birds ............................. 1  
NR 51A,B Migrant Birds .......................... 1-2  
AGPS 1  Soils and Plant Nutrition ............. 4  
AGPS 2  Entomology-Gen & Applied ............. 4  
AGPS 32 Pesticide Laws & Regulations .......... 2  
BUAC 66 Intro to Accounting ......................3  
CIS 70A Computer Business Appl/Windows ........ 3  

Required Subtotal .................................... 28-29  
Electives (confer with advisor) .................... 12  
General Education Requirements  
(Option 3 - confer with advisor) .................. 18  
Physical Education Activities ........................ 2  
MINIMUM DEGREE TOTAL .................................. 60

**Advisor: K. Leuschner**
### NATURAL RESOURCES - DESERT NATURALIST CERTIFICATE for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
- NR 1 Conserv of Natural Resources ........ 3
- NR 1L Conserv Natural Resources Lab ....... 1
Required Subtotal .................................................... 4

Group A: Choose 0-4 units from the following:
- AGPS 2 Entomology-Gen & Applied ............ 4
- AGPS 5 Plant Science ........................................ 3
  and AGPS 5L Plant Science Lab .................... 1
- G 5 Environmental Geology ....................... 4
- A 1 Descriptive Astronomy ........................... 3
  and A 1L Descriptive Astronomy Lab ............. 1
Group A Subtotal ................................................... 0-4

Group B: Choose 4-8 units from the following:
- NR 20 GPS and Map Use ............................ 1
- NR 41A Native Plants - Mountain ............... 1
  OR OR OR OR OR OR OR OR OR OR OR OR OR OR
  - NR 41B Native Plants - Desert ................ 1
- NR 50 Winter Birds ...................................... 1
  OR OR OR OR OR OR OR OR OR OR OR OR OR OR
  - NR 51A Migrant Birds - Fall .................... 1
  - NR 51B Migrant Birds - Spring .................. 1
- NR 48 Seminar (Desert Studies, San Jacinto Mts., Yosemite) ...... 1-3
- NR 95A,B NR Work Experience ...................... 1-2
Group B Subtotal .................................................. 4-8

CERTIFICATE TOTAL ............................................... 12

Advisor: K. Leuschner

### NATURAL RESOURCES - FIELD RANGER CERTIFICATE for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
- NR 1 Conserv of Natural Resources ........ 3
- NR 1L Conserv Natural Resources Lab ....... 1
- NR 17 Natl Res Law Enfrcnmt .................... 3
- NR 41A Native Plants - Mountain ............... 1
  OR OR OR OR OR OR OR OR OR OR OR OR OR OR
  - NR 41B Native Plants - Desert ................ 1
- NR 50 Winter Birds ...................................... 1
  OR OR OR OR OR OR OR OR OR OR OR OR OR OR
  - NR 51A Migrant Birds - Fall .................... 1
  - NR 51B Migrant Birds - Spring .................. 1
Required Subtotal ................................................... 9

Electives - 8 units to be chosen from the following:
- AGPS 32 Pesticide Laws & Regulations ........ 2
- G 5 Environmental Geology ....................... 4
- G 10 The Earth Sciences ............................. 4
- PE 1 First Aid & Safety ............................. 3
- NR 3 Intro to Wildlife Mgmt ...................... 3
- NR 4 Intro to Ecosystem Mgmt .................... 3
- NR 10 Wildland Fire Technology .................. 3
- NR 20 GPS and Map Use ............................ 1
- NR 21 Introduction to GIS ........................... 3
- NR 48 Seminar - Desert or Mountain Study ............ 1-3
- NR 95A,B NR Work Experience ...................... 1-2
Elective Subtotal .................................................. 8
CERTIFICATE TOTAL ............................................... 17

### PLANT SCIENCE ASSOCIATE OF SCIENCE DEGREE for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
- AGPS 1 Soils & Plant Nutrition ................. 4
- AGPS 2 Entomology-Gen & Applied ............. 4
- AGPS 5 Plant Science .................................. 3
- AGPS 5L Plant Science Lab .............................. 1
- AGPS 32 Pesticide Laws & Regulations ........ 2
- AGBU 59A Leadership ................................... 1
- AGBU 59B Careers ...................................... 1
- BUAC 66 Intro to Accounting ..................... 3
- CIS 70A Computer Business Appl/Windows .. 3
Required Subtotal .................................................. 22

Elective Subtotal(with advisor approval) ........ 18
General Education Requirements* .................. 18
Physical Education Activities ...................... 2
DEGREE TOTAL ..................................................... 60

*To Include: NR 1 (3)

Advisors: V. Loew, J. Place
### TURFGRASS MANAGEMENT

#### CERTIFICATE

**for employment preparation**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title .............................................</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGEH 1</td>
<td>Horticulture .......................................</td>
<td>3</td>
</tr>
<tr>
<td>AGEH 1L</td>
<td>Horticulture Lab ...................................</td>
<td>1</td>
</tr>
<tr>
<td>AGEH 4</td>
<td>Turfgrass Management ..............................</td>
<td>2</td>
</tr>
<tr>
<td>AGEH 4L</td>
<td>Turfgrass Management Lab ..........................</td>
<td>1</td>
</tr>
<tr>
<td>AGEH 8</td>
<td>Landscape Management ................................</td>
<td>3</td>
</tr>
<tr>
<td>or AGEH 27</td>
<td>Turfgrass Pest Mgmt (3)</td>
<td></td>
</tr>
<tr>
<td>AGEH 16</td>
<td>Arboriculture .......................................</td>
<td>2</td>
</tr>
<tr>
<td>AGEH 24</td>
<td>Adv Turfgrass Mgmt .................................</td>
<td>3</td>
</tr>
<tr>
<td>AGEH 30</td>
<td>Landscape Equipment ..................................</td>
<td>2</td>
</tr>
<tr>
<td>AGEH 46</td>
<td>Landscape Irrig. Systems ..........................</td>
<td>2</td>
</tr>
<tr>
<td>AGEH 46L</td>
<td>Landscape Irrig. Systems Lab .....................</td>
<td>1</td>
</tr>
<tr>
<td>AGEH 95A-B</td>
<td>Work Experience (Internship) .....................</td>
<td>2</td>
</tr>
<tr>
<td>AGBU 59A</td>
<td>Leadership ..........................................</td>
<td>1</td>
</tr>
<tr>
<td>AGBU 59B</td>
<td>Careers .............................................</td>
<td>1</td>
</tr>
<tr>
<td>AGPS 1</td>
<td>Soils and Plant Nutrition ..........................</td>
<td>4</td>
</tr>
<tr>
<td>AGPS 32</td>
<td>Pesticide Laws &amp; Regulations .....................</td>
<td>2</td>
</tr>
</tbody>
</table>

**Electives - 8 units to be chosen from the following:**

| AGPS 2    | Entomology-Gen. & Applied ........................| 4     |
| AGEH 5    | Ornamental Plant Id. ................................| 3     |
| AGEH 9    | Landscape Planning/Design ..........................| 3     |
| AGEH 25   | Specialized Turfgrass Management ..................| 3     |
| AGEH 33   | Golf Car Maintenance ................................| 2     |
| AGEH 34   | Golf Course Management ................................| 3     |
| AGEH 95A-B| Work Experience (Internship) 1-2 .................|       |
| NR 1      | Conserv of Natural Resources .....................| 3     |
| NR 1L     | Conserv Natural Resources Lab ...................| 1     |
| NR 41A,B  | Native Plants .......................................| 1-3   |
| BUAC 66   | Intro to Accounting .................................| 3     |
| CIS 70A   | Computer Business Appl/Windows ...................| 3     |

**Required Subtotal .................................................. 30**

**Elective Subtotal (with advisor approval) ............... 8**

**CERTIFICATE TOTAL ............................................. 38**

**Advisor: J. Place**

---

### TURFGRASS MANAGEMENT

#### ASSOCIATE OF SCIENCE DEGREE

**for employment preparation**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title .............................................</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGEH 1</td>
<td>Horticulture .......................................</td>
<td>3</td>
</tr>
<tr>
<td>AGEH 1L</td>
<td>Horticulture Lab ...................................</td>
<td>1</td>
</tr>
<tr>
<td>AGEH 4</td>
<td>Turfgrass Management ..............................</td>
<td>2</td>
</tr>
<tr>
<td>AGEH 4L</td>
<td>Turfgrass Management Lab ..........................</td>
<td>1</td>
</tr>
<tr>
<td>AGEH 8</td>
<td>Landscape Management ................................</td>
<td>3</td>
</tr>
<tr>
<td>AGEH 16</td>
<td>Arboriculture .......................................</td>
<td>2</td>
</tr>
<tr>
<td>AGEH 24</td>
<td>Adv Turfgrass Mgmt .................................</td>
<td>3</td>
</tr>
<tr>
<td>AGEH 30</td>
<td>Landscape Equipment ..................................</td>
<td>2</td>
</tr>
<tr>
<td>AGEH 46</td>
<td>Landscape Irrig. Systems ..........................</td>
<td>2</td>
</tr>
<tr>
<td>AGEH 46L</td>
<td>Landscape Irrig. Systems Lab .....................</td>
<td>1</td>
</tr>
<tr>
<td>AGEH 95A-B</td>
<td>Work Experience (Internship) .....................</td>
<td>2</td>
</tr>
<tr>
<td>AGPS 1</td>
<td>Soils and Plant Nutrition ..........................</td>
<td>4</td>
</tr>
<tr>
<td>AGPS 32</td>
<td>Pesticide Laws &amp; Regulations .....................</td>
<td>2</td>
</tr>
<tr>
<td>AGBU 59A</td>
<td>Leadership ..........................................</td>
<td>1</td>
</tr>
<tr>
<td>AGBU 59B</td>
<td>Careers .............................................</td>
<td>1</td>
</tr>
<tr>
<td>AGPS 2</td>
<td>Entomology-Gen. &amp; Applied ........................</td>
<td>4</td>
</tr>
<tr>
<td>AGEH 5</td>
<td>Ornamental Plant Id. ................................</td>
<td>3</td>
</tr>
<tr>
<td>AGEH 9</td>
<td>Landscape Planning/Design ..........................</td>
<td>3</td>
</tr>
<tr>
<td>AGEH 20</td>
<td>Landscape Construction ................................</td>
<td>2</td>
</tr>
<tr>
<td>AGEH 25</td>
<td>Specialized Turfgrass Mgmt .......................</td>
<td>3</td>
</tr>
<tr>
<td>AGEH 33</td>
<td>Golf Car Maintenance ................................</td>
<td>2</td>
</tr>
<tr>
<td>AGEH 34</td>
<td>Golf Course Management ................................</td>
<td>3</td>
</tr>
<tr>
<td>AGEH 95A-D</td>
<td>Work Experience (Internship) 1-4 .................</td>
<td></td>
</tr>
<tr>
<td>NR 1</td>
<td>Conserv of Natural Resources .....................</td>
<td>3</td>
</tr>
<tr>
<td>NR 1L</td>
<td>Conserv Natural Resources Lab ...................</td>
<td>1</td>
</tr>
<tr>
<td>NR 41A,B</td>
<td>Native Plants .......................................</td>
<td>1-3</td>
</tr>
<tr>
<td>BUAC 66</td>
<td>Intro to Accounting .................................</td>
<td>3</td>
</tr>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Windows ...................</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Subtotal .................................................. 33**

**Elective Subtotal (with advisor approval) ............... 8**

**General Education Requirements ............................. 18**

**Physical Education Activities .............................. 2**

**DEGREE TOTAL ..................................................... 61**

**Advisor: J. Place**
**AIR CONDITIONING/HVAC**

Air Conditioning/HVAC courses are designed to be as flexible as possible to best serve student needs. Courses required in occupational areas are so listed because of the thinking of members of the General Technical Advisory Committee and other individuals’ experiences in the specific occupational areas. A student’s own background experience may dictate variances in total requirements.

Courses listed in transfer curricula afford opportunities for course selection that should be based on the requirements of the institution to which the individual student will later transfer.

### AIR CONDITIONING AND REFRIGERATION CERTIFICATE

**for employment preparation**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 60</td>
<td>Air Cond/Refrig I</td>
<td>3</td>
</tr>
<tr>
<td>ACR 61</td>
<td>Air Cond/Refrig II</td>
<td>3</td>
</tr>
<tr>
<td>ACR 64</td>
<td>Air Cond/Refrig Elec I</td>
<td>3</td>
</tr>
<tr>
<td>ACR 65</td>
<td>Air Cond/Refrig Elec II</td>
<td>3</td>
</tr>
<tr>
<td>ACR 81</td>
<td>Heating I</td>
<td>2</td>
</tr>
<tr>
<td>Required Subtotal</td>
<td>14</td>
<td></td>
</tr>
</tbody>
</table>

**Technical Electives - 8 units from the following:**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 48A</td>
<td>Seminar (Refrigerant Mgmt. and EPA Certification)</td>
<td>1</td>
</tr>
<tr>
<td>ACR 62</td>
<td>Air Conditioning III</td>
<td>3</td>
</tr>
<tr>
<td>ACR 63</td>
<td>Air Conditioning IV</td>
<td>3</td>
</tr>
<tr>
<td>ACR 66</td>
<td>Air Cond Load Estimating</td>
<td>1</td>
</tr>
<tr>
<td>ACR 68</td>
<td>Air Dist Sys Design</td>
<td>1</td>
</tr>
<tr>
<td>ACR 74</td>
<td>ACR System Access</td>
<td>2</td>
</tr>
<tr>
<td>BIT 2</td>
<td>Building &amp; Mechanical Codes</td>
<td>3</td>
</tr>
<tr>
<td>BUAC 1</td>
<td>Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUAC 20A</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Windows</td>
<td>3</td>
</tr>
<tr>
<td>Elective Subtotal</td>
<td>24</td>
<td></td>
</tr>
</tbody>
</table>

**Other Electives: 5 units from the following (with advisor approval):**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 11</td>
<td>Architectural Blueprint Reading</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 60A</td>
<td>Auto Air Conditioning I</td>
<td>2</td>
</tr>
<tr>
<td>BIT 1</td>
<td>California Building Codes</td>
<td>3</td>
</tr>
<tr>
<td>BIT 2</td>
<td>Building &amp; Mechanical Codes</td>
<td>3</td>
</tr>
<tr>
<td>BUAC 66</td>
<td>Intro to Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUMA 28</td>
<td>Small Business Mgmt.</td>
<td>3</td>
</tr>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Windows</td>
<td>3</td>
</tr>
<tr>
<td>MATH 50</td>
<td>Elementary Algebra</td>
<td>4</td>
</tr>
<tr>
<td>ACR 95A,B</td>
<td>Work Experience</td>
<td>2</td>
</tr>
<tr>
<td>Other Electives Subtotal</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>

**CERTIFICATE TOTAL**                         | 27    |

---

### AIR CONDITIONING AND REFRIGERATION ASSOCIATE OF SCIENCE DEGREE

**for employment preparation**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 60</td>
<td>Air Cond/Refrig I</td>
<td>3</td>
</tr>
<tr>
<td>ACR 61</td>
<td>Air Cond/Refrig II</td>
<td>3</td>
</tr>
<tr>
<td>ACR 64</td>
<td>Air Cond/Refrig Elec I</td>
<td>3</td>
</tr>
<tr>
<td>ACR 65</td>
<td>Air Cond/Refrig Elec II</td>
<td>3</td>
</tr>
<tr>
<td>ACR 81</td>
<td>Heating I</td>
<td>2</td>
</tr>
<tr>
<td>ACR 82</td>
<td>Heating II</td>
<td>2</td>
</tr>
<tr>
<td>Required Subtotal</td>
<td>16</td>
<td></td>
</tr>
</tbody>
</table>

**Technical Electives - 24 units from the following:**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR 48A</td>
<td>Seminar (Refrigerant Mgmt. and EPA Certification)</td>
<td>1</td>
</tr>
<tr>
<td>ACR 62</td>
<td>Air Conditioning III</td>
<td>3</td>
</tr>
<tr>
<td>ACR 63</td>
<td>Air Conditioning IV</td>
<td>3</td>
</tr>
<tr>
<td>ACR 66</td>
<td>Air Cond Load Estimating</td>
<td>1</td>
</tr>
<tr>
<td>ACR 68</td>
<td>Air Distribution Systems</td>
<td>1</td>
</tr>
<tr>
<td>ACR 74</td>
<td>ACR System Access</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 11</td>
<td>Architectural Blueprint Reading</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 60A</td>
<td>Auto Air Conditioning I</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 60B</td>
<td>Auto Air Conditioning II</td>
<td>2</td>
</tr>
<tr>
<td>BIT 2</td>
<td>Building &amp; Mechanical Codes</td>
<td>3</td>
</tr>
<tr>
<td>BUAC 1</td>
<td>Accounting I</td>
<td>3</td>
</tr>
<tr>
<td>BUMA 20A</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Windows</td>
<td>3</td>
</tr>
<tr>
<td>Elective Subtotal</td>
<td>24</td>
<td></td>
</tr>
</tbody>
</table>

**General Education Requirements***               | 18    |

**Physical Education Activities**               | 2     |

**DEGREE TOTAL**                          | 60    |

*To include: NR 1 Consrv of Natrl Resrces (3)
Architecture/Environmental Design programs have a common objective - to help students be prepared to understand issues related to the betterment of the human physical environment. This is accomplished by interrelated course offerings in Architecture, Construction Management, Landscape Design, Drafting/CAD, and Building Inspection Technology. These courses and programs endeavor to give the student a technical background, a set of social values, and a range of occupational skills, which result in creative expression.

The various curricula in Architecture/Environmental Design are intended to be as flexible as possible to best serve student needs. These programs have a common core of courses which provides undecided students an opportunity to change disciplines within the Architecture/Environmental Design group without backtracking and starting over. It also offers students valuable insights into other related disciplines and occupations.

Transfer programs include courses that are designed to meet the requirements of selected universities. All students should meet with their Faculty Advisor each semester to develop and update their Student Education Plan (SEP) for course sequencing and for matching course requirements for transfer institutions.

Occupational programs include courses that are designed to meet the current technological requirement of the design/construction workplace. Students in occupational programs should meet with their Faculty Advisor each semester to develop and update their Student Education Plan. These programs are designed to prepare students for employment upon graduation.

Advisor: D. Bitanga

ARCHITECTURAL TECHNOLOGY
CERTIFICATE
for employment preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title .............................................</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH 1</td>
<td>Intro to Architectural Professions ....</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 2</td>
<td>Materials of Construction</td>
<td>4</td>
</tr>
<tr>
<td>ARCH 3A</td>
<td>Architectural Practice I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 3B</td>
<td>Architectural Practice II</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 5</td>
<td>Intro to Drawing &amp; Perspective</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 6</td>
<td>Architectural Delineation</td>
<td>2.5</td>
</tr>
<tr>
<td>ARCH 11</td>
<td>Architectural Blueprint Reading</td>
<td>3</td>
</tr>
<tr>
<td>BIT 1</td>
<td>California Building Codes</td>
<td>3</td>
</tr>
<tr>
<td>DRA 1</td>
<td>Technical Drafting I</td>
<td>3</td>
</tr>
<tr>
<td>DRA 8</td>
<td>AutoCAD Level I</td>
<td>2</td>
</tr>
<tr>
<td>DRA 9</td>
<td>AutoCAD Level II</td>
<td>2</td>
</tr>
<tr>
<td>DRA 10</td>
<td>Drafting/Design CAD Project</td>
<td>2</td>
</tr>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Windows</td>
<td>3</td>
</tr>
<tr>
<td>CERTIFICATE TOTAL</td>
<td></td>
<td>35.5</td>
</tr>
</tbody>
</table>

ARCHITECTURAL TECHNOLOGY
ASSOCIATE OF SCIENCE DEGREE
for employment preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title .............................................</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARCH 1</td>
<td>Intro to Architectural Professions ....</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 2</td>
<td>Materials of Construction</td>
<td>4</td>
</tr>
<tr>
<td>ARCH 3A</td>
<td>Architectural Practice I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 3B</td>
<td>Architectural Practice II</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 5</td>
<td>Intro to Drawing &amp; Perspective</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 6</td>
<td>Architectural Delineation</td>
<td>2.5</td>
</tr>
<tr>
<td>ARCH 8</td>
<td>Architectural Design Fund I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 9</td>
<td>Architectural Design Fund II</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 10</td>
<td>Environmental Control Systems</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 11</td>
<td>Architectural Blueprint Reading</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 14</td>
<td>History of Architecture I</td>
<td>3</td>
</tr>
<tr>
<td>DRA 1</td>
<td>Technical Drafting I</td>
<td>3</td>
</tr>
<tr>
<td>DRA 8</td>
<td>AutoCAD Level I</td>
<td>2</td>
</tr>
<tr>
<td>DRA 9</td>
<td>AutoCAD Level II</td>
<td>2</td>
</tr>
<tr>
<td>DRA 10</td>
<td>Drafting/Design CAD Project</td>
<td>2</td>
</tr>
<tr>
<td>Required Subtotal</td>
<td></td>
<td>34</td>
</tr>
<tr>
<td>Elective Subtotal (with Advisor approval)</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>General Education Requirements</td>
<td></td>
<td>18</td>
</tr>
<tr>
<td>Physical Education Activities</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>DEGREE TOTAL</td>
<td></td>
<td>60</td>
</tr>
</tbody>
</table>
### Architecture/Environmental Design

**ARCHITECTURE ASSOCIATE OF SCIENCE DEGREE and transfer preparation**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 1</td>
<td>Intro to Architectural Professions</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 2</td>
<td>Materials of Construction</td>
<td>4</td>
</tr>
<tr>
<td>ARCH 3A</td>
<td>Architectural Practice I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 3B</td>
<td>Architectural Practice II</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 5</td>
<td>Intro to Drawing &amp; Perspective</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 6</td>
<td>Architectural Delineation</td>
<td>2.5</td>
</tr>
<tr>
<td>ARCH 8</td>
<td>Architectural Design Fund I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 9</td>
<td>Architectural Design Fund II</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 10</td>
<td>Environmental Control Systems</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 14</td>
<td>History of Architecture</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 17</td>
<td>Arch. Design Fund. III</td>
<td>3</td>
</tr>
<tr>
<td>DRA 8</td>
<td>AutoCAD Level I</td>
<td>2</td>
</tr>
<tr>
<td>DDP 1</td>
<td>Computer Graphics I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Windows</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Courses:**

- **Required Subtotal**: 40.5
- **General Education Requirements**: (Option 3 - confer with advisor) 18
- **Transferable Electives (confer with advisor)** 2
- **Physical Education Activities**: 2.0
- **DEGREE TOTAL**: 62.5

*Admission and General Education Requirements vary depending on transfer institution. Consult advisor and transfer institution catalog for appropriate course selection.

**Advisor:** D. Bitanga

**CONSTRUCTION MANAGEMENT CERTIFICATE for employment preparation**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 1</td>
<td>Intro to Architectural Professions</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 2</td>
<td>Materials of Construction</td>
<td>4</td>
</tr>
<tr>
<td>ARCH 3A</td>
<td>Architectural Practice I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 5</td>
<td>Intro to Drawing &amp; Perspective</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 11</td>
<td>Architectural Blueprint Reading</td>
<td>3</td>
</tr>
<tr>
<td>BIT 1</td>
<td>California Building Code</td>
<td>3</td>
</tr>
<tr>
<td>BIT 26</td>
<td>Building II &amp; Fire Codes</td>
<td>3</td>
</tr>
<tr>
<td>CM 1</td>
<td>Intro to Construction Mgmt</td>
<td>2</td>
</tr>
<tr>
<td>CM 2</td>
<td>Intro to Urban Planning</td>
<td>3</td>
</tr>
<tr>
<td>DRA 8</td>
<td>AutoCAD Level I</td>
<td>2</td>
</tr>
<tr>
<td>DRA 9</td>
<td>AutoCAD Level II</td>
<td>2</td>
</tr>
</tbody>
</table>

**Required Subtotal**: 29

**Certification: 33**

**Electives**: 9 units from the following:

- ARCH 3B Architectural Practice II
- BIT 2 Building & Mechanical Codes
- BIT 3 Building & Plumbing Codes
- BIT 4 Building & Electrical Codes
- CM 3 Site & Terrain Analysis
- CM 4 Construction Law Survey
- CM 5 Construction Planning

**Required Subtotal**: 33

**Elective Subtotal**: 9

**General Education Requirements**: 18

**Physical Education Activities**: 2

**DEGREE TOTAL**: 62

---

Chapter 5 - Associate Degrees and Certificates
CONSTRUCTION MANAGEMENT
ASSOCIATE OF SCIENCE DEGREE
and transfer preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 1</td>
<td>Intro to Architectural Professions</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 2</td>
<td>Materials of Construction</td>
<td>4</td>
</tr>
<tr>
<td>ARCH 3A</td>
<td>Architectural Practice I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 5</td>
<td>Intro to Drawing &amp; Perspective</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 14</td>
<td>History of Architecture</td>
<td>3</td>
</tr>
<tr>
<td>BIT 1</td>
<td>California Building Code</td>
<td>3</td>
</tr>
<tr>
<td>BIT 26</td>
<td>Building II &amp; Fire Codes</td>
<td>3</td>
</tr>
<tr>
<td>CM 1</td>
<td>Intro to Construction Mgmt</td>
<td>2</td>
</tr>
<tr>
<td>CM 2</td>
<td>Intro to Urban Planning</td>
<td>3</td>
</tr>
<tr>
<td>DRA 8</td>
<td>AutoCAD Level I</td>
<td>2</td>
</tr>
</tbody>
</table>

Required Subtotal .................................................. 28

Electives - 9 units from the following:

ARCH 3B  Architectural Practice II .... 3
BIT 2    Building & Mechanical Codes .. 3
BIT 3    Building & Plumbing Codes .... 3
BIT 4    Building & Electrical Codes  .. 3
CM 3     Site & Terrain Analysis ...... 3
CM 4     Construction Law Survey ...... 3
CM 5     Construction Planning ....... 3

Required Subtotal .................................................. 28

Elective Subtotal .................................................... 9

General Education Requirements*

(Option 3 - confer with advisor) .......... 18
Transferable Electives (confer with advisor) .... 3
Physical Education Activities ............ 2
MINIMUM DEGREE TOTAL ................................. 60

*See General Education Requirements of Transfer Institution. Admission and General Education Requirements vary depending on transfer institution. Consult advisor and transfer institution catalog for appropriate course selection.

Advisor: D. Bitanga

ART

ASSOCIATE OF ARTS DEGREE
and transfer preparation

The Art Department of the College of the Desert offers a variety of courses to allow for individual interest. Students wishing to major in Art should first confer with an advisor to discuss career and possible transfer plans in order that specific requirements can be met. The course offerings at College of the Desert coincide with lower division courses offered at four-year institutions. If students intend to transfer to a specific four-year college after attending the College of the Desert, they should take into account future requirements of that transfer institution when planning a program. Students planning to transfer to a four-year program are advised to include Three-Dimensional Design in their program of study.

The College of the Desert offers an Associate of Arts Degree in Art not only for the Art Major who wishes to pursue a General Art study, but also for students who wish to pursue a specialized Art Program. On the following page is a list of Art curricula showing the many Art Major Programs offered by the Department of Art.

ART Required Art Courses: 12

Required Art Courses: 12
ART 4A Drawing/Composition ............... 3
ART 3A Basic Design/Color .................. 3
ART 2A History of Art ..................... 3

or ART 2B History of Art (3)

ART 2C History of Modern Art .............. 3

Total Required Art Courses .................. 12

General Art Major:

ART Required Art Courses .................. 12
ART 4 Three-Dimensional Design .......... 3

Additional Required Art Electives .......... 9
Art Total ................................................. 24

Art Major/Emphasis in Three-Dimensional Design:

ART Required Art Courses .................. 12
ART 4 Three-Dimensional Design .......... 3
9 units from: Ceramics, Ceramic Sculpture, Sculpture, or Papermaking ........... 9

Art Total ................................................. 24
ART MAJOR WITH EMPHASIS IN PAINTING:
ART Required Art Courses ................. 12
ART 5 Life Drawing ........................................ 3
ART 21,23,25 Painting ................................. 6
Art Total ..................................................... 21

ART MAJOR WITH EMPHASIS IN PHOTOGRAPHY:
ART Required Art Courses ......................... 12
ART 30A,B Photography ..................................... 6
ART 31 Digital Photography ............................... 3
ART 33 History of Photography ...................... 3
Art Total ..................................................... 24

ART MAJOR WITH EMPHASIS IN ART HISTORY:
ART Required Art Courses ......................... 12
ART 2A or B Art History (in addition to Required
Art Courses 2A or B) ...................................... 3
ART 2D History of Postmodern Art .............. 3
or ART 33 History of Photography (3)
ART 26 Gallery Display Mgmt ................... 3
ART Art Electives ............................................. 3
Art Total ..................................................... 24

ART MAJOR WITH EMPHASIS IN PRINTMAKING:
ART Required Art Courses ......................... 12
ART 6 Int/Adv Design & Color ..................... 3
or ART 21, 23, 25 Painting (3)
or ART 30 Photography (3)
9 units from: ART 9A,B, 14A-D ................. 9
Art Total ..................................................... 24

ART MAJOR WITH EMPHASIS IN GRAPHIC DESIGN:
ART Required Art Courses ......................... 12
ART 6 Int/Adv Design & Color ..................... 3
ART 40 Graphic Design I ......................... 3
ART 41 Graphic Design II ....................... 3
DDP 1 Computer Graphics I .................... 3
Art Total ..................................................... 24

FOR ALL ART MAJORS:
ART Subtotal ........................................ 21-24
General Education (Option 1* or 2) .............. 34-43
*Transferable Electives (as needed) ........... 3
Physical Education Activities ...................... 2
DEGREE TOTAL ........................................ 60-69

Advisors: J. Cook, R. Evans, W. Kohl

AUTOMOTIVE TECHNOLOGY

Automotive curriculum is designed to be as flexible as possible to best serve student needs. Courses required in the occupational areas are so listed because of the thinking of members of the General Technical Advisory Committee and other individuals' experiences in the specific occupational areas. A student's own background experience may dictate variances in total requirements.

Courses listed in transfer curricula afford opportunities for course selection that should be based on the requirements of the institution to which the individual student will later transfer.

AUTOMOTIVE CERTIFICATE PROGRAMS

The Automotive certificate programs are in the areas of certification as outlined by the ASE. Upon completion of a certificate program, the student should be ready for employment in that specialty area and also be prepared to take the ASE Mechanic's certification test in the same area.

AUTOMATIC TRANSMISSIONS CERTIFICATE for employment preparation as an Automatic Transmission and Transaxle Specialist

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 1</td>
<td>Auto Principles I (or equivalent)</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 64A</td>
<td>Automatic Transmission I</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 64B</td>
<td>Automatic Transmission II</td>
<td>2</td>
</tr>
<tr>
<td>CERTIFICATE TOTAL</td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>

AUTOMOTIVE AIR CONDITIONING CERTIFICATE for employment preparation as an Automotive Air Conditioning Specialist

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 1</td>
<td>Auto Principles I</td>
<td>2</td>
</tr>
<tr>
<td>(or equivalent)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AUTO 60A</td>
<td>Auto Air Conditioning I</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 60B</td>
<td>Auto Air Conditioning II</td>
<td>2</td>
</tr>
<tr>
<td>CERTIFICATE TOTAL</td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>
## BRAKE TECHNOLOGY CERTIFICATE
for employment preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 1</td>
<td>Auto Principles I</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 30</td>
<td>Auto Brake Systems</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 32</td>
<td>Anti-skid Brake Systems</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td><strong>CERTIFICATE TOTAL</strong></td>
<td><strong>5</strong></td>
</tr>
</tbody>
</table>

## ENGINE REBUILDING CERTIFICATE
for employment preparation
as an Automotive Engine Rebuilding Specialist

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 1</td>
<td>Auto Principles I</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 63A</td>
<td>Engine Rebuild I</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 63B</td>
<td>Engine Rebuild II</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td><strong>CERTIFICATE TOTAL</strong></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>

Advisor: L. DaShiell

## STANDARD TRANSMISSIONS CERTIFICATE
for employment preparation
as an Automotive Standard Transmission and Drivetrain Specialist

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 1</td>
<td>Auto Principles I (or equivalent)</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 65A</td>
<td>Standard Transmission I</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 65B</td>
<td>Standard Transmission II</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td><strong>CERTIFICATE TOTAL</strong></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>

## ADVANCED TRANSPORTATION TECHNOLOGIES

The Advanced Transportation Technologies Degree program offers students the opportunity to learn the academic and occupational skills needed by future entry-level technicians in the transportation industry.

The curriculum, developed with industry guidance, prepares students with foundation courses and then focuses on the new electronic technologies and light, medium, and heavy-duty alternative fueled vehicles introduced by major manufactures.

The degree program emphasis is on engine performance; lean burn technology, vehicle computers, electronic controls, diagnostics, and alternative fuels. In addition to the degree option the Advanced Transportation Technologies program is designed to be as flexible as possible offering students, and working technicians, the opportunity to earn certificates in engine performance and emission control, gaseous fuels, and vehicle electronics.

As students progress through the program, they will be exposed to the aspects of the transportation industry that includes personal planning and management, labor and teamwork, development of advanced technical knowledge, health and safety, and environmental issues.

Advisor: L. DaShiell

## SUSPENSION & ALIGNMENT CERTIFICATE
for employment preparation
as an Auto Alignment and Suspension Technician

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 1</td>
<td>Auto Principles I (or equivalent)</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 33</td>
<td>Suspension &amp; Alignment</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 34</td>
<td>Automotive Steering</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td><strong>CERTIFICATE TOTAL</strong></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>

Advisor: L. DaShiell
## Advanced Transportation Technologies

### ADVANCED TRANSPORTATION TECHNOLOGIES

**ASSOCIATE OF SCIENCE DEGREE**

for employment preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 5</td>
<td>AT Power Train Technology</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 6</td>
<td>AT Chassis Principles</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 7</td>
<td>AT Vehicle Electrical Systems</td>
<td>3.5</td>
</tr>
<tr>
<td>AUTO 8</td>
<td>AT Adv. Vehicle Electrical Systems</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 9</td>
<td>AT Basic Fuel Cells/Hybrid Drives</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 51</td>
<td>AT Basic Engine Performance</td>
<td>3.5</td>
</tr>
<tr>
<td>AUTO 52</td>
<td>AT Engine Performance II</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 53</td>
<td>AT Engine Performance III</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 54A</td>
<td>AT Clean Air Car Course</td>
<td>5</td>
</tr>
<tr>
<td>AUTO 56</td>
<td>AT Compressed Natural Gas/Liquefied</td>
<td>4</td>
</tr>
</tbody>
</table>

Required Subtotal: 36

Recommended General Education Courses:

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1A</td>
<td>Composition</td>
<td>4</td>
</tr>
<tr>
<td>HIST 17</td>
<td>U.S. History</td>
<td>3</td>
</tr>
<tr>
<td>MATH 40</td>
<td>Intermediate Algebra</td>
<td>4</td>
</tr>
<tr>
<td>NR 1</td>
<td>Cons of Natural Resources</td>
<td>3</td>
</tr>
<tr>
<td>PH 1</td>
<td>Introductory Physics</td>
<td>4</td>
</tr>
<tr>
<td>PHIL 14</td>
<td>Introduction to Ethics</td>
<td>3</td>
</tr>
<tr>
<td>SP 1</td>
<td>Intro to Interpersonal Comm</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Subtotal: 36

General Education Requirements: 24

Physical Education Activities: 2

DEGREE TOTAL: 62

CIS 70A is recommended as an elective if students have not had previous computer experience.

Note: If a student is short of units after the required classes have been completed, up to 8 units of college Work Experience classes may be included as electives units in the A.S. Degree total.

---

### AUTOMOTIVE PERFORMANCE AND EMISSION CONTROL TECHNICIAN CERTIFICATE

for employment preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 5</td>
<td>AT Power Train Technology</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 7</td>
<td>AT Vehicle Electrical Systems</td>
<td>3.5</td>
</tr>
<tr>
<td>AUTO 9</td>
<td>AT Basic Fuel Cells/Hybrid Drives</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 51</td>
<td>AT Basic Engine Performance</td>
<td>3.5</td>
</tr>
<tr>
<td>AUTO 52</td>
<td>AT Engine Performance II</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 53</td>
<td>AT Engine Performance III</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 90A</td>
<td>AT BAR SMOG License Update</td>
<td>1</td>
</tr>
</tbody>
</table>

CERTIFICATE TOTAL: 26

Note: All of the above listed courses are required for the Associate degree in Advanced Transportation Technologies.

### AUTOMOTIVE GASEOUS FUELS TECHNICIAN CERTIFICATE

for employment preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 5</td>
<td>AT Power Train Technology</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 7</td>
<td>AT Vehicle Electrical Systems</td>
<td>3.5</td>
</tr>
<tr>
<td>AUTO 51</td>
<td>AT Basic Engine Performance</td>
<td>3.5</td>
</tr>
<tr>
<td>AUTO 52</td>
<td>AT Engine Performance II</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 53</td>
<td>AT Engine Performance III</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 56</td>
<td>AT Compressed Natural Gas/Liquefied</td>
<td>4</td>
</tr>
</tbody>
</table>

CERTIFICATE TOTAL: 21

Note: All of the above listed courses are required for the Associate degree in Advanced Transportation Technologies.

### AUTOMOTIVE ELECTRICAL TECHNICIAN CERTIFICATE

for employment preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 5</td>
<td>AT Power Train Technology</td>
<td>4</td>
</tr>
<tr>
<td>AUTO 7</td>
<td>AT Vehicle Electrical Systems</td>
<td>3.5</td>
</tr>
<tr>
<td>AUTO 8</td>
<td>AT Adv. Vehicle Electrical Systems</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 9</td>
<td>AT Basic Fuel Cells/Hybrid Drives</td>
<td>3</td>
</tr>
</tbody>
</table>

CERTIFICATE TOTAL: 13.5

Note: All of the above listed courses are required for the Associate degree in Advanced Transportation Technologies.

Advisor: L. DaShiell
ACCOUNTING CERTIFICATE
for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
BUAC 1 Accounting I .............................. 3
BUAC 2 Accounting II ............................... 3
BUAC 4 Tax Accounting I-Individuals .......... 3
BUAC 5 Tax Accounting II-Small Bus/Corp .... 3
BUAC 10 Computer Accounting .................... 3
CIS 70A Computer Business Appl/Windows . 3
OR CIS 72D Excel (3)
Required Subtotal ........................................ 18

Note: BUAC 66 is a prerequisite for BUAC 1
Recommended Electives (Choose 4 courses):
BUAC 6 Intro to Management Accounting .... 3
BUAC 8 Real Estate and Const. Accounting . 3
BUAC 9 Hospitality Mgmt. Accounting ....... 3
BUFI 12 Money Mgmt/Planning .................... 3
BUFI 13 Investment Opportunities ............... 3
BUMA1 Principles of Management ............... 3
BUMA10 Introduction to Business ............... 3
OR BUMA 20A Business Law (3)
ECON 1 Principles of Macroeconomics ....... 3
MATH 14 Statistical Methods ....................... 4
OR SOC 3 Fund. of Statistics (3)
Required Subtotal ................................ ........ 18
Elective Subtotal .................................... 12-13
CERTIFICATE TOTAL ............................. 30-31

Advisor: M. Manis

Courses in the Business Department have been developed for students who wish to:

1. Meet occupational qualifications of business and industry, or
2. Meet lower division requirements for transfer to a four-year college or university to obtain a Bachelor’s and/or advanced degree in business, or
3. Survey the business field to determine personal aptitudes for, and interests in, a business career or as general preparation for dealing with the business community.

Occupational curricula are designed to prepare students, in two years or less, to enter a vocational field and successfully pursue an occupation. Students having such occupational goals should follow suggested curricula listed in this department section. Included in the suggested curricula are the core business courses basic to each occupational program. Students should consult their advisors to determine additional courses, within and outside the Applied Science and Business Division, which are most appropriate to individual objectives.

Advisors:

Z. Becker .................. Computer Information Systems
S. Beno ................... Hotel/Restaurant Management
S. Brandon ................ Computer Information Systems
C. Decker ................ Computer Information Systems
D. George ................ Business Administration, Computer Information Systems, General Business
T. Gillman ............... Computer Information Systems, Computer Science
R. Immenhausen ........ Supervision & Management
M. Manis .................. Accounting
T. Manzoni ................. Golf Management
H. Shahidi ................ Economics
Chapter 5 - Associate Degrees and Certificates

62 Business

BUSINESS ADMINISTRATION
ASSOCIATE OF ARTS DEGREE
and transfer preparation

Dept. No. Title ........................................... Units
Required Courses:
BUAC 1 Accounting I ............................... 3
BUAC 2 Accounting II ............................. 3
BUAC 6 Intro to Management Accounting .... 3
BUMA20A Business Law ............................ 3
BUMA20B Business Law ............................ 3
CIS 70A Computer Business Appl/Windows. 3
ECON 1 Principles of Macroeconomics ...... 3
ECON 2 Principles of Microeconomics ...... 3
Required Subtotal ...................................... 24
General Education (Option 1 or 2) .......... 34-43
Physical Education Activities ................. 2
DEGREE TOTAL ........................................... 60-69

Note: All students majoring in Business Administration
are encouraged to take either Math-010 or Math-014
as partial fulfillment of the lower division General
Education requirements for transfer to either CSU or
UC. However, because Math requirements vary among
institutions, each student should consult their
intended transfer institution to verify that they have
satisfied that institution’s lower division General
Education mathematics requirement.

Advisor: D. George

COMPUTER INFORMATION SYSTEMS

The Computer Information Systems program
embraces a broad area of study which includes
basic computer concepts and microcomputer
business applications. This program prepares
students for entry-level positions, or for transfer to a
two-year educational institution. Software studies
include the latest versions of Windows, the Microsoft
Office Suite, Internet applications, desktop and Web
publishing. Courses are designed to develop basic
and advanced computer skills and to develop
problem-solving strategies.

The certificate and AA degree require 30 and 62 units
respectively, with an emphasis on microcomputer
application courses which prepare students for
immediate entry into the job market. The AA degree
also requires 18 units of general education.

For students who intend to transfer to a four-year
institution, the major and/or general education
requirements may differ. If you plan to transfer, you
should (1) refer to the transfer degree requirements
in this catalog; (2) consult the catalog of your
prospective transfer institution; and (3) schedule an
appointment with a counselor to develop a plan of
study before you begin your program.

Advisors: Z. Becker, S. Brandon
C. Decker, T. Gillman

COMPUTER INFORMATION SYSTEMS CERTIFICATE
for employment preparation

Dept. No. Title ........................................... Units
Required Courses (9 units):
CIS 70A Computer Business Appl/Windows. 3
CIS 70B Windows and Internet ..................... 3
CS 73 Intro to Computer Science ................. 3
Business Applications (18 units):
CIS 72D Excel ........................................... 3
CIS 73C Access .......................................... 3
CIS 74 PowerPoint .................................... 3
CIS 75 Front Page ..................................... 3
CIS 76B Word ........................................... 3
CIS 82C Web Publishing I ......................... 3
Elective Courses (Select 3 units):
CIS 70C Inside Your Computer ..................... 3
CIS 82D Computer Graphics I ..................... 3
CIS 83C Web Publishing II/Java Script .......... 3
CIS 83D Computer Graphics II ................... 3
CIS 84C Web Publishing III/Perl ................. 3
CS 72D Intro to Networking ....................... 3
CS 86 Visual Basic Programming I ............... 3
CS 87 Assembler Language Programming 4
CS 89 C++ Programming I ......................... 3
CS 89A C++ Programming II ..................... 3
BUAC 1 Accounting I ............................... 3
BUAC 66 Intro to Accounting ..................... 3
BUMA 10 Intro to Business ....................... 3
BUMA 28 Small Business: Dev/Mgmt ............ 3
Required Courses ...................................... 9
Business Applications .......................... 18
Electives .............................................. 3

CERTIFICATE TOTAL ......................................... 30

Note: To ensure an individualized educational plan,
we strongly urge students to meet with an Academic
Advisor before selecting courses from these
categories. Some course substitutions may be
approved.
COMPUTER INFORMATION SYSTEMS
ASSOCIATE OF ARTS DEGREE
for employment preparation

Dept. No. Title .............................................. Units
Required Courses (9 units):
CIS 70A Computer Business Appl/Windows 3
CIS 70B Windows and Internet ................. 3
CS 73 Intro to Computer Science .............. 3

Business Applications (18 units):
CIS 72D Excel .............................................. 3
CIS 73C Access .............................................. 3
CIS 74 PowerPoint ....................................... 3
CIS 75 Front Page ...................................... 3
CIS 76B Word .............................................. 3
CIS 82C Web Publishing I .......................... 3

Elective Courses (Select 15 units):
CIS 70C Inside Your Computer .................. 3
CIS 82D Computer Graphics I .................. 3
CIS 83C Web Publishing II/Java Script ...... 3
CIS 83D Computer Graphics II ................ 3
CIS 84C Web Publishing III/Perl ............. 3
CS 72D Intro to Networking .................... 3
CS 86 Visual Basic Programming I .......... 3
CS 87 Assembler Language Programming ... 4
CS 89 C++ Programming I ....................... 3
CS 89A C++ Programming II .................. 3
BUAC 1 Accounting I ............................. 3
BUAC 66 Intro to Accounting .................. 3
BUMA 10 Intro to Business ..................... 3
BUMA 28 Small Business: Dev/Mgmt ........ 3

Required Courses ......................................... 9
Business Applications ............................... 18
Electives ................................................... 15
General Education Requirements ............... 18
Physical Education Activities .................... 2
DEGREE TOTAL .......................................... 62

COMPUTER SCIENCE
ASSOCIATE OF ARTS DEGREE
and transfer preparation

Dept. No. Title .............................................. Units
Required Courses:
CS 73 Intro to Computer Science .............. 3
CS 86 Visual Basic Programming I ............. 3
CS 87 Assembler Language Programming .... 4
CS 89 C++ Programming I ....................... 3
CS 89A C++ Programming II .................. 3
MATH 2A Multivariate Calculus ................ 5

Required Transfer Subtotal ....................... 21
General Education** (Option 1 or 2) ......... 34-43
*Transferable Electives (as needed) .......... 3
Physical Education Activities .................. 2

DEGREE TOTAL .......................................... 60

**Must include:
PH 2A&B College Physics ....................... (4)(4)
OR PH 4A&B Engineering Physics ............ (5)(5)

Advisor: T. Gillman

ECONOMICS
ASSOCIATE OF ARTS DEGREE
and transfer preparation

Dept. No. Title .............................................. Units
Required Courses:
BUAC 1 Accounting I .............................. 3
BUAC 2 Accounting II ............................. 3
CIS 70A Computer Bus Appl/Windows ....... 3
BUMA 20A Business Law ......................... 3
ECON 1 Principles of Macroeconomics ....... 3
ECON 2 Principles of Microeconomics ...... 3
SOC 3 Fund. of Statistics ....................... 3
OR MATH 14 Statistical Methods(4)

Required Subtotal ................................. 21-22
General Education (Option 1* or 2) ............ 34-43
*Transferable Electives (as needed) .......... 3
Physical Education Activities .................. 2

DEGREE TOTAL .......................................... 60-67

Advisor: H. Shahidi

The Computer Science program prepares students for transfer to a four-year educational institution. There are courses in C++ and assembly language designed to emphasize structured programming concepts that can be applied to any educational environment.

The transfer AA degree requires 60 units with the emphasis on attaining the technical skills which are required for success in a computer science program at a four year institution.
ASSOCIATE OF ARTS DEGREE
for employment preparation

GENERAL BUSINESS

Dept. No.  Title ........................................... Units

Required Courses:

BUAC 1  Accounting I ................................... 3
BUAC 2  Accounting II .................................. 3
BUAC 10 Computer Accounting ...................... 3
BUMA1  Principles of Management ................... 3
BUMA 10 Intro. to Business ............................ 3
CIS 70A Computer Bus Appl/Windows ................ 3
ECON 1  Principles of Macroeconomics .............. 3
ECON 2  Principles of Microeconomics ............... 3
Golf Management

Recommended Electives .................................. 18

Electives (18 units) to be selected from the following areas with consent of an advisor:
Accounting, Agri/Business, Business Law, Computer Science, Computer Information Systems,
Economics, Finance, Hotel/Restaurant Management, Management, Marketing

Required Courses Subtotal ................................. 24
Recommended Electives ........................................ 18
General Education Requirements ........................ 18
Physical Education Activities ................................. 2

DEGREE TOTAL ............................................. 62

Advisor: D. George

GOLF MANAGEMENT

ASSOCIATE OF ARTS DEGREE
for employment preparation

Dept. No.  Title ........................................... Units

Required Courses:

GOLF 29 Methods of Teaching Golf .................... 2
GOLF 30 Short Game and Putting ....................... 2
GOLF 32 Teaching Lab ................................... 2
GOLF 34 Club Design and Repair ....................... 2
GOLF 36 Fund. and Rules of Golf ...................... 2
AGEH 33 Golf Car Maintenance ......................... 2
AGEH 34 Golf Course Management ..................... 3
AGPS 5 Plant Science .................................... 3
AGPS 5L Plant Science Lab ................................ 1
BUMA 10 Intro to Business .............................. 3
BUMA 24 Resort Personnel/Human Rel ................ 3
BUMA 25 Golf Shop Operations ......................... 2
SP 4  Public Speaking .................................... 3

Recommended Electives (12 units):
AGEH 4 Turfgrass Management ............................ 2
AGEH 8 Park and Landscape Mgmt ...................... 3
AGEH 9 Landscape Planning & Design .................. 3
AGEH 20 Landscape Construction ....................... 2
AGEH 30 Landscape Equipment ......................... 3
AGEH 46 Landscape Irrigation Systems ................ 2
AGPS 1 Soils and Plant Nutrition ...................... 4
BUMA 1 Principles of Management ..................... 3
BUMA 20A Business Law .................................. 3
BUMA 27 Marketing ........................................ 3
BUSM 82 Purchasing ...................................... 2
CIS 70A Computer Bus Appl/Windows .................. 3
ECON 1 Principles of Macroeconomics ................ 3
PE 86 Tennis ............................................... 1
RE 1  Intro to Community Recreation .................. 3
RE 2A Recreation Field Work ............................ 1

Required Subtotal .......................................... 30

DEGREE TOTAL ............................................. 60

Advisor: T. Manzoni

CERTIFICATE TOTAL ........................................ 30

Advisor: T. Manzoni
HOTEL AND RESTAURANT
MANAGEMENT
ASSOCIATE OF ARTS DEGREE
and transfer preparation

This degree satisfies the lower division core courses and general education requirements leading to a B.S. degree in Hotel and Restaurant Management from California State Polytechnic University, Pomona.

Dept. No.  Title ............................................ Units

<table>
<thead>
<tr>
<th>Required Courses:</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUAC 1  Accounting I  3</td>
</tr>
<tr>
<td>BUAC 2  Accounting II  3</td>
</tr>
<tr>
<td>BUHM 50  Intro to Hospitality Industry  3</td>
</tr>
<tr>
<td>BUHM 63  Hotel &amp; Restaurant Operations  3</td>
</tr>
<tr>
<td>BUMA 20A  Business Law  3</td>
</tr>
<tr>
<td>CART 1  Sanitation, Safety &amp; Equipment  3</td>
</tr>
<tr>
<td>CART 3  Principles of Cooking  5</td>
</tr>
<tr>
<td>Required Subtotal:  23</td>
</tr>
<tr>
<td>General Education (Option 1* or 2)  34-43</td>
</tr>
<tr>
<td>*Transferable Electives (as needed)  1</td>
</tr>
<tr>
<td>Physical Education Activities  2</td>
</tr>
<tr>
<td>DEGREE TOTAL  60-68</td>
</tr>
</tbody>
</table>

Advisor: S. Beno

SUPERVISION & MANAGEMENT

This curriculum is designed to offer a major in management for the employed working manager and people wishing to prepare for a career in management. A certificate is awarded and an Associate Degree may be earned built around a core program and electives approved by the Program Advisor.

Management as a discipline is an accumulated body of knowledge that can be learned by study. Management is a subject with principles, concepts, and theories, which we study to understand and learn practical applications in the process of managing.

The paradigm of quality management, globalization, and worker empowerment are emphasized throughout the curriculum to prepare the student for the ever-changing world of work and managing human resources in the millennium ahead.

SUPERVISION & MANAGEMENT CERTIFICATE
for employment preparation

Dept. No.  Title ............................................ Units

<table>
<thead>
<tr>
<th>Required Courses:</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSM 91  Elements of Supervision  2</td>
</tr>
<tr>
<td>BUSM 92  Psychology for Supervisors  2</td>
</tr>
<tr>
<td>BUSM 93  Human Relations  2</td>
</tr>
<tr>
<td>BUSM 94  Communication for Supervisors  3</td>
</tr>
<tr>
<td>Required Subtotal:  9</td>
</tr>
<tr>
<td>Elective Subtotal:  16</td>
</tr>
<tr>
<td>CERTIFICATE TOTAL:  25</td>
</tr>
</tbody>
</table>

Electives to be selected from eight (8) of other Supervision classes offered; at two (2) units each for a total of 16 units.

Advisor: R. Immenhausen

SUPERVISION AND MANAGEMENT
ASSOCIATE OF ARTS DEGREE
for employment preparation

Dept. No.  Title ............................................ Units

<table>
<thead>
<tr>
<th>Required Courses:</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSM 70  Affirm. Action for Supervisors  2</td>
</tr>
<tr>
<td>BUSM 81  Quality Management  2</td>
</tr>
<tr>
<td>BUSM 82  Purchasing  2</td>
</tr>
<tr>
<td>BUSM 83  Developing Employees Through Training  2</td>
</tr>
<tr>
<td>BUSM 84  Job Analysis for Wage Admin.  2</td>
</tr>
<tr>
<td>BUSM 91  Elements of Supervision  2</td>
</tr>
<tr>
<td>BUSM 92  Psychology for Supervisors  2</td>
</tr>
<tr>
<td>BUSM 93  Human Relations  2</td>
</tr>
<tr>
<td>BUSM 94  Communication for Supervisors  3</td>
</tr>
<tr>
<td>BUSM 96  Labor-Mgmt. Relations  2</td>
</tr>
<tr>
<td>BUSM 97  Org. Patterns &amp; Mgmt.  2</td>
</tr>
<tr>
<td>BUSM 98  Work Simplification  2</td>
</tr>
<tr>
<td>BUSM 99  Cost Control for Supervisors  2</td>
</tr>
<tr>
<td>Four (4) units from the following may be substituted for any two (2) of the above courses:</td>
</tr>
<tr>
<td>BUSM 71  Safety Management  2</td>
</tr>
<tr>
<td>BUMA 1  Principles of Management  3</td>
</tr>
<tr>
<td>BUMA 10  Introduction to Business  3</td>
</tr>
<tr>
<td>BUMA27  Marketing  3</td>
</tr>
<tr>
<td>Electives (15 units) to be selected from the following course codes with consent of an advisor:</td>
</tr>
<tr>
<td>AGBU, BUAC, BUIF, BUHM, BUMA, CIS, CS, ECON</td>
</tr>
<tr>
<td>Required Subtotal:  27</td>
</tr>
<tr>
<td>Elective Subtotal:  15</td>
</tr>
<tr>
<td>General Education Requirements:  18</td>
</tr>
<tr>
<td>DEGREE TOTAL:  60</td>
</tr>
</tbody>
</table>

Advisor: R. Immenhausen
Culinary Arts

CULINARY ARTS

The Culinary Arts Program at College of the Desert provides training for careers in the Food Service and Lodging Industries, one of the fastest growing sectors in today’s job market. The program includes training at three levels: entry, intermediate and advanced.

This program is designed to prepare future working cooks and chef apprentices, provide courses for the student desiring personal enrichment, and enhance the skills and professional qualifications of cooks and chefs employed in the local industry.

BASIC CULINARY ARTS
CERTIFICATE
for employment preparation

Dept. No. Title ............................................. Units

Required Courses:
CART 01 Sanitation & Safety ......................... 3
CART 03 Principles of Cooking ....................... 5
CART 04 Pantry ................................................ 5
CART 33 Intro. to Baking ................................. 4
BUHM 50 Intro. to Hospitality Industry .......... 3

CERTIFICATE TOTAL ............................................... 20

Advisor: S. Beno

INTERMEDIATE CULINARY ARTS
for employment preparation

Dept. No. Title ............................................. Units

Required Courses:
CART 01 Sanitation & Safety ......................... 3
CART 03 Principles of Cooking ....................... 5
CART 04 Pantry ................................................ 5
CART 06 Garde Manger ................................. 5
CART 33 Intro. to Baking ................................. 4
CART 34 Intermediate Baking ....................... 4
CART 35 Operations Mgmt. .......................... 4
BUHM 50 Intro. to Hospitality Industry .......... 3
BUHM 63 Hotel & Restaurant Operations ...... 3
BUMA 01 Principles of Management ............ 3
CIS 70A Computer Business Appl/Windows. 3

CERTIFICATE TOTAL ............................................... 39

Advisor: S. Beno

ASSOCIATE OF ARTS DEGREE
for employment preparation

(Includes Certificate Program)

Dept. No. Title ............................................. Units

Required Courses:
CART 01 Sanitation & Safety ......................... 3
CART 03 Principles of Cooking ....................... 5
CART 04 Pantry ................................................ 5
CART 06 Garde Manger ................................. 5
CART 10 Food Procurement & Cost Control ... 3
CART 33 Intro. to Baking ................................. 4
CART 34 Intermediate Baking ....................... 4
BUHM 50 Intro. to Hospitality Industry .......... 3
BUHM 63 Hotel & Restaurant Operations ...... 3
BUMA 01 Principles of Management ............ 3
CIS 70A Computer Business Appl/Windows. 3

CERTIFICATE TOTAL ............................................... 44

General Education Requirements .................. 18

DEGREE TOTAL ..................................................... 62

Advisor: S. Beno

Chapter 5 - Associate Degrees and Certificates
Digital Design & Production  

DDP 21 New Media II ......................... 3  
DDP 31 Digital Photography ................. 3  
DDP 32 Applied Digital Photography ....... 3  
MUS 78A Computers and Music .............. 3  
Elective Subtotal ............................................ 9  

CERTIFICATE TOTAL ........................................ 24  
Advisor: D. Acquistapace

DIGITAL DESIGN & PRODUCTION  

The Digital Design & Production program is intended to prepare students to work in the rapidly expanding field of computer graphics. Combining general computer graphics courses with specific graphic design courses, students are prepared for an entry-level position or advancement within the industry. In addition to acquiring general computer graphics skills, students are familiarized with new media software, understand basic code, use computer graphics terminology, complete a project from concept to printed or web ready image, synthesize various design skills to create traditional and new media projects, as well as work in collaborative teams throughout the design process. Students in the Digital Design & Production program develop a portfolio of work demonstrating their skills and knowledge in computer graphics/digital design.

Students who once needed no computer graphics skills to be competitive in the job market are finding that they now need those abilities to move forward in their careers. This program focuses on providing the necessary skills to successfully use computer graphics programs to prepare projects for print and the web.

DIGITAL DESIGN & PRODUCTION CERTIFICATE  

for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
DDP 1 Computer Graphics I ....................... 3  
DDP 2 Computer Graphics II ...................... 3  
DDP 10 Graphic Design I ......................... 3  
DDP 11 Graphic Design II ......................... 3  
DDP 20 New Media I ..................................... 3  
Required Subtotal ......................................... 15  
Electives-9 units to be chosen with advisor approval:  
ART 1A Drawing and Composition ............... 3  
ART 3A Basic Design and Color ................. 3  
ART 30A Beg. Black & White Photography ..... 3  
CIS 70A Computer Business Appl/Windows .. 3  
CIS 70B Windows and the Internet .............. 3  
CIS 82C Web Publishing I ......................... 3  
CIS 83C Web Publishing II/Java Script ....... 3  
CS 73 Introduction to Computer Science .... 3  
DDP 21 New Media II .................................... 3  
DDP 31 Digital Photography ...................... 3  
DDP 32 Applied Digital Photography .......... 3  
MUS 78A Introduction/Computers and Music 3  
Required Subtotal ......................................... 15  
Elective Subtotal ......................................... 25  
General Education Subtotal (confer with Advisor) 18  
Physical Education Activities ....................... 2  

DEGREE TOTAL ............................................ 60  
Advisor: D. Acquistapace
Students with disabilities at College of the Desert participate in the same activities and courses as any student. Special services are offered to provide a more equitable classroom experience and to help successfully integrate the student into college life. Services for students with verified disabilities may include: priority registration, tutoring, interpreters, note takers, specialized counseling, and specialized equipment.

Disabled Students Programs and Services (DSPS) provides special instructional opportunities to qualified students. Participation is voluntary. Interested students must meet with the appropriate DSPS counselor to apply for these programs. Special instructional programs include: DSPS High Tech Computer Access Center, WorkAbility III, and Adapted Physical Education courses.

All interested individuals are urged to contact the Learning Disabilities Specialist, the Counselor or the Coordinator of Disabled Students Programs and Services for further information:

(760) 773-2534; TDD (760) 773-2598.

Drafting/CAD programs have a common objective - they are aimed at the betterment of the human physical environment. These programs endeavor to give the student a technical background, a set of social values, and a range of occupational skills, which result in creative expression.

The various curricula in Drafting/CAD are intended to be as flexible as possible to best serve student needs. The Drafting/CAD programs will have a common core of courses which provides undecided students an opportunity to change disciplines within the Environmental Design group without backtracking and starting over. It also offers students valuable insights into other related disciplines and occupations.

Transfer programs include courses that are designed to meet the requirements of selected universities. Students should check transfer status of individual courses depending on their choice of a transfer institution. The occupational programs are designed to prepare students for employment immediately upon graduation.

### GENERAL DRAFTING CERTIFICATE for employment preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DRA 1</td>
<td>Technical Drafting I</td>
<td>3</td>
</tr>
<tr>
<td>DRA 8</td>
<td>AutoCAD Level I</td>
<td>2</td>
</tr>
<tr>
<td>DRA 9</td>
<td>AutoCAD Level II</td>
<td>2</td>
</tr>
<tr>
<td>DRA 10</td>
<td>Drafting/Design CAD Project</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 1</td>
<td>Intro to Architectural Professions</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 2</td>
<td>Materials of Construction</td>
<td>4</td>
</tr>
<tr>
<td>ARCH 3A</td>
<td>Architectural Practices I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 3B</td>
<td>Architectural Practices II</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 5</td>
<td>Intro to Drawing &amp; Perspectives</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 6</td>
<td>Architectural Delineation</td>
<td>2.5</td>
</tr>
<tr>
<td>ARCH 11</td>
<td>Architectural Blueprint Reading</td>
<td>3</td>
</tr>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Window</td>
<td>3</td>
</tr>
</tbody>
</table>

CERTIFICATE TOTAL ............................................ 32.5
Advisor: D. Bitanga

### GENERAL DRAFTING ASSOCIATE OF ARTS DEGREE for employment preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>DRA 1</td>
<td>Technical Drafting I</td>
<td>3</td>
</tr>
<tr>
<td>DRA 8</td>
<td>AutoCAD Level I</td>
<td>2</td>
</tr>
<tr>
<td>DRA 9</td>
<td>AutoCAD Level II</td>
<td>2</td>
</tr>
<tr>
<td>DRA 10</td>
<td>Drafting/Design CAD Project</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 1</td>
<td>Intro to Architectural Professions</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 2</td>
<td>Materials of Construction</td>
<td>4</td>
</tr>
<tr>
<td>ARCH 3A</td>
<td>Architectural Practice I</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 3B</td>
<td>Architectural Practice II</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 5</td>
<td>Intro to Drawing &amp; Perspective</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 6</td>
<td>Architectural Delineation</td>
<td>2.5</td>
</tr>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Windows</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Subtotal ............................................... 29.5
Elective Subtotal (with Advisor approval) ......... 12
General Education Requirements .................... 18
Physical Education Activities ....................... 2

DEGREE TOTAL .................................................. 61.5
Advisor: D. Bitanga
EARLY CHILDHOOD EDUCATION

The Division of Health Sciences and Early Childhood Education offers certificates, a degree program and courses in preparation for California Child Development Permits.

Students pursuing a Certificate or Degree in Early Childhood Education should confer with their Faculty Advisor regarding elective choices and State Permit requirements and procedures.

Students interested in transferring should confer with a COD Counselor or an ECE Advisor for course selection. Admission and GE requirements vary depending on transfer institution.

The college's McCarthy Family Child Development and Training Center has been providing childcare for children in the area since 1990. The Child Development Center is open to children between the ages of 12 months and 5 years without regard to race, color, disability, religion, ancestry or national origin. The Center serves as a preschool teacher-training site and a model program, as well as a comprehensive preschool program.

Advisors: W. Sanders, L. Young

---

EARLY CHILDHOOD EDUCATION
ASSOCIATE OF ARTS DEGREE
for employment preparation
and State of California
SITE Supervisor Credential preparation

-required Courses:

ECE 1  Introduction to Early Childhood Programs ........ 3
ECE 10A Child Growth & Development ........ 3
ECE 12 Child, Family and Community ........ 3
ECE 14 Early Childhood Principles & Practices ........ 3
ECE 15 Early Childhood Laboratory .......... 2
ECE 23 Mentor Teacher/Adult Supervision .. 2
ECE 44 Child Health, Safety & Nutrition .... 3
ECE 42 Play, Socialization, Discipline .... 3
ECE 40 Creativity in Young Children .... 3
ECE 10A Child Growth & Development ........ 3
ECE 12 Child, Family & Community .......... 3
ECE 40 Creativity in Young Children .... 3
ECE 42 Play, Socialization & Discipline .... 3

---

Required COD General Education Courses:

ENG 1A Composition .................. 4
MATH 40 Interm. Algebra ................. 4
Natural Sciences (selected course) .......... 3
Social & Behavioral Sciences (selected course) .... 3
Humanities (selected course) ............... 3
Traditions and Cultures (selected course) .......... 3
General Education Subtotal ................ 20
Core Requirements ..................... 35
General Education Requirements ........... 20
Electives (ECE or General Education) .......... 3
Physical Education Activities ........... 2

DEGREE TOTAL .......................... 60

Note: State of California requires 350 days of experience working in a child care program for a Site Supervisor Permit.

For transfer please consult with a COD Counselor or an ECE Advisor for course selection. Admission and General Education requirements vary depending on transfer institution.

State Requirements for ECE Associate Teachers

The following courses fulfill the California State requirement of 12 semester units for fully qualified associate teachers in private nursery schools and child care centers. The State of California also requires 50 days of experience working in a child care program to apply for an Associate Teacher Credential.

ASSOCIATE TEACHER CERTIFICATE
and Preparation for State Permit

-required Courses:

ECE 1 Intro to Early Childhood Programs .. 3
ECE 10A Child Growth & Development ........ 3
ECE 12 Child, Family & Community .......... 3
ECE 40 Creativity in Young Children .... 3
ECE 42 Play, Socialization & Discipline .... 3

CERTIFICATE TOTAL .......................... 15

Advisors: W. Sanders, L. Young
Chapter 5 - Associate Degrees and Certificates

EARLY CHILDHOOD EDUCATION
TEACHER CERTIFICATE
and preparation for State Permit

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 1</td>
<td>Intro to Early Childhood Programs</td>
<td>3</td>
</tr>
<tr>
<td>ECE 10A</td>
<td>Child Growth &amp; Development</td>
<td>3</td>
</tr>
<tr>
<td>ECE 12</td>
<td>Child, Family &amp; Community</td>
<td>3</td>
</tr>
<tr>
<td>ECE 14</td>
<td>Early Childhood Principles &amp; Practices</td>
<td>3</td>
</tr>
<tr>
<td>ECE 15</td>
<td>Early Childhood Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>ECE 32</td>
<td>Child Abuse and Neglect</td>
<td>1</td>
</tr>
<tr>
<td>ECE 36</td>
<td>Music for Young Children</td>
<td>3</td>
</tr>
<tr>
<td>ECE 40</td>
<td>Creativity in Young Children</td>
<td>3</td>
</tr>
<tr>
<td>ECE 42</td>
<td>Play, Socialization, Discipline</td>
<td>3</td>
</tr>
<tr>
<td>ECE 44</td>
<td>Child Health, Safety &amp; Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1A</td>
<td>Composition</td>
<td>4</td>
</tr>
</tbody>
</table>

Required Core Subtotal ........................................ 31

General Education Courses (12 units from the following areas: Social Science, Humanities, Math or Science)

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1A</td>
<td>Composition</td>
<td>4</td>
</tr>
</tbody>
</table>

Required Core Subtotal ........................................ 31

General Education Subtotal .................................. 12

CERTIFICATE TOTAL ............................................... 43

Note: State of California also requires 175 days of experience working in a child care program to apply for a Teacher Permit.

Advisors: W. Sanders, L. Young

EARLY CHILDHOOD EDUCATION
MASTER TEACHER CERTIFICATE and
preparation for State Permit

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 1</td>
<td>Intro to Early Childhood Programs</td>
<td>3</td>
</tr>
<tr>
<td>ECE 10A</td>
<td>Child Growth &amp; Development</td>
<td>3</td>
</tr>
<tr>
<td>ECE 12</td>
<td>Child, Family &amp; Community</td>
<td>3</td>
</tr>
<tr>
<td>ECE 14</td>
<td>Early Childhood Principles &amp; Practices</td>
<td>3</td>
</tr>
<tr>
<td>ECE 15</td>
<td>Early Childhood Laboratory</td>
<td>2</td>
</tr>
<tr>
<td>ECE 32</td>
<td>Child Abuse and Neglect</td>
<td>1</td>
</tr>
<tr>
<td>ECE 36</td>
<td>Music for Young Children</td>
<td>3</td>
</tr>
<tr>
<td>ECE 40</td>
<td>Creativity in Young Children</td>
<td>3</td>
</tr>
<tr>
<td>ECE 42</td>
<td>Play, Socialization, Discipline</td>
<td>3</td>
</tr>
<tr>
<td>ECE 44</td>
<td>Child Health, Safety &amp; Nutrition</td>
<td>3</td>
</tr>
</tbody>
</table>

ECE Emphasis Courses ........................................ 6

Infant/Toddler Education:
ECE 20 Infant/Toddler Growth & Devel. (3) and
ECE 21 Infant/Toddler Environments (3)

Or Early Childhood Special Education:
ECE 33 Survey of Special Education (3) and
ECE 35 Issues in Special Education (3)

Or Early Childhood Curriculum (6 units from the following):
ECE 19 Children's Language & Lit (3)
ECE 30 Curriculum Design (3)
ECE 38 Science & Number Concepts (3)

Required Subtotal .................................................. 39

General Education Courses (12 units from the following areas: Social Science, Humanities, Math or Science)

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1A</td>
<td>Composition</td>
<td>4</td>
</tr>
</tbody>
</table>

Required Core Subtotal ........................................ 39

General Education Subtotal .................................. 12

CERTIFICATE TOTAL ............................................... 51

Note: State of California also requires 350 days of experience working in a child care program to apply for a Master Teacher Permit.

Advisors: W. Sanders, L. Young

ENGLISH

The Communications Division offers a wide range of programs to help students reach their objective. Courses include: Communication, Composition, Literature, English as a Second Language (credit and non-credit), Foreign Language, Journalism, Mass Communication, Radio-Television, Reading, and Speech.

COMPOSITION
ASSOCIATE OF ARTS DEGREE
and transfer preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1A</td>
<td>Composition</td>
<td>4</td>
</tr>
</tbody>
</table>

Required Courses:
ENG 1B Composition/Literature .................. 3

Plus two courses from the following:
ENG 5A Creative Writing ......................... 3
ENG 23 Intro to Autobiography ................. 3
J 3A News Reporting ............................... 3
J 10 Magazine Writing & Production .......... 3
ENGLISH AS A SECOND LANGUAGE (ESL)

The Communications Division offers a wide range of programs to help students reach their objective. Courses include: Communication, Composition, Literature, English, English as a Second Language, Foreign Language, Journalism, Mass Communication, Radio-Television, Reading, and Speech.

ENGLISH AS A SECOND LANGUAGE (ESL)
CREDIT PROGRAM

ESL, English as a Second Language, is a program especially developed for non-native speakers of English and for those who speak English as a second language. The credit ESL program offers multi-level courses in writing, reading and speaking to prepare students for the demands of higher education or a vocational diploma. See ESL course listings in Chapter 8.
Chapter 5 - Associate Degrees and Certificates

ENGLISH AS A SECOND LANGUAGE (ESL)
NON-CREDIT PROGRAM

The Communications Division also offers the Non-Credit ESL program, an intensive series of multi-skill courses which meet the needs of students not fluent in English. Persons from the literacy level to the highly advanced level of English proficiency acquire the skills required for their daily lives and prepare themselves to enter high school completion, vocational or academic programs.

Many classes and programs are open-entry, open-exit, thereby allowing students to register at any time during the school year. Classes are held day and evening and at both on-campus and off-campus locations.

All persons 18 years of age and older, regardless of their educational background are welcome to participate in this program.

FIRE TECHNOLOGY

College of the Desert offers courses in the Fire Technology field that will count toward a certificate or Associate in Science Degree. These courses are designed for students that plan to transfer to a four-year institution, gain employment in the Fire Technology field, or as a refresher for those currently employed in some area of Fire Technology.

The approved list of courses include those accredited by the California Fire Service Training and Educational System for State Board of Fire Technology certification.

FIRE TECHNOLOGY
CERTIFICATE
for employment preparation

<table>
<thead>
<tr>
<th>Dept.</th>
<th>No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Required Courses:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 1 Fire Protection Organizations ........ 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 2 Fire Prevention ................. 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 3 Fire Protection Equipment &amp; Systems .... 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 4 Bldg Construction/Fire Protection .. 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 5 Fire Behavior &amp; Combustion ........... 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 6 Hazardous Materials/ICS .......... 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>EMT 84 Emergency Medical Tech I .......... 6</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Required Subtotal .................... 24</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Electives - Choose 4 units (with Advisor approval):</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 10 Wildland Fire Technology .......... 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 70 Confined Space-Awareness ......... 0.5</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 71 Confined Space-Operational ....... 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 72 Trench Rescue ................... 0.5</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 73 Automobile Extrication .......... 0.5</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 90A Fire Prevention 1A .............. 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 90B Fire Prevention 1B .............. 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 91A Fire Command 1A ............... 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 91B Fire Command 1B ............... 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>FIRE 92 Fire Management (Supervision) ...... 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Elective Subtotal .................... 4</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>CERTIFICATE TOTAL .................. 28</td>
<td></td>
</tr>
</tbody>
</table>

Advisor: D. Clayton Mayes
FIRE TECHNOLOGY
ASSOCIATE OF SCIENCE DEGREE
for employment preparation

Dept. No. Title .............................................. Units
Required Courses:
FIRE 1 Fire Protection Organizations .............. 3
FIRE 2 Fire Prevention ..................................... 3
FIRE 3 Fire Protection Equipment & Systems ...... 3
FIRE 4 Bldg Construction/Fire Protection .. ...... 3
FIRE 5 Fire Behavior & Combustion ............... 3
FIRE 6 Hazardous Materials/ICS ................... 3
EMT 84 Emergency Medical Tech 1 ................. 6
Required Subtotal ............................................. 24
Electives - Choose 10 units (with Advisor approval):
FIRE 10 Wildland Fire Technology .................. 3
FIRE 70 Confined Space-Awareness ............. 0.5
FIRE 71 Confined Space-Operational ............ 1
FIRE 72 Trench Rescue ............................... 0.5
FIRE 73 Automobile Extrication .................. 0.5
FIRE 90A Fire Prevention 1A ....................... 2
FIRE 90B Fire Prevention 1B ....................... 2
FIRE 91A Fire Command 1A ......................... 2
FIRE 91B Fire Command 1B ......................... 2
FIRE 92 Fire Management (Supervision) ......... 2
Required Subtotal .......................................... 24
Fire Electives (with advisor approval) .......... 10
Other Electives (with advisory approval) ......... 6
General Education Requirements .................... 18
Physical Education Activities ....................... 2
DEGREE TOTAL .............................................. 60

Advisor: D. Clayton Mayes

FOREIGN LANGUAGES

Students enrolled in Foreign Language courses 1, 1A, 1B, 2, 2A, 2B or 3 which might duplicate courses completed in high school or another institution of collegiate level may be allowed unit credit in repeating the course depending upon previous level of proficiency. Upper division institutions may accept only one of the courses in transfer; either the original or the repeated course.

The department also offers American Sign Language (ASL) - ASL001, 002, 003, 1A, 1B, 2A, 2B.

For language majors and transfers to University of California (UC), all Foreign Language 1A and 1B courses combined will transfer as the equivalent of a first-semester elementary course. All Foreign Language 2A and 2B courses combined will transfer as the equivalent of a second-semester elementary course.

Any student who feels qualified to take a more advanced course than indicated in his prior work will be encouraged to do so by recommendation of the instructor.

Colleges and universities consider it essential that any student receiving the Bachelor of Arts Degree have at least some knowledge of a language and civilization of other cultures. Students who are planning to transfer to a four-year institution should consult their respective catalogs for more specific information.

FRENCH, ITALIAN, OR SPANISH
ASSOCIATE OF ARTS DEGREE
and transfer preparation

Dept. No. Title .............................................. Units
Required Courses:
FL 1, 2 Elementary ..................................... 10
FL OR 1AB, 2AB Elementary (12)
FL 3, 4 Intermediate ..................................... 8
FL Another language .................................. 3-5
Required Subtotal ........................................... 21-25
General Education (Option 1* or 2) ............ 34-43
*Transferable Electives (as needed) .......... 3
Physical Education Activities ..................... 2
DEGREE TOTAL .............................................. 60-70

Advisors: F. Attoun, D. Sottile
HEALTH, PHYSICAL EDUCATION AND RECREATION

The Health, Physical Education and Recreation Program at College of the Desert is designed to provide curricula leading to an Associate in Arts Degree at College of the Desert, or transfer to a four-year college or university.

Required (PE) Activity Courses are listed under Courses of Instruction.

**Tara Taylor, All-State softball player**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PE 1</td>
<td>First Aid and Safety</td>
<td>3</td>
</tr>
<tr>
<td>PE 2*</td>
<td>Sports Officiating</td>
<td>3</td>
</tr>
<tr>
<td>PE 5*</td>
<td>Foundations of Coaching</td>
<td>3</td>
</tr>
<tr>
<td>PE 8*</td>
<td>Intro to Health &amp; P. E.</td>
<td>3</td>
</tr>
<tr>
<td>PE 40-98**</td>
<td>Physical Education Activity</td>
<td>2</td>
</tr>
<tr>
<td>RE 1*</td>
<td>Intro to Comm. Recreation</td>
<td>3</td>
</tr>
<tr>
<td>RE 2A-D</td>
<td>Recreation Field Work</td>
<td>2</td>
</tr>
</tbody>
</table>

Required Subtotal: 19

General Education (Option 1 or 2): 39-43

Transferable Electives (as needed to get to 60)

DEGREE TOTAL: 60

* Scheduling priority: Course is offered only every other year

** May double count for Degree PE Requirement

Advisors: W. Ansley, C. Hays

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PE 1</td>
<td>First Aid and Safety</td>
<td>3</td>
</tr>
<tr>
<td>PE 2*</td>
<td>Sports Officiating</td>
<td>3</td>
</tr>
<tr>
<td>PE 5*</td>
<td>Foundations of Coaching</td>
<td>3</td>
</tr>
<tr>
<td>PE 8*</td>
<td>Intro to Health &amp; P. E.</td>
<td>3</td>
</tr>
<tr>
<td>PE 40-98**</td>
<td>Physical Education Activity</td>
<td>2</td>
</tr>
<tr>
<td>RE 1*</td>
<td>Intro to Comm. Recreation</td>
<td>3</td>
</tr>
<tr>
<td>RE 2A-D</td>
<td>Recreation Field Work</td>
<td>2</td>
</tr>
</tbody>
</table>

Required Subtotal: 19

General Education (Option 1 or 2): 39-43

Transferable Electives (as needed to get to 60)

DEGREE TOTAL: 60

* Scheduling priority: Course is offered only every other year

** May double count for Degree PE Requirement

Advisors: W. Ansley, C. Hays
The Division of Health Sciences/ECE offers two degree programs and three certificate programs that prepare men and women for careers in health occupations. Educational pathways include both theoretical instruction on campus and clinical experience in local hospitals and clinics.

Students enrolled in the clinical program are subject to special guidelines developed to protect patient safety. A student may be asked to withdraw from the Health Sciences program for academic reasons or for other reasons such as drug/alcohol abuse, inappropriate social or emotional behavior or documented acts of dishonesty. The faculty reserves the right to remove from the clinical area any student who, in the faculty member’s professional judgment, places the patient in physical or emotional jeopardy. Should this occur, the student will have a conference with the member of the faculty and the Dean.

New Requirement:

As of January 2004, the Joint Commission on Accreditation of Hospitals and other Organizations (JCAHO) added a new standard for its accreditations involving personal background checks. This standard states that any health care facility that requires employees to have personal criminal background checks must also require the same background check for students and volunteers involved in patient care. This is a national standard for hospital accreditations designed to protect the health and safety of its patient population.

As students must meet applicable hospital security standards for placement in mandatory clinical rotations, effective fall semester 2005 College of the Desert Health Science courses requiring patient care contact in a JCAHO accredited facility will mandate criminal background checks of enrolled students.

The criminal background check policy and procedure for meeting this mandated prerequisite is available from the division office. The student shall be responsible for paying any associated costs of a criminal background check. The fee will be assessed and collected by the Office of Admissions and Records.

Core Performance Standards:

In compliance with the Americans with Disabilities Act, students must be, with reasonable accommodation, physically and mentally capable of performing the essential functions of the program. The Core Performance Standards adopted by the Health Sciences/ECE Division include the following.

Physical Demands - Must be able to:

• be on your feet 6-12 hours at a time and perform activities that include reaching, balancing, carrying, pushing, pulling, stooping, bending and crouching;
• lift and transfer adults and children from a stooped to an upright position to accomplish bed-to-chair and chair-to-bed transfers;
• lift and adjust positions of bedridden patients, including pulling as much as 12 inches toward the head of the bed;
• physically apply up to ten pounds pressure to bleeding sites or to chest in the performance of CPR using hands, wrists and arms;
• maneuver in small spaces quickly and with ease;
• perform fine motor skills that require hand-eye coordination in the use of small instruments, equipment, and syringes;
• feel and compress tissues to assess for size, shape, texture, and temperature.

Senses - Must be able to:

• visually read calibrated scales in increments of one-hundredth of an inch in not more than a three-inch space;
• perform close and distinct visual activities involving persons and paper work;
• visually discriminate depth and possess color perception;
• identify and distinguish odors that are pungent, or the products of infection or metabolic imbalance (e.g., ketones);
• respond and react immediately to auditory instruction, requests, signals, and monitoring equipment;
• perform auditory assessments requiring the distinguishing of variances in sounds (e.g., tones and pitches).
Attitudes - Must be able to:

- learn to perform mathematical calculation for medication preparation and administration in a timely manner;
- learn to communicate effectively, both orally and in writing, using appropriate grammar, vocabulary, and word usage as well as medical terminology;
- comprehend verbal and written directions, making correct notations and responding as directed;
- make proper and timely decisions under stressful and emergency situations.

College policy requires each student enrolled in Health Sciences programs with clinical components to purchase insurance coverage against liability for malpractice. Refer to the class schedule for current fee. This fee is paid at the time of registration. All programs offered by the Division demand a grade of “C” or better (2.0) in any course fulfilling program requirements.

EMERGENCY MEDICAL TECHNICIAN

The Emergency Medical Technician Program prepares individuals to recognize illnesses and injury symptoms and to provide legal permissible emergency treatment set forth by the standards of the Riverside County EMS Agency.

The curriculum meets the state coursework minimum requirements for EMT-1 programs. Field and clinical experience is arranged outside of scheduled theory and skills lab time. CPR certification will be required prior to students attending clinical experience. Students are required to purchase malpractice insurance in conjunction with this course. Students must be eighteen (18) years of age to enroll in this course.

On completion of this 6-unit course, the student is eligible to apply to the local EMS Authority for the county-issued certification as an Emergency Medical Technician-I which is valid for 2 years.

A 2-unit EMT refresher course is offered each Fall and Spring semester. The course meets the requirements for EMT-I recertification.

This program meets all criteria of the Riverside County EMS Agency for the Emergency Medical Technician-I training.

This will serve to advise you that, pursuant to California Health and Safety code Section 1799.100, by participating in a course of instruction in emergency medical training you have waived your rights to collect civil damages against the College in the event you sustain an injury.

The code states: “No local agency, entity of state or local government, or other public or private organization which sponsors, authorizes, supports, finances, or supervises the training of people, excluding physicians and surgeons, registered nurses, and licensed vocational nurses, as defined, in emergency medical services in training programs under this part, shall be liable for any civil damages alleged to result from such training program.”

HOME HEALTH AIDE

The Home Health Aide program prepares men and women to assist with the routine care and treatments of clients in their homes. These services include personal health care as well as food purchasing, meal planning, laundry, and light housekeeping. Successful completion of the program results in eligibility to take the state approved tests that lead to certification as a Home Health Aide.

The course of study includes 27 hours of classroom instruction and 27 hours of supervised clinical experience. Students wishing to enter the program must be certified as a nursing assistant in California or currently enrolled in HS 64. Specific information regarding the program may be obtained by calling or writing to the Health Sciences/ECE Division.

NURSING ASSISTANT

The Nursing Assistant (NA) program prepares men and women to assist with the routine care and treatment of patients in health care facilities. Working under the direction of the nursing and medical staff, activities of the certified nursing assistant include providing personal care, maintaining safety, and assisting with activities of daily living. Successful completion of the program results in eligibility to take the state approved tests that lead to certification as a nursing assistant.

The course of study includes 72 hours of classroom instruction and at least 100 hours of clinical practice in long-term care facilities. Students wishing to enter the program must complete English 50 or have an assessment score indicating placement into English 51.

Students submitting initial application to the Department of Health Services for this course will
need to complete information disclosing any past criminal record. Electronically transmitted fingerprinting (LiveScan) is required for this course. If a history exists that has not been cleared with the Department of Health Services, the student will not be able to continue in the class.

Students must provide a valid social security number as required by the Department of Health Services, Licensing and Certification, Aide and Technician Certification Section (ATCS) under Health and Safety Code, Sections 1337 though 133.85 and 1736.1–1736.6 in order to process requests for nurse assistant and home health aide certification.

Specific information regarding the program may be obtained by calling or writing to the Health Sciences/ECE Division.

ASSOCIATE DEGREE NURSING PROGRAM

PROGRAM DESCRIPTION

The Associate Degree Nursing Program prepares graduates to care for individuals in hospitals, long term care facilities, doctors’ offices and clinics in a beginning staff nurse position. The curriculum consists of courses in general education and science in addition to prescribed nursing courses. Once accepted to the nursing program, the student will complete four semesters of nursing courses.

The nursing program is approved by the California Board of Registered Nursing and is accredited by the National League for Nursing Accrediting Commission (NLNAC), 61 Broadway, New York, NY 10006, (212) 363-5555 extension 153.

College of the Desert is designated as a continuing education provider by the Board of Registered Nursing. The provider number is 00284.

LICENSING REQUIREMENTS

Graduates are awarded the Associate in Science Degree in Nursing and are eligible to apply to the state board of nursing to take the National Council Licensure Examination (NCLEX) and become licensed as a registered nurse. The California Board of Registered Nursing protects the public by screening applicants for licensure to identify potentially unsafe practitioners. The state board of nursing may deny applications for permanent licensure, interim permits, and temporary licenses if the applicant has been found guilty of dishonesty, fraud or deceit, acts which deceive the public; felony; child abuse, sex offender crimes; acts involving narcotics, dangerous drugs or devices, assault and/or battery and other crimes. Fingerprints are part of the application for licensure. Students interested in a career as a nurse who have questions regarding licensure limitations should contact the California Board of Registered Nursing at (916) 322-3250.

Graduation from the Associate Degree Nursing Program does not guarantee licensure. To apply for licensure, disclosure of your social security number is mandatory on the California Application for Licensure by Examination form.

PROGRAM APPLICATION PROCESS

Application to the nursing program is separate from application to the College. The letter of application to the nursing program can be obtained from the Health Sciences/ECE Division, 43-500 Monterey Avenue, Palm Desert, California, 92260.

Enrollment into the registered nursing program is limited when the number of applicants exceeds the number of spaces available.

A detailed brochure regarding the nursing program, acceptance, and other pertinent information is available from the Health Sciences/ECE Division Office, the Counseling Center, and college website.

Application Particulars

Applications to the waitlist are accepted twice each year: January 4 to March 1, and August 4 to October 1.

Program enrollment eligibility:

Students must:

- Have completed BI 22 – Human Anatomy (4 units) (or comparable equivalent) with a “C” or better
- Have completed BI 23 – Human Physiology (5 units) (or comparable equivalent) with a “C” or better
- Have completed BI 15 – General Microbiology (5 units) (or comparable equivalent) with a “C” or better
Chapter 5 - Associate Degrees and Certificates

Have completed ENG 1A–Composition (or comparable equivalent) with a “C” or better

Be assessment eligible for MATH 40/Intermediate Algebra (or completion of MATH 50/Elementary Algebra, or MATH 54/Beginning Algebra)

Have an overall college grade point average of 2.0

Have submitted program application form to the Health Sciences/ECE Division within established deadline.

Credits earned at another accredited college may be granted transfer credit and be used to satisfy entrance and graduation requirements if the courses are equivalent to those offered by COD.

The student applicant is responsible for:

- Completing and submitting the application form within the established timeframes. Late applications will not be accepted.
- Submitting official (sealed) transcripts from all colleges attended (with the exception of COD) to the Health Sciences/ECE Division.
- Maintaining current contact (address and telephone) information with the division.

Selection Process:

Completion of the enrollment eligibility requirements places the applicant in the random selection pool. If there are sufficient spaces, all applicants will be accepted. If there are more applications in the pool than there are spaces available, the following process will occur:

- At the close of the application period, a random draw lottery will be used to establish a wait list.
- The class will be filled from the wait list.
- Applicants not selected will remain on the wait list. The student will not have to reapply to remain on the wait list.
- At the close of each application period, the process will be repeated: a random draw lottery will be done, and the names are then added to the existing wait list.

Students selected for the fall semester will receive a letter of notification in time for registration for the fall semester. Students selected for the spring semester will receive a letter of notification in time for spring semester registration.

Additional Information:

- Once accepted to the nursing program, nursing courses must be taken in sequence.
- All nursing students must meet graduation requirements for the Associate Degree in Nursing. Refer to the General Education requirements for Occupational/Vocational Degrees in this catalog.
- A grade of “C” or better is mandatory in each course in the nursing program for progression to the next semester and for recommendation for application for the licensing examination.
- Students are strongly encouraged to complete ALL general education courses while waiting for entry to the program.
- Upon successful completion of the first semester of the nursing program, the student is eligible to take a Certified Nursing Assistant competency examination.
- Upon completion of all courses, nursing and general education, students will receive an Associate of Science Degree in Nursing and be eligible to apply to take the licensing examination for registered nursing.

EVENING/WEEKEND PROGRAM

Since Fall 2004, the COD Nursing program has been offering an alternate format of its registered nursing program. The evening/weekend program follows the same curriculum as the existing registered nursing program with classes held in the evening and clinical experiences scheduled on the weekend.

The evening/weekend program is accelerated, and designed so that students can complete the four semesters in sixteen months. To do so, three semesters will be offered in one calendar year. There is limited break time between semesters.

Upon completion of all courses, nursing and general education, students will receive an Associate of Science Degree in Nursing and be eligible to apply to take the licensing examination for registered nursing.

The evening-weekend program is externally funded through August 2007. The last group of students will be enrolled in May 2006.

A detailed brochure is available from the Health Sciences/ECE division office, the COD counseling center, and the college website, www.collegeofthedesert.edu.
Evening/Weekend Program

Enrollment Eligibility

Students must:

- Have completed BI 22 – Human Anatomy (or comparable equivalent) with a “C” or better
- Have completed BI 23 – Human Physiology (or comparable equivalent) with a “C” or better
- Have completed BI 15 – General Microbiology (or comparable equivalent) with a “C” or better
- Have completed ENG 1A–Composition (or comparable equivalent) with a “C” or better
- Be assessment eligible for MATH 40/Intermediate Algebra (or completion of MATH 50/Elementary Algebra, or MATH 54/Beginning Algebra)
- Have an overall college grade point average (G.P.A.) of 2.0
- Have submitted program application form to the Health Sciences/ECE Division.

Additional Information:

- Once accepted to the nursing program, nursing courses must be taken in sequence.
- All nursing students must meet graduation requirements for the Associate Degree in Nursing. Refer to the General Education requirements for Occupational/Vocational Degrees in this catalog.
- A grade of “C” or better is mandatory in each course in the nursing program to progress to the next semester and for recommendation for application for the licensing examination.
- Students are strongly encouraged to complete ALL general education courses prior to program acceptance.

NURSING PROGRAM OPTIONS

Associate Degree in Nursing for the Diploma Graduate

California licensed registered nurses who have graduated from a hospital-based program may earn an associate in science degree upon completing 30 units of general education requirements. 30 units of nursing credit will be given for the diploma certificate. 12 units of general education courses must be completed at College of the Desert.

Advanced Placement Options

Prospective students who have had prior education in nursing or other health related areas may request consideration for entry into the nursing program with advanced placement. Applicants would include licensed Vocational/Practical Nurses, Licensed Psychiatric Technicians, and transfer students from accredited nursing programs. Specific information regarding the advanced placement procedure is available through the Health Sciences/ECE Division. All advanced standing applicants are accepted to the program on a space available basis.

LVN-RN (degree option)

Licensed Vocational Nurses may enter the associate degree program at an advanced level after meeting specific criteria:

1. current licensure in California as a Vocational Nurse,
2. completion, with a “C” or better, of BI 15, BI 22, BI 23, ENG 1A; and, eligibility for MATH 40,
3. completion of HS 55,

Interested students should make an appointment to meet with the Nursing Program Director or Nursing Advisor for further information. A detailed brochure is available from the Health Sciences/ECE Division Office and the college website.

LVN-RN (non-degree option)

The non-degree option requires that interested students fulfill the following requirements:

1. current licensure as a California LVN,
2. proof of high school diploma/GED,
3. completion, with a “C” or better, of courses in Human Physiology and Microbiology.

Students are accepted to the third semester of the nursing program on a space available basis. Students will complete the final two semesters of the nursing program totaling no more than 20 units. As the 30-unit option is a non-degree option, the college awards no degree. This creates limitations for licensure in other states. Students who do not receive an A.S. degree in Nursing probably will not be eligible for licensure by endorsement in other states. Interested students must make an appointment with a Nursing faculty advisor to obtain further information and make application.
All advanced placement students will be accepted on a space available basis. A detailed brochure is available from the Health Sciences/ECE Division Office and college website.

**Transfer**

Students with previous nursing education from a Board of Registered Nursing approved registered nurse program may request transfer into the program. All transfer requests will be evaluated on an individual basis. Students should make an appointment with the Nursing Program Director to discuss transfer possibilities and materials needed to make the assessment. Transfer students must meet the same enrollment requirements as all students entering the nursing program. General education courses must be completed to correspond with the nursing program’s requirements respective to the semester for which the student is seeking transfer. A minimum of twelve units must be completed at COD. All transfer students are accepted on a space available basis.

**REGISTERED NURSING COURSE SEQUENCE**

Students can complete the nursing program in two years once accepted to the nursing program.

It is strongly recommended that students interested in a Nursing degree pick up a program brochure from the counseling center or Health Sciences/ECE Division office. Information is also available on the college website: www.collegeofthedesert.edu.

**Please note:** Students are strongly encouraged to complete all general education courses while waiting for program entry. To graduate with an Associate in Science Degree in Nursing, students need to complete the following courses prior to completion of the fourth semester of the nursing program:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 40 (Intermediate Algebra)</td>
<td>4</td>
</tr>
<tr>
<td>PSY 1 (General Psychology)</td>
<td>3</td>
</tr>
<tr>
<td>SP 1, or 4, or 5, or 15</td>
<td>3</td>
</tr>
<tr>
<td>SOC 1, or 14, or 15 or ANTH 2</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Area C3 requirements for Associate Degree Occupational/Vocational</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 40 Intermediate Algebra</td>
<td>4</td>
</tr>
<tr>
<td>PE Physical Education</td>
<td>2</td>
</tr>
<tr>
<td>N 1 Basic Concepts of Nursing Practice</td>
<td>8</td>
</tr>
<tr>
<td>N 2 Concepts of Nursing Practice for Commonly Occurring Alterations in Health</td>
<td>9</td>
</tr>
<tr>
<td>N 3A Concepts of Nursing Practice for Complex Alterations in Health</td>
<td>9</td>
</tr>
<tr>
<td>N 3B Issues in Nursing</td>
<td>0.5</td>
</tr>
<tr>
<td>N 4A Concepts of NP for Acute Complex Alterations in Health</td>
<td>9</td>
</tr>
<tr>
<td>N 4B Management Concepts in Nursing</td>
<td>0.5</td>
</tr>
</tbody>
</table>

**DEGREE TOTAL** 72

**Advisors:** W. Boyer, D. Gerken, E. Hackett, C. Hay, I. Larsen, M. Rose, J. Walker
VOCATIONAL NURSING PROGRAM

The Vocational Nursing (VN) Program prepares graduates to qualify to take the national licensing examination (NCLEX-PN) to become a Licensed Vocational Nurse. Licensed vocational nurses assist in data collection, plan and implement nursing care, administer medications and treatments, and maintain a safe environment for patients and families.

Accredited by the California Board of Vocational Nursing and Psychiatric Technicians (BVNPT), the 12-month, full-time program provides student-centered instruction and conforms to all state regulations. Classroom instruction is offered concurrent with clinical practice, assisting the student in the application of nursing theory to actual nursing situations. Students attend class and clinical instruction approximately 34 hours each week. A minimum grade of “C” must be earned in all courses taken for the Vocational Nursing Certificate.

Upon program completion, students are awarded a vocational certificate and become eligible to apply to the California BVNPT to take the NCLEX-PN. Students may earn a non-transfer Associate of Science degree in Vocational Nursing, if desired. Completion of the VN program does not guarantee licensure.

The program is three semesters long, beginning each summer. The program meets the 1530 hours required by the California BVNPT. It is a limited enrollment program with enrolled students required to meet the following:

1. A minimum age of 17 years (Section 2866a, VN Practice Act)
2. High school graduation or GED equivalency. Foreign high school transcripts must be evaluated by an international transcript evaluation agency.
3. Minimum 2.0 GPA in all college course work completed
4. Completion of English 51 (or an assessment score greater than 99)
5. Completion of Math 57 (or an assessment score greater than 65)
6. Completion of HS 62 OR an equivalent course/s in anatomy and physiology. (5-year recency requirement)
7. Completion of HEC 13 OR an equivalent course in general nutrition. (5-year recency requirement)

Additional program requirements:

1. Completion of HS 67, Introduction to Med/Dosage Calculations, prior to the start of the second semester of the VN program. It is strongly recommended that the course be completed prior to program acceptance.
2. Completion of PSY 1 prior to beginning the third semester of the program. Students desiring to decrease their study load are advised to take HS 67 and PSY 1 prior to entering the program. (5-year recency requirement)
3. Once accepted, maintenance of CPR certification throughout program
4. Once accepted, evidence of good health documented by physical examination, with required immunizations.
5. Transfer credit shall be given for related previous education completed within the last five years. (Section 2535 VN Practice Act)

Students interested in the Vocational Nursing Program should:

1. Read program requirements. Complete details are in the program brochure available from the Health Sciences/ECE division office and the college website
2. Make an appointment to see a faculty advisor (773-2578)
3. Be admitted to College of the Desert if not already a student. Admission to COD does not guarantee acceptance to the Vocational Nursing Program

Students who have completed all program prerequisites prior to March 1 should contact the Programs Admission Specialist (776-7415) to begin the application process.
82 Health Sciences/Vocational Nursing

VOCATIONAL NURSING CERTIFICATE
for employment preparation
(Graduates eligible for Vocational Nurse Licensing Examination in California)

Program Acceptance Requirements: See division brochure

Dept. No. Title ............................................. Units
HS 62 Your Living Body ............................... 3
HS 67 Intro Med/Dosage Calculations ...... 1
HEC 13 General Nutrition.............................. 3
PSY 1 General Psychology .......................... 3
VN 1 Vocational Nursing I ......................... 5
VN 1L Vocational Nursing I Lab .................. 4
VN 2 Vocational Nursing II ......................... 9
VN 2L Vocational Nursing II Lab ................ 7
VN 3 Vocational Nursing III ....................... 9
VN 3L Vocational Nursing III Lab .............. 7

CERTIFICATE TOTAL ............................................... 51

VOCATIONAL NURSING ASSOCIATE OF SCIENCE DEGREE
for employment preparation

Program Acceptance Requirements: See division brochure

Dept. No. Title ............................................. Units
HS 62 Your Living Body ............................... 3
HS 67 Intro Med/Dosage Calculations ...... 1
HEC 13 General Nutrition.............................. 3
PSY 1 General Psychology .......................... 3
VN 1 Vocational Nursing I ......................... 5
VN 1L Vocational Nursing I Lab .................. 4
VN 2 Vocational Nursing II ......................... 9
VN 2L Vocational Nursing II Lab ................ 7
VN 3 Vocational Nursing III ....................... 9
VN 3L Vocational Nursing III Lab .............. 7

Required Subtotal .................................................. 51
General Education Requirements ......................... 18
Physical Education Requirement ........................ 2
DEGREE TOTAL ..................................................... 71

Advisors: P. Keller, M. Langella
HUMAN SERVICES

The Human Services Department has certificates and a degree program to serve the needs of our growing college community. The Alcohol and Drug Studies Certificate program and A.A. degree program opens each Fall and Spring semester. The Problem Gambling program, leading to a Certificate of Proficiency, opens each Spring semester. A specific course sequence must be followed in each program. Interested students should meet with their Faculty Advisor prior to enrollment.

ALCOHOL/DRUG STUDIES
CERTIFICATE
for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
HSAD 1 Intro to Alcohol/Drug Studies .......... 3
HSAD 2 Intro/Human Svcs Counseling ........ 3
HSAD 4 Personal/Professional Growth ........ 2
HSAD 20 Biomedical Pharmacology ............... 3
HSAD 22 Case Management ........................... 3
HSAD 24 Law & Ethics ..................................... 3
HSAD 30 Indiv/Group Family Counseling ...... 3
HSAD 32A Supervised Practicum I .................... 2
HSAD 33A Supervised Internship I .................... 3
HSAD 34 Dual Diagnosis .................................. 3
HSAD 32B Supervised Practicum II ................... 2
HSAD 33B Supervised Internship II ................. 3
HSAD 36 Counseling Diverse Populations .... 3

CERTIFICATE TOTAL ............................................... 36

Advisor: A. Saddington

ALCOHOL/DRUG STUDIES ASSOCIATE OF ARTS
DEGREE
for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
HSAD 1 Intro to Alcohol/Drug Studies .......... 3
HSAD 2 Intro/Human Svcs Counseling ........ 3
HSAD 4 Personal/Professional Growth ........ 2
HSAD 20 Biomedical Pharmacology ............... 3
HSAD 22 Case Management ........................... 3
HSAD 24 Law & Ethics ..................................... 3
HSAD 30 Indiv/Group Family Counseling ...... 3
HSAD 32A Supervised Practicum I .................... 2
HSAD 33A Supervised Internship I .................... 3
HSAD 34 Dual Diagnosis .................................. 3
HSAD 32B Supervised Practicum II ................... 2
HSAD 33B Supervised Internship II ................. 3
HSAD 36 Counseling Diverse Populations .... 3
PHIL 13 Perspective of Death & Dying .......... 3
SOC 4 Sociological Analysis/Crit Thinking ... 3

Required Subtotal .................................................. 36
Electives ....................................................... 6
General Education Subtotal ........................... 19-20

DEGREE TOTAL ............................................... 61-62

Advisor: A. Saddington

PROBLEM GAMBLING STUDIES
CERTIFICATE
for employment preparation

Dept. No. Title ............................................. Units
Required Courses:
ASPG 1 Problem Gambling Studies .............. 3
HSAD 2 Intro/Human Svcs Counseling ........ 3
HSAD 4 Personal/Professional Growth ........ 2
HSAD 20 Biomedical Pharmacology ............... 3
HSAD 22 Case Management ........................... 3
HSAD 24 Law & Ethics ..................................... 3

CERTIFICATE TOTAL ............................................... 17

Advisor: A. Saddington
Chapter 5 - Associate Degrees and Certificates

LIBERAL ARTS

The Liberal Arts major is College of the Desert's most flexible and inclusive transfer degree program. It is appropriate for students who wish to gain knowledge in a broad range of subjects and for students who wish to design their own plan of study in consultation with a counselor. The Liberal Arts major is also appropriate for those transferring students who are not seeking a specific major at C.O.D. but, instead, choose to focus on their university general education and major preparation. This degree program allows most students to meet admission, general education and lower division major requirements for university transfer. This program is not appropriate for high-unit transfer majors, e.g., math, science, and engineering.

The Associate Degree in Liberal Arts is earned by completing 60 transferable units, including the California State University General Education Certification (General Education Option 1) or the Intersegmental General Education Transfer Curriculum (General Education Option 2). Additionally, students must meet the competency requirement in reading as well as the PE activity requirement for graduation. Liberal Arts majors should call the Counseling Center at 773-2520 to schedule an appointment with a counselor for academic advisement.

LIBERAL STUDIES TRANSFER

Students who are transferring into a baccalaureate program in Liberal Studies in preparation for a Multiple Subjects Teaching Credential should schedule an appointment with a Counselor for academic advisement. With early planning and advisement, it is possible to earn an A.A. degree in Liberal Arts from C.O.D. while completing the pre-credential transfer program of study.

LIBERAL ARTS

ASSOCIATE OF ARTS DEGREE

and transfer preparation

Required Courses ........................................ Units
General Education (Option 1 or 2) .................. 34-43
Transferable Electives* ............................ 15-24
Physical Education Activities ....................... 2
DEGREE TOTAL ......................................... 60

* As needed to reach 60 transferable units selected with counselor approval

Counselors:  E. Andrews, J. Brae. E. King,
K. LaMont, A. McReynolds, J. Simo

MASS COMMUNICATION

The Communications Division offers a wide range of programs to help students reach their objective. Courses include: Communication, Composition, Literature, English as a Second Language, Foreign Language, Journalism, Mass Communication, Radio-Television, Reading, and Speech.

NOTE: Students applying any of the Communication required courses to their general education package will make up an equivalent number of units by additional study in the major, chosen in consultation with an advisor from the Communications Division.

Advisors:  S. Acree, B. Crites, D. Diamond,
A. DiBello, L. Lawliss, J. Mandes,
R. Nolan, R. Rawnsley, J. Tapleshay

COMMUNICATION

ASSOCIATE OF ARTS DEGREE

and transfer preparation

Dept. No.  Title ........................................... Units
Required Core Courses:
ENG 1A Composition .................................... 4
ENG 1B Literature & Composition .................... 3
SP  1 Intro. to Interpersonal Comm. ............... 3
SP  7 Decision Making/Advocacy .................... 3
MC  1 Mass Media in Amer. Culture ............. 3
SP  4 Public Speaking .................................. 3
OR OR OR OR SP 5 Group Discussion/Leadership (3)
AND One of the following ................................ 3

ENG 5A or 5B Creative Writing (3)
ENG 41 Technical & Professional Writing (3)
J  3A News Reporting & Writing (3)
J  10 Magazine Writing & Production (3)
RTV 5 Radio&Television Writing (3)

Required Subtotal ...................................... 22
General Education (Option 1* or 2) .............. 34-43
*Transferable Electives (as needed) ............. 3
Physical Education Activities ....................... 2
DEGREE TOTAL ........................................ 61-67

Chapter 5 - Associate Degrees and Certificates
JOURNALISM

ASSOCIATE OF ARTS DEGREE
and transfer preparation

Dept. No. Title .............................................. Units
Required Courses:
MC 1 Mass Media in Amer. Culture .......... 3
J 3A News Reporting & Writing .......... 3
J 4A Basic Newspaper Production .......... 3
J 4B Intermediate Newspaper Production ... 3
J 4C Advanced Newspaper Production ... 3
J 10 Magazine Writing & Production ...... 3
RTV 5 Radio & Television Writing .......... 3

Required Subtotal ............................................ 21
General Education (Option 1* or 2) .......... 34-43
*Transferable Electives (as needed) ............ 3
Physical Education Activities ................. 2

DEGREE TOTAL ............................................... 60-66

Advisor: J. Mandes

MASS COMMUNICATION

ASSOCIATE OF ARTS DEGREE
and transfer preparation

Dept. No. Title .............................................. Units
Required Courses:
MC 1 Mass Media in Amer. Culture .......... 3
J 3A News Reporting and Writing .......... 3
Five courses from the following:
MC 5 Intro. to Public Relations .......... 3
J 4A Basic Newspaper Prod .............. 3
J 4B Intermediate Newspaper Prod ...... 3
J 4C Advanced Newspaper Prod .......... 3
RTV 2 Radio and TV Announcing .......... 2
RTV 4A Motion Picture/TV Production ...... 3
RTV 4B Adv. Motion Picture/TV Production . 3
RTV 5 Radio Television Writing .......... 3

Required Subtotal ............................................ 20-21
General Education (Option 1* or 2) .......... 34-43
*Transferable Electives (as needed) ............ 4
Physical Education Activities ................. 2

DEGREE TOTAL ............................................... 60-66

*HUM 1 - Critical Analysis is recommended to satisfy a General Education requirement.

Advisors: B. Crites, J. Mandes

MATH/COMPUTER SCIENCE

ASSOCIATE OF ARTS DEGREE
and transfer preparation

Dept. No. Title .............................................. Units
Required Courses:
MATH 1A Calculus ........................................ 5
MATH 1B Calculus ........................................ 5
MATH 2A Multivariate Calculus .............. 5
MATH 2B Linear Algebra ......................... 4
AND/or MATH 2C Ordinary Differential Equations (4)
PH 4A Engineering Physics ................. 5
PH 4B Engineering Physics ................. 5
PH 5 Computer Programming I:
OR CS 89 C++ Programming I (3)

Required Subtotal ............................................ 32

General Education Requirements
(Option 3 - confer with advisor) .......... 18
Transferable Electives (confer with advisor) ........ 8
Physical Education Activities ................. 2

MINIMUM DEGREE TOTAL ..................................... 60

Advisors:
K. Dostal T. Le
S. Dostal F. Marfai
L. Graff J. Matthews
G. Hagopian D. Kleinfelter
K. Tabor

The Mathematics Department offers a full range of mathematics courses. In addition to course work leading to transfer with a major in mathematics and support of the sciences and engineering, the division offers courses to prepare the student to take mathematics at the college level.

Specified high-unit majors do not complete the transfer general education certification and must meet with their Faculty Advisors for General Education requirements for graduation.

MATH/COMPUTER SCIENCE

ASSOCIATE OF ARTS DEGREE
and transfer preparation

Dept. No. Title .............................................. Units
Required Courses:
MATH 1A Calculus ........................................ 5
MATH 1B Calculus ........................................ 5
MATH 2A Multivariate Calculus .............. 5
MATH 2B Linear Algebra ......................... 4
AND/or MATH 2C Ordinary Differential Equations (4)
PH 4A Engineering Physics ................. 5
PH 4B Engineering Physics ................. 5
PH 5 Computer Programming I:
OR CS 89 C++ Programming I (3)

Required Subtotal ............................................ 32

General Education Requirements
(Option 3 - confer with advisor) .......... 18
Transferable Electives (confer with advisor) ........ 8
Physical Education Activities ................. 2

MINIMUM DEGREE TOTAL ..................................... 60

Advisors:
K. Dostal T. Le
S. Dostal F. Marfai
L. Graff J. Matthews
G. Hagopian D. Kleinfelter
K. Tabor
The Music curriculum is primarily directed toward the completion of the Associate of Arts degree and/or transfer to a four-year institution.

Program offerings are divided into three categories:
1. Required and elective courses for the Music Major.
2. Performance organizations open to both majors and non-majors.
3. General Education courses in the Arts and Humanities primarily directed toward the non-major.

Persons planning to major in music should confer with an advisor within the department before selecting courses toward that major.

**MUSIC ASSOCIATE OF ARTS DEGREE and transfer preparation**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 1</td>
<td>Music Theory I</td>
<td>4</td>
</tr>
<tr>
<td>MUS 2</td>
<td>Music Theory II</td>
<td>4</td>
</tr>
<tr>
<td>MUS 3A,3B</td>
<td>Music History &amp; Literature I &amp; II</td>
<td>3,3</td>
</tr>
<tr>
<td>MUS 21A</td>
<td>Beginning Class Piano</td>
<td>2</td>
</tr>
<tr>
<td>MUS 21B</td>
<td>Int/Adv Class Piano</td>
<td>4</td>
</tr>
<tr>
<td>MUS 78A</td>
<td>Intro to Computers &amp; Music</td>
<td>3</td>
</tr>
<tr>
<td>MUS 99</td>
<td>Applied Performance Practicum</td>
<td>4</td>
</tr>
</tbody>
</table>

Vocal Majors (6 units required):
- MUS 20A Singers’ Diction & Repertoire English & Italian | 3
- MUS 20B Singers’ Diction & Repertoire German & French | 3

Performance Ensembles (8 units chosen in consultation with Music advisor):
- MUS 26 Instrumental Ensemble | 8
- MUS 34 Vocal Ensemble | 8

Piano Majors (consult with Music advisor):
- Music Subtotal | 35-41

General Education Requirements
- (Option 3 - confer with advisor) | 18
- Transferable Electives (confer with advisor) | 6
- Physical Education Activities | 2

**MINIMUM DEGREE TOTAL** | 61

**Advisors:** D. Romano, S. Schmidt

---

**NUTRITION CARE: DIETETIC TECHNICIAN**

*Chaffey College and College of the Desert Articulated*

**ASSOCIATE OF ARTS DEGREE for employment preparation**

Students complete articulated classes at COD and field work through Chaffey College. The Chaffey College program is approved by the American Dietetic Association. This program prepares students to take the ADA Registration Examination for Dietetic Technicians. Graduates from this program are qualified to be employed by acute care and rehabilitation hospitals, as well as by community agencies that provide education in nutrition. *The articulation agreement with Chaffey College is under review. See advisor for details.*

**Courses Required:**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BI 21</td>
<td>Anatomy &amp; Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BUAC 1</td>
<td>Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUMA 1</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>CART 1</td>
<td>Sanitation &amp; Safety</td>
<td>3</td>
</tr>
<tr>
<td>CART 3</td>
<td>Principles of Cooking</td>
<td>3</td>
</tr>
<tr>
<td>CART 10</td>
<td>Food Procurement &amp; Cost Control</td>
<td>3</td>
</tr>
<tr>
<td>CART 11</td>
<td>Menu Planning</td>
<td>3</td>
</tr>
<tr>
<td>CART 35</td>
<td>Operations Management</td>
<td>4</td>
</tr>
<tr>
<td>HEC 13</td>
<td>General Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>COD Required Courses</td>
<td>29</td>
<td></td>
</tr>
<tr>
<td>General Education Requirements</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>PE Requirement</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td><strong>COD Subtotal</strong></td>
<td>49</td>
<td></td>
</tr>
</tbody>
</table>

*FSM 421 Nutrition Care | 2
*FSM 423 Advanced Nutrition Care | 2
*Additional Chaffey Requirements (estimated) | 9

**DEGREE TOTAL (estimated)** | 62

*Taken at Chaffey College

**Advisor:** S. Beno
The Science Department has available a broad offering of courses in the Biological, Chemical and Physical disciplines. The aim of the department is to provide instruction to a large number of general students as well as those with a goal of majoring in science. To this end, courses for the non-Science Major are transferable to other institutions for General Education Requirements. Courses designed for Science Majors parallel content, level of instruction and units found in University Systems. The department also offers a complete sequence of science courses leading to a nursing program and related paramedical qualifications.

Specified high-unit majors do not complete the transfer general education certification and must meet with their Faculty Advisors for General Education requirements for graduation.

Advisors:

P. Bowie: Botany, Pre-pharmacy, Pre-veterinary Medicine
D. MacIntire: Physics, Astronomy
N. Moll: Geology, Environmental Studies
A. Tesch: Biology, Pre-medicine
C. Totten: Bacteriology, Microbiology, Pre-medicine, Pre-dentistry, Pre-optometry
R. Tracey: Bacteriology, Chemistry, Microbiology, Nursing Pre-medicine, Pre-dentistry

**IMPORTANT NOTE:** The student must see an advisor depending on proposed career, as some courses listed above are not required. Thus, the total units will vary depending on the individual student’s career objective and prior preparation.

Students majoring in Biological Science, Medicine, Pharmacy, Dentistry, or allied fields should complete Biology 5 & 6 and Chemistry 1A & 1B to establish a strong foundation prior to transfer.
Chapter 5 - Associate Degrees and Certificates

CHEMISTRY

ASSOCIATE OF SCIENCE DEGREE
and transfer preparation
(Includes Bio-Chemistry)

Dept. No. Title ............................................. Units
Required Courses:
BI  5 Molecular & Cell Biology ............... 5
BI  6 Biology of Organisms ..................... 5
CH  1A General Chemistry ..................... 5
CH  1B General Chemistry ..................... 5
CH  10A Organic Chemistry ................... 5
CH  10B Organic Chemistry ................... 5
MATH  1A Calculus ............................... 5
MATH  1B Calculus ............................... 5
PH  2A,B College Physics .................... 8
OR PH 4A,B Engineering Physics (10)
(Physics selection depends on requirements of transfer institution)
Required Subtotal ....................................... 48-50
General Education Requirements
   (Option 3 - confer with advisor) ............. 18
   Physical Education Activities .................. 2
MINIMUM DEGREE TOTAL .......................... 60

Advisor: R. Tracey

ENVIRONMENTAL SCIENCES OPTION:
14 to 19 additional units to be chosen from the following (confer with Advisor):

Dept. No. Title ............................................. Units
PH  2A College Physics ......................... 4
PH  2B College Physics ......................... 4
OR PH 4A Engineering Physics (5)
PH  4B Engineering Physics (5)
PH  17 Intro to Meteorology .................... 3
MATH  14 Statistical Methods ................... 4
MATH  1A Calculus ............................... 5
MATH  1B Calculus ............................... 5
G  1 Physical Geology ........................... 4
G  5 Environmental Geology ................... 4
G  10 The Earth Sciences ....................... 4
AGPS  1 Soils and Plant Nutrition ........... 4
AGPS  2 Entomology - Gen. & Applied ...... 3
NR  3 Intro to Wildlife Management ........... 3
ECON  1 Principles of Macroeconomics ....... 3
GEOG  1 Physical Geography ................... 3
Computer courses ....................................... 3-6
For other course selections confer with advisor
Required Subtotal ....................................... 26-27
ELECTIVE Subtotal (confer with advisor) ...... 14-19
General Education Requirements
   (Option 3 - confer with advisor) ............. 18
   Physical Education Activities .................. 2
MINIMUM DEGREE TOTAL .......................... 60

Advisor: N. Moll

NATURAL RESOURCES OPTION:
See additional courses for Natural Resources option under Agriculture Degree Programs.
### INTERDEPARTMENTAL ENVIRONMENTAL STUDIES

**ASSOCIATE OF SCIENCE DEGREE**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>G 1</td>
<td>Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>G 5  Environmental Geology (4)</td>
<td></td>
</tr>
<tr>
<td>OR</td>
<td>G 10 The Earth Sciences (4)</td>
<td></td>
</tr>
<tr>
<td>BI 5</td>
<td>Molecular &amp; Cell Biology (4)</td>
<td></td>
</tr>
<tr>
<td>OR</td>
<td>BI 4  Elements of Biology (4)</td>
<td></td>
</tr>
<tr>
<td>CH 3</td>
<td>Intro General Chemistry (4)</td>
<td></td>
</tr>
<tr>
<td>OR</td>
<td>CH 4  Fund. of Chemistry (4)</td>
<td></td>
</tr>
<tr>
<td>NR 1</td>
<td>Conserv of Natural Resources</td>
<td>3</td>
</tr>
<tr>
<td>NR 1L</td>
<td>Conserv of Natural Res Lab</td>
<td>1</td>
</tr>
<tr>
<td>GEOG 1</td>
<td>Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>MATH 10</td>
<td>College Algebra</td>
<td>4</td>
</tr>
</tbody>
</table>

**Required Subtotal** ............................................ **23-24**

A minimum of 17 additional units to be chosen from the following (confer with Advisor):

| NR 3 | Intro to Wildlife Management               | 3     |
| AGPS 1 | Soils and Plant Nutrition                  | 4     |
| AGPS 2 | Entomology                                 | 3     |
| AGEH 1 | Horticulture                               | 3     |
| AGEH 1L | Horticulture Lab                           | 1     |
| GEOG 2 | Cultural Geography                         | 3     |
| PS 1  | Intro to Government                        | 3     |
| MATH 14 | Statistical Methods                        | 4     |
| ECON 1 | Principles of Macroeconomics               | 3     |
| Architecture Elective(s)                     | 2-6   |
| Biology Elective(s)                          | 3-8   |
| Computer Courses                             | 3-6   |
| Geology Elective(s)                          | 3-8   |
| Speech Elective                              | 3     |

**Required Subtotal** ............................................ **23-24**

**Elective Subtotal** (confer with advisor) .................. **17**

**General Education Requirements**

| Option 3 - confer with advisor | 17     |
| Physical Education Activities  | 2     |

**MINIMUM DEGREE TOTAL** ........................................... **60**

**Advisor: N. Moll**

---

### GEOLOGY

**ASSOCIATE OF SCIENCE DEGREE**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CH 1A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CH 1B</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>PH 2A</td>
<td>College Physics</td>
<td>4</td>
</tr>
<tr>
<td>PH 2B</td>
<td>College Physics</td>
<td>4</td>
</tr>
<tr>
<td>OR</td>
<td>PH 4A Engineering Physics (5)</td>
<td></td>
</tr>
<tr>
<td>OR</td>
<td>PH 4B Engineering Physics (5)</td>
<td></td>
</tr>
</tbody>
</table>

**Required Courses**

| CH 1B | General Chemistry                          | 5     |
| CH 1B | General Chemistry                          | 5     |
| MATH 1A | Calculus                                   | 5     |
| MATH 1B | Calculus                                   | 5     |
| MATH 2A | Multivariate Calculus                      | 5     |
| MATH 2C | Differential Equations                     | 4     |
| CH 1A  | General Chemistry                          | 5     |
| CH 1B  | General Chemistry                          | 5     |
| PH 4A  | Engineering Physics                        | 5     |
| PH 4B  | Engineering Physics                        | 5     |
| PH 5   | Computer Programming I                      | 3     |

**(Physics requirement depends on transfer institution.)**

**General Education Requirements**

| Option 3 - confer with advisor | 18     |
| Physical Education Activities  | 2     |

**MINIMUM DEGREE TOTAL** ........................................... **60**

**Advisor: N. Moll**

---

### PHYSICS

**ASSOCIATE OF SCIENCE DEGREE**

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 1A</td>
<td>Calculus</td>
<td>5</td>
</tr>
<tr>
<td>MATH 1B</td>
<td>Calculus</td>
<td>5</td>
</tr>
<tr>
<td>MATH 2A</td>
<td>Multivariate Calculus</td>
<td>5</td>
</tr>
<tr>
<td>MATH 2C</td>
<td>Differential Equations</td>
<td>4</td>
</tr>
<tr>
<td>CH 1A</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CH 1B</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>PH 4A</td>
<td>Engineering Physics</td>
<td>5</td>
</tr>
<tr>
<td>PH 4B</td>
<td>Engineering Physics</td>
<td>5</td>
</tr>
<tr>
<td>PH 5</td>
<td>Computer Programming I</td>
<td>3</td>
</tr>
</tbody>
</table>

**(recommended)**

**Consult course descriptions for prerequisites.**

**Required Subtotal** ............................................ **39-42**

**General Education Requirements**

| Option 3 - confer with advisor | 18     |
| Physical Education Activities  | 2     |

**MINIMUM DEGREE TOTAL** ........................................... **60**

**Advisor: D. Maclntire**

---

College of the Desert Catalog 2005-2006
Chapter 5 - Associate Degrees and Certificates

90 Social Sciences

SOCIAL SCIENCES

Instruction in the Social Sciences at College of the Desert includes the following subject areas: Anthropology, Geography, History, Philosophy, Political Science, Psychology, Sociology, and Social Science (General). Students majoring in these fields are usually preparing to transfer to a four-year college to complete their major. A few, not desiring a Bachelor’s Degree, will, upon receiving an Associate in Arts Degree in a Social Science, work as a paraprofessional in their chosen field.

Once a student has decided upon a major, the student should confer with the appropriate advisor in planning a course of study. The Schedule of Classes contains a listing of the faculty advisors in each of these subject areas. It is also advisory that the college from which the student plans to get a Bachelor’s Degree be selected early in order to coordinate graduation requirements for the A.A. Degree and the B.S. Degree.

ANTHROPOLOGY
ASSOCIATE OF ARTS DEGREE
and transfer preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title .............................................</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 1</td>
<td>Intro to Physical Anthropology ..............</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 2</td>
<td>Cultural Anthropology .........................</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 3</td>
<td>Archaeology, An Intro to Prehistory ..........</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Electives - 12 units to be chosen from the following:</td>
<td></td>
</tr>
<tr>
<td>AGEH 1</td>
<td>Horticulture......................................</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 4</td>
<td>Prehistory &amp; Ethnography of Southern California Indians</td>
<td>3</td>
</tr>
<tr>
<td>ART 2A</td>
<td>History of Art ..................................</td>
<td>3</td>
</tr>
<tr>
<td>ART 31</td>
<td>Digital Photography ................................</td>
<td>3</td>
</tr>
<tr>
<td>BI 4</td>
<td>Elements of Biology ................................</td>
<td>4</td>
</tr>
<tr>
<td>BI 21</td>
<td>Anatomy &amp; Physiology ................................</td>
<td>4</td>
</tr>
<tr>
<td>ENG 35</td>
<td>Myth and Legend ..................................</td>
<td>3</td>
</tr>
<tr>
<td>G 1</td>
<td>Physical Geology ..................................</td>
<td>4</td>
</tr>
<tr>
<td>G 5</td>
<td>Environmental Geology ..........................</td>
<td>4</td>
</tr>
<tr>
<td>G 7</td>
<td>Intro to Geology ..................................</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 1</td>
<td>Physical Geography ................................</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 2</td>
<td>Cultural Geography ................................</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 7</td>
<td>Regional Geography ................................</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 10</td>
<td>Geography of California ..........................</td>
<td>3</td>
</tr>
<tr>
<td>HIST 3</td>
<td>History of World Civilization ..................</td>
<td>3</td>
</tr>
<tr>
<td>MATH 14</td>
<td>Statistical Methods ................................</td>
<td>3</td>
</tr>
<tr>
<td>MUS 8</td>
<td>American Music ....................................</td>
<td>3</td>
</tr>
<tr>
<td>NR 1</td>
<td>Conservation of Natural Resources ............</td>
<td>1</td>
</tr>
<tr>
<td>NR 41A</td>
<td>Native Plants – Mountain ......................</td>
<td>1</td>
</tr>
<tr>
<td>NR 41B</td>
<td>Native Plants – Desert ..........................</td>
<td>1</td>
</tr>
<tr>
<td>PH 1</td>
<td>Introductory Physics ............................</td>
<td>4</td>
</tr>
<tr>
<td>PHIL 12</td>
<td>Religions of the World ..........................</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Required Subtotal ..................................</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Elective Subtotal ................................</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>General Education (Option 1* or 2) ..........</td>
<td>34-43</td>
</tr>
<tr>
<td></td>
<td>*Transferable Electives (as needed) ..........</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Physical Education Activities ..................</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>DEGREE TOTAL .....................................</td>
<td>60-66</td>
</tr>
</tbody>
</table>

Advisor: E. Hardy

GEOGRAPHY
ASSOCIATE OF ARTS DEGREE
and transfer preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title .............................................</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG 1</td>
<td>Physical Geography ................................</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 2</td>
<td>Cultural Geography ................................</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 7</td>
<td>Regional Geography ................................</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 10</td>
<td>Geography of California ..........................</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Electives - 9 units to be chosen from the following:</td>
<td></td>
</tr>
<tr>
<td>AGEH 1</td>
<td>Horticulture......................................</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 2</td>
<td>Cultural Anthropology ............................</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 3</td>
<td>Archaeology, An Intro to Prehistory ...........</td>
<td>3</td>
</tr>
<tr>
<td>ART 31</td>
<td>Digital Photography ................................</td>
<td>3</td>
</tr>
<tr>
<td>BI 4</td>
<td>Elements of Biology ................................</td>
<td>4</td>
</tr>
<tr>
<td>ENG 35</td>
<td>Myth and Legend ..................................</td>
<td>3</td>
</tr>
<tr>
<td>G 1</td>
<td>Physical Geology ..................................</td>
<td>4</td>
</tr>
<tr>
<td>G 5</td>
<td>Environmental Geology ..........................</td>
<td>4</td>
</tr>
<tr>
<td>G 7</td>
<td>Intro to Geology ..................................</td>
<td>3</td>
</tr>
<tr>
<td>HIST 3</td>
<td>History of World Civilization ..................</td>
<td>3</td>
</tr>
<tr>
<td>MATH 14</td>
<td>Statistical Methods ................................</td>
<td>3</td>
</tr>
<tr>
<td>NR 1</td>
<td>Conservation of Natural Resources ............</td>
<td>1</td>
</tr>
<tr>
<td>NR 21</td>
<td>Introduction to GIS ................................</td>
<td>3</td>
</tr>
<tr>
<td>NR 41A</td>
<td>Native Plants – Mountain ......................</td>
<td>1</td>
</tr>
<tr>
<td>NR 41B</td>
<td>Native Plants – Desert ..........................</td>
<td>1</td>
</tr>
<tr>
<td>PH 1</td>
<td>Introductory Physics ............................</td>
<td>4</td>
</tr>
<tr>
<td>PHIL 17</td>
<td>Intro to Meteorology ................................</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 12</td>
<td>Religions of the World ..........................</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Required Subtotal ..................................</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>Elective Subtotal ................................</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>General Education (Option 1* or 2) ..........</td>
<td>34-43</td>
</tr>
<tr>
<td></td>
<td>*Transferable Electives (as needed) ..........</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Physical Education Activities ..................</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>DEGREE TOTAL .....................................</td>
<td>60-66</td>
</tr>
</tbody>
</table>

Advisor: E. Hardy
### ASSOCIATE OF ARTS DEGREE

#### HISTORY

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 3</td>
<td>History of World Civilization I</td>
<td>3</td>
</tr>
<tr>
<td>HIST 4</td>
<td>History of World Civilization II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 17</td>
<td>United States History</td>
<td>3</td>
</tr>
<tr>
<td>HIST 18</td>
<td>United States History</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 1</td>
<td>Intro to Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 10</td>
<td>General Logic</td>
<td>3</td>
</tr>
<tr>
<td>PS 1</td>
<td>Introduction to Government</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Subtotal: 21

General Education (Option 1* or 2) 34-43

*Transferable Electives (as needed) 3

Physical Education Activities 2

DEGREE TOTAL: 60-66

**Advisors:** P. Atchity, W. Gudelunas, C. Kroll

### ASSOCIATE OF ARTS DEGREE

#### PHILOSOPHY

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Windows</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 6</td>
<td>Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 7</td>
<td>Ideas of the Great Philosophers</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 10</td>
<td>General Logic</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 11</td>
<td>Formal Logic</td>
<td>3</td>
</tr>
</tbody>
</table>

Electives - 12 units to be chosen from the following:

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 3</td>
<td>History of World Civilization</td>
<td>3</td>
</tr>
<tr>
<td>HIST 4</td>
<td>History of World Civilization</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 2</td>
<td>Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 12</td>
<td>Religions of the World</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 13</td>
<td>Perspective of Death &amp; Dying</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 14</td>
<td>Introduction to Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 16</td>
<td>Philosophy in the Hispanic World</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 17</td>
<td>Monotheisms in Conflict</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Subtotal: 9

Elective Subtotal: 12-13

General Education (Option 1* or 2) 34-43

*Transferable Electives (as needed) 3

Physical Education Activities 2

DEGREE TOTAL: 60-66

**Advisor:** M. Smith

### ASSOCIATE OF ARTS DEGREE

#### POLITICAL SCIENCE

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PS 1</td>
<td>Intro to Government</td>
<td>3</td>
</tr>
<tr>
<td>PS 2</td>
<td>Intro to Comparative Gov't</td>
<td>3</td>
</tr>
<tr>
<td>OR PS 4</td>
<td>Intro to Intern'l Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

Social Science courses (confer w/advisor) 14-15

Required Subtotal: 20-21

General Education (Option 1* or 2) 34-43

*Transferable Electives (as needed) 4

Physical Education Activities 2

DEGREE TOTAL: 60-65

**Advisors:** P. Atchity, W. Gudelunas, C. Kroll

### ASSOCIATE OF ARTS DEGREE

#### PSYCHOLOGY

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 1</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 3</td>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 1</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 3</td>
<td>Fundamentals of Statistics</td>
<td>3</td>
</tr>
<tr>
<td>OR MATH 14</td>
<td>Statistical Methods</td>
<td>4</td>
</tr>
</tbody>
</table>

Electives - 11 units to be chosen with advisor approval:

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BI 5</td>
<td>Molecular &amp; Cell Biology</td>
<td>5</td>
</tr>
<tr>
<td>CIS 70A</td>
<td>Computer Business Appl/Windows</td>
<td>3</td>
</tr>
<tr>
<td>PSY 10</td>
<td>Psychological Aspects of Marriage and Family</td>
<td>3</td>
</tr>
<tr>
<td>PSY 12</td>
<td>Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>PSY 20</td>
<td>Adolescent Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 33</td>
<td>Personal &amp; Social Adjustment</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Subtotal: 12-13

Elective Subtotal: 11

General Education (Option 1* or 2) 34-43

*Transferable Electives (as needed) 1

Physical Education Activities 2

DEGREE TOTAL: 60-69

**Advisor:** L. Emerson
### SOCIAL SCIENCE

#### ASSOCIATE OF ARTS DEGREE

and transfer preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 1</td>
<td>Principles of Economics</td>
<td>3</td>
</tr>
<tr>
<td>HIST 3</td>
<td>History of World Civil</td>
<td>3</td>
</tr>
<tr>
<td>HIST 18</td>
<td>United States History</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 6</td>
<td>Introduction to Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>PS 1</td>
<td>Introduction to Government</td>
<td>3</td>
</tr>
<tr>
<td>PS 2</td>
<td>Comparative Government</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Subtotal**: 21

General Education (Option 1* or 2) ............... 34-43

*Transferable Electives (as needed) ................ 3

Physical Education Activities ........................ 2

**DEGREE TOTAL** ................................................. 60-66

**Advisor**: M. Smith

### SOCIOLOGY

#### ASSOCIATE OF ARTS DEGREE

and transfer preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 1</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 2</td>
<td>Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOC 3</td>
<td>Fundamentals of Statistics</td>
<td>3</td>
</tr>
<tr>
<td>or MATH 14</td>
<td>Statistical Methods (4)</td>
<td></td>
</tr>
<tr>
<td>SOC 14</td>
<td>Minority Groups in Americas</td>
<td>3</td>
</tr>
<tr>
<td>or SOC 15</td>
<td>Mexican American Culture (3)</td>
<td></td>
</tr>
<tr>
<td>ANTH 2</td>
<td>Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>PHIL 10</td>
<td>General Logic</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1</td>
<td>General Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Subtotal**: 21-22

General Education (Option 1* or 2) ............... 34-43

*Transferable Electives (as needed) ............... 3

Physical Education Activities ........................ 2

**DEGREE TOTAL** ................................................. 60-67

**Advisors**: V. Rios, A. Saddington

---

### SPEECH

#### ASSOCIATE OF ARTS DEGREE

and transfer preparation

<table>
<thead>
<tr>
<th>Dept. No.</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SP 1</td>
<td>Intro. to Interpersonal Comm.</td>
<td>3</td>
</tr>
</tbody>
</table>

**Required Courses**:

SP 1 Intro. to Interpersonal Comm. ............... 3
SP 2 Oral Interpretation of Lit. ................. 3
SP 5 Group Discussion/Leadership .............. 3
SP 7 Decision Making/Advocacy ............. 3
SP 15 Intercultural Communication .......... 3

Electives (A minimum of nine (9) units to be selected from the following):

SP 2 Oral Interpretation of Lit. ................. 3
SP 5 Group Discussion/Leadership .............. 3
SP 7 Decision Making/Advocacy ............. 3
SP 15 Intercultural Communication .......... 3

A minimum of six (6) units to be selected from the following courses (confer with Speech Advisor):

MC 1 Mass Media in Amer. Culture ........ 3
PHIL 10 General Logic ....................... 3
PHIL 11 Formal Logic ..................... 3
SOC 2 Social Problems ...................... 3
SOC 3 Fundamentals of Statistics .......... 3

**Required Subtotal**: 21

General Education (Option 1* or 2) ............... 34-43

*Transferable Electives (as needed) ............... 3

Physical Education Activities ........................ 2

**DEGREE TOTAL** ................................................. 60-66

**Advisors**: B. Crites, J. Mandes
Student Development programs and courses are designed to prepare students for college experiences, academic achievement, and success in educational and occupational pursuits. Each course is designed to assist groups of students who share either common goals or common difficulties in reaching their goals. New and re-entering students who might benefit from guidance in time management, study techniques, educational planning, setting realistic goals, changing careers, etc., are able to earn credit and reap personal benefits through Student Development courses.

THEATRE ARTS

The Theatre Arts curriculum is directed toward completion of the Associate of Arts degree and/or transfer to a four-year institution.

Program offerings are divided into three categories:
1. Required and elective courses for the Theatre Arts Major.
2. Main stage productions open to both majors and non-majors.
3. General Education courses in the Arts and Humanities primarily directed toward the non-major.

Persons planning to major in Theatre Arts should confer with an advisor before selecting courses toward that major. Degree requirements on following page.
Cooperative Work Experience is an important component of the education and training that students receive at College of the Desert. The program is a hands-on learning tool that links academics to their current real-world work environment. Students will create and accomplish their own measurable learning outcomes that are new or expanded responsibilities. The goal is for students to become better employees, work on new projects to add to their resume, and enhance their job skills. There are two types of Work experience Education:

1. **General Work Experience Education** is supervised employment of students with the intent to assist them in acquiring desirable work habits, attitudes and career awareness. Students’ jobs need not be directly related to their educational goals. Students may register for 1-3 units per semester with a maximum of 6 units in General Work Experience during their college career.

2. **Occupational Work Experience Education** is supervised employment of students designed to extend their classroom-based occupational learning at an on-the-job learning station in fields directly related to their educational or occupational goals. Students may register for 1-4 Occupational Work Experience units per semester with a maximum of 16 Work Experience units during their college career.

Students may utilize their present work sites for improving skills or choose job placement assistance in another area through the Work Experience Office. Certain volunteer training activities may also qualify for college credit through Work Experience, provided that meaningful objectives are set and accomplished.

All CSU campuses accept COD Work Experience units for elective transfer credit. *(There are CSU campus limits on the maximum number of Work Experience transfer units accepted.)*

### Eligibility

In order to be eligible for Cooperative Work Experience Education, students must:

1. Be enrolled as a College of the Desert student in 7 or more units of credit including work experience.
2. Students must currently work or intern within 2 hours of COD

3. For each credit earned, Work Experience participants are required to complete:
   - 75 hours of paid work, or
   - 60 hours of volunteer work

Note: Students with an F-1 visa must make a formal application to US Immigration and Naturalization Service before they can begin any paid employment. Contact the International Student Office for more information.

### How to Enroll

- Register for the appropriate section (see current class schedule). For Occupational Work Experience sections, students must be working or interning in a field directly related to their declared major. All others must register for a General Work Experience section
- **Pick-up and complete the required application packet** in Central Annex 14, or online at collegeofthedesert.edu/workexperience
- **Attend an orientation** and bring the completed application packet with you. Students who complete the orientation online will need to return their application to Central Annex 14 during the first week of the session.

### CREDIT FOR WORK EXPERIENCE IS AVAILABLE IN THESE FIELDS:

| ACCOUNTING | ADMINISTRATION OF JUSTICE |
| AGRICULTURE | AIR CONDITIONING |
| ARCHITECTURE | ART |
| AUTOMOTIVE TECHNOLOGY | BIOLOGY |
| BUSINESS MANAGEMENT | CULINARY ARTS |
| COMPUTER INFORMATION SYSTEMS | CONSTRUCTION MGMT. |
| COMPUTER SCIENCE | ECONOMICS |
| DIGITAL DESIGN & PRODUCTION | ENGLISH |
| EARLY CHILDHOOD EDUCATION | FIRE TECHNOLOGY |
| FIRE TECHNOLOGY | GOLF MANAGEMENT |
| PHYSICAL EDUCATION | HEALTH SCIENCES |
| HOTEL & RESTAURANT MGMT | JOURNALISM |
| HS-ALCOHOL/DRUG STUDIES | MATHEMATICS |
| MASS COMMUNICATION | MUSIC |
| NATURAL RESOURCES | PSYCHOLOGY |
| RADIO & TELEVISION | SOCIOLOGY |
| SUPERVISION & MANAGEMENT | THEATRE ARTS |

*ALL OTHERS ARE GENERAL - WEG*

For further information, contact:
- (760) 776-0186, C.Annex 14,
- collegeofthedesert.edu/workexperience
- mrichards@collegeofthedesert.edu
Chapter 6 - Transfer to Four-Year Institutions

PREPARATION FOR TRANSFER

As an integral unit of the California tripartite system of public higher education, the College provides programs of study providing students the opportunity to prepare for transfer to four-year colleges and universities. The College aspires to do this in such a manner that students may transfer without loss of time or credit.

Most professions and careers requiring study beyond that available at the College of the Desert are such that the first two years of study may be completed before transferring from College of the Desert to another institution of higher education. To assure transfer students of obtaining the maximum benefit from their College of the Desert experience prior to transferring, it is important for students to engage in careful, long range planning. In general, students planning to transfer should follow the procedure outlined below:

1. Tentative Choice: Because course requirements vary among colleges and universities, it is advantageous to research and select the school(s) to which you plan to transfer as early as practicable in your college career. The COD Transfer Center offers a research library to help you prepare to transfer, including catalogs from California public and private institutions, as well as from many out-of-state colleges. Transfer admission information, applications, and other reference materials are also available. The Transfer Center is located in the Administration Building, Room 12.

2. Catalog: Examine catalogs of prospective colleges and universities. Study carefully those sections that cover requirements for (a) transfer admission, (b) the major, and (c) graduation. Finding all requirements often warrants a review of the entire catalog, as requirements may be listed in different sections of the catalog. Many of these requirements must be taken during the freshman and sophomore years. Failure to do so can unduly extend the time required for transfer admission and graduation.

3. Financial Aid: Apply for financial aid as directed in the current COD class schedule. Application forms and other financial aid information are also available in the Financial Aid Office, located in Building C.

4. General Education Requirements: Students may complete their lower division general education or breadth requirements while at College of the Desert. COD has articulation agreements with the California State Universities (CSU) and the University of California (UC) system that allow students to be certified for these requirements. To select the pattern that is most appropriate for you, consult your faculty advisor.

5. Application Filing Period: Check carefully the dates of the application filing period. This is the time between the first date applications will be received and the deadline. Many colleges have initial filing periods ten months before admission. In all cases, preparation of applications early within the filing period is recommended.

6. Letters of Recommendation and Rating Forms: Some independent colleges require letters of recommendation or rating forms. Students should get to know their instructors well enough so that the instructors can comment accurately on the students' characteristics.

7. Grade Point Requirements: Grade point average requirements for admission and selection to the major vary. Study catalogs carefully for all requirements.

8. Admission Requirements of the Public California Institutions: Both the University of California (UC) and the California State University (CSU) have the same initial filing period for Fall admission. The period for Fall entry is the month of November for admission ten months later. Both UC and CSU require completion of 60 transferable units to enter as a junior. The University of California requires a minimum of a 2.4 grade point average (2.8 or higher for nonresidents).

The CSUs will allow community college students to transfer with 56 transferable units with a minimum of a 2.0 transfer grade point average. Within the 56 units, a minimum of 30 semester units that meet general education requirements must be completed with a grade of C or better in each course. The 30 semester units must include at least 9 units (3 courses) in English language, and at least 3 units in mathematics/quantitative reasoning. These requirements became effective Fall 2000.
Students eligible for UC or CSU entrance as freshmen may enter before their junior year if they have maintained a 2.0 or better grade point average in college work.

**NOTE:** Meeting minimum requirements is not enough to gain admission to many UC and CSU campuses and programs. For clarification of transfer admission requirements, consult the transfer college catalog and supplemental reference materials available in the COD Transfer Center.

**9. Admission to Independent California or Out-of-State Colleges:** Students who follow transfer courses of study find they are given credit for most, if not all, courses when they transfer to independent or out-of-state colleges and universities. Some colleges require a certain number of completed units before considering students as eligible for transfer, while others accept students at any time. Admission requirements are outlined in the respective college catalogs. Catalogs are available for use in the College of the Desert Transfer Center. Independent colleges encourage students to make an appointment with their Office of Admissions in order to discuss transfer opportunities on a personal basis.

**10. Transferable Courses:** Course descriptions in this catalog carry a designation code of their acceptance for transfer at the California State University (CSU) and at the University of California (UC). This acceptance can change annually. Consult the Transfer Center for more detailed information.

Students may view the COD Transfer Admissions Agreements with CSU and UC online at the ASSIST web site @ www.assist.org

**TRANSFERABLE COURSES**

Courses transferable to the California State University are indicated by “CSU” and those transferable to the University of California are indicated by “UC” under the course description in the “Courses of Instruction” section of this catalog. The CSU or UC designates courses accepted for elective credit. Such courses count for the 60 units required for advanced standing transfer to CSU or UC. Students interested in transferring to the University of California should refer to the University of California Transfer Course Agreement, available in the Transfer Center, to make sure they have enough units, since we offer several UC transferable courses for which credit is decreased by one or more units by UC; such courses are marked in this catalog with an asterisk, as Associate Degree Applicable: CSU, UC* , for example.

**CHANGES IN TRANSFERABLE CREDIT**

As new courses are added or changes are made in current courses, transfer credit may not be applicable until CSU and UC have adopted these changes.

**TRANSFER ADMISSIONS AGREEMENTS (TAAs)**

College of the Desert has entered into Transfer Admissions Agreements (TAAs) with CSU San Bernardino and UC Riverside. These agreements guarantee university transfer admission to students who meet specified lower division requirements for course completion and grade point average. Students should request an agreement prior to completing thirty (30) semester units in order to ensure appropriate course planning and selection. Students interested in transferring to one of these campuses may schedule an appointment with a C.O.D. counselor to learn more about TAA options and opportunities and complete a Student Education Plan for transfer.

Students may view the COD Transfer Admissions Agreements with CSU and UC online at the ASSIST web site @ www.assist.org

**ADMISSION TO THE UNIVERSITY OF CALIFORNIA**

Completion of all the requirements in the Intersegmental General Education Transfer Curriculum (IGETC) will permit you to transfer from College of the Desert to a campus in either the California State University (CSU) or University of California (UC) without the need, after transfer, to take additional lower-division, general education courses to satisfy campus general education requirements. Exceptions are at the end of the list in the Supplementary Notes. Completion of IGETC is not a requirement for admission but does fulfill a requirement for graduation at a CSU or UC campus.
THE ASSOCIATE DEGREE
WITH EMPHASIS ON
TRANSFER PREPARATION
FOR A 4-YEAR COLLEGE OR UNIVERSITY

Students planning to earn an Associate Degree while preparing to transfer must complete the appropriate transfer general education pattern as well as the course requirements specified in the program of study for the declared major.

Option 1: Students preparing to transfer to the California State University (CSU) may follow the General Education requirements outlined in the CSU Certification pattern or the IGETC-Intersegmental General Education Transfer Curriculum. See your faculty advisor for exceptions.

Option 2: Students preparing to transfer to the University of California (UC) system may follow the IGETC. See your faculty advisor for exceptions.

Option 3: (specified high-unit majors only): Students in these majors must see an advisor for General Education requirements and recommended electives.

The transfer preparation degree is identified in this catalog as:

ASSOCIATE DEGREE
with emphasis on transfer preparation

GENERAL EDUCATION CERTIFICATION

Verification by the College of a student’s completion of lower division General Education/Breadth requirements for the California State University or the University of California must be requested by the student at the time transcripts are requested to be sent to the university.

COD’s GRADUATION REQUIREMENTS
IN ADDITION TO UC or CSU GENERAL EDUCATION REQUIREMENTS

Physical Education Requirement

Although not required for the IGETC curriculum, two units from physical education (PE), health education (HE), recreation (RE) or varsity sports (VSM, VSW) are required to earn a degree from COD. Note: If HE 1 is used to fulfill this requirement, it may not be used to fulfill any other CSU requirement.

See Chapter 5 for evaluation requirements and other graduation requirements.

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC) FOR UC AND CSU

The course requirements for all areas must be completed before IGETC can be certified. After final grades are posted, you must request IGETC Certification at the time you request final transcripts to be sent to your chosen transfer campus(es). The IGETC must be certified prior to transfer. All courses must be completed with grades of "C" or better. For more information, please see a Counselor.

Completion of the IGETC is not a requirement for transfer to a CSU or UC, nor is it the only way to fulfill the lower-division, general education requirements of the CSU or UC prior to transfer. Students may find it advantageous to take courses fulfilling CSU’s general education requirements or those of a particular UC campus.
### Chapter 6 - Transfer to Four-Year Institutions

**Note:** An "*" indicates that transfer credit may be limited by either UC or CSU or both. Consult the University of California Transfer Course agreement, available in the Transfer Center, or, your Faculty Advisor, for specific information.

**Note:** A single course, even though listed in more than one area, can only be used to satisfy one requirement.

### AREA 1

#### ENGLISH COMMUNICATION

**One course from each group:**

1. **Writing**
   - ENG-001A Composition (4)

2. **Critical Thinking/English Composition**
   - SOC-004 Soc. Anal/Crit. Thinking (3)

3. **Oral Communication** (required by CSU only)
   - SP-004 Public Speaking (3)
   - SP-015 Intercultural Comm (3)

### AREA 2

#### MATHEMATICAL CONCEPTS and QUANTITATIVE REASONING

**One course:**

- MATH-001A Calculus (5)
- MATH-001B Calculus (5)
- MATH-010 College Algebra (4)
- MATH-012 Pre-calculus (5)
- MATH-013 Liberal Arts Math (4)
- MATH-014 Statistical Methods (4)
- SOC-003 Fund of Statistics (3)

### AREA 3

#### ARTS and HUMANITIES

**At least three courses; minimum of one from the Arts and one from the Humanities** (See "Language Other Than English")

**3-A. Arts (Art, Music)**

- ART-002A History of Art (3)
- ART-002C Hist. of Modern Art (3)
- ART-002D Hist. of Postmodern Art (3)
- ART-010 Intro to Art (3)
- ART-033 History of Photography (3)
- DANC-015 History of Dance (3)
- HUM-008 American Music (3)
- HUM-018 Intro to Art & Music (3)

- MUS-005 History of Rock 'n' Roll (3)
- MUS-008 American Music (3)
- MUS-010 Intro to Music (3)
- MUS-012 Fundamentals of Music (3)

**3-B. Humanities**

- HIST-003 Hist World Civilization I (3)
- HIST-004 Hist World Civilization II (3)
- HIST-017 U.S. History (3)
- HIST-018 U.S. History (3)
- PHIL-006 Intro to Philosophy (3)
- PHIL-007 Ideas/Great Philosophers (3)
- PHIL-012 Religions of the World (3)
- PHIL-013 Perspect Death/Dying (3)
- PHIL-014 Intro to Ethics (3)
- PHIL-016 Phil/Hispanic World (3)
- FR-002 Elementary French (5)
- FR-002A,B Elementary French (3)
- FR-003,4 Intermediate French (4)
- GER-002 Elementary German (5)
- GER-002A Elementary German (3)
- GER-002B Elementary German (3)
- ITAL-002 Elementary Italian (5)
- ITAL-002A Elementary Italian (3)
- ITAL-002B Elementary Italian (3)
- ITAL-003, 4 Intermed. Italian (4)
- JPN-002A Elementary Japanese (3)
- JPN-002B Elementary Japanese (3)
- SPAN-002 Elementary Spanish (5)
- SPAN-002A,B Elementary Spanish (3)
- SPAN-003, 4 Intermed. Spanish (4)
- TA-001 Introduction to Theatre (3)
- TA-069A,B Dramatic Literature (3)
### AREA 4

**SOCIAL AND BEHAVIORAL SCIENCES**

At least 3 courses. from at least two disciplines, or an interdisciplinary sequence:

#### 4-A. Anthropology & Archaeology
- ANTH-002 Cultural Anthropology (3)
- ANTH-003 Archaeology, Intro to Prehistory (3)

#### 4-B. Economics
- ECON-001 Prin of Macroeconomics (3)
- ECON-002 Prin of Microeconomics (3)
- ECON-011 Internat'I Econ Relations (3)

#### 4-C. Ethnic Studies
- SOC-015 Mexican-American Culture (3)

#### 4-D. Geography
- GEOG-002 Cultural Geography (3)
- GEOG-007 Regional Geography (3)
- GEOG-010 Geography of California (3)

#### 4-E. History
- HIST-003 Hist World Civilization I (3)
- HIST-004 Hist World Civilization II (3)
- HIST-017*(7) U.S. History (3)
- HIST-018*(7) U.S. History (3)

#### 4-F. Interdisciplinary Social/Behavioral Sciences
- MC-001 Mass Media/Amer Cult (3)
- PHIL-012 Religions of the World (3)

#### 4-H. Political Science, Gov't, Legal Institutions
- PS-001*(7) Intro to Government (3)
- PS-002 Intro Comparative Govt (3)
- PS-004 Intro Internat'I Rel (3)

#### 4-I. Psychology
- PSY-001 General Psychology (3)
- PSY-003 Developmental Psychology (3)
- PSY-023 Psychology of Women (3)

#### 4-J. Sociology
- SOC-001 Intro to Sociology (3)
- SOC-002 Social Problems (3)
- SOC-014 Minority Grps in Amer (3)
- SOC-015 Mexican-American Culture (3)

#### 4-K. Biological Sciences
- AGPS-002 Entomology-Gen/App (4)
- AGPS-005 Plant Science (3)
- AGPS-005L Plant Science Lab (1)
- ANTH-001 Intro/Physical Anthropology (3)

#### 4-L. Interdisciplinary Social/Behavioral Sciences
- MC-001 Mass Media/Amer Cult (3)
- PHIL-012 Religions of the World (3)

### AREA 5

**PHYSICAL & BIOLOGICAL SCIENCE**

At least 2 courses; one physical science and one biological science; at least one must include a laboratory:

#### 5-A. Physical Sciences
- A-001 Descriptive Astronomy (3)
- A-001L Desc. Astronomy Lab (1)
- CH-001A,B* General Chemistry (5)
- CH-003* Intro Gen Chemistry (4)
- G-001 Physical Geology (4)
- G-005 Environmental Geology (4)
- G-006 Geology of California (3)
- G-007 Intro to Geology (4)
- G-010 The Earth Sciences (4)
- GEOG-001 Physical Geography (3)
- GEOG-001L Physical Geography Lab (1)
- PH-001* Introductory Physics (4)
- PH-002A* College Physics (4)
- PH-002B* College Physics (4)
- PH-004A* Engineering Physics (5)
- PH-004B* Engineering Physics (5)

#### 5-B. Biological Sciences
- AGPS-002 Entomology-Gen/App (4)
- AGPS-005 Plant Science (3)
- AGPS-005L Plant Science Lab (1)
- ANTH-001 Intro/Physical Anthropology (3)
- BI-004* Elements of Biology (4)
- BI-005 Molecular and Cell Biology (5)
- BI-022* Human Anatomy (4)
- NR-001 Cons Natural Resources (3)
- NR-001L Cons Natrl Resources Lab (1)

* Indicates that transfer credit may be limited by either UC or CSU or both. Please consult with a counselor for additional information.

### AREA 6 (UC Requirement Only)

#### 6-A. Language Other Than English

Students must complete two years of the same foreign language of high school work with a grade of "C" or better; or, earn a score of 3 or higher on the Foreign Language Advanced Placement test, or 550 on the College Board Achievement Test in Foreign Language; or, complete coursework from the following which meets the Level One proficiency requirement, e.g. Spanish 1, or 1B, or higher.

- ASL-001 Elem American Sign Language (5)
- ASL-001A* Elem American Sign Language (3)
- ASL-001B* Elem American Sign Language (3)
- FR-001 Elementary French (5)
- FR-001A,B* Elementary French (3)
- GER-001 Elementary German (5)
- GER-001A* Elementary German (3)
- GER-001B* Elementary German (3)
- ITAL-001 Elementary Italian (5)
- ITAL-001A* Elementary Italian (3)
- ITAL-001B* Elementary Italian (3)
- JPN-001A* Elementary Japanese (3)
- JPN-001B* Elementary Japanese (3)
**100 IGETC INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM FOR UC AND CSU**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN-001</td>
<td>Elementary Spanish</td>
<td>(5)</td>
</tr>
<tr>
<td>SPAN-001A*</td>
<td>Elementary Spanish</td>
<td>(3)</td>
</tr>
<tr>
<td>SPAN-001B*</td>
<td>Elementary Spanish</td>
<td>(3)</td>
</tr>
</tbody>
</table>

**Note:** 1A and 1B combined are equivalent to 1; * indicates that both 1A and 1B must be taken to receive IGETC certification.

**SUPPLEMENTARY NOTES**

1. A single course, even though listed in more than one place, can only be used to satisfy one subject area of the IGETC.
2. IGETC is not advisable for high-unit majors, e.g. sciences, engineering.
3. Eleanor Roosevelt and Revelle Colleges at UC San Diego do not accept the IGETC.
4. IGETC may not be appropriate for students who have completed courses at a CSU or UC campus.
5. "Double counting" of courses toward the major is not limited by the IGETC, but is limited by other directives. The UC will also allow IGETC courses to count toward major requirements. CSU campus limitations on double-counting of general education courses toward major preparation are not changed by the IGETC.
6. If you are transferring to a UC campus, the UC Transfer Course Agreement lists unit limitations that might apply to the courses you have selected.
7. Courses used to meet IGETC requirements may not also be used to satisfy the "American History and Institutions Requirement" at CSU. See Transfer Center handout for clarification.
8. See Chapter 5 for all degree and graduation requirements in addition to General Education requirements. Also see page 97 for COD's physical education requirement for an A.S. or A.A. degree, and English, reading, and math minimum competencies.

---

**CSU General Education Certification Course Pattern**

**PREPARATION FOR TRANSFER TO A CALIFORNIA STATE UNIVERSITY (CSU)**

Students may graduate from College of the Desert with an Associate of Arts or Science degree with emphasis on transfer preparation by completing a minimum of 60 units of lower division, transferable semester units with a cumulative grade point average (GPA) of at least 2.0 for all grades earned in lower division courses at all colleges and universities attended. Also, a cumulative GPA of at least 2.0 must have been earned at COD as well as in the selected major. At least 12 units must be earned at COD.

Students must complete either the CSU General Education Certification Course Pattern (this page) or the IGETC (page 65), and the major requirements as specified in the program of study for the declared major. Specified high-unit majors do not complete the transfer general education certification and must meet with their Faculty Advisors for General Education requirements for graduation. Degrees are listed by major on pages 45-46.

Students planning to transfer should consult with their Faculty Advisor early in their first semester of enrollment. Faculty Advisors will assist students with program planning and course options.

Review all requirements that pertain to you in Chapter 5, including requesting a degree evaluation and filing an Intent to Graduate.

**CSU GOVERNMENT/HISTORY CERTIFICATION**

College of the Desert, pursuant to Section 40404 of Title 5 of the California Administrative Code and in accordance with Executive Order 405 from the Office of the Chancellor, California State University (effective date 11/15/82), certifies the following course/examination combinations as meeting the baccalaureate requirements in U.S. History, Constitution and American Ideals at CSU, except that no student may meet the requirement by examinations alone. It is important to note that certification may take place if and only if an entire history/government combination has been completed. (Requirements at CSU institutions may vary; consult your Faculty Advisor.)
A student may fulfill the history/government requirement by completing Political Science I (PS 1) and either History 17 (HIST 17) or History 18 (HIST 18).

CSU GENERAL EDUCATION CERTIFICATION COURSE PATTERN

Students who plan to transfer to a CSU campus may complete their lower division General Education requirements for graduation at College of the Desert. Students may follow the CSU General Education Certification pattern listed on the following two pages, which is accepted by all CSU campuses in most majors to fulfill these requirements. This course pattern also satisfies COD’s General Education requirements.

To be fully certified, students must complete a minimum of 9 units each in Areas A, B, C, and D, and three units in Area E. At least 30 of these units must be completed with a grade of "C" or better, including the nine units in Area A: Communication in the English Language; and 3 units in Area B-3: Mathematics. These requirements became effective Fall 2000.

General Education Certification is not automatic and must be requested by the student at the same time transcripts are requested to be sent to the California State University following the posting of final grades.

APPLICABLE COD COURSES

Note: A single course, even though listed in more than one area, can only be used to satisfy one requirement.

A. COMMUNICATION in the ENGLISH LANGUAGE and CRITICAL THINKING
Nine (9) units minimum; select 1 course from each of the 3 groups. (C or better required in all courses)

A-1. ORAL COMMUNICATION

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>SP-001</td>
<td>Intro Human Communication</td>
<td>3</td>
</tr>
<tr>
<td>SP-004</td>
<td>Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>SP-005</td>
<td>Group Discussion Process</td>
<td>3</td>
</tr>
<tr>
<td>SP-015</td>
<td>Intercultural Comm</td>
<td>3</td>
</tr>
</tbody>
</table>

A-2. WRITTEN COMMUNICATION

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG-001A</td>
<td>Composition</td>
<td>4</td>
</tr>
</tbody>
</table>

A-3. CRITICAL THINKING

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL-010</td>
<td>General Logic</td>
<td>3</td>
</tr>
<tr>
<td>PHIL-011</td>
<td>Formal Logic</td>
<td>3</td>
</tr>
<tr>
<td>SOC-004</td>
<td>Soc Anal/Crit Thinking</td>
<td>3</td>
</tr>
<tr>
<td>SP-007</td>
<td>Decision Mkng/Advoc</td>
<td>3</td>
</tr>
</tbody>
</table>

B. PHYSICAL UNIVERSE & ITS LIFE FORMS
Nine (9) units minimum; select one course from each group. One course must include laboratory.

B-1. PHYSICAL SCIENCES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-001</td>
<td>Descriptive Astronomy</td>
<td>3</td>
</tr>
<tr>
<td>A-001L</td>
<td>Desc Astronomy Lab</td>
<td>1</td>
</tr>
<tr>
<td>CH-001A, 1B</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CH-003</td>
<td>Intro Gen Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CH-004</td>
<td>Fund of Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CH-005</td>
<td>Bio-Organic Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>G-001</td>
<td>Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>G-004</td>
<td>Geology Lab</td>
<td>1</td>
</tr>
<tr>
<td>G-005</td>
<td>Environmental Geology</td>
<td>4</td>
</tr>
<tr>
<td>G-007</td>
<td>Intro to Geology</td>
<td>4</td>
</tr>
<tr>
<td>G-008</td>
<td>Geol of Natl Parks/Monu</td>
<td>3</td>
</tr>
<tr>
<td>G-010</td>
<td>The Earth Sciences</td>
<td>4</td>
</tr>
<tr>
<td>GEOG-001</td>
<td>Physical Geography</td>
<td>3</td>
</tr>
<tr>
<td>GEOG-001L</td>
<td>Physical Geography Lab</td>
<td>1</td>
</tr>
<tr>
<td>PH-001</td>
<td>Introductory Physics</td>
<td>4</td>
</tr>
<tr>
<td>PH-002A,2B</td>
<td>College Physics</td>
<td>4</td>
</tr>
<tr>
<td>PH-004A,4B</td>
<td>Engineering Physics</td>
<td>5</td>
</tr>
</tbody>
</table>

B-2. LIFE SCIENCES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGPS-001</td>
<td>Horticulture</td>
<td>3</td>
</tr>
<tr>
<td>AGEH-001L</td>
<td>Horticulture Lab</td>
<td>1</td>
</tr>
<tr>
<td>AGPS-002</td>
<td>Entomology-Gen/App</td>
<td>4</td>
</tr>
<tr>
<td>AGPS-005</td>
<td>Plant Science</td>
<td>3</td>
</tr>
<tr>
<td>AGPS-005L</td>
<td>Plant Science Lab</td>
<td>1</td>
</tr>
<tr>
<td>ANTH-001</td>
<td>Intro/Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>BI-001B</td>
<td>Gen Biology, Zoology</td>
<td>5</td>
</tr>
<tr>
<td>BI-001C</td>
<td>Gen Biology, Botany</td>
<td>5</td>
</tr>
<tr>
<td>BI-004</td>
<td>Elements of Biology</td>
<td>4</td>
</tr>
<tr>
<td>BI-005</td>
<td>Molecular and Cell Biology</td>
<td>5</td>
</tr>
<tr>
<td>BI-012</td>
<td>Biology of Cancer</td>
<td>3</td>
</tr>
<tr>
<td>BI-015</td>
<td>General Microbiology</td>
<td>5</td>
</tr>
<tr>
<td>BI-021</td>
<td>Anatomy &amp; Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BI-022</td>
<td>Human Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>BI-023</td>
<td>Human Physiology</td>
<td>5</td>
</tr>
<tr>
<td>NR-001</td>
<td>Cons Natural Resources</td>
<td>3</td>
</tr>
<tr>
<td>NR-001L</td>
<td>Cons Natr Resourc Lab</td>
<td>1</td>
</tr>
</tbody>
</table>

B-3. LABORATORY ACTIVITY
One course in either B-1 or B-2 must include a laboratory.

B-4. MATHEMATICS (C or better required)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH-001A</td>
<td>Calculus</td>
<td>5</td>
</tr>
<tr>
<td>MATH-001B</td>
<td>Calculus</td>
<td>5</td>
</tr>
</tbody>
</table>
### C. ARTS, LITERATURE, PHILOSOPHY, FOREIGN LANGUAGE: Nine (9) units minimum; one course must be in the ARTS & one in the HUMANITIES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH-014</td>
<td>History of Architecture</td>
<td>(3)</td>
</tr>
<tr>
<td>ART-002A,B</td>
<td>History of Art</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>ART-002C</td>
<td>Hist of Modern Art</td>
<td>(3)</td>
</tr>
<tr>
<td>ART-002D</td>
<td>Hist of Postmodern Art</td>
<td>(3)</td>
</tr>
<tr>
<td>ART-003A</td>
<td>Basic Design /Color</td>
<td>(3)</td>
</tr>
<tr>
<td>ART-010</td>
<td>Intro to Art</td>
<td>(3)</td>
</tr>
<tr>
<td>ART-033</td>
<td>History of Photography</td>
<td>(3)</td>
</tr>
<tr>
<td>HUM-008</td>
<td>American Music</td>
<td>(3)</td>
</tr>
<tr>
<td>HUM-018</td>
<td>Intro to Art &amp; Music</td>
<td>(3)</td>
</tr>
<tr>
<td>MUS-005</td>
<td>History of Rock 'n' Roll</td>
<td>(3)</td>
</tr>
<tr>
<td>MUS-008</td>
<td>American Music</td>
<td>(3)</td>
</tr>
<tr>
<td>MUS-010</td>
<td>Intro to Music</td>
<td>(3)</td>
</tr>
<tr>
<td>MUS-012</td>
<td>Fundamentals of Music</td>
<td>(3)</td>
</tr>
<tr>
<td>PE-015</td>
<td>Intro to Choreography</td>
<td>(2)</td>
</tr>
<tr>
<td>TA-001</td>
<td>Intro to Theatre</td>
<td>(3)</td>
</tr>
<tr>
<td>TA-002A,B</td>
<td>Acting</td>
<td>(3)(3)</td>
</tr>
</tbody>
</table>

### C-2. HUMANITIES (Literature, Philosophy, & Foreign Language)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL-001,2</td>
<td>Elem Amer Sign Lang</td>
<td>(5)(5)</td>
</tr>
<tr>
<td>ASL-001A,B</td>
<td>Elem Amer Sign Lang</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>ASL-002A,B</td>
<td>Elem Amer Sign Lang</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>ENG-001B</td>
<td>Comp &amp; Literature</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-010A,B</td>
<td>American Literature</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>ENG-011A,B</td>
<td>Surv of English Lit</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>ENG-012A</td>
<td>World Literature I</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-012B</td>
<td>World Literature II</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-014</td>
<td>Shakespeare</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-015</td>
<td>The Short Story</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-016</td>
<td>Literature of the Desert</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-017</td>
<td>Women in Literature</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-018</td>
<td>Introduction to Poetry</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-021</td>
<td>Intro Latin-Amer/Chicano Lit</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-022</td>
<td>Intro African-Amer Literature</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-023</td>
<td>Intro to the Autobiography</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-024</td>
<td>Native American Literature</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-025</td>
<td>Intro to the Novel</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-031</td>
<td>Bible as Literature O.T.</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-032</td>
<td>Bible as Literature N.T.</td>
<td>(3)</td>
</tr>
<tr>
<td>ENG-035</td>
<td>Myth and Legend</td>
<td>(3)</td>
</tr>
<tr>
<td>PHIL-006</td>
<td>Intro to Philosophy</td>
<td>(3)</td>
</tr>
<tr>
<td>PHIL-007</td>
<td>Ideas/Great Philosophers</td>
<td>(3)</td>
</tr>
<tr>
<td>PHIL-008</td>
<td>Phil. Ancien-Renaiss</td>
<td>(3)</td>
</tr>
<tr>
<td>PHIL-009</td>
<td>Phil. Renaissance-Presnt</td>
<td>(3)</td>
</tr>
<tr>
<td>PHIL-012</td>
<td>Religions of the World</td>
<td>(3)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHIL-013</td>
<td>Perspect Death/Dying</td>
<td>(3)</td>
</tr>
<tr>
<td>PHIL-014</td>
<td>Intro to Ethics</td>
<td>(3)</td>
</tr>
<tr>
<td>PHIL-015</td>
<td>Phil. Hispanic World</td>
<td>(3)</td>
</tr>
<tr>
<td>CRN-01,2</td>
<td>Elementary French</td>
<td>(5)(5)</td>
</tr>
<tr>
<td>CRN-001A,1B</td>
<td>Elementary French</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>CRN-002A,2B</td>
<td>Elementary French</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>CRN-003,4</td>
<td>Intermediate French</td>
<td>(4)(4)</td>
</tr>
<tr>
<td>GER-001,2</td>
<td>Elementary German</td>
<td>(5)(5)</td>
</tr>
<tr>
<td>GER-001A,B</td>
<td>Elementary German</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>GER-002A,B</td>
<td>Elementary German</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>ITAL-001,2</td>
<td>Elementary Italian</td>
<td>(5)(5)</td>
</tr>
<tr>
<td>ITAL-001A,B</td>
<td>Elementary Italian</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>ITAL-002A,B</td>
<td>Elementary Italian</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>ITAL-003,4</td>
<td>Intermed. Italian</td>
<td>(4)(4)</td>
</tr>
<tr>
<td>JPN-001A,B</td>
<td>Elementary Japanese</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>JPN-002A,B</td>
<td>Elementary Japanese</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>SPAN-001,2</td>
<td>Elementary Spanish</td>
<td>(5)(5)</td>
</tr>
<tr>
<td>SPAN-001A,B</td>
<td>Elementary Spanish</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>SPAN-002A,B</td>
<td>Elementary Spanish</td>
<td>(3)(3)</td>
</tr>
<tr>
<td>SPAN-003,4</td>
<td>Intermed. Spanish</td>
<td>(4)(4)</td>
</tr>
<tr>
<td>TA-069A,B</td>
<td>Dramatic Literature</td>
<td>(3)(3)</td>
</tr>
</tbody>
</table>

### D. SOCIAL, POLITICAL, & ECONOMIC INSTITUTIONS & BEHAVIOR; HISTORICAL BACKGROUND: Nine (9) units minimum, with courses taken in at least two disciplines.

*Note: The "American Institutions" requirement may be satisfied by taking either HIST 17 or 18, plus PS 1.*
### California Articulation Number System

The CALIFORNIA ARTICULATION NUMBER (CAN) System is a statewide numbering system independent from course numbers assigned by local colleges. A CAN number signals that participating California colleges and universities have determined that courses offered by other campuses are equivalent in content and scope to courses offered on their own campuses, regardless of their unique titles or local identifying numbers. Thus, if a class schedule or catalog lists a course bearing a CAN number, students on one campus can be assured that it will be accepted in lieu of the comparable CAN course noted in the catalog or class schedule of another campus. For example, CAN ECON 2 on one campus will be accepted as meeting the requirement of the designated CAN ECON 2 on other participating community college or university campuses.

Because course requirements may change, and courses are continually being redefined, qualified for or deleted from the CAN database, students should always check with Counseling, or the Transfer Center to determine how CAN-designated courses fit into their educational plans for transfer. Students should consult the ASSIST database at [www.assist.org](http://www.assist.org) for specific information on course agreements. College staff will help students interpret this information.

<table>
<thead>
<tr>
<th>CAN COURSES</th>
<th>COLLEGE OF THE DESERT COURSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAN ......</td>
<td>AG 14 ..........................</td>
</tr>
<tr>
<td>CAN ......</td>
<td>AJ 2 ............................</td>
</tr>
<tr>
<td>CAN ......</td>
<td>AJ 4 ............................</td>
</tr>
<tr>
<td>CAN ......</td>
<td>AJ 8 ............................</td>
</tr>
<tr>
<td>CAN ......</td>
<td>ANTH 2 ...........................</td>
</tr>
<tr>
<td>CAN ......</td>
<td>ANTH 4 ...........................</td>
</tr>
<tr>
<td>CAN ......</td>
<td>ANTH 6 ...........................</td>
</tr>
<tr>
<td>CAN ......</td>
<td>ART 2 ............................</td>
</tr>
<tr>
<td>CAN ......</td>
<td>ART 4 ............................</td>
</tr>
</tbody>
</table>

See Chapter 5 for all degree and graduation requirements in addition to General Education requirements. Also see page 97 for COD’s physical education requirement for an associate degree; and English, reading, and math minimum competency requirements.
<table>
<thead>
<tr>
<th>CAN COURSES</th>
<th>COLLEGE OF THE DESERT COURSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAN ...... ART 6 .................. ART 7A+7B ......................... Beginning + Intermed. Ceramics</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ART 8 .................. ART 1A ............................ Drawing and Composition</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ART 12 ................. ART 11A ................................ Sculpture</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ART 14 .................. ART 3A ................................ Basic Design and Color</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ART 16 .................. ART 4 .................................... Three-Dimensional Design</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ART 18 .................. ART 30A+30B ....................... Beginning + Intermed. B/W Photography</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ART 20 .................. ART 9A+ 9B .......................... Beginning + Intermed/Adv. Printmaking</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ART 24 .................. ART 5A .................................. Life Drawing</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ART SEQ A .............. ART 2A+2B .......................... History of Art</td>
<td></td>
</tr>
<tr>
<td>CAN ...... BIOL 4 .................. BI 1B ............................... General Biology - Zoology</td>
<td></td>
</tr>
<tr>
<td>CAN ...... BIOL 6 .................. BI 1C ............................... General Biology - Botany</td>
<td></td>
</tr>
<tr>
<td>CAN ...... BIOL 10 ................. BI 22 .................................. Human Anatomy</td>
<td></td>
</tr>
<tr>
<td>CAN ...... BIOL 12 ................. BI 23 .................................. Human Physiology</td>
<td></td>
</tr>
<tr>
<td>CAN ...... BIOL 14 ................. BI 15 .................................. General Microbiology</td>
<td></td>
</tr>
<tr>
<td>CAN ...... BIOL SEQ B ............. BI 22+23 .......................... Human Anatomy + Human Physiology</td>
<td></td>
</tr>
<tr>
<td>CAN ...... BUS 2 .................. BUAC 1 .................................. Accounting I</td>
<td></td>
</tr>
<tr>
<td>CAN ...... BUS 4 .................. BUAC 2 .................................. Accounting II</td>
<td></td>
</tr>
<tr>
<td>CAN ...... BUS 8 .................. BUAC 2A ............................. Accounting I + Accounting II</td>
<td></td>
</tr>
<tr>
<td>CAN ...... BUS SEQ A ............. BUAC 1 + 2 .......................... Accounting I + Accounting II</td>
<td></td>
</tr>
<tr>
<td>CAN ...... CHEM 6 ................. CH 3 ............................... Introductory General Chemistry</td>
<td></td>
</tr>
<tr>
<td>CAN ...... CHEM SEQ A ........... CH 1A + CH 1B ........................ General Chemistry</td>
<td></td>
</tr>
<tr>
<td>CAN ...... CSCI 2 .................. CS 73 ................................ Introduction to Computer Science</td>
<td></td>
</tr>
<tr>
<td>CAN ...... CSCI 10 ................. CS 87 ............................ Assembler Language Programming</td>
<td></td>
</tr>
<tr>
<td>CAN ...... DRAM 8 .................. TA 2A ............................. Acting I</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ECON 2 .................. ECON 1 ................................ Principles of Macroeconomics</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ECON 4 .................. ECON 2 ................................ Principles of Microeconomics</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGL 2 .................. ENG 1A ................................ Composition</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGL 4 .................. ENG 1B ................................ Composition and Literature</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGL 6 .................. ENG 5A ............................ Creative Writing</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGL 8 .................. ENG 11A ......................... Survey of Engl Literature to 18th Century</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGL 10 ................. ENG 11B ......................... Survey of Engl Literature (Romantic/Modern)</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGL 14 ................. ENG 10A .......................... American Literature I</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGL 16 ................. ENG 10B .......................... American Literature II</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGL 22 ................. TA 1 ................................ Introduction to Theatre</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGL SEQ A ........... ENG 1A+1B ........................ Composition + Composition &amp; Literature</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGL SEQ B ........... ENG 11A+11B .................. Engl Lit. to 18th Cent.+Romantic/Modern</td>
<td></td>
</tr>
<tr>
<td>CAN ...... ENGR 8 .................. PH 10 .............................. Statics</td>
<td></td>
</tr>
<tr>
<td>CAN ...... FCS 2 .................. HEC 13 ........................ General Nutrition</td>
<td></td>
</tr>
<tr>
<td>CAN ...... FREN 2 .................. FR 1 or 1A+1B .................. Elementary French</td>
<td></td>
</tr>
<tr>
<td>CAN ...... FREN 4 .................. FR 2 or 2A+2B .................. Elementary French</td>
<td></td>
</tr>
<tr>
<td>CAN ...... FREN 8 .................. FR 3 .................................. Intermediate French</td>
<td></td>
</tr>
<tr>
<td>CAN ...... FREN 10 ................. FR 4 .................................. Intermediate French</td>
<td></td>
</tr>
<tr>
<td>CAN ...... FREN SEQ A ........... FR 1 or 1AB + 2 or 2AB .......... Elementary + Intermediate French</td>
<td></td>
</tr>
<tr>
<td>CAN ...... FREN SEQ B ........... FR 3 + 4 ........................ Intermediate + Intermediate French</td>
<td></td>
</tr>
<tr>
<td>CAN ...... GEOG 2 .................. GEOG 1 ........................ Physical Geography</td>
<td></td>
</tr>
<tr>
<td>CAN ...... GEOG 4 .................. GEOG 2 ........................ Cultural Geography</td>
<td></td>
</tr>
<tr>
<td>CAN ...... GEOL 2 .................. G1 ............................... Physical Geology</td>
<td></td>
</tr>
<tr>
<td>CAN COURSES</td>
<td>COLLEGE OF THE DESERT COURSES</td>
</tr>
<tr>
<td>---------------------------</td>
<td>-------------------------------------------------------------------</td>
</tr>
<tr>
<td>CAN ......GERM 2</td>
<td>GER 1 or GER 1A+1B Elementary German</td>
</tr>
<tr>
<td>CAN ......GERM 4</td>
<td>GER 2 or GER 2A+2B Elementary German</td>
</tr>
<tr>
<td>CAN ......GERM SEQ A</td>
<td>GER 1 or 1A+2 or 2A+1B Elementary German</td>
</tr>
<tr>
<td>CAN ......GOVT 2</td>
<td>PS 1 Introduction to Government</td>
</tr>
<tr>
<td>CAN ......HIST 8</td>
<td>HIST 17 U.S.History through Reconstruction</td>
</tr>
<tr>
<td>CAN ......HIST 10</td>
<td>HIST 18 U.S.History from Reconstruction to Present</td>
</tr>
<tr>
<td>CAN ......HIST 14</td>
<td>HIST 3 History of World Civilization I</td>
</tr>
<tr>
<td>CAN ......HIST 16</td>
<td>HIST 4 History of World Civilization II</td>
</tr>
<tr>
<td>CAN ......HIST SEQ B</td>
<td>HIST 17 + 18 U.S.History thru Reconstruction + to Present</td>
</tr>
<tr>
<td>CAN ......HIST SEQ C</td>
<td>HIST 3 + 4 History of World Civilization I &amp; II</td>
</tr>
<tr>
<td>CAN ......ITAL SEQ A</td>
<td>ITAL 1 or ITAL 1A+1B Elementary Italian</td>
</tr>
<tr>
<td>CAN ......JPN SEQ A</td>
<td>JPN 1A+1B + JPN 2A+2B Elementary Japanese</td>
</tr>
<tr>
<td>CAN ......JOUR 2</td>
<td>J 3A News Reporting and Writing</td>
</tr>
<tr>
<td>CAN ......JOUR 4</td>
<td>MC 1 Mass Media in American Culture</td>
</tr>
<tr>
<td>CAN ......KINE/PE 8</td>
<td>PE 1 First Aid and Safety</td>
</tr>
<tr>
<td>CAN ......MATH 2</td>
<td>MATH 13 Liberal Arts Mathematics</td>
</tr>
<tr>
<td>CAN ......MATH 8</td>
<td>MATH 5 Trigonometry</td>
</tr>
<tr>
<td>CAN ......MATH 10</td>
<td>MATH 10 College Algebra</td>
</tr>
<tr>
<td>CAN ......MATH 16</td>
<td>MATH 12 Pre-Calculus</td>
</tr>
<tr>
<td>CAN ......MATH 18</td>
<td>MATH 1A Calculus</td>
</tr>
<tr>
<td>CAN ......MATH 20</td>
<td>MATH 1B Calculus</td>
</tr>
<tr>
<td>CAN ......MATH 22</td>
<td>MATH 2A Multivariate Calculus</td>
</tr>
<tr>
<td>CAN ......MATH 24</td>
<td>MATH 2C Ordinary Differential Equations</td>
</tr>
<tr>
<td>CAN ......MATH 26</td>
<td>MATH 2B Linear Algebra</td>
</tr>
<tr>
<td>CAN ......MATH SEQ B</td>
<td>MATH 1A+1B Calculus+Calculus</td>
</tr>
<tr>
<td>CAN ......MATH SEQ C</td>
<td>MATH 1A+1B+2A Calculus+Calculus+Multivariate Calculus</td>
</tr>
<tr>
<td>CAN ......MUS 2</td>
<td>MUS 1 Music Theory I</td>
</tr>
<tr>
<td>CAN ......PHIL 2</td>
<td>PHIL 6 Introduction to Philosophy</td>
</tr>
<tr>
<td>CAN ......PHIL 4</td>
<td>PHIL 14 Introduction to Ethics</td>
</tr>
<tr>
<td>CAN ......PHIL 6</td>
<td>PHIL 10 General Logic</td>
</tr>
<tr>
<td>CAN ......PHYS SEQ A</td>
<td>PH 2A + 2B College Physics A + B</td>
</tr>
<tr>
<td>CAN ......PHYS SEQ B</td>
<td>PH 4A + 4B Engineering Physics A + B</td>
</tr>
<tr>
<td>CAN ......PSY 2</td>
<td>PSY 1 General Psychology</td>
</tr>
<tr>
<td>CAN ......SOC 2</td>
<td>SOC 1 Introductory Sociology</td>
</tr>
<tr>
<td>CAN ......SOC 4</td>
<td>SOC 2 Social Problems</td>
</tr>
<tr>
<td>CAN ......SPAN 2</td>
<td>SPAN 1 or 1A+1B Elementary Spanish</td>
</tr>
<tr>
<td>CAN ......SPAN 4</td>
<td>SPAN 2 or 2A+2B Elementary Spanish</td>
</tr>
<tr>
<td>CAN ......SPAN 8</td>
<td>SPAN 3 Intermediate Spanish</td>
</tr>
<tr>
<td>CAN ......SPAN 10</td>
<td>SPAN 4 Intermediate Spanish</td>
</tr>
<tr>
<td>CAN ......SPAN SEQ A</td>
<td>SPAN 1 or 1A+2 or 2A+2AB Elementary + Elementary Spanish</td>
</tr>
<tr>
<td>CAN ......SPAN SEQ B</td>
<td>SPAN 3 + 4 Intermediate + Intermediate Spanish</td>
</tr>
<tr>
<td>CAN ......SPCH 4</td>
<td>SP 4 Public Speaking</td>
</tr>
<tr>
<td>CAN ......SPCH 6</td>
<td>SP 7 Decision Making/Advocacy</td>
</tr>
<tr>
<td>CAN ......SPCH 8</td>
<td>SP 1 Introduction to Human Communication</td>
</tr>
<tr>
<td>CAN ......SPCH 10</td>
<td>SP 5 Group Discussion and Leadership</td>
</tr>
<tr>
<td>CAN ......STAT 2</td>
<td>MATH 14 Statistical Methods</td>
</tr>
</tbody>
</table>
ACADEMIC PETITION PROCEDURES

The Academic Regulations Committee has been established to review and to take action on students’ requests for waiver of academic regulations and policies. Students may petition to this committee when, in the student’s opinion, a particular academic regulation or policy is not applicable in a specific situation. Contact the Admissions and Records Office for procedures.

COURSE PREREQUISITES, Corequisites, Advisories, and Other Enrollment Limitations

Complete course prerequisites, corequisites, and advisories are listed in this catalog after the course descriptions. These requirements are intended to ensure students a reasonable chance of success. Questions regarding course eligibility should be discussed with your faculty advisor.

Prerequisite is a course or courses, skills, or a body of knowledge that students should possess prior to enrolling in a course or program. Prerequisites indicate the College of the Desert course which must be taken prior to enrollment in a given course. (In A,B,C,D sequences, A is usually prerequisite to B, etc.) Prerequisite requirements must be met before enrollment is permitted. Prerequisite courses must be completed with a grade of C or better.

Corequisite is a course or courses students are required to take simultaneously in order to enroll in another course. Corequisite represents a set of skills or a body of knowledge students must acquire through concurrent and continued enrollment in another course or courses in order to receive a C or better in the course requiring the corequisite.

Advisory is a condition of enrollment which students are advised, but not required, to meet before or concurrently with enrollment in a course or educational program. An Advisory suggests skills, experiences, or a body of knowledge with which students would achieve a greater depth or breadth of knowledge or skill development, but without which students are likely to receive a satisfactory grade.

Limitations of enrollment are restrictions imposed due to the nature of the course such as prerequisites, corequisites, intercollegiate competition, honors, public performance or restrictions imposed in the number of students who may enroll in a course subject to “first come, first serve” or due to health and safety considerations, facilities limitations, faculty workload, the availability of qualified instructors, funding limitations, the constraints of regional planning, legal requirements imposed by statutes, regulations, or contracts, or other such limitations as designated by the District.

The District has established procedures by which any student who does not meet a prerequisite or corequisite or who is not permitted to enroll due to a limitation on enrollment, but who provides satisfactory evidence, may seek entry into the class according to a challenge process.

Any prerequisite or corequisite may be challenged by a student on one or more of the following grounds:

1. The prerequisite or corequisite has not been established according to the district’s process of establishing prerequisites and corequisites;
2. The prerequisite or corequisite violates Title V, Article 2.5, Section 55201 (Policies for Prerequisites);
3. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;
4. The student has the knowledge or ability to succeed in the course or program despite not meeting the stated prerequisite or corequisite;
5. The student will be subject to undue delay in attaining the goal stated in the student’s educational plan because the prerequisite or corequisite course has not been made reasonably available.

The determination of whether a student meets a prerequisite or corequisite shall be made prior to the student's enrollment in the course.

The student is responsible and bears the burden for showing that grounds exist for the challenge. The challenge must be made in writing to the division dean prior to the student's enrollment in the challenged course.
Challenges shall be resolved by the division dean and/or appropriate faculty within five (5) school days of the receipt of the challenge.

If space is available in a course when a student files a challenge, the District shall reserve a seat for the student and the student is assured a seat in the class if the challenge is ultimately upheld. If no space is available in the course when a challenge is filed and, if the challenge is upheld, the student shall be permitted to enroll if space is available when the student registers for that subsequent term.

Students who are seeking to challenge a course prerequisite or corequisite are encouraged to consult with a counselor in COD Counseling Center to receive guidance on the validity of a challenge prior to it being submitted.

COURSE UNITS

The term “unit of credit” is a measure of time and study devoted to a course. One credit unit is equivalent to one hour of lecture per week plus at least two hours of study outside of class or at least three hours of lab per week per semester. Many courses are made up of a combination of lecture sessions and laboratory sessions.

FINAL EXAMINATIONS

All students are expected to complete a final examination for all their registered courses as assigned by their instructor. All examinations will, so far as practicable, be conducted in writing and a maximum time will be assigned before each examination. Students are required to take the final examination at the appointed time and place in order to secure credit. Students who are in need of special accommodations should arrange this with their instructor well in advance of taking the final exam. Students who miss a final exam due to unforeseen circumstances, such as a sudden illness, should provide documented evidence to the instructor if the student is seeking a make-up exam. Any challenge or exception to this policy must be approved by the Vice President of Student Services or the Vice President’s designated representative.

GRADING SYSTEM

The results of each student’s work in each course are reported to the Dean of Enrollment Services in scholarship grades as follows:

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Definition</th>
<th>Grade Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>Passing, less than satisfactory</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0</td>
</tr>
<tr>
<td>CR</td>
<td>Credit (at least satisfactory; units awarded but not counted in GPA)</td>
<td></td>
</tr>
<tr>
<td>NC</td>
<td>No Credit (less than satisfactory, or failing; units not counted in GPA)</td>
<td></td>
</tr>
</tbody>
</table>

Students may choose the credit/no credit grading option on designated courses. This choice can be made at the time of registration, or the student may file a Petition in the Admissions Office prior to the first 30% of the class.

Grades of F count as units attempted and completed with a failing grade. Such grades are computed in the grade point average (both semester and cumulative). Units for which grades of F are assigned are not earned units and do not fulfill course, certificate or degree requirements.

GRADE POINTS

The College of the Desert follows the same system of grade points used by most colleges and universities in the State to give an overall appraisal of the student’s level of achievement. Semester grades are assigned grade points as follows:

- A = 4 grade points per unit earned
- B = 3 grade points per unit earned
- C = 2 grade points per unit earned
- D = 1 grade point per unit earned
- F = 0 grade points per unit earned

Semester marks with no assigned grade points are as follows: I, CR, NC, and W. Units for F grades are counted in computing grade point averages.
GRADE POINT AVERAGE

The grade point average (GPA) is computed by dividing all units attempted into all grade points received. The following example illustrates the grade point average calculation.

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Grade</th>
<th>Grade Points Per Unit</th>
<th>Grade Points For Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1B</td>
<td>3</td>
<td>B</td>
<td>3</td>
<td>9</td>
</tr>
<tr>
<td>ART 7A</td>
<td>2</td>
<td>A</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>HE 1</td>
<td>3</td>
<td>C</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>NR 1</td>
<td>3</td>
<td>B</td>
<td>3</td>
<td>9</td>
</tr>
<tr>
<td>NR 1L</td>
<td>1</td>
<td>B</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>HIST 17</td>
<td>3</td>
<td>A</td>
<td>4</td>
<td>12</td>
</tr>
</tbody>
</table>

**TOTALS** 15 47

Total Grade Points ..................................... 47
Divided by Total Units Attempted .................. 15
equals Grade Point Average (GPA). ........ 3.13

NON-EVALUATION SYMBOLS

The following non-evaluation symbols may appear on official college transcripts:

*I* (Incomplete) is a temporary mark assigned by the instructor when the instructor and student mutually determine that the student has been unable to complete course requirements by the designated ending date of the course according to the following definition.

**DEFINITION** (Section 55758): Incomplete academic work for unforeseeable, emergency and justifiable reasons at the end of the term may result in an "I" symbol being entered in the student’s record. The condition for removal of the "I" shall be stated by the instructor in a written record. This record shall contain the conditions for removal of the "I" and the grade assigned in lieu of its removal. This record must be given to the student with a copy on file with the Dean of Enrollment Services until the "I" is made up or the time limit has passed. A final grade shall be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work has passed.

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

An incomplete is issued only upon mutual agreement between the instructor and the student. The instructor and the student will agree upon course work and/or requirements necessary for the removal of the incomplete mark and the grade to be assigned, as well as the grade to which the incomplete will default if the requirements are not met. The student is expected to make up the incomplete by the end of the semester immediately following the receipt of this mark or the grade could default to an "F." In unusual circumstances the student may petition the instructor for a one-semester extension.

The **Incomplete Grade Form** is issued only to instructors. In addition to the terms of agreement as outlined in the previous paragraph, this form will contain the student’s signature and the instructor’s signature. The student and the instructor will each retain a copy of this agreement. A third copy will be kept on file with the permanent roster in the Admissions and Records Office.

*IP* (In Progress) is a mark used only for those courses which extend beyond the normal end of an academic term. This mark indicates that work is in progress and that upon completion of this work an evaluative symbol (grade) will be assigned. The "IP" shall not be used in calculating grade point average.

*RD* (Report Delayed) is a mark used when there is a delay in reporting the grade of a student due to circumstances beyond the student’s control. This mark is a temporary notation and is to be replaced as soon as possible by a permanent symbol. Only the Admissions Office may assign the "RD" mark. The "RD" notation shall not be used in calculating grade point average.

*W* (Withdrawal) is a mark assigned to students who withdraw after 30 percent, or the fourth week of the term (whichever is less), and prior to 75 percent of the term. Withdrawal after the 75 percent point is not possible.

If there are extenuating, documented circumstances such as an accident, hospitalization, or other conditions beyond the student’s control, the student may petition for an administrative withdrawal in the Admissions and Records Office.
GRADE CHANGE POLICY
The College adheres to the following policy and procedures for issuing and changing grades.

1. The instructor of record for the class has the right to issue a letter grade to a student. Once a grade has been given, that grade is final.

2. A change of grade may be made in only one of two ways:
   (A) An INCOMPLETE (I) is changed to a final grade. See GRADING SYSTEM, Non-Evaluation Symbols for definition and limitations.
   (B) GRADE CHANGE In the absence of demonstrated error, fraud, bad faith, or incompetence, only the course instructor has legal authority to change a final grade.

3. The Dean of Enrollment Services shall approve all Change of Grade and Incomplete Grade forms based upon the Grading Policy adopted by the Board of Trustees.

4. All requests for Grade Changes that do not adhere to the Grading Policy shall be returned to the instructor submitting the request.

GRADE APPEALS
The student shall first attempt to solve the problem with the instructor involved. If the problem is not solved, the student may follow the steps outlined in the Grade Grievance Procedure.

GRADE GRIEVANCE PROCEDURE
By law, an instructor is solely responsible for the grades assigned; no instructor may be directed to change a grade except in certain narrow circumstances authorized by the California Education Code, Section 76224(a), which reads as follows:
“When grades are given for any courses of instruction taught in a community college, the grade given to each student shall be that determined by the instructor of the course and its determination, in the absence of mistake, fraud, bad faith, or incompetency, shall be final.”

When a student believes that the District grading policy has not been followed, and that the grade received in class was the result of “mistake, fraud, bad faith, or incompetency,” the student MUST discuss this concern with the course instructor by the end of the fourth week of the following semester (excluding summer). Any student who is not satisfied after meeting with the instructor, may choose to pursue a grievance.

FRAUD: A deliberate misrepresentation of the truth or a fact used to take money, rights, or other privilege or property away from a person or persons may be found to be fraud.

BAD FAITH: Bad faith may be found in an instance of an intent to deceive, in an act of dishonesty.

INCOMPETENCY: Incompetency may be found in a lack of ability, qualifications, fitness, or performance.

If a student files a grade grievance in accordance with the definitions and procedures described herein, and if, following the grievance procedures, it is found that the grade assigned has in fact been the result of “mistake, fraud, bad faith, or incompetency,” then a new grade will be assigned, and that grade will become the final grade.

The student must observe the following procedures. The procedures must be completed by the end of the following semester (excluding Summer School) during which the cause for grievance occurred.

LEVEL 1: The student meets with the instructor.
Prior to filing a formal written grievance, the student must attempt to solve the problem. When grades are available, the student is expected to contact his or her instructor directly to discuss their differences not later than the fourth week of the following semester. At this stage most differences will be resolved. This contact should be conducted in the privacy of the instructor’s office whenever possible, and the pertinent issues should be well defined so that they may be discussed as objectively as possible.

If the problem cannot be resolved at this level, the student may, after informing the instructor that he or she plans to file a written grievance, progress to Level 2.

LEVEL 2: The student submits a written request for a meeting with the instructor’s dean to resolve the grievance. The written request must include, in detail, the student’s basis for initiating the grievance. The student shall initiate this request within five (5) school days after meeting with the instructor. The dean shall meet with the instructor and student within five (5) school days of reception of the formal
grievance accompanied by all supporting data supplied by the student in an attempt to resolve the issue at this level. Any such meeting regarding a grade grievance will be closed to all observers.

At this level, if the issue can be resolved to the satisfaction of the instructor and student, and the action to be taken is to change a grade due to a mistake, the incorrect grade shall be removed from the student’s record. Within two (2) school days, the decision and proposed action of the dean will be communicated in writing with copies to the student involved, the faculty member involved, the Vice President of Instruction or designee, and the Office of Admissions and Records.

If the problem cannot be resolved at this level, the student may, after informing the instructor and dean that he or she plans to file a written grievance, progress to Level 3.

**LEVEL 3: The student submits a written request for a meeting with the Vice President of Instruction to resolve the grievance.** The written request must include, in detail, the student’s basis for initiating the grievance. The student shall initiate this request within five (5) school days after meeting with the dean and instructor. The Vice President of Instruction shall meet with the instructor, dean and student within five (5) school days of reception of the formal grievance accompanied by all supporting data supplied by the student in an attempt to resolve the issue at this level. Any such meeting regarding a grade grievance will be closed to all observers.

At this level, if the issue cannot be resolved to the satisfaction of the dean, instructor, and student, the Vice President of Instruction assumes the responsibility for arriving at a decision regarding the validity of the grievance and appropriate action to be taken. If the action to be taken is to change a grade due to a mistake, the incorrect grade shall be removed from the student’s record. Within two (2) school days, the decision and proposed action of the Vice President will be communicated in writing with copies to the student involved, the faculty member involved, the dean involved, and the Office of Admissions and Records. The Vice President of Instruction’s decision completes and exhausts the Desert Community College District’s Grade Grievance Procedure.

The president or his/her designee may shorten or lengthen the times specified in these procedures. The intent, however, is to ensure that each and every step will take place as expeditiously as possible.

**ACADEMIC HONORS**

**Deans' List**
Students earning 12 or more credit units in a semester with a grade point average of 3.50 or better are named to the "Deans' List" in recognition of their academic achievements.

**Honor Roll**
Students earning 12 or more credit units in a semester with a grade point average between 3.00 and 3.49 are listed on the "Honor Roll."

**Graduation Honors**
Students receiving associate degrees may graduate with honors as indicated below. All grades earned at all colleges attended will be included in the computation of the cumulative grade point average for graduation honors. Designations will be made on diplomas of all recipients and recognized at Graduation for students who participate. Academic honors are awarded as follows:

<table>
<thead>
<tr>
<th>Honor</th>
<th>Cumulative GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highest Honors</td>
<td>3.90 - 4.00</td>
</tr>
<tr>
<td>High Honors</td>
<td>3.75 - 3.89</td>
</tr>
<tr>
<td>Academic Distinction</td>
<td>3.50 - 3.74</td>
</tr>
</tbody>
</table>

**PROBATION, DISQUALIFICATION, AND REINSTATEMENT**
Probation, disqualification, and reinstatement policies and procedures are an important part of the Follow-Up component of the College’s MATRICULATION PROCESS and are designed to assist students in making progress toward realistic academic, career, and personal goals.

**Standards for Probation**
ACADEMIC PROBATION occurs after a student has attempted at least twelve (12) units, as shown by the official academic record, and has earned a grade point average (GPA) below 2.0 for all units graded according to the established College grading scale.

Chapter 7 - Academic Standards
PROGRESS PROBATION occurs after a student has attempted at least twelve (12) units, as shown by the official academic record, and has earned a grade of “W,” “I” and/or “NC” in fifty percent (50%) or more of all units attempted.

Students can be placed on both academic and progress probation simultaneously. A student will be subject to disqualification if the student remains on probation for three consecutive semesters.

Students transferring to College of the Desert from another college are subject to the same probation and dismissal policies as College of the Desert students.

Notification of Probation
The College shall make a reasonable effort to notify a student of their probationary status at or near the beginning of the semester in which the probation will take effect but, in any case, no later than the start of the fall semester. As a condition of continuing enrollment, a student placed on probation is required to receive counseling services, including the regulation and monitoring of his or her academic program. Each student shall also receive any other support services to help him or her overcome any academic difficulties. Prior to registration, a student on probation must have counselor approval of his or her educational program.

Removal from Probation
A student on academic probation shall be removed from probation when the student’s accumulated grade point average reaches 2.0 or higher.

A student on progress probation shall be removed from probation when the percent of units with an earned a grade of “W,” “I” and/or “NC” drops below fifty percent (50%).

Standards for Disqualification
A student on academic probation shall be subject to disqualification if in each of three consecutive semesters of enrollment the student’s cumulative and semester grade point averages are below 2.00 in all units attempted which were graded according to the established District grading scale.

Students on progress probation shall be subject to disqualification if progress probation has been earned for three (3) consecutive semesters of enrollment.

Notification of Disqualification
The college shall make a reasonable effort to notify a student subject to disqualification at or near the beginning of the semester in which the disqualification will take effect but no later than the start of the fall semester. A student subject to disqualification has the right of appeal. An exception to disqualification may be made in the event of extreme and unusual circumstances that can be supported by documented evidence provided by the student. Requests for appeal shall be submitted in writing to the COD Counseling Center and it will be reviewed by the Dean of Student Programs & Counseling Services or the Dean’s designated representative. Disqualified students who register for classes without prior approval from the Dean will be administratively dropped from classes.

Reinstatement
A disqualified student applying for reinstatement shall not be reinstated until a minimum of one semester has elapsed since disqualification. A student applying for reinstatement must submit a written request to the Counseling Center. The request shall explain what circumstances or conditions would justify reinstatement. A student who is reinstated shall receive individual counseling to assess his or her academic and career goals and may be required to participate in periodic monitoring of their academic progress and/or take an assigned student development course. Prior to registration, a reinstated student must have counselor approval of his or her educational program.

REPETITION OF COURSES

Substandard Grades
A student who receives a grade of D, F, or NC for a course may repeat the course one time and receive a new grade and credits. The previous grade and credits are disregarded in the computation of grade point average and credits and appropriate annotation is made on the student’s permanent record in such a manner that both grades remain legible, insuring a true and complete academic history.
Where special circumstances exist, a student may be allowed to repeat a course a second time. Special circumstances include consideration of illness, accident, or other conditions which, being beyond the control of the student, resulted in his or her substandard work.

Applications to take a course a third time in which a grade of D, F, or NC has been received two times are available in the Admissions and Records Office. Students must apply well in advance of registration to allow the Academic Regulations Committee sufficient time to review the merits of the request.

**Grades of "C" or Better**

Students may take courses designated as repeatable in which they have been granted grades of C or better a maximum of four times. Students are not eligible to repeat any other course for which they have been granted a grade of C or better except where special circumstances exist which justify repeating the course. Special circumstances include:

1. The lapse of time - a significant number of years since the course was completed.
2. Changes in course content since the course was completed, or
3. Need to acquire knowledge or skills to be able to progress to higher level course work.

Grades earned in such cases are not included in the student’s grade point average. The credit is not awarded. The courses, grades and units will be listed on the student’s transcript.

Applications to repeat a course with a grade of "C" or better are available in the Admissions and Records Office. Students must apply well in advance of registration to allow time for the Academic Regulations Committee review.
CLASSIFICATION AND NUMBERING OF COURSES

There are three types of courses/classes offered by College of the Desert:

1. **Credit Courses** - Courses numbered 1-99 are credit courses. A credit course is a part of an approved educational program or major. The credit awarded by College of the Desert for completion of most courses is accepted as a completion of a portion of an appropriate educational sequence leading to an Associate Degree or Baccalaureate Degree by the University of California, the California State University or an accredited independent college or university. A few remedial courses in Basic Skills are offered for credit but do not count toward completion of a program or major.

2. **Non-Credit Courses** - Courses numbered 100 and above are designed for students who are not candidates for degree programs and work in such courses is not applicable toward graduation. Non-credit developmental courses are offered in Adult Basic Education, high school completion (GED), English as a Second Language (ESL), and DSPS courses designed for students with disabilities.

3. **Community Education Classes** - Classes are designed for students whose primary motive for activity and learning is personal enrichment only. The classes carry no academic credit and are supported by class fees.

ABBRévIATIONS AND SYMBOLS

**Kind of Grading**
- L = Letter Grade Only
- K = Mandatory Credit/No Credit
- O = Optional Credit/No Credit

**Transfer Status**
- CSU = meets baccalaureate criteria for the California State University system.
- UC = accepted by the University of California system.
- UC* = University of California will accept course but with some unit limitations or other stipulations.

**Degree Applicability**
- AA/AS = applies to the Associate of Arts or Associate of Science degree.
- NAA = offered for credit but does not apply to the A.A. or A.S. degree
- NONC = noncredit course
- COD GE = meets General Education criteria for COD's occupational/vocational non-transfer degrees
- CSU GE = meets criteria for California State University and College of the Desert General Education
- IGETC = meets criteria for Intersegmental General Education Transfer Curriculum (applicable to both the California State University system and the University of California system)
### KEY TO COURSE CODES

<table>
<thead>
<tr>
<th>SUBJECT</th>
<th>COURSE CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Skills Center</td>
<td>ASC</td>
</tr>
<tr>
<td>Accounting</td>
<td>BUAC</td>
</tr>
<tr>
<td>Addiction Studies/Problem Gambling</td>
<td>ASPG</td>
</tr>
<tr>
<td>Administration of Justice</td>
<td>AJ</td>
</tr>
<tr>
<td>Adult Basic Education</td>
<td>ABE</td>
</tr>
<tr>
<td>Advanced Transportation Technologies</td>
<td>AUTO</td>
</tr>
<tr>
<td>Agriculture/Business</td>
<td>AGBU</td>
</tr>
<tr>
<td>Agriculture/Environmental Horticulture</td>
<td>AGEH</td>
</tr>
<tr>
<td>Agriculture/Plant Science</td>
<td>AGPS</td>
</tr>
<tr>
<td>Air Conditioning/HVAC</td>
<td>ACR</td>
</tr>
<tr>
<td>Alcohol Drug Studies</td>
<td>HSAD</td>
</tr>
<tr>
<td>American Sign Language</td>
<td>ASL</td>
</tr>
<tr>
<td>Anthropology</td>
<td>ANTH</td>
</tr>
<tr>
<td>Architecture</td>
<td>ARCH</td>
</tr>
<tr>
<td>Art</td>
<td>ART</td>
</tr>
<tr>
<td>Astronomy</td>
<td>A</td>
</tr>
<tr>
<td>Automotive Technology</td>
<td>AUTO</td>
</tr>
<tr>
<td>Biology</td>
<td>BI</td>
</tr>
<tr>
<td>Building Inspection Technology</td>
<td>BIT</td>
</tr>
<tr>
<td>Business Management</td>
<td>BUMA</td>
</tr>
<tr>
<td>Chemistry</td>
<td>CH</td>
</tr>
<tr>
<td>Computer Information Systems</td>
<td>CIS</td>
</tr>
<tr>
<td>Computer Science</td>
<td>CS</td>
</tr>
<tr>
<td>Construction Management</td>
<td>CM</td>
</tr>
<tr>
<td>Counseling</td>
<td>HSC</td>
</tr>
<tr>
<td>Culinary Arts</td>
<td>CART</td>
</tr>
<tr>
<td>Dance</td>
<td>DANC</td>
</tr>
<tr>
<td>Developmental Education</td>
<td>DE</td>
</tr>
<tr>
<td>Digital Design and Production</td>
<td>DDP</td>
</tr>
<tr>
<td>Disabled Students Programs and Services</td>
<td>DSPS</td>
</tr>
<tr>
<td>Drafting/CAD</td>
<td>DRA</td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>ECE</td>
</tr>
<tr>
<td>Economics</td>
<td>ECON</td>
</tr>
<tr>
<td>Emergency Medical Technology</td>
<td>EMT</td>
</tr>
<tr>
<td>English as a Second Language</td>
<td>ESL</td>
</tr>
<tr>
<td>English/Composition</td>
<td>ENG</td>
</tr>
<tr>
<td>Finance</td>
<td>BUFI</td>
</tr>
<tr>
<td>Fire Technology</td>
<td>FIRE</td>
</tr>
<tr>
<td>Foreign Language</td>
<td>FL</td>
</tr>
<tr>
<td>French</td>
<td>FR</td>
</tr>
<tr>
<td>Geography</td>
<td>GEOG</td>
</tr>
<tr>
<td>Geology</td>
<td>G</td>
</tr>
<tr>
<td>German</td>
<td>GER</td>
</tr>
<tr>
<td>Golf Management</td>
<td>GOLF</td>
</tr>
<tr>
<td>Health</td>
<td>HE</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>HS</td>
</tr>
<tr>
<td>History</td>
<td>HIST</td>
</tr>
<tr>
<td>Hotel &amp; Restaurant Management</td>
<td>BUHM</td>
</tr>
<tr>
<td>Human Services Alcohol Drug Studies</td>
<td>HSAD</td>
</tr>
<tr>
<td>Humanities</td>
<td>HUM</td>
</tr>
<tr>
<td>Italian</td>
<td>ITAL</td>
</tr>
<tr>
<td>Japanese</td>
<td>JPN</td>
</tr>
<tr>
<td>Journalism</td>
<td>J</td>
</tr>
<tr>
<td>Mass Communication</td>
<td>MC</td>
</tr>
<tr>
<td>Mathematics</td>
<td>MATH</td>
</tr>
<tr>
<td>Music</td>
<td>MUS</td>
</tr>
<tr>
<td>Natural Resources</td>
<td>NR</td>
</tr>
<tr>
<td>Nursing</td>
<td>N</td>
</tr>
<tr>
<td>Nutrition</td>
<td>HEC</td>
</tr>
<tr>
<td>Physical Education</td>
<td>PE</td>
</tr>
<tr>
<td>Physics</td>
<td>PH</td>
</tr>
<tr>
<td>Philosophy</td>
<td>PHIL</td>
</tr>
<tr>
<td>Political Science</td>
<td>PS</td>
</tr>
<tr>
<td>Psychology</td>
<td>PSY</td>
</tr>
<tr>
<td>Radio-Television</td>
<td>RTV</td>
</tr>
<tr>
<td>Reading</td>
<td>RDG</td>
</tr>
<tr>
<td>Reading English as a Second Language</td>
<td>RESL</td>
</tr>
<tr>
<td>Recreation</td>
<td>RE</td>
</tr>
<tr>
<td>Sociology</td>
<td>SOC</td>
</tr>
<tr>
<td>Spanish</td>
<td>SPAN</td>
</tr>
<tr>
<td>Speech</td>
<td>SP</td>
</tr>
<tr>
<td>Student Development</td>
<td>STDV</td>
</tr>
<tr>
<td>Supervision &amp; Management</td>
<td>BUSM</td>
</tr>
<tr>
<td>Theatre Arts</td>
<td>TA</td>
</tr>
<tr>
<td>Varsity Sports-Men</td>
<td>VSM</td>
</tr>
<tr>
<td>Varsity Sports-Women</td>
<td>VSW</td>
</tr>
<tr>
<td>Vocational Nursing</td>
<td>VN</td>
</tr>
<tr>
<td>Work Experience, General</td>
<td>WEG</td>
</tr>
<tr>
<td>Work Experience, Occupational</td>
<td>WEV</td>
</tr>
<tr>
<td>COURSE CODE</td>
<td>SUBJECT</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>A</td>
<td>Astronomy</td>
</tr>
<tr>
<td>ABE</td>
<td>Adult Basic Education</td>
</tr>
<tr>
<td>ACR</td>
<td>Air Conditioning/HVAC</td>
</tr>
<tr>
<td>AGBU</td>
<td>Agriculture/Business</td>
</tr>
<tr>
<td>AGEH</td>
<td>Agriculture/Environmental Horticulture</td>
</tr>
<tr>
<td>AGPS</td>
<td>Agriculture/Plant Science</td>
</tr>
<tr>
<td>AJ</td>
<td>Administration of Justice</td>
</tr>
<tr>
<td>ANTH</td>
<td>Anthropology</td>
</tr>
<tr>
<td>ARCH</td>
<td>Architecture</td>
</tr>
<tr>
<td>ART</td>
<td>Art</td>
</tr>
<tr>
<td>ASC</td>
<td>Academic Skills Center</td>
</tr>
<tr>
<td>ASL</td>
<td>American Sign Language</td>
</tr>
<tr>
<td>ASPG</td>
<td>Addiction Studies/Problem Gambling</td>
</tr>
<tr>
<td>AUTO</td>
<td>Advanced Transportation Technologies</td>
</tr>
<tr>
<td>AUTO</td>
<td>Automotive Technology</td>
</tr>
<tr>
<td>BI</td>
<td>Biology</td>
</tr>
<tr>
<td>BIT</td>
<td>Building Inspection Technology</td>
</tr>
<tr>
<td>BUAC</td>
<td>Business/Accounting</td>
</tr>
<tr>
<td>BUFI</td>
<td>Business/Finance</td>
</tr>
<tr>
<td>BUHM</td>
<td>Business/Hotel &amp; Restaurant Management</td>
</tr>
<tr>
<td>BUMA</td>
<td>Business/Management</td>
</tr>
<tr>
<td>BUSM</td>
<td>Business/Supervision &amp; Management</td>
</tr>
<tr>
<td>CART</td>
<td>Culinary Arts</td>
</tr>
<tr>
<td>CH</td>
<td>Chemistry</td>
</tr>
<tr>
<td>CIS</td>
<td>Computer Information Systems</td>
</tr>
<tr>
<td>CM</td>
<td>Construction Management</td>
</tr>
<tr>
<td>CS</td>
<td>Computer Science</td>
</tr>
<tr>
<td>DANC</td>
<td>Dance</td>
</tr>
<tr>
<td>DDP</td>
<td>Digital Design and Production</td>
</tr>
<tr>
<td>DE</td>
<td>Developmental Education</td>
</tr>
<tr>
<td>DRA</td>
<td>General Drafting/CAD</td>
</tr>
<tr>
<td>DSPS</td>
<td>Disabled Students Programs and Services</td>
</tr>
<tr>
<td>ECE</td>
<td>Early Childhood Education</td>
</tr>
<tr>
<td>ECON</td>
<td>Economics</td>
</tr>
<tr>
<td>EMT</td>
<td>Emergency Medical Technology</td>
</tr>
<tr>
<td>ENG</td>
<td>English/Composition</td>
</tr>
<tr>
<td>ESL</td>
<td>English as a Second Language</td>
</tr>
<tr>
<td>FIRE</td>
<td>Fire Technology</td>
</tr>
<tr>
<td>FL</td>
<td>Foreign Language</td>
</tr>
<tr>
<td>FR</td>
<td>French</td>
</tr>
<tr>
<td>G</td>
<td>Geology</td>
</tr>
<tr>
<td>GEOG</td>
<td>Geography</td>
</tr>
<tr>
<td>GER</td>
<td>German</td>
</tr>
<tr>
<td>GOLF</td>
<td>Golf Management</td>
</tr>
<tr>
<td>HE</td>
<td>Health</td>
</tr>
<tr>
<td>HEC</td>
<td>Home Economics-Nutrition</td>
</tr>
<tr>
<td>HIST</td>
<td>History</td>
</tr>
<tr>
<td>HS</td>
<td>Health Sciences</td>
</tr>
<tr>
<td>HIST</td>
<td>History</td>
</tr>
<tr>
<td>HSAD</td>
<td>Human Services Alcohol Drug Studies</td>
</tr>
<tr>
<td>HUM</td>
<td>Humanities</td>
</tr>
<tr>
<td>ITAL</td>
<td>Italian</td>
</tr>
<tr>
<td>J</td>
<td>Journalism</td>
</tr>
<tr>
<td>JPN</td>
<td>Japanese</td>
</tr>
<tr>
<td>MATH</td>
<td>Mathematics</td>
</tr>
<tr>
<td>MC</td>
<td>Mass Communication</td>
</tr>
<tr>
<td>MUS</td>
<td>Music</td>
</tr>
<tr>
<td>N</td>
<td>Nursing</td>
</tr>
<tr>
<td>NR</td>
<td>Natural Resources</td>
</tr>
<tr>
<td>PE</td>
<td>Physical Education</td>
</tr>
<tr>
<td>PH</td>
<td>Physics</td>
</tr>
<tr>
<td>PHIL</td>
<td>Philosophy</td>
</tr>
<tr>
<td>PS</td>
<td>Political Science</td>
</tr>
<tr>
<td>PSY</td>
<td>Psychology</td>
</tr>
<tr>
<td>RDG</td>
<td>Reading</td>
</tr>
<tr>
<td>RE</td>
<td>Recreation</td>
</tr>
<tr>
<td>RESL</td>
<td>Reading English as a Second Language</td>
</tr>
<tr>
<td>RTV</td>
<td>Radio-Television</td>
</tr>
<tr>
<td>SOC</td>
<td>Sociology</td>
</tr>
<tr>
<td>SP</td>
<td>Speech</td>
</tr>
<tr>
<td>SPAN</td>
<td>Spanish</td>
</tr>
<tr>
<td>STDV</td>
<td>Student Development</td>
</tr>
<tr>
<td>TA</td>
<td>Theatre Arts</td>
</tr>
<tr>
<td>VN</td>
<td>Vocational Nursing</td>
</tr>
<tr>
<td>VSM</td>
<td>Varsity Sports-Men</td>
</tr>
<tr>
<td>VSW</td>
<td>Varsity Sports-Women</td>
</tr>
<tr>
<td>WEG</td>
<td>Work Experience, General</td>
</tr>
<tr>
<td>WEV</td>
<td>Work Experience, Occupational</td>
</tr>
</tbody>
</table>
A-001  DESCRIPTIVE ASTRONOMY  3 Units
This course is an introductory survey of planetary, stellar and galactic astronomy designed for students not majoring in science. It reviews research techniques, current knowledge and theory about the planets, stars, galaxies and the age and origin of the universe.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-051 and MATH-040
COD GE: None  CSU GE: BI  IGETC: 5A
Transfer Status: None
Degree Applicable: AA/AS

A-001L  DESCRIPTIVE ASTRONOMY LAB  1 Unit
This is an introductory laboratory course featuring the practical use of the telescope, an introduction to the geography of the sky, and applications of astronomical methods involving projects performed by the student.
Lecture Hours: 0  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: ENG-051 and MATH-040
COD GE: C1  CSU GE: B3  IGETC: 5A
Transfer Status: CSU/UC
Degree Applicable: AA/AS

ABE:  ADULT BASIC EDUCATION

ABE-300  ADULT BASIC EDUCATION  0 Unit
This course is designed to provide basic skills instruction in reading, writing, math, and survival skills in everyday living.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None
Degree Applicable: NONC

ABE-320A  FUNDAMENTALS OF ENGLISH  0 Unit
This course provides basic grammar skills which prepare students for high school completion and GED testing. Students prepare to pass the adult high school proficiency essay examination, the GED essay examination, or the college assessment test.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None
Degree Applicable: NONC

ABE-320B  FUNDAMENTALS OF ENGLISH II: Reference Skills
This course prepares students to write essays that demonstrate critical thinking skills.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None
Degree Applicable: NONC

ABE-320C  FUNDAMENTALS OF ENGLISH I: Research Skills
This course provides the opportunity to refine their skills in writing the narrative and persuasive argumentative writing. Students are expected to refine their skills in essay writing and address the narrative, and persuasive-argumentative essays. They also write business letters, complete a resume on the word processor, and read short stories.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None
Degree Applicable: NONC

ABE-320D  FUNDAMENTALS OF ENGLISH II: Research Skills
In this course students will be assisted in writing a thesis statement, doing research and writing a complete research paper of approximately 2,000 to 2,500 words.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None
Degree Applicable: NONC

ABE-322A  ADVANCED FUNDAMENTALS OF ENGLISH I: Reference Skills
In this course students will write a directed research paper of approximately 2,000 to 2,500 words.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None
Degree Applicable: NONC

ABE-322B  ADVANCED FUNDAMENTALS OF ENGLISH II: Research Skills
In this course students will write a directed research paper of approximately 2,000 to 2,500 words.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None
Degree Applicable: NONC
Chapter 8 - Courses of Instruction

**ABE-323A  AMERICAN LITERATURE  0 Unit**
This course provides a study of representative American writers. Students evaluate 3 novels written by a selected author according to point of view, plot, style, emotional appeal, and character development. Students critique the author, comparing their opinion of the work to that of a published opinion.

Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Advisory: DE-322B and/or transcript evaluation

COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None  Degree Applicable: NONC

**ABE-323B  WORLD LITERATURE  0 Unit**
This course provides an opportunity to explore the works of a few of the world’s greatest authors. Students research the life of three authors from a provided list and review two books and one short story written by those authors. Students address point of view, plot, style, emotional appeal, characters and how the book has affected the history of society.

Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Advisory: DE-323A and/or transcript evaluation

COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None  Degree Applicable: NONC

**ABE-324A,B  READING CONTROL LAB  0 Unit**
This course is designed to teach reading to adults. Credit is applicable towards a high school diploma.

Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Advisory: DE-323A and/or transcript evaluation

COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None  Degree Applicable: NONC

**ABE-325A  U.S. HISTORY I  0 Unit**
This course provides the history of the United States from exploration through the Civil War.

Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Advisory: DE-323A and/or transcript evaluation

COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None  Degree Applicable: NONC

**ABE-326A  U.S. HISTORY II  0 Unit**
This course provides the history of the United States from Reconstruction of 1865 to the present.

Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Advisory: DE-323A and/or transcript evaluation

COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None  Degree Applicable: NONC

**ABE-328A  PRACTICAL AMERICAN GOVERNMENT: U.S. Government  0 Unit**
This course is designed to give the students an understanding of the principles and structure of government.

Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Advisory: DE-323A and/or transcript evaluation

COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None  Degree Applicable: NONC

**ABE-332B  WORLD HISTORY  0 Unit**
This course covers major elements in Western Civilization related to the Modern World. Emphasis is placed upon prehistory and to 18th century cultures.

Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Advisory: DE-323A and/or transcript evaluation

COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None  Degree Applicable: NONC

**ABE-333A  U.S. CITIZENSHIP  0 Unit**
Introduction to Citizenship. This course provides instruction of American History and United States Government in preparation for becoming a citizen of the United States.

Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Advisory: DE-323A and/or transcript evaluation

COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None  Degree Applicable: NONC

**ABE-335A  WORLD GEOGRAPHY I  0 Unit**
This course provides basic information on regions of the United States, Latin America, Europe, and Russia, emphasizing their geographical features.

Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Advisory: DE-323A and/or transcript evaluation

COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None  Degree Applicable: NONC

College of the Desert Catalog 2005-2006
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABE-335B</td>
<td>WORLD GEOGRAPHY II</td>
<td>0</td>
</tr>
<tr>
<td>ABE-342A,B</td>
<td>PRACTICAL BASIC MATH</td>
<td>0</td>
</tr>
<tr>
<td>ABE-344A</td>
<td>MATH FOR LIVING I</td>
<td>0</td>
</tr>
<tr>
<td>ABE-344B</td>
<td>MATH FOR LIVING II</td>
<td>0</td>
</tr>
<tr>
<td>ABE-346A,B</td>
<td>ALGEBRA I, II</td>
<td>0</td>
</tr>
<tr>
<td>ABE-348A</td>
<td>GENERAL SCIENCE</td>
<td>0</td>
</tr>
<tr>
<td>ABE-348B</td>
<td>GENERAL SCIENCE</td>
<td>0</td>
</tr>
<tr>
<td>ABE-351A</td>
<td>SCIENCE: LAND ANIMALS</td>
<td>0</td>
</tr>
<tr>
<td>ABE-351B</td>
<td>SCIENCE: WATER LIFE</td>
<td>0</td>
</tr>
<tr>
<td>ABE-361A</td>
<td>FINE ARTS: ART</td>
<td>0</td>
</tr>
<tr>
<td>ABE-361B</td>
<td>FINE ARTS: MUSIC</td>
<td>0</td>
</tr>
<tr>
<td>ABE-361C</td>
<td>FINE ARTS: THEATER</td>
<td>0</td>
</tr>
</tbody>
</table>

This course provides basic information on regions of Africa, the Middle East, Asia, and the Pacific, emphasizing their geographical features. Self-instructional materials allow self-paced study.

This course provides practical math skills from basic computation to simple equations. Self-instructional materials allow self-paced study.

The course helps students understand the concepts of basic math and how they apply to consumer skills necessary for life situations.

The course helps students to apply the concepts of basic math skills to everyday life situations.

This course provides basic algebra skills including simple equations, use of formulas, exponents and factoring. Self-instructional materials allow self-paced study.

This course is designed to provide students with the basic knowledge of science as related to themselves and their range of experiences.

This course is designed to provide students with an understanding of the forms of matter and energy that make up the physical universe.

This high school level course provides the study and understanding of the origin of land animals.

This course provides for the study and understanding of the origin of water life.

This course teaches the student the history of art through the perspective of artists from around the world. The course focuses not only on the artists’ work but also on various biographical facts of the artist.

This course familiarizes the student with the different forms of music and provides a survey of the history of music.

This course introduces and familiarizes the student with the various forms of theatrical performances.
ABE-364  GED TEST PREPARATION  0 Unit
This course is designed to prepare students for the GED examination. This course may be repeatable up to 3 times in order for the students to successfully get through the 5 GED tested disciplines.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ABE-368A  BEGINNING TYPING - KEYBOARDING I  0 Unit
This course focuses on basic keyboarding skills using a computer. The student will learn all keys on the keyboard by using a computerized exercise program and start assignments in the text.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL Level 3
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ABE-368B  BEGINNING TYPING - KEYBOARDING II  0 Unit
This course focuses on advanced typing skills. The student will learn how to type and format various letters, forms, and memos using assignments from the textbook. Each assignment will be typed in the “word processor” mode and saved on disk.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: DE-368A and ESL Level 3
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ABE-376A  ADVANCED TYPING - KEYBOARDING I  0 Unit
This course focuses on the proper set up of business letters, memos, reports and tables for students who have learned the typewriter keyboard. The student will also learn vertical and horizontal centering. While learning these typing skills, students will continue to build both speed and accuracy.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: DE-368A and ESL Level 3
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ABE-376B  ADVANCED TYPING - KEYBOARDING II  0 Unit
This course focuses on the proper set up of more complex and advanced business letters, memos, reports and tables for students who have learned the typewriter keyboard. The student will also learn vertical and horizontal centering. While learning these typing skills,
ACR-062  AIR CONDITIONING III  3 Units
This course covers air conditioning controls, refrigeration cycle accessories, heat pump theory, defrost, troubleshooting heat pumps, troubleshooting residential cooling system, evaporative cooling, air duct sizing and venting.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ACR-061
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ACR-063  AIR CONDITIONING IV  3 Units
This course emphasizes air properties (psychrometrics) and air measurements, air conditioning tune-up, troubleshooting air conditioning systems, compressor and condenser replacement and charging procedures.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ACR-061
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ACR-064  AIR CONDITIONING/REFRIGERATION ELECTRICITY I  3 Units
This course introduces basic theory of electricity and electronics, skills needed to install and service electrical circuits of air conditioning and refrigeration systems. Also, components and symbols, wiring diagrams and wiring diagram exercises are included.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050, MATH-057 and concurrent enrollment in ACR-060
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ACR-065  AIR CONDITIONING/REFRIGERATION ELECTRICITY II  3 Units
This course introduces to the procedures, techniques and instruments utilized for troubleshooting the motors, circuitry and control elements for air conditioning and refrigeration equipment. Variations in control systems, including solid state, are described and analyzed.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: ENG-050, MATH-057, and ACR-064
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ACR-066  AIR CONDITIONING LOAD ESTIMATING  1 Unit
This course presents techniques for determining heating and cooling loads on residential and light commercial buildings. Industry accepted ACCA, Manual J for residential load estimating and the ACCA, Manual N for commercial load estimating with the appropriate forms are used.
Lecture Hours: 18  Lab Hours: 0  Repeatable: No  Grading: L
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ACR-068  AIR DISTRIBUTION SYSTEMS  1 Unit
This course provides the techniques and procedures used in layout, sizing and material estimating for residential and light commercial duct systems.
Lecture Hours: 18  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ACR-066
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ACR-074  AIR CONDITIONING/REFRIGERATION SYSTEM ACCESSORIES  2 Units
This course provides descriptions of the operation, installation, service and repair of accessory equipment commonly used to improve operating performance, to enhance efficiency or to provide operational flexibility of air conditioning systems.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050, MATH-057, ACR-060, and ACR-064
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ACR-081  HEATING I  2 Units
This course presents the basic principles of physics, chemistry and engineering involved in the concept of gas-fired furnaces. Students are introduced to gas heating, principles of gas combustion, gas furnaces, gas burners and gas controls.
Lecture Hours: 27  Lab Hours: 27  Repeatable: No  Grading: L
Prerequisite: ACR-060 and ACR-064, or 2 years trade experience
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ACR-082  HEATING II  2 Units
In this course, students are introduced to gas ignition systems, safety and operating controls, installation practices, ventilation and combustion air and gas troubleshooting.
Lecture Hours: 27  Lab Hours: 27  Repeatable: No  Grading: L
Prerequisite: ACR-081
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
Chapter 8 - Courses of Instruction

AGBU: Agriculture/BUSINESS

AGBU-059A LEADERSHIP 1 Unit
This course emphasizes basic principles of group and personal leadership for students within applied technology areas. Students study parliamentary procedure, organizational structure and meeting formats. Opportunities are provided for students to develop leadership skills, such as planning, communication, facilitation and problem solving through small group and formal meeting settings. In addition, concepts of personal leadership are explored including: mission statements, defining roles, goal setting, time management, weekly planning and self-evaluation.
Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: L
Advisory: ENG-050
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

AGBU-059B CAREERS 1 Unit
This course emphasizes basic methods for enhancing one's success when seeking employment. Students study strategies for locating potential employers, completing applications, preparing resumes and interview techniques. Opportunities are provided for students to experience interview process.
Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: L
Advisory: ENG-050
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

AGHE: Agriculture/ENVIRONMENTAL HORTICULTURE
(formerly Ornamental Horticulture)

AGHE-001 HORTICULTURE 3 Units
This course offers an opportunity to learn the basic structure and function of plants, their place in the world of human activity and the methods used to manipulate the botanical world to human advantage. Students can expect to be exposed to plant anatomy, morphology and physiology as well as such practical matters as plant propagation, pruning and fertilization. (Also listed as, and equivalent to, AGPS-005.) Note: This course does not satisfy IGEC Requirement in Area 5-B.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C1 CSU GE: B2 IGETC: None

AGHE-004 TURFGRASS MANAGEMENT 2 Units
This course introduces the basic turfgrass principles used in the maintenance of turfgrass areas. It covers the major factors in turfgrass management which control the quality of grass. Emphasis is placed on management practices used to produce a good turfgrass area in a desert environment.
Lecture Hours: 36 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

AGHE-004L TURFGRASS MANAGEMENT LABORATORY 1 Unit
This laboratory is intended to supplement the Turfgrass Management course (AGEH-004) by providing laboratory and field experiences in turfgrass management subject areas.
Lecture Hours: 0 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: AGEH-004 or concurrent enrollment
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

AGHE-005 ORNAMENTAL PLANT IDENTIFICATION 3 Units
This course first acquaints the student with the principles of plant taxonomy and the descriptive language necessary to discuss plants accurately. It then goes on to introduce 210 species of perennials, interior plants, vine, ground covers, and succulents for California’s low elevation deserts. Each plant is covered with respect to its identification, growth habits, culture, use and pests.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

College of the Desert Catalog 2005-2006
**AGEH-008   LANDSCAPE MANAGEMENT  3 Units**

This course prepares students to enhance the function and aesthetic value of public and private landscapes by applying appropriate management skills and techniques. Topics include planting, pruning, irrigation, soil fertility, turf, pest management, weed control, and landscape management business practices.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: AGEH-001
Can: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AGEH-009   LANDSCAPE PLANNING AND DESIGN  3 Units**

This course covers skills necessary to analyze human use of outdoor spaces and provide design solutions that best fit people into the developed landscape. Emphasis is placed on residential and commercial properties landscape designs.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: AGEH-001 or AGPS-005
Can: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AGEH-016   ARBORICULTURE  2 Units**

This course addresses all aspects of tree care. Students learn the morphology, anatomy and physiology of trees. Topics include: plant interactions with soil, air, water, and micro and macro-organisms; human intervention, including pruning, planting, climbing, fertilization, watering, pest control, vandalism and aesthetics. Class instruction prepares students for the International Arborists Certification Exam.

Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: AGEH-001 or AGPS-005
Can: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AGEH-020   LANDSCAPE CONSTRUCTION  2 Units**

This course covers the fundamentals of landscape construction, including soil preparation, paving and construction materials, hands and power tool use, turf and plant installation, plan reading, estimating and bid preparation.

Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: AGEH-001 or AGPS-005
Can: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AGEH-024   ADVANCED TURFGRASS MANAGEMENT  3 Units**

This course uses the basic principles of turfgrass science learned in the introductory turfgrass management courses; those principles are applied to golf course maintenance procedures. Golf course operational procedures for the desert environment are emphasized.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: AGEH-004
Can: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AGEH-027   TURFGRASS & LANDSCAPE PEST MANAGEMENT  3 Units**

This course provides current state of the art and science of turfgrass pest management. The course is designed to provide the student with a comprehensive knowledge of disease, insect, and weed pests. Emphasis is placed on how to identify turfgrass pests, where and why they occur, the damage that they may cause, life cycles of pests; plus cultural, chemical, and other control measures designed to keep pest damage to a minimum.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
Can: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AGEH-030   LANDSCAPE EQUIPMENT  2 Units**

This course covers principles and practices in the maintenance, operation and selection of equipment and power units used in the horticultural field.

Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ENG-050
Can: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AGEH-033   GOLF CAR MAINTENANCE  2 Units**

Preventive maintenance of golf cars will be studied with an emphasis on batteries and electric switches. Laboratory experience in the maintenance of both electric and gasoline golf cars is included.

Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ENG-050
Can: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
Chapter 8 - Courses of Instruction

AGEH-034 GOLF COURSE MANAGEMENT 3 Units
This course involves the maintenance and operation of golf courses. It includes the study of equipment, scheduling of maintenance, and directing the staff in the maintenance of golf courses. Heavy emphasis is placed in developing a basic understanding of the turfgrass principles required to produce a championship golf course.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

AGEH-046 LANDSCAPE IRRIGATION SYSTEMS 2 Units
This course provides the students with information necessary to design, install, and maintain landscape irrigation systems. Plan reading, design, materials, equipment, installation, trouble-shooting, and cost estimating are addressed.
Lecture Hours: 36 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050 and MAT-0 57
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

AGEH-046L LANDSCAPE IRRIGATION SYSTEMS LABORATORY 1 Unit
This laboratory is intended to supplement the Landscape Irrigation Systems course (AGEH-046) by providing laboratory and field experiences in landscape irrigation subject areas.
Lecture Hours: 0 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: AGEH-046 or concurrent enrollment
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

AGPS: Agriculture/PLANT SCIENCE

AGPS-002 ENTOMOLOGY-GENERAL AND APPLIED 4 Units
This course is a study of insects including external and internal structures, major life systems, growth and development, classification, ecology, behavior, economic importance, and an overview of pest management. Suggested for Biological Science General Education Requirements.
Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C1 CSU GE: B2, B3 IGETC: 5B

AGPS-005 PLANT SCIENCE 3 Units
This course offers an opportunity to learn the basic structure and function of plants, their place in the world of human activity and the methods used to manipulate the botanical world to human advantage. Students can expect to be exposed to plant anatomy, morphology and physiology as well as such practical matters as plant propagation, pruning and fertilization. (Also listed as, and equivalent to, AGEH-001.)
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C1 CSU GE: B2, B3 IGETC: 5B

AGPS-005L PLANT SCIENCE LAB 1 Unit
This laboratory is the companion of AGPS-005. It is intended to provide an introduction to some biological science procedures as well as direct experience with horticultural operations. Included are plant propagation, pruning, anatomy, morphology, taxonomic keys, transplanting and plant use and pesticides. (Also listed as, and equivalent to, AGEH-001L.)
Lecture Hours: 0 Lab Hours: 54 Repeatable: No Grading: L
Advisory: Concurrent enrollment or prior completion of AGPS-005
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C1 CSU GE: B3 IGETC: 5B

AGPS-032 PESTICIDE LAWS & REGULATIONS 2 Units
This course covers state and federal laws regulating the use of pesticides and prepares students to take California's Certified Applicator examinations. Proper and safe methods of applying agricultural chemicals are discussed, along with procedures for calculating the amount of material needed. In addition, students study alternative pest control methods.
Lecture Hours: 36 Lab Hours: 0 Repeatable: No Grading: L
Advisory: ENG-050
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None
AJ: ADMINISTRATION OF JUSTICE

**AJ-001 INTRODUCTION TO ADMINISTRATION OF JUSTICE 3 Units**

This is a study of the History and Philosophy of Administration of Justice in America. It includes a recapitulation of the system, identification of the various sub-systems, role expectations, and their inter-relationships. It covers theories of crime, punishment, and rehabilitation; ethics, education and training for professionals in the system.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
**Prerequisite:** ENG-050  Advisory: RDG-050
CAN: AJ 2  Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C2  CSU GE: D0  IGETC: None

**AJ-002 CRIMINAL LAW 3 Units**

This is a study of the historical development, philosophy of law and constitutional provisions, definitions, classification of crimes, and their application to the system of administration of justice. It includes legal research, study of case law, methodology, and concepts of law as a social force.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
**Prerequisite:** AJ-001
CAN: AJ 4  Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AJ-003 LEGAL ASPECTS OF EVIDENCE 3 Units**

This course includes a study of the origin, development, philosophy and constitutional basis for the Rules of Evidence. It includes constitutional and procedural considerations affecting search and seizure, the kinds of degrees of evidence and the rules governing admissibility at trial, and judicial decisions interpreting individual rights and case studies.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
**Prerequisite:** AJ-001
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AJ-004 PRINCIPLES & PROCEDURES OF THE JUSTICE SYSTEM 3 Units**

This is an in-depth study of the role and responsibilities of each segment within the Administration of Justice System, Law Enforcement, Judicial and Corrections. It includes exposure to past, present and future sub-system procedures from initial entry to final disposition, and the relationship each segment maintains with its system members and the community.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
**Prerequisite:** AJ-001
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AJ-005A MULTICULTURAL ISSUES WITHIN PUBLIC SAFETY 3 Units**

The purpose of this course is to present students with a perspective of major cultural groups in California that transcends the views commonly found in society. The course explores how differences in culture, ethnicity, race, prejudice, and ethnocentrism are addressed in the Justice System.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
**Prerequisite:** AJ-001
CAN: None  Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C5  CSU GE: None  IGETC: None

**AJ-006 PRINCIPLES OF INVESTIGATIONS 3 Units**

This course includes the study of basic principles of all types of investigations utilized in the Justice System. Coverage includes human aspects in dealing with the public, specific knowledge necessary for handling crime scenes, interviews, evidence, surveillance, follow-up, technical resources, and case preparation.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
**Prerequisite:** AJ-001
CAN: AJ 8  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AJ-007 CRIMINAL SUBSTANTIVE LAW 3 Units**

This is an in-depth study of the substantive laws commonly encountered by the municipal, county, or state police officer, investigator or other criminal justice employee. The scope of the course includes misdemeanor and felony violations of the criminal statutes, provides an understanding of California Codified Law, and an overview of case decisions.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
**Prerequisite:** AJ-001
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AJ-008 CONCEPTS OF ENFORCEMENT SERVICES 3 Units**

Topics discussed in this course include: exploration of theories, philosophies, and concepts related to the role expectations of the line enforcement officer which include patrol, traffic, and public service responsibilities.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
**Prerequisite:** AJ-001
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
### AJ-009 TRAFFIC CONTROL 3 Units
Students study basic accident investigation, the use of the State Accident Report Form, the principles of “selective” enforcement, parking and intersection control, basic provisions of the California Vehicle Code governing the operation of motor vehicles, and the responsibilities of the community in traffic control.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: AJ-001
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

### AJ-010 JUVENILE LAW & PROCEDURE 3 Units
This course introduces major types of criminal behavior, role careers of offenders and factors which contribute to criminality or delinquency. It covers methods used in dealing with offenders in the justice system; the changing role of law enforcement and judicial, probation, parole and institutions; changes of the law in crime control and treatment processes, and techniques of handling juveniles.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: AJ-001
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

### AJ-016 NARCOTICS CONTROL 3 Units
This is a study of the laws relating to narcotics and dangerous drugs as well as the procedures and problems in investigations and the control of violations of narcotic laws. Students learn how to identify narcotics and dangerous drugs, how to assess their effect on users, and how to prepare a case for court presentation.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: AJ-001
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

### AJ-017 NATURAL RESOURCES LAW ENFORCEMENT 3 Units
This course provides information relating to enforcement of natural resources and wildlife laws in the United States and California. Topics studied include the relationships between Federal and State natural resources and wildlife laws and regulations, laws as resource and wildlife management tools, conservation and perpetuation of wildlife and other natural resources, review of State and Federal resource management agencies, law enforcement officer qualifications, duties and responsibilities, enforcement procedures, court systems, fines and forfeitures, hunter safety program, public responsibilities, preservation of the environment and conservation of wildlife. (Also listed as, and equivalent to, NR-017.)
Chapter 8 - Courses of Instruction

ANTH: ANTHROPOLOGY

ANTH-001 INTRODUCTION TO PHYSICAL ANTHROPOLOGY 3 Units
This course is a study of the origins of humans and their place in nature. Topics emphasized include the mechanisms of biological evolution, the physical form and behavior of the nonhuman primates, the fossil record of early humans and our current racial variability.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: ANTH 2
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C1, C5 CSU GE: B2 IGETC: 5B

ANTH-002 CULTURAL ANTHROPOLOGY 3 Units
This course is a topical introduction to the cross-cultural study of human societies. Among the topics discussed are food-getting practices, marriage customs, kinship systems, social organization and supernatural beliefs. Also emphasized are theories of culture and the nature of cultural change.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: ANTH 4
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2, C5 CSU GE: D1 IGETC: 4A

ANTH-003 ARCHAEOLOGY, AN INTRODUCTION TO PREHISTORY 3 Units
This course is an introduction to human prehistory spanning the period from the earliest toolmakers to the recent past. It describes and explains human cultural developments from data collected on all continents. The tools, techniques and methodologies of archaeological investigations are examined and evaluated.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: ANTH 6
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2 CSU GE: D1 IGETC: 4A

ANTH-004 PREHISTORY AND ETHNOGRAPHY OF SOUTHERN CALIFORNIA INDIANS 3 Units
This course is a survey of the native peoples and cultures of Southern California from the earliest evidence of their archaeological remains to the present. Topics explored include aspects of technology, subsistence, land use, social and political organization, religion and the historic impact on these groups by non-Indians. Ethnographic accounts written by Cahuilla, Serrano, Juaneno, Luiseno, Diegueno, Mojave and Colorado River Tribes are examined.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Advisory: ENG-050 and RDG-051
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2, C5 CSU GE: None IGETC: None
Chapter 8 - Courses of Instruction

ARCH: ARCHITECTURE

ARCH-001 INTRODUCTION TO ARCHITECTURAL PROFESSIONS
This course provides students with an overview of professional occupations in Architecture, Construction Management, Building Inspection Technology, City and Regional Planning, Architectural Engineering and Landscape Architecture.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050 CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

ARCH-002 MATERIALS OF CONSTRUCTION
This course is an introduction to construction materials and processes. Lab demonstrations in construction techniques and field trips to construction sites will be utilized to assist students' understanding of construction principles and practices. Emphasis on the selection of materials in a design context will help develop students' spatial and three-dimensional skills.
Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ENG-050 CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

ARCH-003A ARCHITECTURAL PRACTICE I
This is an introductory course in wood construction methods and processes. It focuses on the use of drafting tools, office equipment and references to assist in selection and drawing of architectural details, including foundation, floors, walls and roofs.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: DRA-001 Advisory: ARCH-002 CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

ARCH-003B ARCHITECTURAL PRACTICE II
This is an advanced drafting course for Architecture, Construction Management and Architectural Engineering majors. It is a comprehensive study of the development of construction documents. It is a continuation of the content and issues introduced in ARCH-003A, plus the systems and integration of CAD technology used to document 2-dimensional designs, i.e.; site plan, floor plans, exterior elevations, roof plan, sections and architectural details.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ARCH-003A Advisory: Concurrent enrollment in DRA-008 CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

ARCH-005 INTRODUCTION TO DRAWING AND PERSPECTIVE
This course is the first in a series of three graphics courses. It is an introduction to basic techniques used for graphic communication in the design professions. It includes the study of orthographic and isometric projections, mechanical and freehand perspectives, shading, shadows and reflection.
Lecture Hours: 0 Lab Hours: 108 Repeatable: No Grading: L
Prerequisite: ARCH-003A CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

ARCH-006 ARCHITECTURAL DELINEATION
This course is a continuation of ARCH 5, and is the second in a series of three graphics courses. It focuses on drawing and sketching as a communication tool in the field of environmental design. Student development of basic skills in architectural illustration and proper use of various drafting media are emphasized.
Lecture Hours: 18 Lab Hours: 81 Repeatable: No Grading: L
Prerequisite: ARCH-005 CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

ARCH-008 ARCHITECTURAL DESIGN FUNDAMENTALS I
This course is an introductory study of design problems in three dimension. The concept of space, form, structure, color and materials are studied in addition to the universal principles common to all design disciplines. This course focuses on the analysis of design techniques, and exercises to develop students' skills. Required for all Environmental Design majors.
Lecture Hours: 18 Lab Hours: 108 Repeatable: No Grading: L
Prerequisite: ARCH-003A CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

ARCH-009 ARCHITECTURAL DESIGN FUNDAMENTALS II
This is the second in a three-semester sequence of design courses. This course is a case-study application of design theories of the 20th Century and their impact on contemporary spatial and conceptual ideas permeating architecture, art and the environment.
Lecture Hours: 18 Lab Hours: 108 Repeatable: No Grading: L
Prerequisite: ARCH-008 CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None
ARCH-010  ENVIRONMENTAL CONTROL SYSTEMS  3 Units

This course is an introduction to the physical relationships between people and their environment. It includes a study of the physical phenomena of heat, light, and sound. This course also examines the climatological relationship between vernacular building solutions and the natural conditioning systems of architecture.

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ARCH-002
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ARCH-011  ARCHITECTURAL BLUEPRINT READING  3 Units

This course is a study of basic information for reading blueprints and construction drawings. It is designed for those who must assimilate information found in working drawings and specifications.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
Advisory: DRA-001
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ARCH-014  HISTORY OF ARCHITECTURE I  3 Units

This is an introductory course in the history of architecture. It examines Western ideals from the beginning of time to Classical Greece and Rome. The course covers architecture from the birth of Christianity and the Age of Reason, through the discovery of the New Worlds and periods of transition to Modernism and Post-Modernism, to the present.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C5  CSU GE: C1  IGETC: None

ARCH-017  ARCHITECTURAL DESIGN FUNDAMENTALS III  3 Units

This is the final course in a three-semester design series. It focuses on the application of both theoretical and environmental issues involved in the Student Design Competitions. Students study site and environmental issues and architectural programming as design stimulus.

Lecture Hours: 18  Lab Hours: 108  Repeatable: No  Grading: L
Prerequisite: ARCH-009 and ARCH-010
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-001A  DRAWING AND COMPOSITION  3 Units

This is a basic course in the principles, theories and techniques of drawing and composition. Perspective drawing, organization, and rendering techniques are investigated.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
CAN: ART 8
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-001B  DRAWING AND COMPOSITION  3 Units

This is an intermediate course in the principles, theories, and techniques of drawing and composition. Students work with pencil, charcoal, pen, and ink washes.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-001A
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-001C  DRAWING AND COMPOSITION  3 Units

This course offers advanced study of drawing problems with an emphasis on color media.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-001B
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-001D  DRAWING AND COMPOSITION  3 Units

This course offers special studies of advanced drawing problems. Student assignments encourage creativity through individual expression and portfolio development.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-001C
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-002A  HISTORY OF ART  3 Units

This survey course examines the art of the ancient world. Slide-illustrated lectures and videotapes are used in the study of the architecture, sculpture, painting, and other visual art forms of prehistoric and primitive peoples, as well as the art of the Ancient Near East, Egyptian, Aegean, Greek, Etruscan, Roman, Early Christian and Byzantine cultures.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: ART 2; ART SEQ A = ART 2A + 2B
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3, C5  CSU GE: C1  IGETC: 3A
Chapter 8 - Courses of Instruction

**ART-002B  HISTORY OF ART  3 Units**
This survey course examines the art of the Western World from the Early Middle Ages through the Baroque era. Illustrated lectures and videotapes are used in the study of the architecture, sculpture, painting and other visual art forms of the Early Medieval, Romanesque, Gothic, Late Gothic, Early and High Renaissance, Northern Renaissance, Mannerist, Baroque and Rococo periods.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
COD GE: C3, C5  CSU GE: C1  IGETC: 3A

**ART-002C  HISTORY OF MODERN ART  3 Units**
The art of Europe and America from the nineteenth century to the present is examined in this course. Illustrated lectures on significant movements in painting, sculpture, and architecture of this period include: Romanticism, Realism, Impressionism, Expressionism, Cubism, Dada, Surrealism, Abstract Expressionism, Pop Art, and contemporary directions.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
COD GE: C3, C5  CSU GE: C1  IGETC: 3A

**ART-002D  HISTORY OF POSTMODERN ART  3 Units  (Art Since 1960)**
This course examines the art of Europe and America from 1960 to the present. Illustrated lectures and on-sight viewing of art works focus on significant movements in painting, sculpture, and architecture of this period which include Pop Art, Op Art, Earth Works, Performance Art, Graffiti Art, Installation Art, Conceptual Art, Environmental Art, New Realism, ethnicity and gender issues.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
COD GE: C3, C5  CSU GE: C1  IGETC: 3A

**ART-003A  BASIC DESIGN AND COLOR  3 Units**
This course is an introduction to the fundamentals of two dimensional design. Through hands-on assignments, various traditional and contemporary design techniques are covered which include the use of pencil, paper and paint. Mixed media applications are introduced at the end of the course. Throughout the course, emphasis is placed on the study and use of basic visual elements of line, shape, texture, space, time and color theory and on organizational principles of compositional structure and concept development. These techniques enable the students to gain experience in organizing their thoughts in solving design problems and to communicate visual images as creative statements.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Can: ART 4; SEQ A = ART 2A + 2B
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C1  IGETC: None

**ART-004  THREE-DIMENSIONAL DESIGN  3 Units**
This course investigates the factors determining the designs of both utilitarian and non-utilitarian objects. Through a study of mass, volume, space and shape, students gain experience solving three-dimensional design problems. Materials are studied through projects in construction, modeling and casting.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Can: ART 16
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**ART-005A  LIFE DRAWING  3 Units**
This is a basic course in the study of the human figure from a model. Composition and expressive aspects of gesture, weight, and line are investigated through pencil and charcoal exercises.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: ART-001A and/or ART-003A
Can: ART 24
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**ART-005B  ADVANCED LIFE DRAWING  3 Units**
This is an intermediate to advanced course in the study of the human figure from a model. Students explore a variety of drawing materials and techniques leading toward personal growth and style. May be taken for a total of three times.
Lecture Hours: 36  Lab Hours: 54  Repeatable: 2  Grading: L
Prerequisite: ART-005A
Can: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**ART-006  INTERMEDIATE TO ADVANCED DESIGN AND COLOR  3 Units**
This is an intermediate to advanced course in the methods and applications of color and design. After further study of basic design and color approaches, students then develop images that are created through the use of progressive applications of color theory and compositional structure. Multiple types of water based media, the use of collage and mixed media applications are investigated. An introduction to book arts is explored through altered books, accordion fold variations and basic book structures. Students develop a personal portfolio that
reflects their individual expression. May be taken for a total of three times.  
Lecture Hours: 36  Lab Hours: 54  Repeatable: 2  Grading: L  
**Prerequisite:** ART-003A  
CAN: None  
Transfer Status: CSU/UC  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**ART-007A BEGINNING CERAMICS 3 Units**  
This course explores the basic techniques of the ceramic art form. It includes hand building and throwing on the potter’s wheel. Emphasis is on the understanding of the media of clay, the appreciation of basic ceramic forms, basic glazing techniques, and the development of personal expression.  
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L  
**Prerequisite:** ART-007A  
CAN: ART 6 = ART 7A + 7B  
Transfer Status: CSU/UC  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**ART-007B INTERMEDIATE CERAMICS 3 Units**  
This course expands student knowledge and expertise in the technologies of the ceramic art form. Students study intermediate pottery forming techniques, glaze formulation and glaze making, kiln loading and firing techniques, intermediate pottery decoration and embellishing techniques. The student has an opportunity to further explore his/her personal creative style.  
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L  
**Prerequisite:** ART-007A  
CAN: ART 6 = ART 7A + 7B  
Transfer Status: CSU/UC  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**ART-007C ADVANCED CERAMICS I 3 Units**  
This course provides an opportunity for intermediate to advanced ceramic students to work in specific areas of ceramics. Students study advanced pottery forming techniques, glaze formulation and glaze making, kiln loading and firing techniques, advanced pottery decoration and embellishing techniques. The student has an opportunity to further explore his/her personal creative style.  
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L  
**Prerequisite:** ART-007B  
CAN: None  
Transfer Status: CSU/UC  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**ART-007D ADVANCED CERAMICS II 3 Units**  
In this course students have the opportunity to perfect their personal creative ceramic making styles. This course provides an opportunity for advanced students to work in specific areas of ceramics. Students study advanced pottery forming techniques, glaze formulation and making, kiln loading and kiln firing techniques, advanced pottery decoration and embellishment techniques.  
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L  
**Prerequisite:** ART-007C  
CAN: None  
Transfer Status: CSU/UC  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**ART-007E ADVANCED CERAMICS III 3 Units**  
This course explores the history and development of crystalline glazes on porcelain clay bodies. Students learn to mix glazes and develop and apply crystal glazes on porcelain clay bodies. They study the history of art glass as it relates to the art of glass. Students enhance their own personal creative style.  
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L  
**Prerequisite:** ART-007E  
CAN: None  
Transfer Status: CSU/UC  Degree Applicable: AA/AS  
COD GE: C3,C5  CSU GE: None  IGETC: None

**ART-007F BEGINNING RAKU CERAMICS 3 Units**  
This course explores the rich cultural philosophies of the Japanese and American Raku ceramic art form. Students study the Raku firing process and how it differs between Japanese and American cultures, the Raku technique, and the Raku glaze formulation and embellishing techniques. Students study the Japanese Tea ceremony as it relates to the art of Raku. The student has an opportunity to explore his/her personal creative style.  
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L  
**Prerequisite:** ART-007A  
CAN: None  
Transfer Status: CSU/UC  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**ART-007G BEGINNING CERAMIC CRYSTAL GLAZES 3 Units**  
This course explores the history and formation of crystalline glazes on porcelain clay bodies. Students create forms with porcelain clay and develop and apply crystal glazes in a variety of kiln atmospheres and temperatures. Students enhance their own personal creative style.  
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L  
**Prerequisite:** ART-007A  
CAN: None  
Transfer Status: CSU/UC  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**ART-007H INTERMEDIATE CERAMIC CRYSTAL GLAZES 3 Units**  
In this course students build on skills learned in the Crystal Glaze class. This course further explores the history and development of crystalline ceramic forms with variety of porcelain clay bodies. Students create complex forms and develop and apply crystal glazes in a variety of kiln atmospheres and temperatures. This course also explores the use of after-firing techniques such as the use of lustres, horsehair, and fuming. Students further enhance their own personal creative style.  
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L  
**Prerequisite:** ART-007G  
CAN: None  
Transfer Status: CSU/UC  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None
ART-007I  INTERMEDIATE RAKU CERAMICS  3 Units
This course allows students to explore primitive firing techniques. Students explore the differences between the primitive firing processes of the Japanese, Native American, and contemporary Eastern and Western cultures. Advanced Raku kiln loading and firing techniques, together with the rich cultural philosophies of the Japanese and American Raku ceramic art forms are studied. Students further explore their personal creative style.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-007F
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C1  IGETC: 3A

ART-009A  BEGINNING PRINTMAKING  3 Units
This course introduces basic hand processes in printmaking by exploring the four traditional categories: relief, intaglio, stencil, and planograph. Students are introduced to these four categories by hands-on assignments. Students study the history of printmaking and explore contemporary photo printmaking and nontoxic printmaking processes. Emphasis is placed on composition theory, print quality, concept, and design. These techniques enable the student to communicate visual images as creative statements.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
CAN: ART 20 = ART 9A + 9B
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-009B  INTERMEDIATE TO ADVANCED  3 Units
PRINTMAKING
In this course students build on skills learned in the Beginning Printmaking course. Students create prints using more complex and more technically involved processes. Focus is on edition printing skills, work in series, and multiple color work. With faculty guidance, students develop personal imagery utilizing one or more of the hand printmaking processes. This course may be taken for a total of three times.
Lecture Hours: 36  Lab Hours: 54  Repeatable: 2  Grading: L
Prerequisite: ART-009A
CAN: ART 20 = ART 9A + 9B
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-010  INTRODUCTION TO ART  3 Units
This course is an introduction to problems, techniques and social forces that shape and reflect our visual world. Emphasis is placed on gaining insights and developing an understanding of the variables inherent in planning, organizing, and making a work of art.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C1  IGETC: 3A

ART-011A  SCULPTURE  3 Units
This is a basic course in the principles, theories and techniques of sculpture. Students explore three-dimensional forms with a variety of materials and techniques. Additive, subtractive, and assemblage formats are explored.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: ART-004
CAN: ART 12
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-011B  SCULPTURE  3 Units
This is an intermediate course in the principles, theories, and techniques of sculpture. Students explore three-dimensional forms with an emphasis on the additive process and mold making.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-011A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-011C  SCULPTURE  3 Units
This is an advanced course in the principles, theories, and techniques of sculpture. Students explore three-dimensional forms with an emphasis on the subtractive process.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-011B
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-011D  SCULPTURE  3 Units
This course offers special studies of advanced sculptural problems. Student assignments encourage creativity through individual expression and portfolio development.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-011C
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-014A  BEGINNING SCREEN PRINTING  3 Units
This is an introductory course in screen printing. Basic silkscreen printing techniques are studied, including stencil formation, edition printing, and various substrate concerns. Class work focuses on attaining competence in direct screen printing processes. Emphasis is placed on composition theory, print quality, concept, and design.
throughout the course. These techniques enable the student to communicate visual images as creative print statements. Basic drawing skills are recommended.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-018B  INTERMEDIATE TO ADVANCED  3 Units
SCREEN PRINTING

This is an intermediate to advanced course in the study of screen printing. Students study a variety of stencil techniques, materials, and equipment. Students build competence in screen printing skills and aesthetics. With faculty guidance, mastering these skills will lead towards development of personal style.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-014A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-018A  PAPERMAKING I  3 Units

This course in two and three dimensional papermaking compares Eastern and Western papermaking techniques and their cultural influences. Students explore different technical methods and philosophical approaches of hand papermaking leading to uses of the medium as an art form.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-014A
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: None  IGETC: None

ART-018B  PAPERMAKING II  3 Units

This course continues with Eastern and Western multicultural aspects of papermaking techniques. Instruction is given to encourage development of a personal style reflecting either an Eastern or Western technique and aesthetic approach.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-018A
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-018C  PAPERMAKING III  3 Units

This advanced course teaches students to continue the hand papermaking process by studying the diversified ways various cultures have developed their paper technology. Students construct equipment and work with processes employed by differing cultures.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-018B
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-018D  PAPERMAKING IV  3 Units

This advanced course in hand papermaking offers students an opportunity to work on special problems and projects. Emphasis is placed on cultural diversity in hand papermaking.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-018C
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-020A  BEGINNING CERAMIC SCULPTURE  3 Units

This course explores the basic techniques of the ceramic sculptural art form. Emphasis is on the understanding of the media of clay, the appreciation of the basic ceramic sculpture modeling processes and glazing techniques. The students will also begin to explore their own personal expression in clay.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-007A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-020B  INTERMEDIATE TO ADVANCED  3 Units
CERAMIC SCULPTURE

This course expands student knowledge and expertise in the technologies of the ceramic sculpture art form. Students will further study ceramic sculpture modeling techniques, and embellishing techniques. Glaze formulation and glaze application, combined with kiln loading and firing techniques will also be explored. With faculty guidance, students move toward development of a personal creative style. Students will be expected to develop a stronger critique and problem-solving process. May be taken for a total of three times.

Lecture Hours: 36  Lab Hours: 54  Repeatable: 2  Grading: L
Prerequisite: ART-020A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-021A  PAINTING/BEGINNING  3 Units
WATERCOLOR

This course is an introduction to the fundamentals of transparent watercolor painting. Through hands-on assignments, painting techniques covered include traditional applications of wash, wet-in-wet, direct painting and layering techniques. Throughout the course, emphasis is placed on the use of basic visual elements, organizational principles of compositional structure, color theory and concept development. These techniques enable the student to communicate visual images as creative statements. Historical applications of watercolor techniques and different conceptual approaches to painting are studied. Basic drawing skills are
ART-021B  PAINTING/INTERMEDIATE  3 Units  
TO ADVANCED WATERCOLOR

This is an intermediate to advanced course in the methods of transparent, opaque and mixed media watercolor painting. Students build on skills learned in the Beginning Watercolor Painting course through continued study of traditional watercolor painting approaches. Students are then introduced to advanced and experimental applications in water media along with collage techniques. Focus is on the development of images that are created through the use of intermediate to advanced applications of technical processes, color use and compositional structure. Under faculty guidance, students develop a pictorial series resulting in a personal portfolio that reflects their individual expression. May be taken for a total of three times.

Lecture Hours: 36  Lab Hours: 54  Repeatable: 2  Grading: L
Prerequisite: ART-021A
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-023A  PAINTING/BEGINNING OIL  3 Units

This course is an introduction to the fundamentals of oil painting. Through hands-on assignments, painting techniques covered include traditional approaches of opaque, transparent, under and over painting, palette knife and wet-on-wet painting. Using quick oil sketches throughout the course, emphasis is placed on the use of basic visual elements, organizational principles of compositional structure, color theory and concept development. These techniques enable the student to communicate visual images as creative statements. Historical applications of acrylic techniques and different conceptual approaches to painting are studied. Basic drawing skills are recommended.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-001A or ART-003A
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-023B  PAINTING/INTERMEDIATE  3 Units  
TO ADVANCED OIL

This is an intermediate to advanced course in the methods of transparent, opaque and mixed media oil painting. Students build on skills learned in the Beginning Oil Painting course through continued study of traditional oil painting approaches. Students are then introduced to advanced and experimental applications in oil media utilizing alkyds, water miscible oils and oil sticks. Focus is on the development of images that are created through the use of intermediate to advanced applications of technical processes, color use and compositional structure. Under faculty guidance, students develop a pictorial series resulting in a personal portfolio that reflects their individual expression. May be taken for a total of three times.

Lecture Hours: 36  Lab Hours: 54  Repeatable: 2  Grading: L
Prerequisite: ART-025A
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-025A  PAINTING/BEGINNING ACRYLIC  3 Units

This course is an introduction to the fundamentals of acrylic painting. Through hands-on assignments, painting techniques covered include traditional approaches of opaque, transparent, under and over painting, palette knife and wet-on-wet painting. Throughout the course, emphasis is placed on the use of basic visual elements, organizational principles of compositional structure, color theory and concept development. These techniques enable the student to communicate visual images as creative statements. Historical applications of acrylic techniques and different conceptual approaches to painting are studied. Basic drawing skills are recommended.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-001A or ART-003A
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ART-025B  PAINTING/INTERMEDIATE  3 Units  
TO ADVANCED ACRYLIC

This is an intermediate to advanced course in the methods of acrylic painting. Students build on skills learned in the Beginning Acrylic Painting course through continued study of traditional acrylic painting approaches. Students are then introduced to advanced and experimental applications in the use of mixed media with acrylics. The use of gels and mediums, oil stick and oil bars along with a variety of collage techniques are explored. Focus is on the development of images that are created through the use of intermediate to advanced applications of technical processes, color use and compositional structure. Under faculty guidance, students develop a pictorial series resulting in a personal portfolio that reflects their individual expression. May be taken for a total of three times.

Lecture Hours: 36  Lab Hours: 54  Repeatable: 2  Grading: L
Prerequisite: ART-025A
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
ART-026 GALLERY DISPLAY MANAGEMENT 3 Units
This course is an introduction in art museum and gallery education. It provides training for those who desire careers in museum education and expertise in the use of museums as education resources for school educators. It also provides basic information for artists who wish to display work in a gallery. The course consists of organizing and designing exhibitions, and the proper caring and handling of works of art.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Advisory: ART-010 and ENG-050
COD GE: None CSU GE: None IGETC: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
CAN: None

ART-030A BEGINNING BLACK & WHITE PHOTOGRAPHY 3 Units
This is an introductory course in black and white photography. Basic camera and laboratory techniques are studied, including camera operation, film exposure, film developing, printing, and dry mounting of finished work. Emphasis is placed on composition theory, print quality, concept, and design throughout the course. These techniques enable the student to communicate visual images as creative photographic statements. A 35mm camera with adjustable f-stops and shutter speeds is required.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
CAN: ART 18 = ART 30A + 30B
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

ART-030B INTERMEDIATE BLACK & WHITE PHOTOGRAPHY 3 Units
This course is designed to strengthen darkroom skills and to further explore photography as a means of creative expression and communication. Students develop a greater mastery of exposure and studio lighting techniques. Students explore large format photography and alternative methods of photographic image making and presentation. Technical comprehension, aesthetic, and conceptual development are stressed equally. A 35mm or larger format camera with adjustable f-stops and shutter speeds is required.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ART-030A, or permission of instructor based on a portfolio presentation of student's previous work
COD GE: None CSU GE: None IGETC: None

ART-030C ADVANCED BLACK & WHITE PHOTOGRAPHY 3 Units
This course is designed to further strengthen shooting and darkroom skills and to further explore photography as a means of creative expression and communication. Students develop a greater mastery of exposure and studio lighting techniques. Students explore large format photography and alternative methods of photographic image making and presentation. Technical comprehension, aesthetic, and conceptual development are stressed equally. A 35mm or larger format camera with adjustable f-stops and shutter speeds is required.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ART-030B, or permission of instructor based on a portfolio presentation of student's previous work
COD GE: None CSU GE: None IGETC: None

ART-031 DIGITAL PHOTOGRAPHY 3 Units
This course provides an introduction to the tools, materials and techniques of digital photography. Students learn to capture images using a digital camera or camcorder. Topics include the use of digital interfaces, printers and file formats as well as the preparation of images for web use. A digital camera or digital video camcorder is required. (Also listed as, and equivalent to, DDP-031.)
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
COD GE: None CSU GE: None IGETC: None

Chapter 8 - Courses of Instruction
### ART-033 HISTORY OF PHOTOGRAPHY 3 Units
This course is a history of photography from its beginning in the mid-nineteenth century to the present time. Illustrated lectures on the technology, application and aesthetics of photography as a fine art form include the significant movements which contributed to the establishment of photography as one of the major forms of art and communication in the twentieth century.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C1  IGETC: 3A

### ART-040 GRAPHIC DESIGN I 3 Units
Students in this course utilize computers to solve visual communication and design problems using graphic components. Topics covered include typography, logos/marks/symbols/pictographs, corporate identity, graphic techniques (both digital and traditional), introduction to advertising design, digital prepress and press. Adobe Photoshop and Adobe Illustrator software are used to create final images. (Also listed as, and equivalent to, DDP-010.)

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-003A or concurrent enrollment
Advisory: CIS-082D (strongly recommended)
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

### ART-041 GRAPHIC DESIGN II 3 Units
Students in this course utilize computers to solve communication and design problems for traditional and new media using graphic, audio, and animation components. Topics covered include traditional and digital typography, animation, motion graphics, sound, new media as communication, non-linear interactive design, and electronic page design. (Also listed as, and equivalent to, DDP-011.)

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ART-040
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

### ART-097 STUDIO LAB ½ Unit
Lecture Hours: 0  Lab Hours: 27  Repeatable: 3  Grading: K

### ART-098 STUDIO LAB 1 Unit
Lecture Hours: 0  Lab Hours: 54  Repeatable: 3  Grading: K
Studio Lab is an open entry/open exit environment designed to develop studio application skills for students in all segments of the art area. Emphasis is on individual studio art applications with time devoted to completing art/lab projects assigned in specific studio art courses. Students receive a credit/no credit grade mark. May be taken for a total of four times.
Corequisite: Enrollment in any Art course
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

### ASC - ACADEMIC SKILLS CENTER

#### ASC-005 TUTOR TRAINING ½ Unit
This course provides the training, practicum, and applied projects necessary for success in peer tutoring.

Lecture Hours: 4  Lab Hours: 16  Repeatable: No  Grading: L
Prerequisite: Grade of A or B in course being tutored
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

#### ASC-097 SUPPLEMENTAL LEARNING LAB ½ Unit
Lecture Hours: 0  Lab Hours: 27  Repeatable: 3  Grading: K

#### ASC-098 SUPPLEMENTAL LEARNING LAB 1 Unit
Lecture Hours: 0  Lab Hours: 54  Repeatable: 3  Grading: K
This course provides computer assisted instruction, Internet access, tutoring for writing, reading, and math skills, and materials supplementary to instructor's classroom and/or laboratory presentation to advance student's knowledge and academic skills. Students receive a credit/no credit grade mark. May be taken for a total of four times.
Corequisite: Enrollment in a credit course
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

#### ASC 100 SUPERVISED TUTORING 0 Unit
The Tutorial Center is an open entry/open exit environment where college students with learning needs in academic subjects receive tutoring through one-to-one contact and small group instruction. Registration may be completed in the Tutorial Center. Students receive a credit/no credit grade mark.

Lecture Hours: 0  Lab Hours: Open  Repeatable: Yes  Grading: K
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None
ASL: AMERICAN SIGN LANGUAGE

ASL-001 ELEMENTARY AMERICAN SIGN LANGUAGE 5 Units
This course presents the fundamentals of American Sign Language in a fast-paced intensive method. ASL is a language that requires visual and manual dexterity skills. Students learn basic grammar and vocabulary of ASL while completing readings on the history of the Deaf from ancient times to current. History’s impact on modern American Deaf culture and education is explored. Lectures are primarily conducted in ASL. Completion of ASL-001A and ASL-001B is equivalent to ASL-001.
Lecture Hours: 90 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: ASL-001
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 6A*

ASL-001A ELEMENTARY AMERICAN SIGN LANGUAGE 3 Units
This course presents the fundamentals of American Sign Language. ASL is a language that requires visual and manual dexterity skills. Students learn basic grammar and vocabulary of ASL while completing readings on the history of the Deaf from ancient times to current. History’s impact on modern American Deaf culture and education is explored. Completion of ASL-001A and ASL-001B is equivalent to ASL-001.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: ASL-001
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 6A*

ASL-001B ELEMENTARY AMERICAN SIGN LANGUAGE 3 Units
This course builds upon the fundamentals learned in the previous course. Lectures are primarily conducted in ASL. Students’ understanding of ASL grammar and vocabulary is expanded, while completing readings on Deaf culture, written from the Deaf American perspective. Completion of ASL-001A and ASL-001B is equivalent to ASL-001.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: ASL-001A
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 6A*

ASL-002 ELEMENTARY AMERICAN SIGN LANGUAGE 5 Units
This course continues to develop material introduced in ASL-001. Increasingly complex grammar and vocabulary are introduced. Culturally appropriate language structures for a variety of situations are taught. Students examine potential sources of cross-cultural miscommunication, and learn to negotiate a cross-cultural signing environment. ASL’s historic and contemporary importance to Deaf culture is studied. Completion of ASL-002A and ASL-002B is equivalent to ASL-002.
Lecture Hours: 90 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: ASL-001 or ASL-001B or 2 years of high school ASL
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 3B

ASL-002A ELEMENTARY AMERICAN SIGN LANGUAGE 3 Units
This course continues to develop the grammar, vocabulary, and cultural topics introduced in ASL-001A and ASL-001B. Different classroom and realistic situations encourage students to apply appropriate cross-cultural communication techniques. This course explores ASL’s historical impact on and current role in Deaf culture. Students increase their awareness of and sensitivity to Deaf values and norms. Completion of ASL-002A and ASL-002B is equivalent to ASL-002.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: ASL-001 or ASL-001B or 2 years of high school ASL
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: None

ASL-002B ELEMENTARY AMERICAN SIGN LANGUAGE 3 Units
This course continues to develop material acquired in ASL-002A. Increasingly complex vocabulary and grammar are introduced. Students learn additional culturally appropriate language structures to negotiate situations involving complaints, requests, narratives, and conversational feedback mechanisms. Potential sources of miscommunication between Deaf and hearing persons are examined. Completion of ASL-002A and ASL-002B is equivalent to ASL-002.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: ASL-002A
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: None

ASL-003 INTERMEDIATE AMERICAN SIGN LANGUAGE 4 Units
This course continues to develop material introduced in ASL-002. Students expand their sign vocabulary and idioms, develop normal conversational speed, express and receive complex ASL sentences, comprehend ASL narratives and literature, increase Deaf culture awareness through the study of Deaf cultural texts and other concepts.
Lecture Hours: 72 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: ASL-002 or ASL-002B
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: C3 CSU GE: None IGETC: None
### ASPG: ADDICTION STUDIES/PROBLEM GAMBLING

**ASPG-001 PROBLEM GAMBLING STUDIES 3 Units**
This course is an examination of pathological gambling. It provides students with an understanding of assessment and helping skills required to counsel gamblers and their families.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None  Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

### AUTO: AUTOMOTIVE TECHNOLOGY

**AUTO-001 AUTOMOTIVE PRINCIPLES I 2 Units**
This course covers basic fundamentals and basic knowledge of the automotive repair trade. It includes shop safety, hand tools, fasteners, shop math, and an overview of basic automotive systems.
Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None  Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AUTO-005 AT POWER TRAIN TECHNOLOGY 4 Units**
This is an introductory course for the Alternate Fuel Technician, Tech-Prep program. It covers basic theory, design, and operation of alternate fuel prime movers focusing on internal combustion engines and their subsystems.
Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: ENG-050 and RDG-050
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AUTO-006 AT CHASSIS PRINCIPLES 4 Units**
This course introduces the student to basic principles of vehicle chassis, suspension, and braking systems as applied to environmentally friendly modes of transportation.
Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: AUTO-005
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AUTO-007 AT VEHICLE ELECTRICAL SYSTEMS 3½ Units**
This course is an in-depth study of vehicle related electrical and electronics systems. Emphasis is placed on application of basic theory and the use of test equipment, normally found in the industry, in diagnosis and repair of vehicle electrical components and systems.
Lecture Hours: 54  Lab Hours: 27  Repeatable: No  Grading: L
Advisory: AUTO-005
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AUTO-008 AT ADVANCED VEHICLE ELECTRICAL SYSTEMS 3 Units**
This course provides further study of the automotive electrical system. It covers basic lighting systems, gauges and warning devices, windshield wipers, and other body-related electrical components.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: AUTO-007
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AUTO-009 AT BASIC FUEL CELLS AND HYBRID DRIVES 3 Units**
This course provides an introduction to hybrid electric drives that are combined with either an internal combustion engine or fuel cell. Hydrogen fuel cell operation, basic maintenance and applications for vehicle use are covered.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: AUTO-007 and AUTO-056
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**AUTO-030 AUTO BRAKE SYSTEMS (NATEF) 2 Units**
This course provides basic theory and direct experience in automotive brake system operation, trouble shooting, and repair. This is the basis for the State Brake Inspection License course.
Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: AUTO-001 or 1 year trade experience
CAN: None  Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
AUTO-033  SUSPENSION & ALIGNMENT  2 Units
(NATEF)
This course provides basic theory and direct experience in automotive suspension systems and wheel alignment.
Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: AUTO-001 or 1 year trade experience
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

AUTO 34  AUTOMOTIVE STEERING  2 units
(NATEF)
This course provides basic theory and direct experience in the service and repair of automotive steering systems including four-wheel steering, electronic, computer controlled, and variable assist steering systems.
Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: AUTO-001 or 1 year trade experience
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

AUTO-051  AT BASIC ENGINE PERFORMANCE  3½ Units
This is an introductory engine performance course. It covers the operation, service, inspection, and maintenance of engines running ultra lean combustion system. The course prepares students for the State SMOG test and ASE A-8 test.
Lecture Hours: 54  Lab Hours: 27  Repeatable: No  Grading: L
Advisory: AUTO-007
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

AUTO-052  AT ENGINE PERFORMANCE II  3 Units
This is a second level Engine Performance II course introducing the theory, operation, testing, diagnosis, and repair of current automotive computer systems. This course prepares students for the State SMOG test and ASE A-8 test.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: AUTO-051
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

AUTO-053  AT ENGINE PERFORMANCE III  3 Units
This is an advanced drivability and diagnostics course. This course uses the chassis dynamometer and other tools to diagnose vehicle drivability problems and emission test failure. This course prepares students for the State SMOG test and ASE L-1 test.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: AUTO-051 or AUTO-052
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

AUTO-054A  AT CLEAN AIR CAR COURSE  5 Units
This course provides the student with the basic training to meet the requirements of the Bureau of Automotive Repair for a SMOG Technician. The course includes the Basic Clean Air Car Course material in addition to the, OBD II Up date course, the 2003 Up date course, 8 Hour Dynamometer Transition course, and 20 Hour Advanced Diagnostic update course.
Lecture Hours: 81  Lab Hours: 27  Repeatable: 5  Grading: L
Advisory: AUTO-053
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

AUTO-054B  AT ADVANCED CLEAN AIR CAR COURSE  2 Units
This Bureau of Automotive Repair (BAR) approved course provides the Student/SMOG Technician with the necessary course work to upgrade a Basic Area SMOG License (EB) to the Advanced Level SMOG License (EA). The course includes the BAR ’97 Dynamometer Safety and the Advanced Emission Diagnostic update courses.
Lecture Hours: 36  Lab Hours: 0  Repeatable: 5  Grading: L
Prerequisite: AUTO-053 or EB class SMOG license
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

AUTO-056  AT COMPRESSED NATURAL GAS/LIQUEFIED PETROLEUM GAS  4 Units
This course provides theory and hands-on experience in the operation, service, inspection, and maintenance of Compressed Natural Gas (CNG)/Liquefied Petroleum Gas (LPG) systems. This course prepares students for the ASE Alternate Fuels Test (F-1).
Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: AUTO-053
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

AUTO-057  AT LEAN BURN PRINCIPLES  3 Units
This course provides theory, hands-on experience in the operation, service, inspection, and maintenance of engines running ultra lean combustion system. The course covers gasoline, Compressed Natural Gas (CNG)/Liquefied Petroleum Gas (LPG) systems.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: AUTO-056
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
### AUTO-058 AT ADVANCED POWER TRAINS  3 Units
This course is an in-depth study of vehicle power trains that are in development or beta testing. It covers system efficiencies, power and fuel conversion methods and their application to various forms of transportation. Environmental affects versus cost effectiveness is a prime consideration throughout the course.

- **Lecture Hours:** 18  
- **Lab Hours:** 54  
- **Repeatable:** No  
- **Grading:** L

### AUTO-060A AUTO AIR CONDITIONING I  2 Units
This course provides basic theory and hands-on experience in automotive air conditioning and heating system operation, troubleshooting, and repair. This course is based on NATEF guidelines.

- **Lecture Hours:** 18  
- **Lab Hours:** 54  
- **Repeatable:** No  
- **Grading:** L

### AUTO-060B AUTO AIR CONDITIONING II  2 Units
This course provides advanced training and hands-on experience in automotive air conditioning, heating, and climate control systems theory, operation, trouble shooting, and repair. This course is based on NATEF guidelines.

- **Lecture Hours:** 18  
- **Lab Hours:** 54  
- **Repeatable:** No  
- **Grading:** L

### AUTO-063A ENGINE REBUILD I - TOP END  2 Units
This course provides basic theory and practical experience in the disassembly, inspection, reassembly and adjustment of the cylinder heads and valve train of an internal combustion engine.

- **Lecture Hours:** 18  
- **Lab Hours:** 54  
- **Repeatable:** No  
- **Grading:** L

### AUTO-063B ENGINE REBUILD II - LOWER END  2 Units
This course provides basic theory and practical experience in the disassembly, inspection, reassembly and adjustment of the cylinder block and related components.

- **Lecture Hours:** 18  
- **Lab Hours:** 54  
- **Repeatable:** No  
- **Grading:** L

### AUTO-064A AUTOMATIC TRANSMISSIONS I  2 Units
This course provides an introduction to basic theory and hands-on experience in the operation, diagnosis, servicing, and repair of automatic transmissions for rear wheel drive vehicles.

- **Lecture Hours:** 18  
- **Lab Hours:** 54  
- **Repeatable:** No  
- **Grading:** L

### AUTO-064B AUTOMATIC TRANSMISSIONS II  2 Units
This course provides basic knowledge and hands-on experience in the operation, diagnosis, servicing, and repair of automatic transmissions. It covers the operation and diagnosis of computer controlled automatic transmissions and transaxles.

- **Lecture Hours:** 18  
- **Lab Hours:** 54  
- **Repeatable:** No  
- **Grading:** L

### AUTO-065A STANDARD TRANSMISSIONS I  2 Units
This course covers the principles of operation and repair of clutches, three, four, and five-speed manual transmissions, and drive lines and rear axles for rear wheel drive vehicles.

- **Lecture Hours:** 18  
- **Lab Hours:** 54  
- **Repeatable:** No  
- **Grading:** L

### AUTO-065B STANDARD TRANSMISSIONS II  2 Units
This course covers the principles of operation and repair of clutches, three, four, and five-speed manual transaxles and drive trains for front wheel drive vehicles.

- **Lecture Hours:** 18  
- **Lab Hours:** 54  
- **Repeatable:** No  
- **Grading:** L
This course will provide the necessary training required by the California Bureau of Automotive Repair (BAR) for SMOG Technicians to meet the bi-annual training requirements for SMOG License Renewal during the 2005 and 2006 calendar year.

**Note:** The content of this Auto 090 course and the suffix letter will change to comply with subsequent BAR mandated changes in SMOG technician licensing update requirements Title 16 CCR, sect.3340.28.(b)(2)(C).

**Prerequisite:** Possess a current SMOG license OR concurrent enrollment in a California SMOG license certification course OR possesses a valid ASE A-6, A-8, or L-1 certification or the equivalent.

**CAN:** None  
**Transfer Status:** None  
**Degree Applicable:** AA/AS  
**COD GE:** None  
**CSU GE:** None  
**IGETC:** None

**BI-004  ELEMENTS OF BIOLOGY  4 Units**

This course is designed to acquaint non-majors with fundamental concepts and principles of biology and background information in the physical sciences. Laboratory gives practical study.

**Note:** BI-004 meets the Biological Sciences General Education Requirement, but not the requirements for biological science majors. BI-004 is offered for those individuals with little or no background in the biological sciences.

**Prerequisite:** ENG-051

**CAN:** None  
**Transfer Status:** CSU/UC*  
**Degree Applicable:** AA/AS  
**COD GE:** C1  
**CSU GE:** B2,B3  
**IGETC:** 5B

**BI-005  MOLECULAR & CELL BIOLOGY  5 Units**

(formerly BI-001A)

This course presents a survey of basic biological principles with a strong emphasis on biochemistry, cell biology and genetics. Topics include: bio-molecular and cell structure and function, cellular respiration, photosynthesis, DNA replication, protein synthesis, Mendelian genetics, mitosis, meiosis, embryology, tissues, organismal diversity and classification.

This course is primarily designed for students pursuing careers in science, medicine, dentistry, veterinary medicine and other health fields requiring a strong foundation in biology. Together BI-005 and BI-006, Biology of Organisms, provide students with the basic biology core curriculum for transfer.

**Prerequisite:** ENG-001A or concurrent enrollment, RDG-051, MATH 010, CHEM-001A, and BI-004 or High School Biology

**CAN:** None  
**Transfer Status:** CSU/UC  
**Degree Applicable:** AA/AS  
**COD GE:** C1  
**CSU GE:** B2,B3  
**IGETC:** 5B
Chapter 8 - Courses of Instruction

**BI 141**

Lecture Hours: 72  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ENG-001A or concurrent enrollment, RDG-051, MATH-001A, and BI-004 or High School Biology
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: C1  CSU GE: None  IGETC: None

**BI-010  WOMEN'S HEALTH  3 Units**

A study of current issues and practices related to women's health. Emphasis is placed on female anatomy and physiology relative to changes which occur in a woman's body from youth to old age and the specific aspects of health and disease related to these changes. This course is designed to provide information to make the student medically and scientifically knowledgeable about women's health issues and to be an "informed consumer" of medical information and practices concerning today's female.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-051
CAN: None
Transfer Status: CSU/UC* Degree Applicable: AA/AS
COD GE: C1  CSU GE: E  IGETC: None

**BI-012  BIOLOGY OF CANCER  3 Units**

This course examines the molecular, cellular and genetic basis for the more than 100 different diseases called cancer. Topics include the biology of uncontrolled cellular growth, the causes of cancer, symptoms, diagnosis, staging and the psychological effects of cancer. Methods used to access local and national cancer resources are covered. The roles of the family practitioner, surgeon, pathologist, medical oncologist and radiation oncologist on the cancer team are considered. This course is designed for anyone with a personal or professional interest in preventing cancer and learning about cancer from a clinical and practical view. Information covered in this course allows one to be better informed and prepared to deal with the disease of cancer.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-001A, and high school or college biology course is recommended
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C1  CSU GE: E  IGETC: None

**BI-015  GENERAL MICROBIOLOGY  5 Units**

This course is a comprehensive study of the microbial world. It is designed to develop an appreciation and understanding of microorganisms and their relationship to humans and their environment. A knowledge of the principles of microbiology and their practical applications is stressed. Subject matter includes: medical microbiology, microbial physiology, microbial genetics, and industrial microbiology. The laboratory experience explores the development of current methods, techniques, and skills necessary to culture, propagate and identify microorganisms.

Lecture Hours: 72  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: BI-022, CH-004, ENG-051 & MATH-050 or MATH-054
Advisory: BI-023
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C1  CSU GE: B2,B3  IGETC: None

**BI-021  ANATOMY & PHYSIOLOGY  4 Units**

This is a course in the structure and functions of human body systems, and fundamental principles of biology demonstrable in human beings. Laboratory gives practical study.

Note: BI-021 meets the Biological Science General Education requirement and is recommended to those wishing a 'human' approach to satisfying this requirement.

Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ENG-051
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C1  CSU GE: B2,B3  IGETC: None

**BI-022  HUMAN ANATOMY  4 Units**

This course involves both the gross and microscopic anatomical study of tissues and organ systems of the human body. Laboratory study of histology slides, skeletons, cadavers and/or non-human mammals is undertaken. Directed dissections of laboratory specimens are required.

Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ENG-051 and MATH-050 or MATH-054
Advisory: One year high school biology, or BI-021 is strongly recommended
CAN: BIOL 10; BIOL 10, BIOL SEQ B = BI 22 + 23
Transfer Status: CSU/UC* Degree Applicable: AA/AS
COD GE: C1  CSU GE: B2,B3  IGETC: 5B*

**BI-023  HUMAN PHYSIOLOGY  5 Units**

This course surveys normal and many abnormal human functions involving integumental, skeletal, muscular, cardiovascular, respiratory, digestive, urogenital, sensory, nervous, and endocrine systems.

Note: This course is a required prerequisite for many health sciences majors or it may be used to satisfy a General Education life science requirement. Pre-medicine, pre-dentistry and pre-veterinary students are advised to take the BI 5 and 6 series rather than BI 22 and 23.

Lecture Hours: 72  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: High school chemistry or CH-004, and BI-022
CAN: BIOL 12; BIOL 12, BIOL SEQ B = BI 22 + 23
Transfer Status: CSU/UC* Degree Applicable: AA/AS
COD GE: C1  CSU GE: B2,B3  IGETC: None

College of the Desert Catalog 2005-2006
Chapter 8 - Courses of Instruction

BIT: BUILDING INSPECTION TECHNOLOGY

BIT-001 CALIFORNIA BUILDING CODES 3 Units
This course covers California Building, Housing, Energy and Disabled Access Codes used for construction, maintenance, and use of buildings and grounds within the State of California. It emphasizes an understanding and application of code sections and provisions and the relationships between building, housing, energy and disabled access codes.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050, MATH-057, and RDG-050
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: CSU  Degree Applicable: AA/AS
CAN: None

BIT-002 BUILDING & MECHANICAL CODES 3 Units
This course covers California Building and Mechanical Codes used for construction, maintenance, and use of buildings and grounds within the State. It emphasizes an understanding and application of code sections and provisions and the relationships between building and mechanical codes.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050, MATH-057, and RDG-050
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: CSU  Degree Applicable: AA/AS

BIT-003 BUILDING & PLUMBING CODES 3 Units
This course covers California Building and Plumbing Codes used for construction, maintenance, and use of buildings and grounds within the State. It emphasizes an understanding and application of code sections and provisions, and the relationships between building and plumbing codes.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050, MATH-057, and RDG-050
COD GE: None  CSU GE: None  IGETC: None

BIT-004 BUILDING & ELECTRICAL CODES 3 Units
This course covers California Building and Electrical Codes used for construction, maintenance, and use of buildings and grounds within the State. It emphasizes an understanding and application of code sections and provisions, and the relationships between building and electrical codes.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050, MATH-057, and RDG-050
COD GE: None  CSU GE: None  IGETC: None

BIT-026 BUILDING II & FIRE CODES 3 Units
This course involves building and fire codes used for construction, maintenance, and use of buildings and grounds in the State of California. It places an emphasis on understanding and application of code sections and provisions, and the relation between Fire and Building Codes. It addresses elements of codes in areas of special occupancies, grading, fire and building material standards, and building codes appendices as they apply to both building and fire applications.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050 and MATH-057
COD GE: None  CSU GE: None  IGETC: None

BUAC: BUSINESS/ACCOUNTING

BUAC-001 ACCOUNTING I 3 Units
This course expands upon basic fundamentals of the double entry accrual accounting system. It includes accounting for service and merchandising enterprises with special emphasis on receivables, payable, inventories, plant asset depreciation methods, internal controls, payroll and other sub-systems.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: BUAC-001
COD GE: None  CSU GE: None  IGETC: None

BUAC-002 ACCOUNTING II 3 Units
This course emphasizes accounting concepts and principles relating to corporations, departmental and branch systems. It also focuses on management uses of accounting data that includes financial statement analysis, cash flow statements, and an introduction to cost accounting. There is emphasis on stock and bond transactions.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: BUAC-001
COD GE: None  CSU GE: None  IGETC: None
Chapter 8 - Courses of Instruction

BUAC-004 TAX ACCOUNTING I - INDIVIDUALS 3 Units
This course is designed to provide students with tax information for both personal and career interests. Students learn tax information with the current laws and regulations available for preparation of personal tax returns and tax returns of others. Tax planning issues for the current and later years are considered.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050 and MATH-057
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

BUAC-005 TAX ACCOUNTING II 3 Units
This course is designed to provide students with tax information for both personal and professional use. Students learn the latest tax regulations that will allow them to prepare tax returns for their own businesses as well as other businesses and corporations. Tax planning issues for current and later tax years are also considered.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050 and MATH-057
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

BUAC-006 INTRODUCTION TO MANAGEMENT ACCOUNTING 3 Units
This course is designed to develop the fundamental skills of management accounting, which includes the collection, presentation, and interpretation of data to enable management to control performance. Students learn how to construct accounting information systems that focus on such items as cost control, inventory management, budgetary monitoring, and capital investment planning.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: BUAC-002
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

BUAC-008 REAL ESTATE AND CONSTRUCTION ACCOUNTING 3 Units
This course covers the comprehensive application of accounting principles to the real estate and construction industries. Budgeting and monitoring costs for construction projects are emphasized, as well as rate of return analyses for investment projects. Management Accounting is emphasized over Financial Reporting.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: BUAC-001
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

BUAC-009 HOSPITALITY MANAGEMENT ACCOUNTING 3 Units
This course is the study of the comprehensive application of accounting principles to the hospitality industry. The course includes an emphasis on accounting practices, financial statements, income/expense accounts and statements, special purpose journals and ledgers. Also included is the application of accounting information when making managerial decisions.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: BUAC-066
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

BUAC-010 COMPUTER ACCOUNTING 3 Units
This course covers introductory material in the processing of accounting data on the micro-computer. Students learn to record and process transactions in the following major accounting activities: Journalizing, preparation of financial statements, budgeting, adjusting entries, receipts and payments, cash flow and payroll. Course work prepares students for actual situations using up-to-date equipment and software.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: BUAC-002
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

BUAC-066 INTRODUCTION TO ACCOUNTING 3 Units
This course covers the essential elements of bookkeeping practice upon which advanced work in other accounting courses is based. Topics include the basic accounting equation, uses of journals and ledgers, preparation of financial statements, adjusting and closing entries, bank account reconciliation, and payroll.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050 and MATH-057
CAN: None
Transfer Status: None Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

BUFI: BUSINESS FINANCE

BUFI-012 MONEY MANAGEMENT & PLANNING FOR THE FUTURE 3 Units
This course provides students with an introductory understanding of economic and financial principles and the environment within which consumer and business decisions are made. It helps those interested in pursuing a career in financial services develop an appreciation for financial concerns of their clients. It also helps students...
BUHI - BUMA

BUFI-013 INVESTMENT OPPORTUNITIES 3 Units
The course provides students with an understanding of the importance of investment in their personal finances as well as various investment opportunities available to them. It presents the features of different types of stocks, corporate bonds, government securities, mutual funds, options, futures, and real estate investments. It also offers students a set of tools and criteria for evaluating these investment instruments in light of their own financial conditions and objectives. Students may choose the credit/no credit grading option.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: O
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

BUHM: BUSINESS/HOTEL & RESTAURANT MGMT

BUHM-050 INTRODUCTION TO THE HOTEL AND RESTAURANT INDUSTRY 3 Units
This course provides a basic understanding of the hotel and restaurant industry including lodging, food service, institutional, and resort operations. The history, growth and development, current trends, and organizational structure of the industry are explored with a focus on employment opportunities and future trends.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

BUHM-063 HOTEL AND RESTAURANT OPERATIONS 3 Units
This course analyzes management’s functions and responsibilities in such areas as administration, organization, communications, accounting, marketing and human relations.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUMA-020B</td>
<td>BUSINESS LAW</td>
<td>3</td>
</tr>
<tr>
<td>BUMA-024</td>
<td>RESORT PERSONNEL &amp; HUMAN RELATIONS</td>
<td>3</td>
</tr>
<tr>
<td>BUMA-025</td>
<td>GOLF SHOP OPERATIONS</td>
<td>2</td>
</tr>
<tr>
<td>BUMA-027</td>
<td>MARKETING</td>
<td>3</td>
</tr>
<tr>
<td>BUMA-028</td>
<td>SMALL BUSINESS: DEVELOPMENT &amp; MANAGEMENT</td>
<td>3</td>
</tr>
<tr>
<td>BUSM-070</td>
<td>AFFIRMATIVE ACTION FOR SUPERVISORS</td>
<td>2</td>
</tr>
<tr>
<td>BUSM-071</td>
<td>SAFETY MANAGEMENT</td>
<td>2</td>
</tr>
<tr>
<td>BUSM-081</td>
<td>QUALITY MANAGEMENT</td>
<td>2</td>
</tr>
</tbody>
</table>

**BUMA-020B BUSINESS LAW**

This course is a study of the law in its relation to business with special emphasis on the law of negotiable instruments (promissory notes, checks, bank drafts, and bills of exchange). It includes the study of suretyship and guaranty, insurance, partnerships, corporations, real property, wills, trusts, and bankruptcy.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L  
Prerequisite: ENG-050  
CAN: None  Transfer Status: CSU/UC*  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**BUMA-024 RESORT PERSONNEL & HUMAN RELATIONS**

This course emphasizes the management of the golf shop and resort personnel from the perspective of the golf professional. Both legal and psychological factors are examined in order to prepare the golf professional for the role of supervisor, leader, and motivator. Special focus on dealing with the particular needs of country club and resort clientele are included.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L  
Prerequisite: ENG-050  
CAN: None  Transfer Status: None  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**BUMA-025 GOLF SHOP OPERATIONS**

This course is the study of the principles and techniques involved in managing the modern professional golf shop: selling techniques, customer service, and merchandise displays. It emphasizes the principles of organizing, financing, and controlling a small business, such as purchasing, pricing, stock control, store layout, policies, and security.

Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L  
Prerequisite: ENG-050  
CAN: None  Transfer Status: None  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**BUMA-027 MARKETING**

This course is the study of market structures, channels of distribution, pricing and price policy, and market research. It emphasizes the relationship of human behavior and culture to marketing activities. The student participates in individual and class projects designed to reinforce basic marketing theory and concepts.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L  
Prerequisite: ENG-050  
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**BUMA-028 SMALL BUSINESS: DEVELOPMENT & MANAGEMENT**

This course is designed for the prospective as well as the current small business owner/manager. The curriculum is centered on an array of structural, relationship and process elements such as financial and physical assets, leadership/management issues, human resource functions, planning, and marketing. These elements are developed in the course through a diagnosis and prescription process and culminate in the writing of a comprehensive business plan.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L  
Prerequisite: ENG-050 and MATH-057  
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**BUSM-070 AFFIRMATIVE ACTION FOR SUPERVISORS**

This course is the study of techniques involved in conducting affirmative action programs in business and industry. It emphasizes the legal basis for affirmative action positions taken by employers and supervisors in terms of women and minority employment and advancement rights.

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  
CAN: None  Transfer Status: None  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**BUSM-071 SAFETY MANAGEMENT**

This course is the study of basic principles of accident prevention operating and implementing safety programs under Occupational Safety and Health Act (OSHA).

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  
CAN: None  Transfer Status: None  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None

**BUSM-081 QUALITY MANAGEMENT**

This course studies the meaning of quality control. It includes an analysis of the various techniques involved in the application of quality control to the many departments in modern industrial organizations.

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  
CAN: None  Transfer Status: None  Degree Applicable: AA/AS  
COD GE: None  CSU GE: None  IGETC: None
BUSM-082 PURCHASING 2 Units
This course is the study of methods and techniques used in the selection and procurement of materials, products, and supplies in industry. It emphasizes the optimal amount, price, payment policy and supplier. The student will learn the typical ordering, receiving and storage management procedures used in industry.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  CAN: None  Transfer Status: None  Degree Applicable: AA/AS  COD GE: None  CSU GE: None  IGETC: None

BUSM-083 DEVELOPING EMPLOYEES THROUGH TRAINING 2 Units
This course is the study of methods involved in the introduction of employees to training and in evaluating their progress through the training process. Students learn the techniques of on-the-job instruction, as well as the concepts of apprenticeship, technical training, management development, and the use of consultants and advisory committees in the work place.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  CAN: None  Transfer Status: None  Degree Applicable: AA/AS  COD GE: None  CSU GE: None  IGETC: None

BUSM-084 JOB ANALYSIS FOR WAGE ADMINISTRATION 2 Units
This course analyzes job descriptions, specifications, evaluation, and classifications. It is a study of Local, State and Federal regulations concerning industrial wages.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  CAN: None  Transfer Status: None  Degree Applicable: AA/AS  COD GE: None  CSU GE: None  IGETC: None

BUSM-091 ELEMENTS OF SUPERVISION 2 Units
This is a basic course covering the responsibilities of the industrial supervisor. Major topics include organization, public relations, human relations, training, management-employee relations, production control and promotion practices.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  CAN: None  Transfer Status: None  Degree Applicable: AA/AS  COD GE: None  CSU GE: None  IGETC: None

BUSM-092 PSYCHOLOGY FOR SUPERVISORS 2 Units
This course is the study of the role of the supervisor in understanding the people with whom he/she works. It emphasizes psychological processes, perceptions, learning, emotions, attitudes, and personalities.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  CAN: None  Transfer Status: None  Degree Applicable: AA/AS  COD GE: None  CSU GE: None  IGETC: None

BUSM-093 HUMAN RELATIONS 2 Units
This course is the study of personnel relations as affected by the application of basic psychological techniques. Emphasis is placed on employer-employee relationships.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS  COD GE: None  CSU GE: None  IGETC: None

BUSM-094 COMMUNICATION FOR SUPERVISORS 3 Units
This course involves the study of oral and written communications designed for supervisors and administrative personnel in industry. The course emphasizes individual experiences in speaking and conference leading. The course materials highlight standards and physical aspects of communication including graphic aids, physical presentation of reports, public speaking and oral reporting. The course involves learning how to conduct meeting and improving one’s listening ability.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L  Advisories: ENG-050  CAN: None  Transfer Status: None  Degree Applicable: AA/AS  COD GE: None  CSU GE: None  IGETC: None

BUSM-096 LABOR/MANAGEMENT RELATIONS 2 Units
This course is the study of union contracts, grievances, and collective bargaining procedures. It includes a history of the labor movement with special emphasis placed on Federal and State labor legislation.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  CAN: None  Transfer Status: None  Degree Applicable: AA/AS  COD GE: None  CSU GE: None  IGETC: None

BUSM-097 ORGANIZATION PATTERNS AND MANAGEMENT 2 Units
This course is the study of the establishment of lines of authority, departmental functions, local policies, general procedures and regulation.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  CAN: None  Transfer Status: None  Degree Applicable: AA/AS  COD GE: None  CSU GE: None  IGETC: None

BUSM-098 WORK SIMPLIFICATION 2 Units
This course is the study and analysis of methods designed for improving job procedures and techniques.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L  CAN: None  Transfer Status: None  Degree Applicable: AA/AS  COD GE: None  CSU GE: None  IGETC: None
Courses of Instruction

BUSBM-099  COST CONTROL FOR SUPERVISORS  2 Units
This course is a study of the factors involved in cost control. It emphasizes such topics as materials, salvage, waste, time, and quality requirements. Also included is a study of the supervisor's role in controlling costs.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: None  Degree Applicable: AA/AS
CAN: None

CART: CULINARY ARTS

CART-001  SANITATION ARTS  3 Units
This course is a study of the principles of hygiene and sanitation and their application to food service operations. Emphasis is placed on the implementation of proper methods and procedures, and the food handler's responsibility in maintaining high sanitation and safety standards.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

CART-002  PRINCIPLES OF COOKING  5 Units
This course is a comprehensive study of the physical changes which take place when preparing foods and the safe and sanitary use of hand tools, knives and kitchen equipment. It focuses on "hands-on" experience in the production of stocks, broths, glazes, leading and small sauces, gravies, emulsified sauces, and soups. Cooking methods using moist-heat, dry-heat, and fat, and the art of seasoning and flavoring are also covered.
Lecture Hours: 50.4  Lab Hours: 118.8  Repeatable: No  Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

CART-004  PANTRY  5 Units
This course covers the principles and practices used in producing pantry items in a commercial environment. A variety of menu items are prepared including salads, salad dressings, grill and breakfast items, and sandwiches.
Lecture Hours: 54  Lab Hours: 108  Repeatable: No  Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

CART-005  PRINCIPLES OF BAKING  5 Units
This course provides an understanding of basic characteristics and function of major ingredients. Focus is on the importance and accuracy of weights and measures and hands-on experience in the production of mixing methods of cakes, yeast raised products, Danish, breads, croissants, puff pastry, custards, puddings, and basic cake decorating.
Lecture Hours: 50.4  Lab Hours: 118.8  Repeatable: No  Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

CART-006  GARDE MANGER  5 Units
This course is a comprehensive study of the skills necessary in the preparation and presentation of cold buffets. It focuses on hands-on experience in the production of aspic jellies, chaud froid sauces, forcemeats, pates, gelatins, sausages, mousses, brines, dry cures, marinades, smoked meats, poultry and fish, salt dough display pieces, vegetable flowers, and buffet table and tray centerpiece using fruits, vegetables and ice sculptures.
Lecture Hours: 50.4  Lab Hours: 118.8  Repeatable: No  Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

CART-008  CLASSICAL BUFFET DESSERTS & COMPETITION DISPLAYS  5 Units
This is a comprehensive study of classical desserts for buffet display and competition show pieces. It focuses on "hands-on" experience in the production and display of pastillage, croquant, chocolate, marzipan, royal icing, and spun, pulled, and blown sugar.
Lecture Hours: 50.4  Lab Hours: 118.8  Repeatable: No  Grading: L
Prerequisite: CART-034
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: nONE  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

CART-010  FOOD PROCUREMENT AND COST CONTROL  3 Units
This course studies the basic principles of purchasing food and beverages, as well as nonfood items, with particular attention to product identification and to the ordering, receiving, storing, and issuing sequence.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
CART-011 MENU PLANNING 3 Units
This course studies the basic principles of menu making for a variety of types of food service operations, considering the factors of clientele, types of operations, economic requirements, nutritional adequacy, skill of personnel, and equipment limitations.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CART-015 RESTAURANT DESSERTS 4 Units
This course provides students with the knowledge and skills necessary in the production of desserts in a restaurant setting. Emphasis is placed on practicality, efficient production practices, visual appeal and profitability.
Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CART-028 RESORT FOOD & BEVERAGE OPERATION 3 Units
This course studies the techniques and methods of operating and controlling a food and beverage operation in a club environment. It studies the management techniques necessary for the planning, monitoring and controlling of a food service operation and of the control systems available to insure a profitable operation.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CART-033 INTRODUCTION TO BAKING 4 Units
This course enables students to learn and practice the skills and methods of production of bread, desserts and other baked goods using quantity production techniques.
Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CART-034 INTERMEDIATE BAKING 4 Units
This course provides students with the knowledge and skills necessary for the production of cakes, tortes, French pastries and petit-fours utilizing commercial baking techniques.
Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CART-033
Advisory: ENG-050 and MATH-057

CH-001A GENERAL CHEMISTRY 5 Units
This is the first course of a two-semester sequence covering the basic principles and concepts of chemistry with emphasis on chemical calculations. Inorganic chemistry is stressed, and the material includes a discussion of atomic structure, chemical bonding, molecules, reaction types, states of matter, and the properties of solutions. The laboratory part of the course complements the lectures and includes qualitative analysis.
Lecture Hours: 54 Lab Hours: 108 Repeatable: No Grading: L
Prerequisite: CH-003 or 1 year high school chemistry
Corequisite: MATH-010 or prior completion
CAN: CHEM SEQ A = CH 1A + 1B
Transfer Status: CH/UC Degree Applicable: AA/AS
COD GE: C1 CSU GE: B1,B3 IGETC: 5A

CH-001B GENERAL CHEMISTRY 5 Units
This is the second course of a two-semester sequence covering the basic principles and concepts of chemistry with emphasis on chemical calculations. Inorganic chemistry is stressed, and the material includes a discussion of thermodynamics, reaction kinetics, equilibria, electrochemistry and a detailed study of the chemistry of selected elements. There is a brief introduction to organic, biological and nuclear chemistry. The laboratory part of the course complements the lectures and includes half a semester of ion properties and qualitative analysis.
Lecture Hours: 54 Lab Hours: 108 Repeatable: No Grading: L
Prerequisite: CH 1A
CAN: CHEM SEQ A = CH 1A + 1B
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C1 CSU GE: B1,B3 IGETC: 5A
## Courses of Instruction

### CH-003  INTRODUCTORY GENERAL CHEMISTRY

This course is the study of the principles of inorganic chemistry. Instruction is given in calculations, atomic theory, periodic law, bonding and compounds, nomenclature, states of matter, reaction types, composition, stoichiometry, and acids, bases & pH. Laboratory is a hands-on experience stressing manipulation, procedure, data and outcome calculations.  

*Note: This course should be taken by Liberal Studies majors on the Education track to satisfy the chemistry requirement. It should also be taken as a prerequisite for CH-001A for students who have not had high school chemistry within the past 5 years.*

Lecture Hours: 54  
Lab Hours: 54  
Repeatable: No  
Grading: L

**Prerequisite:** ENG-051 and MATH-050 or MATH-054

**CAN:** None

**COD GE:** C1  
**CSU GE:** B1.B3  
**IGETC:** 5A

### CH-004  FUNDAMENTALS OF CHEMISTRY

This course is a survey of basic principles of inorganic, organic and bio-organic chemistry presented on a level for the general student.

*Note: This course, in conjunction with CH-005, meets the requirements for bachelor degrees in nursing, dental hygiene and allied health programs. The course is transferable as a physical science with laboratory.*

Lecture Hours: 54  
Lab Hours: 54  
Repeatable: No  
Grading: L

**Prerequisite:** ENG-051 and MATH-050 or MATH-054

**CAN:** None

**Transfer Status:** CSU/UC*  
**Degree Applicable:** AA/AS

**COD GE:** C1  
**CSU GE:** B1.B3  
**IGETC:** None

### CH-005  BIO-ORGANIC CHEMISTRY

This course is a survey of organic chemistry and biochemical with an emphasis on the health sciences. It covers the major functional groups of organic compounds. The biologically active macromolecules and their components are discussed. Bioenergetics and metabolism are a substantial part of this course. The course is intended for health sciences students in dental hygiene, physician’s assistant, and related programs.

*Note: This course, in conjunction with CH-004, satisfies the requirements for those Health Sciences programs that require one year of chemistry other than general chemistry. This course is offered in the Fall semester of odd-numbered years.*

Lecture Hours: 54  
Lab Hours: 54  
Repeatable: No  
Grading: L

**Prerequisite:** CH-004

**CAN:** None

**Transfer Status:** CSU/UC*  
**Degree Applicable:** AA/AS

**COD GE:** None  
**CSU GE:** B1.B3  
**IGETC:** None

### CH-010A  ORGANIC CHEMISTRY

This course is the first of a two-semester sequence covering the basic principles and concepts of organic chemistry. An in-depth study is made of the bonding of carbon, stereochemistry and the reactivity of alkanes, alkenes and alkynes. Addition, substitution and radical reactions are discussed. Alcohols, ethers, haloalkanes and conjugated unsaturated systems are analyzed. The course is designed for chemistry, biology and pre-professional majors.

*Note: This course is offered in the Fall semester of even-numbered years.*

Lecture Hours: 54  
Lab Hours: 108  
Repeatable: No  
Grading: L

**Prerequisite:** CH-001B

**Transfer Status:** CSU/UC*  
**Degree Applicable:** AA/AS

**COD GE:** None  
**CSU GE:** None  
**IGETC:** None

### CH-010B  ORGANIC CHEMISTRY

This course is the second of a two-semester sequence covering the basic principles and concepts of organic chemistry. Spectrophotometry is covered. An introduction is made to biochemical compounds. The course is designed for chemistry, biology and pre-professional majors.

*Note: This course is offered in the Spring semester of odd-numbered years.*

Lecture Hours: 54  
Lab Hours: 108  
Repeatable: No  
Grading: L

**Prerequisite:** CH-010A

**Transfer Status:** CSU/UC*  
**Degree Applicable:** AA/AS

**COD GE:** None  
**CSU GE:** None  
**IGETC:** None

### CIS  COMPUTER INFORMATION SYSTEMS

#### CIS-050  COMPUTER KEYBOARDING I

This course is designed for students who need to master computer keyboarding skills. Students develop basic alpha/numeric keyboarding and touch typing skills, and increase their ability to communicate information. No previous electronic keyboard or computer experience is necessary.

Lecture Hours: 18  
Lab Hours: 54  
Repeatable: No  
Grading: L

**Prerequisite:** ENG-050

**CAN:** None

**Transfer Status:** None  
**Degree Applicable:** AA/AS

**COD GE:** None  
**CSU GE:** None  
**IGETC:** None
CIS-070A COMPUTER BUSINESS APPLICATIONS FOR WINDOWS 3 Units
This course is designed for students with no previous computer experience who want to learn how to use an IBM-compatible personal computer with an emphasis on Windows techniques. Using the Windows/graphical user interface approach, students develop basic skills in three applications: word processing, spreadsheets, and database management. Students are also introduced to the INTERNET and Geographic Information Systems (GIS) concepts.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CIS-070B WINDOWS & THE INTERNET 3 Units
This course examines the fundamental concepts of the Windows operating system and the Internet. Students learn to install, configure and use Windows and Internet hardware and software for maximum productivity and efficiency. Emphasis is placed on the ability to find, save and retrieve information.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CIS-070A
Advisory: Additional lab time (CS 97, CS 98, or CS 99) may be required or recommended, depending on the abilities and progress of individual students.
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CIS-070C INSIDE YOUR COMPUTER 3 Units
This course provides information about the physical construction of computers, the installation of new hardware and software, troubleshooting, and upgrading. The three areas of concentration are building the physical system, installing and maintaining Windows x,x, and installing and maintaining application software.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CIS-070B
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CIS-072D EXCEL 3 Units
This course provides basic concepts and practical applications using Excel for Windows. Students receive instruction and computer experience using electronic spreadsheets to solve common numerical and accounting-based problems.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CIS-070A
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CIS-073C ACCESS 3 Units
This course provides beginning and intermediate concepts and practical applications in database management using Windows. Students receive instruction and experience needed to design, create, customize, organize, extract, and store information using Access.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CIS-070A
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CIS-074 POWERPOINT 3 Units
This course provides basic concepts and practical applications using PowerPoint for Windows. Students receive instruction and computer experience using presentation software to organize and display information in a visual format.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CIS-070A
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CIS-075 FRONT PAGE 3 Units
This course is an introduction to creating a web page using Microsoft FrontPage. Students learn to design, create, manage, and publish Web sites that incorporate images, hyperlinks, lists, tables, forms and frames.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CIS-070B
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CIS-076B WORD 3 Units
This course introduces students to beginning and intermediate microcomputer skills through word processing concepts and procedures in the Word for Windows program. Applications include communicating with the mouse and the keyboard, editing, revising, and printing documents. Document production includes basic business communications, reports, tables, formatting and other basic word processing features.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CIS-070A
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CIS-082C WEB PUBLISHING I 3 Units
This course teaches students to format World Wide Web pages using Hypertext Markup Language (HTML). Emphasis is placed on development of effective pages. Students learn to incorporate text, graphics, audio files,
### Courses of Instruction

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CIS-082D</strong></td>
<td>COMPUTER GRAPHICS I</td>
<td>3 Units</td>
</tr>
<tr>
<td><strong>CIS-083C</strong></td>
<td>WEB PUBLISHING II/ JAVASCRIPT</td>
<td>3 Units</td>
</tr>
<tr>
<td><strong>CIS-083D</strong></td>
<td>COMPUTER GRAPHICS II</td>
<td>3 Units</td>
</tr>
</tbody>
</table>

- **CIS-082D COMPUTER GRAPHICS I 3 Units**
  This course provides an introduction to the process of creating, capturing, and modifying graphical images using the software most commonly found in the graphical design industry today: Adobe Photoshop, Adobe Illustrator, and Macromedia FreeHand. Photoshop is used for the capture and manipulation of images either scanned or digitally photographed; Illustrator and FreeHand are used for the original creation of both type and artwork, with emphasis on layout, color and content. (Also listed as, and equivalent to, DDP-001.)
  - Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
  - **Prerequisite:** CIS-070A
  - **Advisory:** ART-003A or ART-040
  - CAN: None
  - Transfer Status: CSU  Degree Applicable: AA/AS
  - COD GE: None  CSU GE: None  IGETC: None

- **CIS-083C WEB PUBLISHING II/ JAVASCRIPT 3 Units**
  This course teaches students to incorporate interactive JavaScript elements in Web pages. They learn how to understand and use the Document Object Model; event handlers, variables and functions; browser detection; forms validation; text and image rollovers; and common programming elements, including arrays, loops and logical operations.
  - Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
  - **Prerequisite:** CIS-082C
  - CAN: None
  - Transfer Status: CSU  Degree Applicable: AA/AS
  - COD GE: None  CSU GE: None  IGETC: None

- **CIS-083D COMPUTER GRAPHICS II 3 Units**
  This course provides advanced applications in computer graphics techniques, using the software most commonly found in the graphic design industry today: Adobe Photoshop, Adobe Illustrator, and Quark XPress. Emphasis is placed on the computer as a design tool to assemble type and manipulate images for the printed page and Web publication. (Also listed as, and equivalent to, DDP-002.)
  - Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
  - **Prerequisite:** CIS-082D
  - CAN: None
  - Transfer Status: CSU  Degree Applicable: AA/AS
  - COD GE: None  CSU GE: None  IGETC: None

### CM: CONSTRUCTION MANAGEMENT

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CM-001</strong></td>
<td>INTRODUCTION TO CONSTRUCTION MANAGEMENT</td>
<td>2 Units</td>
</tr>
<tr>
<td><strong>CM-002</strong></td>
<td>INTRO TO URBAN PLANNING</td>
<td>3 Units</td>
</tr>
<tr>
<td><strong>CM-003</strong></td>
<td>SITE &amp; TERRAIN ANALYSIS</td>
<td>3 Units</td>
</tr>
</tbody>
</table>

- **CM-001 INTRODUCTION TO CONSTRUCTION MANAGEMENT 2 Units**
  This course provides an overview of the construction industry and its markets. The impact, practices, methods and ethics in the construction industry are reviewed.
  - Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
  - **Prerequisite:** MATH-057
  - CAN: None
  - Transfer Status: CSU  Degree Applicable: AA/AS
  - COD GE: None  CSU GE: None  IGETC: None

- **CM-002 INTRO TO URBAN PLANNING 3 Units**
  This course provides a critical analysis of the theory and practice of land use planning with an emphasis on the urban context. Also, the historical and legal basis for land use planning, traditional and alternative roles of planning in contemporary society are studied along with the planning process, planning tools and practices.
  - Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
  - CAN: None
  - Transfer Status: CSU  Degree Applicable: AA/AS
  - COD GE: None  CSU GE: None  IGETC: None

- **CM-003 SITE & TERRAIN ANALYSIS 3 Units**
  This course is an introduction to various methods and techniques used to inventory and analyze landscape features. Students also study mapping, overlay techniques, environmental ethics, case study review and an overall assessment of the function and structure of the natural landscape.
  - Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
  - CAN: None
  - Transfer Status: CSU  Degree Applicable: AA/AS
  - COD GE: None  CSU GE: None  IGETC: None
CM-004 CONSTRUCTION LAW SURVEY 3 Units
This course is a summary of the legal implications of contractor license laws; mechanics lien laws, CAL-OSHA, and Construction Contracts. Laws of liability, worker’s compensation, state and federal laws affecting construction and compliance problems are covered.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Transfer Status: CSU Degree Applicable: AA/AS CAN: None
Prerequisite: ENG-050
COD GE: None CSU GE: None IGETC: None

CM-005 CONSTRUCTION PLANNING 3 Units
This course covers the concepts used in planning, scheduling and control of construction projects. Use of graphic charts and the Critical Path Method (CPM) are featured. Also covered are program evaluation and review techniques (PERT), time assignment and computation, diagramming practices, monitoring and updating, and computer utilization.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Transfer Status: CSU Degree Applicable: AA/AS CAN: None
COD GE: None CSU GE: None IGETC: None

CS : COMPUTER SCIENCE

CS-072D INTRODUCTION TO NETWORKING 3 Units
This course introduces the basic concepts of computer networks. Subjects discussed include defining, establishing and maintaining peer-to-peer and client server networks. Students learn about cabling and physical configuration options, the requirements for installing and setting up network interface cards, and the concepts of creating and managing peer-to-peer and client server networks. Students study the current operating systems. Students also learn the techniques of troubleshooting common network problems.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: CIS-070B
Advisory: CS-086 CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

CS-073 INTRODUCTION TO COMPUTER SCIENCE 3 Units
This is an introductory course in computer concepts and terminology. Topics covered include: historical development of computers; hardware and software definitions and terminology; categories of system software and application software, including word processing, electronic spreadsheets, and database management; machine language, assembler language, and high-level programming languages; the systems development process; careers in data processing; and legal, moral, and ethical issues associated with computers.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
COD GE: None CSU GE: None IGETC: None

CS-086 VISUAL BASIC PROGRAMMING I 3 Units
This is an introductory course in computer programming concepts. Students design, write and debug programs using the principles of structured programming. Topics covered include: programming language structure and syntax; algorithm development, logic and design considerations and program development tools; error handling and debugging; functions, subprograms and parameter passing; conditional and relational operators, selection and looping structures; array processing; sequential and random file access; and an introduction to object oriented programming.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CIS-070A
COD GE: None CSU GE: None IGETC: None

CS-086A VISUAL BASIC PROGRAMMING II 3 Units
This is an advanced course in Visual Basic programming. Students design, write, and debug Visual Basic programs using structured programming concepts. Topics covered include: graphics and animation; interfacing with windows; keyboard and screen control; recursion; object linking and embedding (OLE), dynamic data exchanges (DDE), and dynamic linked libraries (DLL); linking to C language programs; and incorporating sound and multimedia.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CS-086
COD GE: None CSU GE: None IGETC: None

CS-087 ASSEMBLER LANGUAGE PROGRAMMING 4 Units
This is an introductory course in assembler language programming. Students design, write, and debug assembler language programs using structured programming concepts. Topics covered include: decimal, binary, and hexadecimal numbering systems; personal computer architecture; memory, addresses and registers; assembler directives: subroutines and the stack; interrupts; string functions; command line parameters; external subroutines, segments, groups and macros.
Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CIS-073 and CS-086
COD GE: None CSU GE: None IGETC: None
CS-088  JAVA PROGRAMMING  3 Units
This course focuses on application development using Java. Proper syntax and operating procedures are covered, along with design and programming techniques for object-oriented programs in Java. Additional topics include Applet Programming in Java, exception handling, graphics, font, colors, multithreading, streams, and native methods and libraries.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: CS-086
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

CS-089  C++ PROGRAMMING I  3 Units
This is an introductory course in C++ programming. Students design, write, and debug C++ programs using structured programming concepts. Topics covered include: C++ structure and syntax; algorithm development; fundamental data types; functions and parameter passing; arrays and addresses; conditional and relational operators; space and time scope of variables; sequential and random access file processing; command line arguments; string manipulation; objects, classes and data abstraction; inheritance, reusability, polymorphism and overloading.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: CS-073 and CS-086
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

CS-089A  C++ PROGRAMMING II  3 Units
This is an advanced course in C++ programming. Students design, write, and debug C++ programs using structured programming concepts. Topics covered include: pointers; linked lists, unions and data structures; bit operations, user-defined data types; recursion; incorporation of assembly/language subroutines; and advanced graphical and animation techniques.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: CS-089
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

CS-097  MICROCOMPUTER APPLICATIONS LAB  ½ Unit
Lecture Hours: 0  Lab Hours: 27  Repeatable: 3  Grading: K

CS-098  MICROCOMPUTER APPLICATIONS LAB  1 Unit
Lecture Hours: 0  Lab Hours: 54  Repeatable: 3  Grading: K

Microcomputer Applications Lab is an open entry/open exit environment designed to develop microcomputer skills for students in all segments of the college community. Emphasis is on the one-to-one tutorial approach, with time devoted to completing lab projects assigned in computer-related courses. Students receive a credit/no credit grade mark. May be taken for a total of four times.
Corequisite: Enrollment in any CS or CIS course
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

DANC : DANCE

DANC-010  INTRODUCTION TO CHOREOGRAPHY  2 Units
This course is an introduction to the fundamental elements of choreography and their practical application in creating dance composition. (Also listed as, and equivalent to, PE-015.)
Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

DANC-015  HISTORY OF DANCE  3 Units
This survey course examines the chronological development of dance and includes the study of pre-classic through contemporary forms. It emphasizes the interconnections between aesthetic practice and people, events, and ideas.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C1  IGETC: 3A
DDP: DIGITAL DESIGN & PRODUCTION

DDP-001 COMPUTER GRAPHICS I 3 Units
This course provides an introduction to the process of creating, capturing, and modifying graphical images using the software most commonly found in the graphical design industry today: Adobe Photoshop, Adobe Illustrator, and Macromedia FreeHand. Photoshop is used for the capture and manipulation of images either scanned or digitally photographed; Illustrator and FreeHand are used for the original creation of both type and artwork, with emphasis on layout, color and content. (Also listed as, and equivalent to, CIS-082D.)
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: CIS-070A
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

DDP-002 COMPUTER GRAPHICS II 3 Units
This course provides advanced applications in computer graphics techniques, using the software most commonly found in the graphic design industry today: Adobe Photoshop, Adobe Illustrator, and Quark XPress. Emphasis is placed on the computer as a design tool to assemble type and manipulate images for the printed page and Web publication. (Also listed as, and equivalent to, CIS-083D.)
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: DDP-001
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

DDP-010 GRAPHIC DESIGN I 3 Units
Students in this course utilize computers to solve visual communication and design problems using graphic components. Topics covered include typography, logos/marks/symbols/pictographs, corporate identity, graphic techniques (both digital and traditional), introduction to advertising design, digital prepress and press. Adobe Photoshop and Adobe Illustrator software are used to create final images. (Also listed as, and equivalent to, ART-040.)
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ART-003A or concurrent enrollment
Advisory: DDP-001 strongly recommended
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

DDP-011 GRAPHIC DESIGN II 3 Units
Students in this course utilize computers to solve communication and design problems for traditional and new media using graphic, audio, and animation components. Topics covered include traditional and digital typography, animation, motion graphics, sound, new media as communication, non-linear interactive design, and electronic page design. (Also listed as, and equivalent to ART-041.)
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: DDP-010
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

DDP-020 NEW MEDIA I 3 Units
Students use a computer to create multimedia presentations that synthesize photography, graphics, video, sound, and animation as well as making traditional and web-based interactive presentations.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: DDP-001
Advisory: ART-040
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

DDP-021 NEW MEDIA II 3 Units
Students use a computer to create advanced multimedia presentations that synthesize photography, graphics, video, sound, and animation as well as making traditional and web-based interactive presentations.
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: DDP-020
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

DDP-031 DIGITAL PHOTOGRAPHY 3 Units
This course provides an introduction to the tools, materials and techniques of digital photography. Students learn to capture images using a digital camera or camcorder. Topics include the use of digital interfaces, printers and file formats as well as the preparation of images for web use. A digital camera or digital video camcorder is required. (Also listed as, and equivalent to, ART 31.)
Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L
CAN: None
Transfer Status: CSU/UC* Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None
<table>
<thead>
<tr>
<th>Courses of Instruction</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DDP-032</td>
<td>APPLIED DIGITAL</td>
<td>3 Units</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>PHOTOGRAPHY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>This course provides intermediate and advanced instruction in applied digital photography. Students expand their basic digital photography skills to produce digital photographs for the web, prints or slide presentations. Emphasis is placed on taking high quality digital photographs, utilizing advanced image editing software and producing images suitable for prints, publication or the web. A digital camera of at least 2 megapixels is required and Adobe Photoshoop software is recommended. Students should have access to a computer capable of handling digital photo files, a photo quality printer and USB connections. Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Prerequisite:</strong> DDP-031 or ART-031</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Corequisite:</strong> DDP-001 or prior completion</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>CAN:</strong> None</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Transfer Status:</strong> CSU/UC*</td>
<td>Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>COD GE:</strong> None</td>
<td>CSU GE: None</td>
<td>IGETC: None</td>
</tr>
<tr>
<td>DRA-001</td>
<td>TECHNICAL DRAFTING I</td>
<td>3 Units</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>This course introduces students to general and architectural drafting skills. Students learn to differentiate among several drafting techniques. This course prepares students for higher level drafting courses and more complex drafting types. Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Prerequisite:</strong> ENG-050 and MATH-057</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>CAN:</strong> None</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Transfer Status:</strong> CSU</td>
<td>Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>COD GE:</strong> None</td>
<td>CSU GE: None</td>
<td>IGETC: None</td>
</tr>
<tr>
<td>DRA-008</td>
<td>AUTOCAD LEVEL I: ADVANCED DRAWING TECHNIQUES</td>
<td>2 Units</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>This course covers advanced drawing techniques. Students study productivity techniques, advanced dimensioning, hatching, multiple viewpoint plotting using AutoCAD software. Students develop skills in creating 3D drawing and surface remodeling. Lecture Hours: 18 Lab Hours: 54 Repeatable: No Grading: L</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Prerequisite:</strong> DRA-008</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>CAN:</strong> None</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Transfer Status:</strong> CSU/UC*</td>
<td>Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>COD GE:</strong> None</td>
<td>CSU GE: None</td>
<td>IGETC: None</td>
</tr>
<tr>
<td>DRA-010</td>
<td>CAD DRAFTING/DESIGN PROJECT</td>
<td>2 Units</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>This course provides training in applying the principle techniques of computer-aided drafting and design to selected projects. Students with majors or interest in architecture, drafting, interior design, landscape design or engineering, with the approval of their professor, will select projects to be produced using AutoCAD. Lecture Hours: 18 Lab Hours: 54 Repeatable: No Grading: L</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Prerequisite:</strong> DRA-009</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>CAN:</strong> None</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Transfer Status:</strong> CSU/UC*</td>
<td>Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>COD GE:</strong> None</td>
<td>CSU GE: None</td>
<td>IGETC: None</td>
</tr>
<tr>
<td>DSPS:</td>
<td>DISABLED STUDENTS PROGRAMS &amp; SERVICES</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DSPS-040</td>
<td>SURVEY OF RESOURCES FOR STUDENTS WITH DISABILITIES</td>
<td>2 Units</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>This course focuses on self-assessment of the student who is disabled. It also introduces the student to the information and skills necessary for success in college. Course topics include development of personal goals, as well as use of services provided by DSPS, other student support services and community resources. Students develop realistic educational plans consistent with their educational goals and learn what accommodations will be necessary to achieve these goals. Lecture Hours: 36 Lab Hours: 0 Repeatable: No Grading: L</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Advisory:</strong> Intended for students with disabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>CAN:</strong> None</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Transfer Status:</strong> None</td>
<td>Degree Applicable: NAA</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>COD GE:</strong> None</td>
<td>CSU GE: None</td>
<td>IGETC: None</td>
</tr>
</tbody>
</table>
DSPS-040A PERSONAL ASSESSMENT FOR STUDENTS WITH DISABILITIES 2 Units

This course teaches students how to explore the personal, educational, and vocational impact of their disability. Emphasis will be to research information regarding the medical/psycho-social aspects of disabilities, accommodations, and resources.

Lecture Hours: 36 Lab Hours: 0 Repeatable: No Grading: L
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

DSPS-040B EMPLOYMENT FOR INDIVIDUALS WITH DISABILITIES 2 Units

This course focuses on the fundamentals of employment and the process of developing goals for future employment of persons with disabilities.

Lecture Hours: 36 Lab Hours: 0 Repeatable: 2 Grading: L
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

DSPS-041 INFORMATION MANAGEMENT 2 Units

Course emphasis is to develop and enhance the ability of students with disabilities to manage and organize information. Multi-media instruction is utilized. The lecture section includes specific software programs and hardware designed to assist students in the management of information in a technological society. The lab section provides repetition of the stimulus topic via software utilization, specialized hardware, plus individualized computer assisted instruction.

Lecture Hours: 27 Lab Hours: 27 Repeatable: 3 Grading: L
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

DSPS-042 ALTERNATIVE LEARNING STRATEGIES 2 Units

This course provides specialized computer assisted instruction primarily for students with learning disabilities and/or acquired brain injuries. Students with other disabilities may also benefit from this course. Students are provided with strategies and opportunities to maximize their learning potential and increase academic competency.

Lecture Hours: 27 Lab Hours: 27 Repeatable: 0 Grading: L
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

DSPS-044 COMPUTER ACCESS KEYBOARDING 1 Unit

This course provides specialized hardware and software to students in order to successfully access and utilize a keyboard, mouse and word processing programs.

Lecture Hours: 0 Lab Hours: 54 Repeatable: 3 Grading: L
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

DSPS-045A JOB SKILLS DEVELOPMENT - VOCATIONAL EXPLORATION 1 Unit

This course is designed to assist students with disabilities in developing specific goals for employment. Its focus is on personal and vocational assessment, clarification of values, identification of skills, and the development of a vocational plan.

Lecture Hours: 18 Lab Hours: 0 Repeatable: 2 Grading: L
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

DSPS-045B JOB SKILLS DEVELOPMENT - JOB APPLICATIONS AND RESUME WRITING ½ Unit

This course is designed to assist students with disabilities in successfully completing job applications and writing a resume.

Lecture Hours: 9 Lab Hours: 0 Repeatable: 2 Grading: L
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

DSPS-045C JOB SKILLS DEVELOPMENT - JOB INTERVIEW SKILLS ½ Unit

This course is designed to assist students with disabilities to develop successful job interviewing skills.

Lecture Hours: 9 Lab Hours: 0 Repeatable: 2 Grading: L
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

DSPS-047 COMPUTER ACCESS APPLICATIONS 1 Unit

Students with various verified disabilities implement and utilize acquired skills with personalized adapted computer technologies to perform tasks required of regular course enrollment(s) and participation.

Lecture Hours: 0 Lab Hours: 54 Repeatable: 3 Grading: L
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

Chapter 8 - Courses of Instruction
Courses of Instruction

DSPS-301  SPECIALIZED LEARNING SKILLS DEVELOPMENT
0 Unit

Students are individually evaluated to determine their specific learning disability. Individual learning strategies are developed and students learn to use appropriate accommodations, emphasizing computer hardware and software. Students receive a credit/no credit grade mark.
Lecture Hours: 0  Lab Hours: Open  Repeatable: Yes  Grading: K
Prerequisite: Students must be referred by the Learning Disability Specialist
Corequisite: DSPS-304
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

DSPS-304  INSTRUCTIONAL SUPPORT LAB
0 Unit

The Instructional Support Lab is a laboratory setting that provides access to adaptive hardware and software with a Disability Specialist/Instructor for students with disabilities. Under the direction of the instructor, students utilize specialized equipment to assist in completion of assignments from their academic classes and enhance academic skills. Students receive a credit/no credit grade mark.
Lecture Hours: 0  Lab Hours: Open  Repeatable: Yes  Grading: K
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

DSPS-305  COMPUTER ACCESS ASSESSMENT
0 Unit

Skills training for personal utilization of selected adapted technology is provided for students with verified disabilities. Students receive a credit/no credit grade mark.
Lecture Hours: 0  Lab Hours: Open  Repeatable: Yes  Grading: K
Advisory: Intended for students with disabilities
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ECE:

ECE-001  INTRODUCTION TO EARLY CHILDHOOD PROGRAMS
3 Units

This course provides an overview of the field of child development/early childhood education, including the historical and philosophical foundations and how those foundations influence current theory and practice. An exploration of the various types of programs for young children and the job potential for students are included. Students are required to visit and report on five different types of programs in the community.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-051 or concurrent enrollment
Advisory: ENG-051
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-010A  CHILD GROWTH AND DEVELOPMENT
3 Units

This course studies the developing child with emphasis on the biosocial, cognitive, and psychosocial growth from conception through five years of age. It includes the major theories of development. Observations provide opportunity for integration of theory and practice for typically developing children as well as those with disabilities. It is the basic introductory course for all Early Childhood Education majors, and is required for teacher licensing in private centers, and teacher certification for publicly funded centers.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050 or concurrent enrollment
Advisory: ENG-051
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-010B  SCHOOL AGE & ADOLESCENCE (AGES 6-18)
3 Units

This course studies the developing child with emphasis on the biosocial, cognitive, and psychosocial growth from six years of age through adolescence. Identification of the key concepts, comparison of theoretical perspective, application of empirical generalizations, and analysis of major issues for this age group is of primary concern for this course.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-010A
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

College of the Desert Catalog 2005-2006
**ECE-012 CHILD, FAMILY & COMMUNITY 3 Units**

This course studies the influence of contemporary family and cultural patterns on young children. Emphasis is placed on establishing effective school-parent relationships through conferences and parent meetings. Community resources and agencies that strengthen families are examined. This course is required by the California State Department of Social Services for teachers and directors of preschool programs.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-010A or concurrent enrollment
Advisory: ENG-051
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**ECE-014 EARLY CHILDHOOD 3 Units PRINCIPLES & PRACTICES**

This course explores the basic techniques of working with young children including promoting self-esteem, creativity, self-discipline, development of physical and cognitive skills, and planning appropriate curriculum.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ECE-010A, ECE-012, and ECE-042
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**ECE-015 EARLY CHILDHOOD 2 Units LABORATORY**

Under the supervision of the laboratory teacher or mentor teacher and with the assistance of the Child Development Specialists, students participate in all classroom activities. Students plan developmentally appropriate curriculum that integrates theoretical concepts with classroom practice. Particular attention is given to planning for individual children’s needs and interests and presenting concepts within the cultural context of the children in the environment. Students assess own professional competence and progress toward their own goals. Students also write resumes and develop interview skills, while developing a plan for future employment and growth.

Lecture Hours: 0  Lab Hours: 108  Repeatable: No  Grading: L
Prerequisite: ECE-014
Advisory: ENG-001A
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**ECE-016 PARENTING THE CHILD 1 Unit UNDER 6**

This course explores parent-child interaction patterns. Students examine age-appropriate behaviors, problem behaviors, observation and communication strategies. Special attention is given to family structures, cultural backgrounds, and parenting children with disabilities.

Chapter 8 - Courses of Instruction
Courses of Instruction

ECE-023  THE MENTOR TEACHER/ADULT SUPERVISION
2 Units
Methods and principles of supervising adults who are student teachers, assistants or volunteers in early childhood classrooms. Emphasis is on the role of experienced classroom teachers who function as mentors to new teachers while simultaneously addressing the needs of children, parents and other staff.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-014
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-024  ADMINISTRATION OF PROGRAMS FOR YOUNG CHILDREN
3 Units
This course examines the requirements for the administration of programs for young children including private and publicly funded preschool programs, emphasizing business procedures. It is required by the State Department of Social Services for directors of private preschools and child care programs.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-010A, completion of 9 units in ECE
Advisory: ENG-001A
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-025  ADVANCED ADMINISTRATION OF PROGRAMS FOR YOUNG CHILDREN
3 Units
This course provides an advanced level of administrative and managerial knowledge needed to operate a child care center as a successful business. Emphasis is on personnel management procedures, working collaboratively with parents, personal growth and advancement, and self-assessment.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-024, completion of 12 units in ECE
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-026  SCHOOL AGE CURRICULUM AND ACTIVITIES
3 Units
This course studies creation and application of curriculum and developmentally appropriate activities for children ages six through adolescence. Primary considerations are given to assessment, planning, implementation and evaluation of programs. Standards for quality school-age experience are used to assess quality indicators in the areas of human relationships, indoor and outdoor environments, activities, health, nutrition, safety and administration.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L

ECE-030  EARLY CHILDHOOD CURRICULUM DESIGN & IMPLEMENTATION
3 Units
This course is a study of curriculum development for early childhood programs. It includes the relationship of child development principles to curriculum design and organization. Daily routine, room arrangement, and the development of social, emotional, physical, aesthetic and cognitive skills are emphasized. Curriculum planning for individual differences is emphasized.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-042
Advisory: ENG-051
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-032  CHILD ABUSE & NEGLECT
1 Unit
This course examines physical abuse and neglect, emotional abuse and neglect, and sexual abuse of children. Also included is the consequences of stress and trauma on children. Emphasis is on how the classroom teacher, foster parents, and members of the general public can foster positive mental health and prevent, detect and intervene in cases of child abuse.
Lecture Hours: 18  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-033  SURVEY OF SPECIAL EDUCATION
3 Units
This course provides an introduction to special education in the public schools with an emphasis on inclusion in early childhood education. Legal aspects, assessment, placement and the disabilities served in public schools and child care setting are examined. The role of childcare professionals and paraprofessionals in serving children with disabilities is emphasized. Strategies to include children with special needs in full inclusion settings are stressed.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-010A
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
ECE-035  ISSUES IN SPECIAL EDUCATION  3 Units
This course prepares students to become teachers in Inclusive Programs. The focus of the course is on implementing inclusive Early Childhood Programs for children with learning disabilities, developmental disabilities, physical challenges, and problem behaviors. Students learn how to facilitate curriculum as well as how the learning environment dictates children's learning and behavior.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-033
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-035A  UNDERSTANDING THE 1 Unit
EMOTIONALLY DISTURBED CHILD
This course studies specific characteristics of children experiencing emotional disturbances as a result of cultural, environmental factors and/or organic causes. The psycho-educational treatment and curriculum consideration is analyzed.
Lecture Hours: 18  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-010A
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-036  MUSIC FOR YOUNG CHILDREN 3 Units
This course emphasizes the development of curriculum ideas for using music to develop listening ability, movements, rhythm dancing, singing, identifications of instruments and pitch. Teaching techniques and materials appropriate to the growth and development of young children are explored.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-010A or concurrent enrollment
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-038  SCIENCE AND NUMBER 3 Units
CONCEPTS FOR YOUNG CHILDREN
This course explores the development of curriculum ideas for teaching about the environment and conservation of natural resources to young children. It includes the sequence of mathematical concepts appropriate to different stages of development.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-010A or concurrent enrollment
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-040  CREATIVITY IN YOUNG CHILDREN 3 Units
This course examines materials and techniques in teaching creative activities and movement to young children. Developing creativity and self confidence is emphasized. Various sensory modalities are explored as a sensory-motor environment is developed for the young child.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-010A or concurrent enrollment
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-042  PLAY, SOCIALIZATION AND DISCIPLINE 3 Units
This course explores the applications of developmental theory for designing early childhood settings, for understanding and guiding child behavior, and for communicating and interacting with young children. Included is a discussion of behavior problems and methods of fostering self-discipline in children, and play as a basis for social skill development in young children. Components of an appropriate curriculum are emphasized.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ECE-010A or concurrent enrollment
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-044  CHILD HEALTH, SAFETY AND NUTRITION 3 Units
This course provides information on the physical and mental health of children in an early childhood educational setting. The course includes evaluation of children's health and the referral process to local resources. Safety concerns for young children in preschool settings are addressed. Nutrition of young children is explored including methods of planning and teaching basic concepts to children. Also included is information on safety standards, sanitation principles and procedures to reduce the spread of disease.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ECE-010A
Advisory: ENG-051
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECE-045A  LICENSED FAMILY CHILD CARE 2 Units
This course prepares students to integrate basic principles of child development in establishing a quality child care program within a family home environment. How to set up a record keeping system and files for each child is emphasized. Information about the use of the Family Day Care Rating Scale (RDCRS) as it applies to quality care is
reviewed. Establishing good health, safety, nutrition and discipline policies and practices that support all children in a quality home environment are explored. Understanding the principles of developmentally appropriate curriculum in working with children of various ages is also included.

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ECON: ECONOMICS

ECON-001  PRINCIPLES OF MACROECONOMICS  3 Units
This course is an introduction to economic theory and analysis with an emphasis on basic economic concepts, national income determination and fluctuations, unemployment, inflation, economic growth, the role of money and banking and monetary theory, and the economic role of government. Current economic issues are also discussed in the context of a global economy.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050 and MATH-057
CAN: ECON 2
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C2  CSU GE: D2  IGETC: 4B

ECON-002  PRINCIPLES OF MICROECONOMICS  3 Units
This course is an introduction to economic theory and analysis with an emphasis on the features of a market economy, role and behavior of consumers, businesses, owners of resources, government and the international sector. Efficiencies and deficiencies of a market system are explored and the role of government intervention is discussed.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050 and MATH-057
CAN: ECON 4
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C2  CSU GE: D2  IGETC: 4B

ECON-011  INTERNATIONAL ECONOMIC RELATIONS  3 Units
The course is the study of international trade, investment, technology transfer, and the international flow of labor. Students become familiar with the principles of international economic relations and its complexities through class lectures, review of current literature, and class discussions.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C2,C5  CSU GE: D2  IGETC: 4B

ECON-012  UNDERSTANDING ECONOMIC PRINCIPLES & APPLICATIONS  3 Units
This course provides students with an introductory knowledge of fundamental economic principles and issues. It prepares students to make critical evaluation of economic issues and policies and make more informed decisions as voters. It teaches students how to apply economic principle and analysis to their own economic and financial decisions such as setting career and financial goals and managing their personal finances. It prepares students for taking principles of macro and micro economics. Students may choose the credit/no credit grading option.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: O
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: C2  CSU GE: D2  IGETC: None

EMT: EMERGENCY MEDICAL TECHNOLOGY

EMT-084  EMERGENCY MED TECH I  6 Units
This course prepares students for EMT I certification. Students study and practice the fundamental principles and skills required to provide care to patients experiencing trauma and emergency medical conditions. This course is approved by Riverside County EMS and meets all Title 22 regulations. The course includes theory instruction, skills practice, and supervised field and clinical time in selected prehospital sites.

Lecture Hours: 72  Lab Hours: 108  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

EMT-085  EMT REFRESHER COURSE  2 Units
This refresher course for EMT I personnel meets or exceeds the requirements specified in the California Code of Regulations, Title 22, Chapter 5, Section 9. The re-certification shall be available for those whose EMT cards have not expired for more than one (1) year. The course contains information on new EMT techniques and procedures, refresher for cardiopulmonary resuscitation, and a review of current local protocols. Both a written and skills competency examinations are required for course completion. This course may be taken for a total of four times.

Lecture Hours: 36  Lab Hours: 0  Repeatable: 3  Grading: L
Prerequisite: EMT-084 or EMT I certification
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

College of the Desert Catalog 2005-2006
ENG: ENGLISH

ENG-001A COMPOSITION 4 Units
This course introduces students to the demands of writing in the academic setting. Students learn the basics of critical thinking and research techniques as they apply to the writing process. Students then learn to apply the writing process in composing essays in response to their analysis of prose and poetry.
Lecture Hours: 72  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
CAN: ENGL 2; ENGL SEQ A = ENG 1A + 1B
Transfer Status: CSU/UC
Degree Applicable: AA/AS
COD GE: C4  CSU GE: A2  IGETC: 1A

ENG-001B COMPOSITION & LITERATURE 3 Units
This course introduces the student to the genres of imaginative literature—prose fiction, poetry, and drama—with special emphasis on the interrelationships between form and theme. Students write critical essays about the literature.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
CAN: ENGL 4; ENGL SEQ A = ENG 1A + 1B
Transfer Status: CSU/UC
Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C2  IGETC: 3B

ENG-005A CREATIVE WRITING 3 Units
This course introduces students to the perceptions, skills and techniques of all forms of creative writing, with primary emphasis on fiction and poetry.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
CAN: ENGL 6
Transfer Status: CSU/UC*
Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ENG-005B ADVANCED CREATIVE WRITING 3 Units
This is an advanced course designed to enable students to refine their creative writing skills in their chosen genre.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-005A
CAN: None
Transfer Status: CSU/UC*
Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

ENG-010A AMERICAN LITERATURE I 3 Units
This course presents a survey of American literature, both formal and informal, extending from the period preceding Columbus' voyages through the time of the Civil War. Selections include writings that reflect the rich and diverse cultural backgrounds that make up America's unique and complex heritage.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
Advisory: ENG-001B
CAN: ENGL 14
Transfer Status: CSU/UC
Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C2  IGETC: 3B

ENG-010B AMERICAN LITERATURE II 3 Units
This course presents a survey of late 19th and 20th Century American literature. Selections include writings of traditional and non-traditional American authors that reflect the rich and diverse cultural backgrounds that make up America's unique and complex heritage.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
Advisory: ENG-001B
CAN: None
Transfer Status: CSU/UC
Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C2  IGETC: 3B

ENG-011A SURVEY OF ENGLISH LITERATURE TO 18TH CENTURY 3 Units
This course surveys the major writers and works of English literature of the Old English, Middle-English, the Renaissance, and the Seventeenth and Eighteenth Centuries.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
CAN: ENGL 8; ENGL SEQ B = ENG 11A + 11B
Transfer Status: CSU/UC
Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C2  IGETC: 3B

ENG-011B SURVEY OF ENGLISH LITERATURE (ROMANTIC-MODERN) 3 Units
This course surveys the major writers and works of English literature of the Romantic, Victorian, Edwardian, and Modern Periods.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
CAN: ENGL 10; ENGL SEQ B = ENG 11A + 11B
Transfer Status: CSU/UC
Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C2  IGETC: 3B

ENG-012A WORLD LITERATURE I 3 Units
This course presents a survey of the literary works that have influenced world thought from Homer through the Renaissance to 1660. Classics in all genre are studied for their artistic merit and their contributions to modern life.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
CAN: None
Transfer Status: CSU/UC
Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C2  IGETC: 3B
Courses of Instruction

ENG-012B  WORLD LITERATURE II  3 Units
This course surveys works which have influenced world thought from 1660 to the present. Selections reflect the rich and diverse cultural backgrounds of world literature. This course may be taken independently from World Literature I, ENG 12A.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
COD GE: C3,C5 CSU GE: C2 IGETC: 3B

ENG-014  SHAKESPEARE  3 Units
This course is a study of selected histories, comedies, and tragedies of William Shakespeare.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
COD GE: C3 CSU GE: C2 IGETC: 3B

ENG-015  THE SHORT STORY  3 Units
This course introduces the student to the techniques and development of fiction by the discussion and criticism of short stories from countries throughout the world.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
COD GE: C3,C5 CSU GE: C2 IGETC: 3B

ENG-016  LITERATURE OF THE DESERT  3 Units
This course surveys non-fiction, fiction, and poetry written about the desert, inspired by the desert, and by authors living in the desert, with emphasis on the desert literature of the southwestern United States. The course includes an introduction to the desert environment, and appeals to the individual student’s relation to the desert. Field trips may be required.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
COD GE: C3,C5 CSU GE: C2 IGETC: 3B

ENG-017  WOMEN IN LITERATURE  3 Units
This course presents a survey of literature written by and about women in the American, European, Asian, and Latin American traditions. Students examine archetypes and stereotypes of women as they are challenged in the literature.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
COD GE: C3 CSU GE: C2 IGETC: 3B

ENG-018  INTRODUCTION TO POETRY  3 Units
This course introduces the student to the techniques and development of poetry through the discussion and criticism of poetry in its historical context. Students are encouraged to compose own poems based on forms studied in the course.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
COD GE: C3,C5 CSU GE: C2 IGETC: 3B

ENG-021  INTRODUCTION TO LATIN AMERICAN/CHICANO LITERATURE  3 Units
This course is a survey of literary analysis of folk, traditional, and contemporary Latin American/Chicano literature with critical analysis of representative works in all literary genre: the essay, the short story, the novel, poetry, and drama. It includes a historical overview from the seventeenth century through the present. Through varied reading selections and learning about the history and culture of African Americans in the United States, the student better understand and appreciate the richness and diversity of African American literature.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
COD GE: C3,C5 CSU GE: C2 IGETC: 3B

ENG-022  INTRODUCTION TO AFRICAN AMERICAN LITERATURE  3 Units
This course provides an introduction to folk, traditional and contemporary African American literature with critical analysis of representative works in the essay, the short story, the novel, poetry and drama. It includes a historical overview from the seventeenth century through the present. Through varied reading selections and learning about the history and culture of African Americans in the United States, the student better understand and appreciate the richness and diversity of African American literature.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
COD GE: C3,C5 CSU GE: C2 IGETC: 3B

ENG-023  INTRODUCTION TO AUTOBIOGRAPHY  3 Units
This course introduces students to the different forms and theories of autobiography and personal narrative. It also provides the opportunity for them to begin to write their own life stories. Students read and analyze different examples of the genre, such as memoirs, diaries, and journals, as well as book-length autobiographies. The course fulfills an English elective for the English Composition major.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
COD GE: C3 CSU GE: C2 IGETC: 3B
ENG-024  NATIVE AMERICAN LITERATURE  3 Units
A survey of Native American literature, from oral tradition through European contact, assimilation, and contemporary narrative.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C2  IGETC: 3B

ENG-25  INTRODUCTION TO THE NOVEL  3 Units
This course introduces students to the techniques and development of fiction by the discussion and criticism of novels from countries throughout the world.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
Advisory: ENG-001B
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B

ENG-031  THE BIBLE AS LITERATURE: THE OLD TESTAMENT  3 Units
This course provides a survey of the Old Testament of the Bible, from a literary and philosophical point of view, with attention also paid to the ancient Near-Eastern texts and to the Jewish Apocrypha. It introduces the great characters and events in the context of the developmental nature of this literature.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C2  IGETC: 3B

ENG-032  THE BIBLE AS LITERATURE: THE NEW TESTAMENT  3 Units
This course provides a survey of the New Testament of the Bible, from a literary and philosophical point of view, with attention also paid to the Dead Sea Scrolls material and 1st and 2nd century writings related to the New Testament. It introduces the great characters and events in the context of the developmental nature of this literature.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-001A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3,C5  CSU GE: C2  IGETC: 3B

ENG-035  MYTH AND LEGEND  3 Units
This course provides an introduction to the mythological and legendary literature from various world cultures, with special reference to Judeo-Christian, Oriental, Native American, Northern European, and classical Greek and Roman mythologies.
### Courses of Instruction

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Lecture Hours</th>
<th>Lab Hours</th>
<th>Repeatable</th>
<th>Grading</th>
<th>Prerequisite(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG-097A-D</td>
<td>WRITING CENTER</td>
<td>½ Unit</td>
<td>0</td>
<td>0</td>
<td>No</td>
<td>K</td>
<td></td>
</tr>
<tr>
<td>ENG-098A-D</td>
<td>WRITING CENTER</td>
<td>1 Unit</td>
<td>0</td>
<td>54</td>
<td>No</td>
<td>K</td>
<td></td>
</tr>
<tr>
<td>ESL-050A</td>
<td>TRANSITIONAL BASIC ESL WRITING</td>
<td>3 Units</td>
<td>54</td>
<td>0</td>
<td>No</td>
<td>O</td>
<td>DE-382E</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ESL-055A, RESL-050</td>
</tr>
<tr>
<td>ESL-050B</td>
<td>BASIC ESL WRITING</td>
<td>4 Units</td>
<td>54</td>
<td>54</td>
<td>No</td>
<td>O</td>
<td>ESL-050A</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ESL-055B and RDG-050</td>
</tr>
<tr>
<td>ESL-051</td>
<td>EXPOSITORY ESL WRITING</td>
<td>3 Units</td>
<td>54</td>
<td>0</td>
<td>No</td>
<td>O</td>
<td></td>
</tr>
<tr>
<td>ESL-055A</td>
<td>TRANSITIONAL BASIC ESL GRAMMAR</td>
<td>3 Units</td>
<td>54</td>
<td>0</td>
<td>No</td>
<td>O</td>
<td>DE-382E</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ESL-050A, RESL-050</td>
</tr>
<tr>
<td>ESL-055B</td>
<td>BASIC ESL GRAMMAR</td>
<td>3 Units</td>
<td>54</td>
<td>0</td>
<td>No</td>
<td>O</td>
<td>DE-382E</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ESL-055A</td>
</tr>
<tr>
<td>ESL-057A</td>
<td>BASIC ESL SPEAKING SKILLS</td>
<td>3 Units</td>
<td>54</td>
<td>0</td>
<td>No</td>
<td>O</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ESL-050A, ESL-055A, RESL-050</td>
</tr>
</tbody>
</table>

**ENG - ESL  165**

This non-transferable course is designed for English as a Second Language students who need further training and practice in expository writing and conventional language skills in preparation for higher level writing courses. Emphasis is on writing of full length essays and research techniques. Students may choose the credit/no credit grading option. (Equivalent to ENG-051.)

Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: O

**ESL-055A**

This course focuses on the fundamentals of English grammar with an emphasis on problems encountered by non-native speakers of English. Students may choose the credit/no credit grading option.

Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: O

**ESL-055B**

This course provides intensive study and the fundamentals of English grammar and structure in preparation for college level writing courses. Students may choose the credit/no credit grading option.

Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: O

**ESL-057A**

This course is recommended for non-native speakers of English or bilingual students who wish to improve their spoken English. Students learn standard American speech by practicing pronunciation, intonation, and other oral skills. Emphasis is placed on oral production through practice of speaking exercises in class. Students may choose the credit/no credit grading option.

Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: O

---

College of the Desert Catalog 2005-2006
ESL-057B  ADVANCED ESL SPEAKING SKILLS  3 Units
This course is a continuation of ESL-057A. Students focus on sentence stress and other advanced phonetic skills necessary for improved fluency in standard American speech. Students engage in various types of oral production activities, including outlining and delivering oral presentations and interviewing in order to develop a personal style of communication. Students also engage in activities to improve listening and note-taking skills. Students may choose the credit/no credit grading option.
Lecture Hours: 0  Lab Hours: 54  Repeatable: No  Grading: O
Corequisite: ESL-050B, ESL-055B, RDG-050
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

ESL-060  ADVANCED ESL GRAMMAR  3 Units
This course is the most advanced level of grammar courses offered in the Credit-ESL Program. Emphasis is placed on the application of complex grammatical structures in the writing process. Students may choose the credit/no credit grading option.
Lecture Hours: 0  Lab Hours: 27  Repeatable: No  Grading: O
Prerequisite: ESL-055B
Advisory: ESL-051
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

ESL-097A-D  ESL LABORATORY  ½ Unit
Lecture Hours: 0  Lab Hours: 0  Repeatable: No  Grading: K

ESL-098A-D  ESL LABORATORY  1 Unit
Lecture Hours: 0  Lab Hours: 54  Repeatable: No  Grading: K
ESL Laboratory is an open entry/open exit environment designed to provide opportunities for students in all segments of the college community to develop their writing skills. Emphasis is on the one-to-one tutorial approach, computer-assisted instruction, word composing/processing and audio-visual. Students receive a credit/no credit grade mark.
Corequisite: Any credit ESL course
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

ESL-309A  ESL - LITERACY  0 Unit
This literacy level comprehensive English as a Second Language course emphasizes the development of the very basic English literacy skills.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-310A  ESL - COMPREHENSIVE I  0 Unit
(Low Beginning)
This first level comprehensive English as a Second Language course introduces students to the main structures of functional American grammar and stresses the simple present and present continuous tenses in simple sentences.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-309A or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-310B  ESL - COMPREHENSIVE II  0 Unit
(High Beginning)
This second level comprehensive English as a Second Language course reinforces previously learned grammatical structures from Level I, with emphasis on developing fluency, the ability to write more complex grammatical structures, and the future with “will.”
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-310A or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-310C  ESL - COMPREHENSIVE III  0 Unit
(Low Intermediate)
This third level comprehensive English as a Second Language course reinforces grammatical structures from levels I and II and stresses the present perfect, the past continuous and the present perfect continuous tenses. Emphasis is placed on the student’s fluency and the ability to utilize adverbial clauses in complex sentences.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-310B or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-310D  ESL - COMPREHENSIVE IV  0 Unit
(High Intermediate)
This fourth level comprehensive English as a Second Language course reinforces grammatical structures from levels I, II and III and stresses verb patterns, such as in the three conditionals and the passive voice. Emphasis is on developing the student’s fluency and the ability to utilize adjectival clauses in complex sentences.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-310C or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL-310F</td>
<td>ESL - COMPREHENSIVE VI</td>
<td>0</td>
<td>This sixth level comprehensive English as a Second Language course reinforces grammatical structures</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>learned in levels I, II, III, IV, and V and stresses the verb tenses and use of modals. Emphasis is</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>on the student’s fluency and ability to utilize both the present subjective and the noun clauses</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>in complex sentences. Lecture Hours: 0 Lab Hours: 80 Repeatable: Yes Grading: K</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CAN: None Transfer Status: None Degree Applicable: NONC</td>
</tr>
<tr>
<td></td>
<td>ESL-310E</td>
<td>0</td>
<td>This fifth level comprehensive English as a Second Language course reinforces grammatical structures</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>from Levels I, II, III and IV and all the verb tenses as well as the use of the three conditionals.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Emphasis is placed on the student’s fluency and ability to utilize conjunctive adverbs as well as</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>adverbial clauses of concession in complex sentences.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 0 Lab Hours: 80 Repeatable: Yes Grading: K</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CAN: None Transfer Status: None Degree Applicable: NONC</td>
</tr>
<tr>
<td></td>
<td>ESL-382A</td>
<td>0</td>
<td>This first level course in English as a Second Language Grammar introduces the basic structures of</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>functional American grammar, stressing the Simple Present and Present Continuous tenses in simple</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>sentences. Classroom activities focus on developing the student’s ability to listen and understand,</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>and write simple grammatical structures.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 0 Lab Hours: 80 Repeatable: Yes Grading: K</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CAN: None Transfer Status: None Degree Applicable: NONC</td>
</tr>
<tr>
<td></td>
<td>ESL-382B</td>
<td>0</td>
<td>This second level course in English as a Second Language Grammar reinforces previously learned</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>grammatical structures from Level I. It also stresses the future with “will” and modals. Classroom</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>activities focus on developing the student’s fluency and communication skills, as well as the ability</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>to write more complex grammatical structures.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 0 Lab Hours: 80 Repeatable: Yes Grading: K</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CAN: None Transfer Status: None Degree Applicable: NONC</td>
</tr>
<tr>
<td></td>
<td>ESL-382C</td>
<td>0</td>
<td>This third level course in English as a Second Language Grammar reinforces previously learned</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>grammatical structures from levels I and II. It also stresses the Present Perfect tense as well as</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>the Past Continuous and the Present Perfect Continuous.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>In addition, it emphasizes the practice and use of adverbial clauses in complex sentences.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Classroom activities continue to focus on developing the student’s fluency and communication</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>skills.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 0 Lab Hours: 80 Repeatable: Yes Grading: K</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CAN: None Transfer Status: None Degree Applicable: NONC</td>
</tr>
<tr>
<td></td>
<td>ESL-382D</td>
<td>0</td>
<td>This fourth level course in English as a Second Language Grammar reinforces and includes previously</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>learned grammatical structures from levels I, II, and III. It continues to stress verb patterns, the</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>three conditionals and the passive voice. Classroom activities continue to focus on developing the</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>student’s fluency and communication skills, and includes emphasis on complex sentences using</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>clauses.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 0 Lab Hours: 80 Repeatable: Yes Grading: K</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CAN: None Transfer Status: None Degree Applicable: NONC</td>
</tr>
<tr>
<td></td>
<td>ESL-382E</td>
<td>0</td>
<td>This fifth level course in English as a Second Language Grammar reinforces previously learned</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>grammatical structures from levels I, II, III, and IV. It stresses correct use of all the verb</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>tenses and the three conditionals. Classroom activities continue to focus on developing the student’s</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>fluency and communication skills, as well as the use and practice of conjunctive adverbs and also</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>adverbial clauses in complex sentences.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 0 Lab Hours: 80 Repeatable: Yes Grading: K</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CAN: None Transfer Status: None Degree Applicable: NONC</td>
</tr>
</tbody>
</table>
ESL-382F ESL-GRAMMAR VI 0 Unit
(High Advanced)
This sixth level course in English as a Second Language Grammar reinforces grammatical structures presented in levels I, II, III, IV, and V. It continues to stress use of verb tenses and modals. Classroom activities continue to focus on developing the student’s fluency and communication skills, and includes emphasis on the use and practice of the present subjunctive and noun clauses in complex sentences.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-382E or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-384A ESL-READING/Writing I 0 Unit
(Low Beginning)
This first level course in English as a Second Language Reading and Writing develops the student’s ability to communicate, understand and write simple sentences. Course content reflects real life situations. Classroom activities focus on developing the student’s vocabulary, comprehension, and writing skills.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-384E or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-384B ESL-READING/Writing II 0 Unit
(High Beginning)
This second level course in English as a Second Language Reading and Writing reinforces and expands vocabulary and sentence structures presented in level I. It stresses the study of phonics and the ability to unite related simple sentences. Course content reflects real-life situations faced by students. Classroom activities focus on further developing the student’s vocabulary, comprehension and writing skills.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-384A or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-384C ESL-READING/Writing III 0 Unit
(Low Intermediate)
This third level course in English as a Second Language Reading and Writing reinforces and expands previously learned vocabulary and sentence structures from levels I and II. It stresses correct inflection, development of the paragraph, and places further emphasis on developing the student’s vocabulary, comprehension and writing skills.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-384B or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-384D ESL-READING/Writing IV 0 Unit
(High Intermediate)
This fourth level course in English as a Second Language Reading and Writing reinforces and expands previously learned vocabulary and sentence structures from levels I, II and III. It stresses identifying main ideas developing topic sentences, development of the paragraph into an essay, and places further emphasis on developing the student’s vocabulary, comprehension and writing skills.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-384C or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-384E ESL-READING/Writing V 0 Unit
(Low Advanced)
This fifth level course in English as a Second Language Reading and Writing reinforces and expands previously learned vocabulary and sentence structures from levels I, II, III, and IV. It stresses identifying main ideas with supports, writing essays, and places further emphasis on developing the student’s vocabulary, comprehension and writing skills.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-384D or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-384F ESL-READING/Writing VI 0 Unit
(High Advanced)
This sixth level course in English as a Second Language Grammar reinforces grammatical structures presented in levels I, II, III, IV, and V. It continues to stress use of verb tenses and modals. Classroom activities continue to focus on developing the student’s fluency and communication skills, and includes emphasis on the use and practice of the present subjunctive and noun clauses in complex sentences.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Prerequisite: ESL-384E or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

Chapter 8 - Courses of Instruction
Courses of Instruction

ESL-386A  ESL - ORAL COMMUNICATION I  0 Unit
(Low Beginning)
This first course in English as a Second Language Oral Communication focuses on rudimentary speaking skills, understanding of simple tasks and related activities.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Pre requisite: ESL-386A or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-386B  ESL - ORAL COMMUNICATION II  0 Unit
(High Beginning)
This second course in English as a Second Language Oral Communication emphasizes the oral skills necessary to meet the student’s immediate basic needs. Classroom activities focus on interacting verbally in a small group, comprehending simple non-face-to-face verbal interaction and making basic needs understood.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Pre requisite: ESL-386B or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-386C  ESL - ORAL COMMUNICATION III  0 Unit
(Low Intermediate)
This third course in English as a Second Language Oral Communication focuses on developing oral fluency in conveying personal events, giving directions, and usage of basic idiomatic expressions.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Pre requisite: ESL-386C or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-386D  ESL - ORAL COMMUNICATION IV  0 Unit
(High Intermediate)
This fourth course in English as a Second Language Oral Communication focuses on detecting specific situations which may require certain attitudes and urgency, adjusting language usage to specific situations and communicating clearly.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Pre requisite: ESL-386D or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-386E  ESL - ORAL COMMUNICATION V  0 Unit
(Low Advanced)
This fifth course in English as a Second Language Oral communication focuses on comprehension of language used in standard dialect, abstract topics, and media.

ESL-386F  ESL - ORAL COMMUNICATION VI  0 Unit
(High Advanced)
This sixth course in English as a Second Language Oral Communication focuses on developing comprehension skills without dependence on repetition, rewording, idiomatic expressions, and phrasal verbs. Further classroom activities focus on comprehension of material presented in abstract topics and media.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Pre requisite: ESL-386E or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-388A  ESL - CONVERSATION I  0 Unit
(Low Beginning)
This first level course in English as a Second Language Conversation focuses on simple communication skills relevant to the student’s daily life.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Pre requisite: ESL-388A or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-388B  ESL - CONVERSATION II  0 Unit
(High Beginning)
This second level course in English as a Second Language Conversation reinforces previously learned skills from Level I. Fluency and communication are emphasized through vocabulary study involving real-life situations.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Pre requisite: ESL-388B or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None

ESL-388C  ESL - CONVERSATION III  0 Unit
(Low Intermediate)
This third level course in English as a Second Language Conversation reinforces skills presented in level II and emphasizes skills needed to communicate in small group situations.
Lecture Hours: 0  Lab Hours: 80  Repeatable: Yes  Grading: K
Pre requisite: ESL-388C or appropriate D.E. ESL Placement Test score or Instructor recommendation
CAN: None
Transfer Status: None  Degree Applicable: NONC
COD GE: None  CSU GE: None  IGETC: None
**ESL-388D**  **ESL - CONVERSATION IV**  **0 Unit**  
*(High Intermediate)*

This fourth level course in English as a Second Language Conversation focuses on recognizing appropriate responses in various conversational situations.

- **Lecture Hours:** 0  
- **Lab Hours:** 80  
- **Repeatable:** Yes  
- **Grading:** K  

**Prerequisite:** ESL-388C or appropriate D.E. ESL Placement Test score or Instructor recommendation  

**CAN:** None  

**Transfer Status:** None  

**Degree Applicable:** NONC  

**COD GE:** None  

**CSU GE:** None  

**IGETC:** None

---

**ESL-388E**  **ESL - CONVERSATION V**  **0 Unit**  
*(Low Advanced)*

This fifth level course in English as a Second Language Conversation focuses on American culture and using complex grammatical forms in conversational situations.

- **Lecture Hours:** 0  
- **Lab Hours:** 80  
- **Repeatable:** Yes  
- **Grading:** K  

**Prerequisite:** ESL-388D or appropriate D.E. ESL Placement Test score or Instructor recommendation  

**CAN:** None  

**Transfer Status:** None  

**Degree Applicable:** NONC  

**COD GE:** None  

**CSU GE:** None  

**IGETC:** None

---

**ESL-388F**  **ESL - CONVERSATION VI**  **0 Unit**  
*(High Advanced)*

This sixth level course in English as a Second Language Conversation focuses on understanding and using appropriate cultural behaviors.

- **Lecture Hours:** 0  
- **Lab Hours:** 80  
- **Repeatable:** Yes  
- **Grading:** K  

**Prerequisite:** ESL-388E or appropriate D.E. ESL Placement Test score or Instructor recommendation  

**CAN:** None  

**Transfer Status:** None  

**Degree Applicable:** NONC  

**COD GE:** None  

**CSU GE:** None  

**IGETC:** None

---

**ESL-399**  **ESL - LANGUAGE LABORATORY**  **0 Unit**

This course satisfies the laboratory component of the noncredit English as a Second Language program and is required when enrolled in the noncredit ESL program. A student will gain greater practice and improvement in oral, auditory, reading, and writing skills in the learning of the English language through the use of multi-media equipment and materials.

- **Lecture Hours:** 0  
- **Lab Hours:** 80  
- **Repeatable:** Yes  
- **Grading:** K  

**Corequisite:** Any noncredit ESL course  

**CAN:** None  

**Transfer Status:** None  

**Degree Applicable:** NONC  

**COD GE:** None  

**CSU GE:** None  

**IGETC:** None

---

Chapter 8 - Courses of Instruction
Courses of Instruction

FIRE: FIRE TECHNOLOGY

FIRE-001 FIRE PROTECTION ORGANIZATIONS 3 Units
This course surveys career opportunities in California Fire and Emergency Management Services and related fields; explores the history of fire protection; fire loss analysis, reviews public, quasi-public and private fire protection services; reviews specific fire protection functions; introduces fire chemistry and physics. This course is designated as Fire 1 by the California State Board of Fire Services and the State Fire Marshal and is part of the designated core curriculum.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-002 FIRE PREVENTION 3 Units
This course provides the fundamental organization and function of fire prevention; inspections; surveying and mapping procedures; recognition of fire and life hazards; engineering a solution of a fire hazard; enforcing solutions to a fire hazard; public relations as effected by fire prevention. This course is designated Fire 2 by the California State Board of Fire Services and the State Fire Marshal and is part of the designated core curriculum.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-003 FIRE PROTECTION EQUIPMENT AND SYSTEMS 3 Units
This course provides information relating to the features of design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection, portable fire extinguishing equipment; protection systems for special hazards; sprinkler systems and fire detection and alarm systems. This course is designated Fire 3 by the California State Board of Fire Services and the State Fire Marshal and is part of the designated core curriculum.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-004 BUILDING CONSTRUCTION FOR FIRE PROTECTION 3 Units
This course provides the fundamentals of building design and construction with emphasis on fire protection features including: building equipment facilities, fire resistant materials and high rise.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-005 FIRE BEHAVIOR & COMBUSTION 3 Units
This course explores and analyzes the fundamentals and specific principles of fire behavior, combustible materials, extinguishing agents, hazardous and toxic material, forms of energy and fire prevention/suppression techniques. This course is designated Fire 5 by the California State Board of Fire Services and the State Fire Marshal and is part of the designated core curriculum.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-006 HAZARDOUS MATERIALS/ICS 3 Units
This course introduces the student to the world of hazardous chemicals, including their physical properties, uses in industry, and characteristics when involved in spills, fires and accidents. Basic information is covered regarding emergency procedures, legal requirements, compliance to regulations, health effects and treatment, and fire department protocols and responsibilities. This course is designated F6 by the State Board of Fire Services and California State Fire Marshal.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-010 WILDLAND FIRE TECHNOLOGY 3 Units
This course meets the minimum requirements for employment as a wildland fire fighter with State and Federal fire suppression agencies. Basic interagency courses, (I-110, 130, 190, S-212) are included. This course includes the care, maintenance and general use of power and hand crosscut saws and other fire fighting hand tools for fire line construction. This course stresses field performance and teamwork, along with fireline techniques, procedures, and safety. Wildland fire behavior safety is presented throughout the course. (Also listed as, and equivalent to, NR-010.)
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: RDG-050
CAN: None  Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

College of the Desert Catalog 2005-2006
Chapter 8 - Courses of Instruction

FIRE-070  CONFINED SPACE-AWARENESS  ½ Unit
This course provides instruction in identifying permit and non-permit required confined spaces, hazards associated with confined spaces, state regulations, communications, and equipment requirements. This course does not qualify participants to enter confined spaces. This course is approved by the California State Fire Marshal and California Fire Service Training and Education System (CFSTES).

Lecture Hours: 9  Lab Hours: 0  Repeatable: No  Grading: L
CAN: None  Degree Applicable: AA/AS
Transfer Status: None
COD GE: None  CSU GE: None  IGETC: None

FIRE-071  CONFINED SPACE-OPERATIONAL  1½ Units
This course presents a review of confined space rescue definitions and operating restrictions and principles, then moves the student through a series of drills and scenarios for practical application of the skills and techniques presented. This course is approved by the California State Fire Marshal and California Fire Service Training and Education System (CFSTES). A minimum of 40 hours is required.

Lecture Hours: 18  Lab Hours: 27  Repeatable: No  Grading: L
Prerequisite: FIRE-070
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-072  TRENCH RESCUE  ½ Unit
This course is designed to train fire service personnel in hands-on application of the techniques necessary to safely complete a rescue from an excavation or trenching cave-in. Topics include critical considerations while responding to trenching emergencies, evaluation of cave-in scenes, basic life support procedures and temporary protection for victims, specialized tool usage, shoring techniques, and below grade rescue safety. This course is approved by the California State Fire Marshal and California Fire Service Training and Education System (CFSTES).

Lecture Hours: 4  Lab Hours: 16  Repeatable: No  Grading: L
Advisory: Regular or volunteer fire fighter
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-073  AUTOMOBILE EXTRICATION  ½ Unit
This course focuses on rescue fire operations techniques requiring vehicle extrication equipment. This course includes team organization; rescue and safety considerations; use of hand tools; use of hydraulic tools; use of pneumatic tools; use of wood cribbing and air bags; vehicle and victim stabilization techniques; and scene management. This course is approved by the California State Fire Marshal and California Fire Service Training and Education System (CFSTES).

Lecture Hours: 4  Lab Hours: 16  Repeatable: No  Grading: L
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-090A  FIRE PREVENTION 1A  2 Units
This course provides a broad, technical overview of fire prevention codes, ordinances, key hazards, and fire prevention practices. This is a California State Fire Marshal and California Fire Service Training and Education System (CFSTES) approved course.

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-090B  FIRE PREVENTION 1B  2 Units
This course focuses on the codes, ordinances and statutes that pertain to fire prevention practices in California. This is a California State Fire Marshal and California Fire Service Training and Education System (CFSTES) approved course.

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: FIRE-090A
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-091A  FIRE COMMAND 1A  2 Units
This course is designed for fire fighters and those seeking a career in the fire service. This course provides information and experience in command and control techniques used at the scene of an emergency. It emphasizes decision-making, the act of commanding, authority, personnel, organization structure, preplanning and training techniques. This is a California State Fire Marshal and California Fire Service Training and Education System (CFSTES) approved course.

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: Regular or volunteer fire fighter and those seeking a career in the fire service
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
Courses of Instruction

FIRE-091B  FIRE COMMAND 1B   2 Units
This course provides instruction in the art of command as related to tactical fire problems. Topics include pre-planning and attack utilizing simulator, chemical and pesticide emergencies, shipping papers, and environmental considerations. This is a California State Fire Marshal and California Fire Service Training and Education System approved course.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: FIRE-091A
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FIRE-092  FIRE MANAGEMENT (Supervision)   2 Units
This course prepares first line fire supervisors with the concepts, processes and techniques of organizational management. It is designed to prepare or enhance first line supervisors' abilities to supervise subordinates. It introduces key management concepts and practices utilized in the California fire services. Discussions about decision making, time management, leadership styles, personnel evaluations and counseling guidelines are included. This is a California State Fire Marshall and Fire Service Training and Education System approved course.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

FL: FOREIGN LANGUAGE

FL-097A-D  FOREIGN LANGUAGE LAB   ½ Unit
Lecture Hours: 0  Lab Hours:27  Repeatable: No  Grading: K

FL-098A-D  FOREIGN LANGUAGE LAB   1 Unit
Lecture Hours: 0  Lab Hours:54  Repeatable: No  Grading: K

Foreign Language Lab is an open entry/open exit environment designed to provide opportunities for students in all segments of the college community to develop their foreign language communicative skills in understanding, speaking, reading, and writing. Emphasis is placed on the one-to-one tutorial as well as the computer-assisted, audiotape and videotape monitoring approaches. Cultural materials are also provided in multimedia formats. This course is to supplement the course laboratory requirements of a foreign language course. Students receive a credit/no credit grade mark.
Corequisite: Any Foreign Language course
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

FR-001    ELEMENTARY FRENCH   5 Units
This course presents the fundamentals of French. Fluency in understanding, speaking, reading, and writing within the context of the French society and French-speaking countries, history, and culture is emphasized. Completion of FR 1A and FR 1B is equivalent to FR 1.
Lecture Hours: 90  Lab Hours: 18  Repeatable: No  Grading: L
CAN: FREN 2; FREN SEQ A = FR 1+2 or FR 1A+1B+2A+2B or FR 1+2A+2B or FR 1A+1B+2
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 6A*

FR-001A    ELEMENTARY FRENCH   3 Units
This course presents the fundamentals of French. Fluency in understanding, speaking, reading, and writing within the context of the French society and French-speaking countries, history, and culture is emphasized. Completion of FR 1A and FR 1B is equivalent to FR 1.
Lecture Hours: 54  Lab Hours: 18  Repeatable: No  Grading: L
CAN: FREN 2; FREN SEQ A = FR 1+2 or FR 1A+1B+2A+2B or FR 1+2A+2B or FR 1A+1B+2
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 6A*

FR-001B    ELEMENTARY FRENCH   3 Units
This course presents the fundamentals of French. Fluency in understanding, speaking, reading, and writing within the context of the French society and French-speaking countries, history, and culture is emphasized. Completion of FR 1A and FR 1B is equivalent to FR 1.
Lecture Hours: 54  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: FR-001A
CAN: FREN 2; FREN SEQ A = FR 1+2 or FR 1A+1B+2A+2B or FR 1+2A+2B or FR 1A+1B+2
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 6A*

FR-002   ELEMENTARY FRENCH   5 Units
This course continues the development of the skills and essentials of the French language begun in FR 1 or FR 1B. Fluency in understanding, speaking, reading, and writing within the context of the French society, history, and culture is emphasized. Completion of FR 2A and FR 2B is equivalent to FR 2.
Lecture Hours: 90  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: FR-001 or FR-001B or 2 years high school French CAN: FREN 4; FREN SEQ A = FR 1+2 or FR 1A+1B+2A+2B or FR 1+2A+2B or FR 1A+1B+2
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B*
Chapter 8 - Courses of Instruction

FR-002A ELEMENTARY FRENCH 3 Units
This course continues the development of the skills and essentials of the French language begun in FR 1 or FR 1B. Fluency in understanding, speaking, reading, and writing within the context of the French society, history, and culture is emphasized. Completion of FR 2A and FR 2B is equivalent to FR 2.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: FR-001 or FR-001B or 2 years high school French
Can: FREN 4; FREN SEQ A = FR 1+2 or FR 1A+1B+2A+2B or
FR 1+2A+2B or FR 1A+1B+2
Transfer Status: CSU/UC+ Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 3B*

FR-002B ELEMENTARY FRENCH 3 Units
This course continues the development of the skills and essentials of the French language begun in FR 2A. Fluency in understanding, speaking, reading, and writing within the context of the French society, history, and culture is emphasized. Completion of FR 2A and FR 2B is equivalent to FR 2.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: FR-002A
Can: FREN 4; FREN SEQ A = FR 1+2 or FR 1A+1B+2A+2B or
FR 1+2A+2B or FR 1A+1B+2
Transfer Status: CSU/UC+ Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 3B*

FR-003 INTERMEDIATE FRENCH 4 Units
This course strengthens the students' communication skills in the spoken and written language. Emphasis is on the customs and culture of France and the francophone world. French literature is introduced.
Lecture Hours: 72 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: FR-002 or FR-002B
Can: FREN 8; FREN SEQ B = FR 3+4
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 3B

FR-004 INTERMEDIATE FRENCH 4 Units
This course expands the students' ability to communicate in French. Emphasis is on the discussion of socio-cultural selections and literature of the French-speaking world.
Lecture Hours: 72 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: FR-003
Can: FREN 10; FREN SEQ B = FR 3+4
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 3B

G: GEOLOGY

G-001 PHYSICAL GEOLOGY 4 Units
This course includes the study of the origin and composition of rocks and minerals; landscape development by water, ice, and wind; earthquakes; the Earth's interior; the nature of mountains and their development; the movement of continental and oceanic plates, and environmental aspects of geology. The laboratory portion includes 16 hours of local field trips and constitutes a practical application of aspects of the above subject areas.
Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ENG-050 and MATH-057
Advisory: ENG-051 and MATH-050
Can: GEOL 2
Transfer Status: CSU/UC+ Degree Applicable: AA/AS
COD GE: C1 CSU GE: B1,B3 IGETC: 5A

G-004 GEOLOGY LAB 1 Unit
This lab constitutes a practical application of aspects of the physical geology/environmental geology subject areas in the classroom, and in approximately 16 hours in the field.
Lecture Hours: 0 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ENG-051 and MATH-050 or MATH-054
Can: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: C1 CSU GE: B3 IGETC: None

G-005 ENVIRONMENTAL GEOLOGY 4 Units
This course surveys geologic hazards such as flooding, landslides, earthquakes, and volcanic eruptions that affect humanity and studies means by which they may be mitigated. Geologic resources such as groundwater, surface water, and soil are studied to assess supply, conservation practices, and contamination mitigation. Mineral, fossil fuel, and alternate energy resources are examined for potential and for environmental assessment of production and consumption. Land-use planning and environmental impact analysis integrate the foregoing.
The laboratory portion applies, on a practical basis, aspects of the above in the classroom and in approximately 16 hours in the field.
Note: This course is suggested for students in any major which deals with human interactions with the physical environment, such as architecture, engineering, environmental studies, city planning, natural resources, geology, and geography.
Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: ENG-050 and MATH-057
Advisory: ENG-051 and MATH-050
Can: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C1 CSU GE: B1,B3 IGETC: 5A
Courses of Instruction

**G-006 GEOLOGY OF CALIFORNIA 3 Units**
This course presents the physical and historical geology of the natural provinces of California. The mineral deposits, stratigraphic and rock units, tectonic structures, fossils, geomorphology, and environmental issues within each province are examined. One or more field trips are conducted.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-051 and MATH-057
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C1  CSU GE: None  IGETC: 5A

**G-007 INTRODUCTION TO GEOLOGY 4 Units**
This course is a general survey of the fields of physical and historical geology. It is designed to give a broad general understanding and appreciation of the composition, structure, geologic processes, origin, and development of the Earth and its inhabitants. The laboratory portion provides hands-on experience with minerals, rocks, fossils, topographic maps, geologic maps, and structure sections. One required all-day field trip provides an opportunity to directly experience local physical and historical geology.

Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: ENG-051 and MATH-057
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B1  IGETC: 5A

**G-008 GEOLOGY OF NATIONAL PARKS AND MONUMENTS 3 Units**
This course provides a survey of the physical and historical geology of National Parks and Monuments, particularly those in the western states, to illustrate the geologic evolution of the regions in which these parks occur. Surface shaping processes such as volcanism, plutonism, deformation, sedimentation, glaciation, and fluvial activity are studied, using slides and other visual materials. Optional field trip(s) may be conducted.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-051 and MATH-057
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B1  IGETC: None

**G-010 THE EARTH SCIENCES 4 Units**
This course is a general survey of the Earth Sciences of Geology, Oceanography, Meteorology, Climatology, and Astronomy. It is designed to provide a broad general understanding and appreciation of these sciences and to bring into perspective the uniqueness of our planet, the interrelationships of its systems, and the influences of humanity upon these systems. The laboratory portion studies aspects of each area on a practical, applied basis. Field trips emphasize study of local geology.

Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ENG-050 and MATH-057
Advisory: ENG-051 and MATH-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B1.B3  IGETC: 5A

**GEOG: GEOGRAPHY**

**GEOG-001 PHYSICAL GEOGRAPHY 3 Units**
This course examines the major features of the natural environment including land, water, air and life forms. The relationship between humans and their natural environment is emphasized, and map-reading skills are developed.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: GEOG 2
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B1  IGETC: 5A

**GEOG-001L PHYSICAL GEOGRAPHY LABORATORY 1 Unit**
This course introduces the student to the methods and techniques used in the geographic study of the natural environment focusing on the earth's atmosphere, continents, oceans and life forms. Students observe, record, and analyze this information both in class and on field trips in the local environment.

Lecture Hours: 0  Lab Hours: 54  Repeatable: No  Grading: L
Corequisite: GEOG-001 or prior completion
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B3  IGETC: 5A

**GEOG-002 CULTURAL GEOGRAPHY 3 Units**
This course focuses on the distribution and interrelationships between features of humankind's modern cultural environment. Among the topics discussed are world population, forms of livelihood, territoriality, urbanization, and material culture. Emphasis is also placed on the development of map-reading skills.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: GEOG 4
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C2.C5  CSU GE: D5  IGETC: 4E
**GEOG-007 REGIONAL GEOGRAPHY** 3 Units
This course describes and explains the major cultural characteristics of the earth’s diverse geographic regions. Emphasis is placed on the development of regional patterns through time and the processes responsible for the existing patterns. The development of map-reading skills is an essential aspect of this investigation.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C2  CSU GE: D5  IGETC: 4E

**GEOG-010 GEOGRAPHY OF CALIFORNIA** 3 Units
This is a study of the natural and cultural environments of California including its climate, topography, biogeography, economy, urbanization and population diversity. Emphasis is placed on people and the environment, map interpretation and their changes over time. Both topical and regional formats are introduced.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: D5  IGETC: 4E

**GER-001 GERMAN**

**GER-001A ELEMENTARY GERMAN** 3 Units
This course presents the fundamentals of German. Fluency in understanding, speaking, reading and writing within the context of the German society, history, and culture is emphasized. Completion of GER 1A and GER 1B is equivalent to GER 1.

Lecture Hours: 54  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: GER-001 or GER-001B or 2 years high school German
CAN: GERM 2; GERM SEQ A = GER 1 or 1A+1B + 2 or 2A+2B
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 6A

**GER-001B ELEMENTARY GERMAN** 3 Units
This course continues the development of the skills and essentials of the German language begun in GER 1A. Fluency in understanding, speaking, reading, and writing within the context of the German society, history, and culture is emphasized. Completion of GER 1A and GER 1B is equivalent to GER 1.

Lecture Hours: 54  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: GER-001A
CAN: GERM 4; GERM SEQ A = GER 1 or 1A+1B + 2 or 2A+2B
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 6A

**GER-002 ELEMENTARY GERMAN** 5 Units
This course continues the development of the skills and essentials of the German language begun in GER 1 or GER 1B. Fluency in understanding, speaking, reading, and writing within the context of the German society, history, and culture is emphasized. Completion of GER 2A and GER 2B is equivalent to GER 2.

Lecture Hours: 90  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: GER-001 or GER-001B or 2 years high school German
CAN: GERM 4; GERM SEQ A = GER 1 or 1A+1B + 2 or 2A+2B
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B

**GER-002A ELEMENTARY GERMAN** 3 Units
This course continues the development of the skills and essentials of the German language begun in GER 2A. Fluency in understanding, speaking, reading, and writing within the context of the German society, history, and culture is emphasized. Completion of GER 2A and GER 2B is equivalent to GER 2.

Lecture Hours: 54  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: GER-002A
CAN: GERM 4; GERM SEQ A = GER 1 or 1A+1B + 2 or 2A+2B
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B

**GER-002B ELEMENTARY GERMAN** 3 Units
This course continues the development of the skills and essentials of the German language begun in GER 2A. Fluency in understanding, speaking, reading, and writing within the context of the German society, history, and culture is emphasized. Completion of GER 2A and GER 2B is equivalent to GER 2.

Lecture Hours: 54  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: GER-002A
CAN: GERM 4; GERM SEQ A = GER 1 or 1A+1B + 2 or 2A+2B
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B
Courses of Instruction

GOLF:

GOLF-029 METHODS OF TEACHING GOLF  2 Units
This course is the study of the methods used in teaching the game of golf. It includes practical experience in the analysis of the golf swing and the correction of errors. This course is intended for students pursuing a career in golf.
Prerequisite: ENG-050 or concurrent enrollment
CAN: None
Transfer Status: None
Degree Applicable: AA/AS
COD GE: None
CSU GE: None
IGETC: None

GOLF-030 SHORT GAME AND PUTTING  2 Units
This course is the study of the techniques used to develop an effective short game and putting stroke. It emphasizes basic swing fundamentals and the modern approach to chips, pitches, greenside sand shots and putting. This course is intended for students pursuing a career in golf.
Prerequisite: ENG-050 or concurrent enrollment
CAN: None
Transfer Status: CSU/UC*
Degree Applicable: AA/AS
COD GE: None
CSU GE: None
IGETC: None

GOLF-032 GOLF TEACHING LABORATORY  2 Units
This course is the study and practice of the methods used in teaching the game of golf. It includes learning the techniques and instructional skills necessary to teach golf to individuals and groups. It emphasizes how to adapt golf swing fundamentals to the physical attributes and prior experience of the student. It also includes practical application of these methods in a golf practice range environment. This course is intended for students pursuing a career in golf.
Prerequisite: ENG-050 or concurrent enrollment
CAN: None
Transfer Status: CSU/UC*
Degree Applicable: AA/AS
COD GE: None
CSU GE: None
IGETC: None

GOLF-036 FUNDAMENTALS & RULES OF GOLF  2 Units
This course is the study of the basic fundamentals and rules of the game of golf. It emphasizes the rules of golf and the responsibility of the golf professional to insure compliance with the rules and uphold the integrity of the sport of golf. This course is intended for students pursuing a career in golf.
Prerequisite: ENG-050 or concurrent enrollment
CAN: None
Transfer Status: CSU/UC*
Degree Applicable: AA/AS
COD GE: None
CSU GE: None
IGETC: None

HE:

HE-001 PERSONAL & COMMUNITY HEALTH  3 Units
This course consists of application of facts and attitudes to the maintenance of optimum health for the individual and society; effects of exercise, fatigue, and diet; emotional and mental well-being; drugs, alcohol, and tobacco; disease etiology and disease prevention; human reproduction and family; and safety in the modern world.
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC*
Degree Applicable: AA/AS
COD GE: C2,C5
CSU GE: E
IGETC: None

HEC: HOME ECONOMICS/NUTRITION

HEC-013 GENERAL NUTRITION  3 Units
This course is a study of the chemical composition of foods and their utilization by the body. Practical problems of nutrition and relationship of adequate diet to physical and mental health are covered.
Prerequisite: ENG-050
CAN: FCS 2
Transfer Status: CSU/UC
Degree Applicable: AA/AS
COD GE: C2
CSU GE: E
IGETC: None
HIST: HISTORY

HIST-003 HISTOLOGY OF WORLD CIVILIZATION - I 3 Units
This course is a broad study of the major elements of history from ancient times to the Renaissance. It is designed to develop understanding of institutions basic to world civilization.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Advisory: ENG-050
CAN: HIST SEQ C = HIST 3+4
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2,C5 CSU GE: D6 IGETC: 3B,4F

HIST-004 HISTOLOGY OF WORLD CIVILIZATION - II 3 Units
This course is a broad study of the major elements of history from the 16th Century to the present. It is designed to develop understanding of institutions basic to world civilization.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Advisory: ENG-050
CAN: HIST SEQ C = HIST 3+4
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2,C5 CSU GE: D6 IGETC: 3B,4F

HIST-017 U.S. HISTORY THROUGH RECONSTRUCTION 3 Units
This course is a survey of the political and social development of the United States from the discovery of America through the Reconstruction period.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: HIST SEQ C = HIST 17+18
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2 CSU GE: D6 IGETC: 3B,4F

HIST-018 U.S. HISTORY FROM RECONSTRUCTION TO PRESENT 3 Units
This course is a survey of the political and social development of the United States from the Reconstruction period to the present.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: HIST SEQ C = HIST 17+18
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2 CSU GE: D6 IGETC: 3B,4F

HS: HEALTH SCIENCES

HS-055 TRANSITION TO REGISTERED NURSE (formerly HS-051) 4 Units
This course focuses on preparing the student for assuming the role of the registered nurse, as covered in the first year of the associate degree program. Skills lab and clinical practice focus on the application of therapeutic nursing interventions and critical thinking behaviors in select client populations. The course facilitates the transition of LVN into the second year of the RN program.
Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: O
Prerequisite: BI-015, BI-022, BI-023, ENG-001A, MATH-050 or 54, and licensure as a Vocational Nurse
Corequisite: Licensure as a Vocational Nurse in the state of California.
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

HS-060 ENERGETIC HEALING MODALITIES: HEALING TOUCH , LEVEL I 1 Unit
Introduction to several energy based therapeutic approaches to healing. Discussion of the energy field, energy medicine and applications of techniques to restore harmony and balance in the energy system to allow clients to self heal. Students receive a credit/no credit grade mark.
Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: K
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

HS-061 MEDICAL TERMINOLOGY 2 Units
This course introduces medical terminology as used by all health service personnel, including medical doctors, dentists, nurses, respiratory therapists, physical therapists, EMTs, medical secretaries and doctors' office assistants.
Lecture Hours: 36 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

Chapter 8 - Courses of Instruction
Courses of Instruction

**HS-062 YOUR LIVING BODY 3 Units**
This course provides a basic overview of body structures and functions, correlated with discussion of the major diseases affecting each of the major systems. This course is required for Vocational Nursing Program.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**HS-064 NURSE ASSISTANT 6 Units**
This course includes basic nursing principles used in the care of clients in long-term care facilities. The content addresses the basic needs of clients; concepts of ethics and confidentiality; techniques of communication; reporting and recording of observations and basic assessments; performance of special treatments, procedures, and skills required for client care. Successful completion of the course results in eligibility to take the state-approved test that leads to certification as a nursing assistant.
Lecture Hours: 72  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**HS-066 HOME HEALTH AIDE 2 Units**
This course expands on the content taught in the nursing assistant course to provide preparation for care of residents in home care settings. Content emphasizes personal care, basic communications, safety, meal planning, and maintaining a healthful environment.
Lecture Hours: 27  Lab Hours: 27  Repeatable: No  Grading: L
Prerequisite: HS-064 or CNA
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

**HS-067 INTRODUCTION TO MED/DOSAGE CALCULATIONS 1 Unit**
This course provides a basic foundation for the study of pharmacology and covers the general principles of drug administration with a review of arithmetic and the calculation of math dosages. It utilizes a nursing process approach which focuses on the understanding of pharmacological principles, medication administration, and the evaluation of the client’s responses in the health care setting. This course is designed for the beginning vocational nursing student and other allied health care disciplines.
Lecture Hours: 18  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050 and MATH-057
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**HS-070 INTRO TO HEALTH SCIENCES 1 Unit**
This course is strongly recommended for all students entering the VN or ADN programs offered at College of the Desert. It is designed to provide students interested in Health Sciences programs with detailed information about program requirements and career objectives.
Lecture Hours: 18  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050 and RDG-050
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**HS-081 BASIC ARRHYTHMIAS 2 Units**
This course is designed for persons working with patients who require cardiac monitoring. It provides a review of anatomy and physiology of the heart. The normal and abnormal rhythms of the heart are studied with an emphasis on treatment for abnormal arrhythmias. This course is applicable for LVN, RN, and CNA Continuing Education Units (CEUs).
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

**HS-098 NURSING SKILLS LAB ½ Unit**
Lecture Hours: 0  Lab Hours: 27  Repeatable: 3  Grading: K

**HS-099 NURSING SKILLS LAB 1 Unit**
Lecture Hours: 0  Lab Hours: 54  Repeatable: 3  Grading: K
This course provides opportunity for practice and mastery of nursing skills necessary for safe patient care. It uses multimedia materials, computers, and instructor assistance to improve the skills needed and is directed to students needing review of nursing procedures. Students receive a credit/no credit grade mark. May be taken for a total of four times.
CAN: None
Prerequisite: ENG-050
Corequisite: Enrollment in a Nursing course
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

College of the Desert Catalog 2005-2006
Chapter 8 - Courses of Instruction

HSAD: HUMAN SERVICES/ALCOHOL DRUG STUDIES

HSAD-001  INTRODUCTION TO ALCOHOL/DRUG STUDIES  3 Units
This is a survey course that examines, interprets and evaluates the significant terms and definitions used in the study of drugs, addiction and alcoholism as a family affair. It looks at the causes and consequences of alcohol/drug use and abuse (i.e. psychological, sociological, physiological, economic, and political), as well as the myths, images and stereotypes of substance abuse and substance users. It examines the modalities utilized in education, prevention, intervention, treatment, recovery, and relapse. This is the basic prerequisite for the Alcohol/Drug Studies Certificate.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

HSAD-002  INTRODUCTION TO HUMAN SERVICES COUNSELING  3 Units
This is an intensive, exploratory, communication/counseling course that introduces the student to the principles, strategies and practices of helping skills as useful tools. Through the use of problem solving simulation, the student learns how to support coping skills in a client. This is a required course for the Alcohol/Drug Studies Certificate.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

HSAD-004  PERSONAL AND PROFESSIONAL GROWTH  2 Units
This course covers the professional aspects of alcohol and drug counseling as a career. It deals with such problematic areas as burnout, recovery, certification and credential requirements, professional associations and personal and professional growth. It introduces problems and possible solutions that will be thematic in many courses in this program. This is a required course for the Alcohol/Drug Studies Certificate.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
Corequisite: HSAD-001 or prior completion
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

HSAD-020  BIOMEDICAL-PHARMACOLOGY  3 Units
This course investigates the effects of alcohol and drugs on human behavior. Models and biomedical principles of the disease process and treatment are presented. Interpretations and evaluations of the strategies utilized in recovery by various treatment modalities are studied. This is a required course for the Alcohol/Drug Studies Certificate.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
Corequisite: HSAD-001 or prior completion
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

HSAD-022  CASE MANAGEMENT  3 Units
This course presents case management from the initial intake and assessment of an individual, to recovery planning, record keeping, aftercare, follow-up and referral. This is a required course for the Alcohol/Drug Studies Certificate.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: HSAD-002
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

HSAD-024  LAW/ETHICS: COMMUNITY RESPONSES  3 Units
This course is the study, interpretation, and practice of legal and ethical responsibilities and liabilities encountered when providing and utilizing human services. Special focus is placed on privileged relationships, counseling, and confidentiality. It also deals with community agencies responsible for outreach, education, and referrals. This is a required course for the Alcohol/Drug Studies Certificate.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
Corequisite: HSAD-001 or prior completion
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

HSAD-030  INDIVIDUAL, GROUP, AND FAMILY COUNSELING  3 Units
This is a survey course that addresses the differences and similarities of individual and group counseling with special emphasis on the functional alcohol/drug family situations. It traces the development of individual and group counseling and explores its dynamics. It interprets and assesses the impact on individuals and on their relationships. In addition, it interprets and assesses the impact on society and on its institutions. Practical strategies and experiential exercises are utilized. Skills
development in counseling the family unit is addressed. This is a required course for the Alcohol/Drug Studies Certificate.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  ENG-050
Corequisite:  HSAD-001 or prior completion
CAN: None
Transfer Status:  CSU  Degree Applicable: AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

HSAD-032A SUPERVISED PRACTICUM I  2 Units
This course gives direction, interpretation, guidance, and evaluation to assist the student in making the transition from the college to job placement via the Supervised Internship I (HSAD-033A). Values, knowledge, and skills applied in the practical setting are essential to professional dependency counseling. Special attention is given to individual, group, and family approaches to counseling. This is a required course for the Alcohol/Drug Studies Certificate.

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  Eight (8) HSAD core courses
Corequisite:  HSAD-033A
CAN: None
Transfer Status:  CSU  Degree Applicable: AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

HSAD-032B SUPERVISED PRACTICUM II  2 Units
This course concludes the work begun in Supervised Practicum I (HSAD-032A). This is a required course for the Alcohol and Drug Studies Certificate.

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  HSAD-032A
Corequisite:  HSAD-033B
CAN: None
Transfer Status:  CSU  Degree Applicable: AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

HSAD-033A SUPERVISED INTERNSHIP I  3 Units
This course is a supervised fieldwork internship that actively involves students at a supervised chemical dependency service site. Students apply and integrate the values, knowledge, and skills learned in the classroom through direct, hands-on experience in the area of chemical dependency counseling. Special attention is given to individual, group, and family counseling. This is a required course for the Alcohol and Drugs Studies Certificate.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  Eight (8) HSAD core courses
Corequisite:  HSAD-032A
CAN: None
Transfer Status:  CSU  Degree Applicable: AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

HSAD-033B SUPERVISED INTERNSHIP II  3 Units
This course concludes the field work begun in Supervised Internship I (HSAD-033A). This is a required course for the Alcohol/Drug Studies Certificate.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  HSAD-033A
Corequisite:  HSAD-032B
CAN: None
Transfer Status:  CSU  Degree Applicable: AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

HSAD-034 DUAL DIAGNOSIS  3 Units
This course prepares the student to meet the challenge to mental health workers and substance abuse counselors in dealing with clients who have psychiatric disorders coexisting with drug dependency. The focus is on the diagnosis, assessment, treatment and aftercare of such clients. This is a required course for the Alcohol/Drug Studies Certificate.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  ENG-050
Corequisite:  HSAD-001 or prior completion
CAN: None
Transfer Status:  CSU  Degree Applicable: AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

HSAD-036 COUNSELING DIVERSE POPULATIONS  3 Units
This is a counseling course that introduces the student to population subgroups and unique helping skills used to support diverse populations. The course surveys the history of underrepresentation of each subgroup and describe current challenges for counselors.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory:  ENG-050
CAN: None
Transfer Status:  None  Degree Applicable: AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

HUM:  HUMANITIES

HUM-008 AMERICAN MUSIC  3 Units
This course is a general survey of music in the United States, beginning with Native American songs and chants and continuing to the present through musical traditions and styles introduced by America’s multi-cultural populations. The American public’s infatuation with “star” performers and its effect on musical economics are also explored. (Also listed as, and equivalent to, MUS-008.)

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory:  ENG-050
CAN: None
Transfer Status:  None  Degree Applicable: AA/AS
COD GE:  C3  CSU GE:  C1  IGETC:  3A
**HUM-018  INTRODUCTION TO ART AND MUSIC**
3 Units

Students examine parallels in ideas and organizational methods found in art and music of the Western World. A comparison is made of major developments of styles with an emphasis on the roles of the visual and aural arts in society from the Middle Ages to the present.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C1  IGETC: 3A

**ITAL: ITALIAN**

**ITAL-001  ELEMENTARY ITALIAN**
5 Units

This course presents the fundamentals of Italian. Fluency in understanding, speaking, reading, and writing within the context of the Italian society, history, and culture is emphasized. Completion of ITAL 1A and ITAL 1B is equivalent to ITAL 1.
Lecture Hours: 90  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: ITAL-001A or ITAL-001B
CAN: ITAL SEQ A = ITAL 1 or ITAL 1A + ITAL 1B
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 6A*

**ITAL-001A  ELEMENTARY ITALIAN**
3 Units

This course presents the fundamentals of Italian. Fluency in understanding, speaking, reading, and writing within the context of the Italian society, history, and culture is emphasized. Completion of ITAL 1A and ITAL 1B is equivalent to ITAL 1.
Lecture Hours: 54  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: ITAL-001A
CAN: ITAL SEQ A = ITAL 1 or ITAL 1A + ITAL 1B
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 6A*

**ITAL-001B  ELEMENTARY ITALIAN**
3 Units

This course presents the fundamentals of Italian. Fluency in understanding, speaking, reading, and writing within the context of the Italian society, history, and culture is emphasized. Completion of ITAL 1A and ITAL 1B is equivalent to ITAL 1.
Lecture Hours: 54  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: ITAL-001A
CAN: ITAL SEQ A = ITAL 1 or ITAL 1A + ITAL 1B
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 6A*

**ITAL-002  ELEMENTARY ITALIAN**
5 Units

This course builds upon the material presented in ITAL 1 and further develops the conversational skills in confirming and correcting information and using response behaviors. Fluency in understanding, speaking, reading, and writing within the context of the Italian society, history, and culture is emphasized. Completion of ITAL 2A and ITAL 2B is equivalent to ITAL 2.
Lecture Hours: 90  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: ITAL-001 or ITAL-001B
CAN: ITAL SEQ A = ITAL 1 or ITAL 1A + ITAL 1B
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B*

**ITAL-002A  ELEMENTARY ITALIAN**
3 Units

This course builds upon the material presented in ITAL 1, 1A and 1B and further develops the conversational skills in confirming and correcting information and using response behaviors. Fluency in understanding, speaking, reading, and writing within the context of the Italian society, history, and culture is emphasized. Completion of ITAL 2A and ITAL 2B is equivalent to ITAL 2.
Lecture Hours: 54  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: ITAL-002A
CAN: ITAL SEQ A = ITAL 1 or ITAL 1A + ITAL 1B
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B*

**ITAL-002B  ELEMENTARY ITALIAN**
3 Units

This course builds upon the material presented in ITAL 2A and further develops the conversational skills in confirming and correcting information and using response behaviors. Fluency in understanding, speaking, reading, and writing within the context of the Italian society, history, and culture is emphasized. Completion of ITAL 2A and ITAL 2B is equivalent to ITAL 2.
Lecture Hours: 54  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: ITAL-002A
CAN: ITAL SEQ A = ITAL 1 or ITAL 1A + ITAL 1B
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B*

**ITAL-003  INTERMEDIATE ITALIAN**
4 Units

This course strengthens the students’ communication skills in the spoken and written Italian language and builds upon the topics of vocabulary, grammar, structure, and Italian culture introduced in previous levels 1 and 2. Emphasis is on the customs and culture of Italy. Italian literature is introduced.
Lecture Hours: 72  Lab Hours: 18  Repeatable: No  Grading: L
Prerequisite: ITAL-002 or ITAL-002B
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITAL-004</td>
<td>INTERMEDIATE ITALIAN</td>
<td>4</td>
</tr>
<tr>
<td>J-003A</td>
<td>NEWS REPORTING &amp; WRITING</td>
<td>3</td>
</tr>
<tr>
<td>J-004A</td>
<td>BASIC NEWSPAPER PRODUCTION</td>
<td>3</td>
</tr>
<tr>
<td>J-004B</td>
<td>INTERMEDIATE NEWSPAPER PRODUCTION</td>
<td>3</td>
</tr>
<tr>
<td>J-004C</td>
<td>ADVANCED NEWSPAPER PRODUCTION</td>
<td>3</td>
</tr>
<tr>
<td>JPN-001A</td>
<td>ELEMENTARY JAPANESE</td>
<td>3</td>
</tr>
</tbody>
</table>

This course is the continuation of ITAL 3. It expands the students' ability to communicate in Italian. Emphasis is on discussion of socio-cultural selections and literature of the Italian-speaking world.

This course focuses on the writing of news with an introduction into feature writing. Included in the course are such topics as interviewing, story organization and structure, the style and language of journalism, and journalistic law and ethics.

This lecture and laboratory course provides initial practical experience in working on the staff of the college newspaper. Students concentrate on editorial, production, advertising, and circulation activities but are expected to participate in all facets of the operation.

This lecture and laboratory course continues to provide practical experience in working on the staff of the college newspaper, building on experience gained in J-004A and J-004B. Students serve as editor, production supervisor, advertising director, photo editor, and circulation director—whether solely or on an alternating basis—and otherwise help, direct, and guide new students in producing a newspaper.

This course introduces students to elementary communication skills of understanding, speaking, reading, and writing Japanese. Emphasis is on fundamentals of grammar and pronunciation, practical vocabulary and useful phrases and idioms. The honorific, polite, and humble forms of vocabulary and expressions are introduced and analyzed. This course also exposes students to social, cultural, political and historical aspects of Japan.
JPN-001B ELEMENTARY JAPANESE  3 Units
This course introduces students to elementary communication skills of understanding, speaking, reading, and writing Japanese. Emphasis is on fundamentals of grammar and pronunciation, practical vocabulary and useful phrases and idioms. The honorific, polite, and humble forms of vocabulary and expressions are introduced and analyzed.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: JPN-001A
CAN: JAPN SEQ A = JPN 1A+1B+2A+2B
Transfer Status: CSU/UC* Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 6A*

JPN-002A ELEMENTARY JAPANESE  3 Units
This course continues the development of the skills and essentials of the Japanese language begun in JPN 1A. Fluency in understanding, speaking, reading, and writing within the context of the Japanese society, history, and culture is emphasized.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: JPN-001B or 2 years high school Japanese
CAN: JAPN SEQ A = JPN 1A+1B+2A+2B
Transfer Status: CSU/UC* Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 3B*

JPN-002B ELEMENTARY JAPANESE  3 Units
This course continues the development of the skills and essentials of the Japanese language begun in JPN 2A. Fluency in understanding, speaking, reading, and writing within the context of the Japanese society, history, and culture is emphasized.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
Prerequisite: JPN-002A
CAN: JAPN SEQ A = JPN 1A+1B+2A+2B
Transfer Status: CSU/UC* Degree Applicable: AA/AS
COD GE: C3 CSU GE: C2 IGETC: 3B*

MATH: MATHEMATICS

MATH-001A CALCULUS  5 Units
This course is a study of the meaning, computation and analysis of the derivative with an introduction to the integral. Topics include the definitions and analysis of the derivative, limits, methods for differentiating polynomial, rational, exponential, logarithmic and trigonometric functions, applications of the derivative, and an introduction to the integral.
Lecture Hours: 90 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-051 and MATH-012, or MATH-010 & MATH-005
CAN: MATH 18; SEQ B = MATH 1A+1B; SEQ C = MATH 1A+1B+2A
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C4 CSU GE: B4 IGETC: 2A

MATH-001B CALCULUS  5 Units
This course is a study of the meaning, methods and applications of integration and infinite series. Topics include the definition of the definite integral, the Fundamental Theorem of Calculus, techniques of integration, applications of integration, first order separable differential equations, modeling exponential growth and decay, infinite series and approximation of functions using Taylor series with remainder.
Lecture Hours: 90 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: MATH-001A
CAN: MATH 20; SEQ B = MATH 1A+1B; SEQ C = MATH 1A+1B+2A
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C4 CSU GE: B4 IGETC: 2A

MATH-002A MULTIVARIATE CALCULUS  5 Units
This course extends the concepts of differentiation and integration introduced in the first two semesters of calculus to functions of several variables. Topics include solid Euclidean geometry, vector algebra in 3 dimensions, line and surface integrals, multiple integration in rectangular, cylindrical and spherical coordinates, extreme values, parameterized space curves and surfaces, divergence, directional derivatives, gradients, Gauss’, Green’s and Stokes’ theorems.
Lecture Hours: 90 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: MATH-001B
CAN: MATH 22; SEQ C = MATH 1A+1B+2A
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

MATH-002B LINEAR ALGEBRA  4 Units
This course is a standard introductory course in linear algebra. Topics include vectors in R^n, matrices and systems of linear equations, determinants, vector spaces, linear independence, linear transformations, eigenvalues, eigenvectors, and diagonalization of certain quadratic forms.
Lecture Hours: 72 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: MATH-001B
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None
Courses of Instruction

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
<th>Prerequisite</th>
<th>Transfer Status</th>
<th>Degree Applicable</th>
<th>CAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH-002C</td>
<td>ORDINARY DIFFERENTIAL EQUATIONS</td>
<td>4</td>
<td>This is a standard introductory course in solving differential equations and using differential equations to model dynamic phenomena. Topics include first, second and higher order differential equations; systems of first order equations, linear, homogeneous and nonhomogeneous differential equations; solutions by power series; numerical methods, LaPlace transforms; and applications.</td>
<td>MATH-001B</td>
<td>CSU/UC*</td>
<td>AA/AS</td>
<td>None</td>
</tr>
<tr>
<td>MATH-005</td>
<td>TRIGONOMETRY</td>
<td>3</td>
<td>This is a course of study in the trigonometric functions with emphasis on periodic functions, trigonometric identities, solving trigonometric equations, graphical methods, inverse functions, solving triangles with applications including the law of sines and law of cosines. Additional topics may include vectors and complex numbers.</td>
<td>MATH-030 and MATH-040</td>
<td>CSU/UC*</td>
<td>AA/AS</td>
<td>None</td>
</tr>
<tr>
<td>MATH-010</td>
<td>COLLEGE ALGEBRA</td>
<td>4</td>
<td>This is a function oriented course including the concept of a function and function notation. The course includes an in depth investigation of polynomial, rational, exponential, and logarithmic functions, including their equations, graphs, and behavior. Other topics include the binomial theorem, conic sections, and matrices as they apply to systems of linear equations.</td>
<td>MATH-040</td>
<td>CSU/UC*</td>
<td>AA/AS</td>
<td>None</td>
</tr>
<tr>
<td>MATH-012</td>
<td>PRE-CALCULUS</td>
<td>5</td>
<td>This course studies the basic functions used in Calculus: the polynomial, rational, root, exponential, logarithmic, trigonometric, and inverse trigonometric functions. Topics include recognizing, graphing and solving equations involving these functions, working with function notation, rates of change, transformations of functions and applications.</td>
<td>MATH-030 and MATH-040</td>
<td>CSU/UC*</td>
<td>AA/AS</td>
<td>None</td>
</tr>
<tr>
<td>MATH-013</td>
<td>LIBERAL ARTS MATHEMATICS</td>
<td>4</td>
<td>This course is designed for students whose major does not require calculus. This course emphasizes applications of Mathematics in the areas of management science, probability and inferential statistics, social choice and decision making, weighted voting systems analysis, game theory principles, growth trends, pattern analysis, and use of mathematical modeling in consumer finance.</td>
<td>MATH-040 and ENG-051</td>
<td>CSU/UC*</td>
<td>AA/AS</td>
<td>None</td>
</tr>
<tr>
<td>MATH-030</td>
<td>PLANE GEOMETRY</td>
<td>3</td>
<td>This course is an introduction to descriptive and inferential statistics; how to use measures of central tendency and dispersion among population samples to draw inferences about a population and to compare two or more populations. Discrete and continuous probability density distributions are analyzed including the binomial, normal, Student-t, chi-squared, and F-distributions. Confidence intervals for population means, proportions and variance are set. Additional topics include regression and correlation analysis and techniques of hypotheses testing, including ANOVA, and use of calculator and software applications.</td>
<td>MATH-050 or MATH-054, or one year high school Algebra</td>
<td>CSU/UC*</td>
<td>AA/AS</td>
<td>None</td>
</tr>
<tr>
<td>MATH-040</td>
<td>INTERMEDIATE ALGEBRA</td>
<td>4</td>
<td>This course is designed for students whose major does not require calculus. This course emphasizes applications of Mathematics in the areas of management science, probability and inferential statistics, social choice and decision making, weighted voting systems analysis, game theory principles, growth trends, pattern analysis, and use of mathematical modeling in consumer finance.</td>
<td>MATH-050 or MATH-054, or one year high school Algebra</td>
<td>CSU/UC*</td>
<td>AA/AS</td>
<td>None</td>
</tr>
</tbody>
</table>

College of the Desert Catalog 2005-2006
Chapter 8 - Courses of Instruction

MATH-050 ELEMENTARY ALGEBRA 4 Units
This course is an introduction to the real number system and to the use of variable expressions and equations in problem solving. Topics include properties of the real numbers, arithmetic of variable expressions including polynomials and algebraic fractions, solving linear equations and inequalities in one variable, factoring, and an introduction to the Cartesian coordinate system and the equations and graphs of linear equations in two variables.
Lecture Hours: 72 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: MATH-057
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

MATH-054 BEGINNING ALGEBRA 4 Units
This course is an introduction to the real number system and to the use of variable expressions and equations in problem solving. Topics include properties of the real numbers, square roots, arithmetic of variable expressions including polynomials and algebraic fractions, solving linear equations and inequalities in one variable, factoring, and an introduction to the Cartesian coordinate system and the equations and graphs of linear equations in two variables. Also, the proper use of math notation is emphasized along with an introduction to Pythagorean Theorem and basic geometric formulas, some dimensional analysis with modeling applications is included.
Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L
Prerequisite: MATH-057 or MATH-058
CAN: None
Transfer Status: None Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

MATH-057 COLLEGE ARITHMETIC 3 Units
This course provides an understanding of and competency in the basic operations of elementary arithmetic. Topics include adding, subtracting, multiplying, and dividing whole numbers, decimals, and fractions. Other topics include: ratios and proportions, percent, arithmetic with signed numbers, the metric system including conversion of units, and elementary geometry concepts such as perimeter, area, and volume.
Lecture Hours: 54 Lab Hours: 27 Repeatable: No Grading: L
Advisory: RDG-050
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

MATH-058 FUNDAMENTALS OF ARITHMETIC 2 Units
This course provides an understanding of and competency in the basic operations of elementary arithmetic. Topics include adding, subtracting, multiplying, and dividing whole numbers, decimals, and fractions. Other topics include: ratios and proportions, percent, arithmetic with signed numbers, the metric system including conversion of units. Students receive a credit/no credit grade mark.
Lecture Hours: 18 Lab Hours: 72 Repeatable: No Grading: K
Advisory: RDG-050
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

MATH-060A INTRODUCTION TO THE GRAPHING CALCULATOR 1 Unit
This course explores the link between the graphing calculator and mathematics. Students are guided through exploration of topics in Algebra using the graphing calculator. This course prepares students to competently employ the graphing calculator in future mathematics courses. Students may choose the credit/no credit grading option.
Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: O
Advisory: ENG-050 and MATH-050 or MATH-054
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

MATH-061 MATH ANXIETY REDUCTION 1 Unit
This is a comprehensive, multifaceted course to aid students in math-anxiety reduction and ease re-entry into a Math program. Topics include reduction of internal psychological stumbling blocks, confidence building, visualization, learning-style enhancement, and effective study and test-taking skills. Students receive a credit/no credit grade mark.
Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: K
Advisory: ENG-050
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None

MATH-071 MESA/CCCP ORIENTATION 1 Unit
This course assists students in acquiring the knowledge and skills necessary to reach their educational objectives in engineering, mathematics, and science-related fields. Topics include: career decisions and strategies, educational and personal enrichment, study skills and habits, time management, academic preparation, and success in college. Field trips may be required. Students receive a credit/no credit grade mark.
Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: K
CAN: None
Transfer Status: None Degree Applicable: NAA
COD GE: None CSU GE: None IGETC: None
### Courses of Instruction

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH-087</td>
<td>MATH/SCIENCE STUDY CENTER LAB</td>
<td>½</td>
<td>Lecture Hours: 0 Lab Hours: 27 Repeatable: 1 Grading: K</td>
</tr>
<tr>
<td>MATH-088</td>
<td>MATH/SCIENCE Study Center Lab</td>
<td>1</td>
<td>Lecture Hours: 0 Lab Hours: 54 Repeatable: 1 Grading: K</td>
</tr>
<tr>
<td>MATH-097</td>
<td>Mathematics Supplemental Lab</td>
<td>½</td>
<td>Lecture Hours: 0 Lab Hours: 27 Repeatable: 3 Grading: K</td>
</tr>
<tr>
<td>MATH-098</td>
<td>Mathematics Supplemental Lab</td>
<td>1</td>
<td>Lecture Hours: 0 Lab Hours: 54 Repeatable: 3 Grading: K</td>
</tr>
<tr>
<td>MC-005</td>
<td>INTRODUCTION TO PUBLIC RELATIONS</td>
<td>3</td>
<td>Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L</td>
</tr>
<tr>
<td>MUS-001</td>
<td>MUSIC THEORY I</td>
<td>4</td>
<td>Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L</td>
</tr>
<tr>
<td>MUS-002</td>
<td>MUSIC THEORY II</td>
<td>4</td>
<td>Lecture Hours: 54 Lab Hours: 54 Repeatable: No Grading: L</td>
</tr>
</tbody>
</table>

### Description of Courses:

**MATH-087**: MATH/SCIENCE Study Center Lab
- This course allows students to develop mathematical and scientific skills, notation, and language. It is open to all students enrolled in a credit mathematics or science course. Emphasis is on guided/assisted independent study. Instructor assistance, computer aids and audiovisual aids are available. Students receive a credit/no credit grade mark. May be taken for a total of four times.
- Corequisite: Enrollment in a credit mathematics or science course
- Transfer Status: None
- Degree Applicable: NAA
- COD GE: None
- CSU GE: None
- IGETC: None

**MATH-088**: MATH/SCIENCE Study Center Lab
- The Study Center is an open entry/open exit environment which provides opportunities to develop mathematical skills, notation, and language for students enrolled in MATH-030, MATH-040 or MATH-050. Students receive a credit/no credit grade mark. May be taken for a total of four times.
- Corequisite: MATH 30, 40, or 50
- Transfer Status: None
- Degree Applicable: NAA
- COD GE: None
- CSU GE: None
- IGETC: None

**MATH-097**: Mathematics Supplemental Lab
- Mathematics Supplemental Lab is an open entry/open exit environment which provides opportunities to develop mathematical skills, notation, and language for students enrolled in MATH-030, MATH-040 or MATH-050. Students receive a credit/no credit grade mark. May be taken for a total of four times.
- Corequisite: MATH 30, 40, or 50
- CAN: None
- Transfer Status: None
- Degree Applicable: NAA
- COD GE: None
- CSU GE: None
- IGETC: None

**MATH-098**: Mathematics Supplemental Lab
- CAN: None
- Transfer Status: None
- Degree Applicable: NAA
- COD GE: None
- CSU GE: None
- IGETC: None

**MC-005**: INTRODUCTION TO PUBLIC RELATIONS
- This course offers students an overview of the public relations field with a practical approach to the handling and planning of public relations campaigns. This course is offered on an irregular basis.
- Prerequisite: ENG-001A
- CAN: None
- Transfer Status: CSU
- Degree Applicable: AA/AS
- COD GE: None
- CSU GE: None
- IGETC: None

**MUS-001**: MUSIC THEORY I
- This course is a study of melodic structure, chord voicing and simple chord progressions in the style of 18th and 19th c. harmonic technique (inversions, voice leading and cadences up to and including dominant 7th chords). Emphasis is placed on sight singing, ear training and keyboard proficiency.
- Prerequisite: MUS-012
- CAN: MUS 2
- Transfer Status: CSU/UC
- Degree Applicable: AA/AS
- COD GE: C3
- CSU GE: None
- IGETC: None

**MUS-002**: MUSIC THEORY II
- This course is a continuation of the study of melodic structure, chord voicing and chord progressions in the style of 18th and 19th c. harmonic technique (four-part settings, dominant 9th, 11th, 13th, secondary dominants and non-dominant harmony.) It includes an introduction to 20th century techniques. Further application of the principles introduced in MUS 1. Emphasis is placed on sight singing, ear training and keyboard proficiency.
- Prerequisite: MUS-001
- CAN: None
- Transfer Status: CSU/UC
- Degree Applicable: AA/AS
- COD GE: C3
- CSU GE: None
- IGETC: None

**MUS**: MUSIC

---

College of the Desert Catalog 2005-2006
### MUS-003A  MUSIC HISTORY & LITERATURE I  3 Units

**Course Description:** This course explores the history of music in Western civilization from Antiquity through the Baroque Era. Stylistic analysis of musical literature is emphasized. Designed for music majors and others with a serious interest in the Arts and Humanities.

**Lecture Hours:** 54  
**Lab Hours:** 0  
**Repeatable:** No  
**Grading:** L  
**Advisory:** ENG-051  
**Transfer Status:** CSU  
**Degree Applicable:** AA/AS  
**COD GE:** C3  
**CSU GE:** None  
**IGETC:** None  

### MUS-003B  MUSIC HISTORY & LITERATURE II  3 Units

**Course Description:** This course explores the history of music in Western civilization from the beginning of the Classical Era through modern times. Stylistic analysis of musical literature is emphasized. Designed for music majors and others with a serious interest in the Arts and Humanities.

**Lecture Hours:** 54  
**Lab Hours:** 0  
**Repeatable:** No  
**Grading:** L  
**Advisory:** ENG-051  
**Transfer Status:** CSU  
**Degree Applicable:** AA/AS  
**COD GE:** C3  
**CSU GE:** None  
**IGETC:** None  

### MUS-005  HISTORY OF ROCK 'N' ROLL  3 Units

**Course Description:** This course is a survey of rock music. The focus is on rock music, the musician, and the manner in which the sociological, political and economic conditions merged in the evolution of this musical art form.

**Lecture Hours:** 54  
**Lab Hours:** 0  
**Repeatable:** No  
**Grading:** L  
**Advisory:** ENG-050  
**Transfer Status:** CSU/UC  
**Degree Applicable:** AA/AS  
**COD GE:** C3, C5  
**CSU GE:** C1  
**IGETC:** 3A  

### MUS-008  AMERICAN MUSIC  3 Units

**Course Description:** This course is a general survey of music in the United States, beginning with Native American songs and chants and continuing to the present through musical traditions and styles introduced by America’s multi-cultural populations. The American public’s infatuation with “star” performers and its effect on musical economics are also explored. (Also listed as, and equivalent to, HUM-008.)

**Lecture Hours:** 54  
**Lab Hours:** 0  
**Repeatable:** No  
**Grading:** L  
**Advisory:** ENG-050  
**Transfer Status:** CSU/UC  
**Degree Applicable:** AA/AS  
**COD GE:** C3, C5  
**CSU GE:** C1  
**IGETC:** 3A  

### MUS-010  INTRODUCTION TO MUSIC  3 Units

**Course Description:** This course is a general survey of musical style, form and materials designed to acquaint students with the development of music from the Middle Ages to the present.

**Lecture Hours:** 54  
**Lab Hours:** 0  
**Repeatable:** No  
**Grading:** L  
**Prequisite:** ENG-050  
**Transfer Status:** CSU/UC  
**Degree Applicable:** AA/AS  
**COD GE:** C3  
**CSU GE:** C1  
**IGETC:** 3A  

### MUS-012  FUNDAMENTALS OF MUSIC  3 Units

**Course Description:** This is a basic course in music theory designed to develop an understanding of notation, rhythm, pitch, keys, scales, intervals, triads and music terminology.

**Lecture Hours:** 54  
**Lab Hours:** 0  
**Repeatable:** No  
**Grading:** L  
**Transfer Status:** CSU/UC  
**Degree Applicable:** AA/AS  
**COD GE:** C3  
**CSU GE:** C1  
**IGETC:** 3A  

### MUS-020A  SINGERS' DICTION AND REPertoire: English & Italian  3 Units

**Course Description:** This course explores the preparation and interpretation of classical vocal repertoire in English and Italian. Designed for singers and accompanists with a serious interest in art songs and arias. Offered fall semester only.

**Lecture Hours:** 54  
**Lab Hours:** 0  
**Repeatable:** No  
**Grading:** L  
**Transfer Status:** CSU  
**Degree Applicable:** AA/AS  
**COD GE:** None  
**CSU GE:** None  
**IGETC:** None  

### MUS-020B  SINGERS’ DICTION AND REPertoire: German & French  3 Units

**Course Description:** This course explores the preparation and interpretation of classical vocal repertoire in German and French. Designed for singers and accompanists with a serious interest in art songs and arias. Offered spring semester only.

**Lecture Hours:** 54  
**Lab Hours:** 0  
**Repeatable:** No  
**Grading:** L  
**Transfer Status:** CSU  
**Degree Applicable:** AA/AS  
**COD GE:** None  
**CSU GE:** None  
**IGETC:** None  

### MUS-021A  BEGINNING CLASS PIANO  2 Units

**Course Description:** Group work in developing piano keyboard facility and reading primary level piano music. Opportunity provided for individual attention and in-class performance. Subsequent enrollment in MUS-021B provides the student an opportunity for additional skill and competency development within the subject matter.

**Lecture Hours:** 18  
**Lab Hours:** 54  
**Repeatable:** No  
**Grading:** L  
**Transfer Status:** CSU/UC  
**Degree Applicable:** AA/AS  
**COD GE:** None  
**CSU GE:** None  
**IGETC:** None
### Courses of Instruction

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisite(s)</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS-021B</td>
<td>INTERMEDIATE/ADVANCED CLASS PIANO</td>
<td>2</td>
<td>MUS-025A</td>
<td>Group work in developing piano keyboard facility and reading intermediate to advanced level piano music. Opportunity provided for individual attention and in-class performance. Repeating the course will provide additional skills and competency within the subject matter. May be taken for a total of three times.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 54 Repeatable: 2 Grading: L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Transfer Status: CSU/UC Degree Applicable: AA/AS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
</tr>
<tr>
<td>MUS-022</td>
<td>CLASS VOICE</td>
<td>2</td>
<td></td>
<td>This course includes beginning, intermediate and advanced instruction in techniques of singing. Problems of tone production, breathing, pitch matching, music rhythms, music vocabulary, internal training and vocal exercises are addressed. May be taken for a total of four times.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 54 Repeatable: 3 Grading: L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Transfer Status: CSU/UC Degree Applicable: AA/AS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
</tr>
<tr>
<td>MUS-025A</td>
<td>BEGINNING CLASS PERCUSSION</td>
<td>2</td>
<td></td>
<td>This is a beginning course designed for the non-music major covering fundamentals of percussion instruments and reading basic musical notation. Emphasis is on beginning sound production for percussion instruments. Subsequent enrollment in MUS-025B provides the student an opportunity for additional skill and competency development within the subject matter.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 54 Repeatable: No Grading: L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Transfer Status: CSU/UC Degree Applicable: AA/AS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
</tr>
<tr>
<td>MUS-025B</td>
<td>INTERMEDIATE/ADVANCED CLASS PERCUSSION</td>
<td>2</td>
<td>MUS-025A</td>
<td>This is an intermediate to advanced course designed for the non-music major that continues the development of percussion techniques introduced in MUS-025A. Emphasis is on intermediate and advanced techniques and sound production for percussion instruments. Repeating this course provides additional skills and competency within the subject area. May be taken a total of three times.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 54 Repeatable: 2 Grading: L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Transfer Status: CSU/UC Degree Applicable: AA/AS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
</tr>
<tr>
<td>MUS-026</td>
<td>INSTRUMENTAL CHAMBER ENSEMBLE</td>
<td>2</td>
<td></td>
<td>Group rehearsal and public performance of standard music literature for small instrumental ensemble including woodwinds, brass, percussion, strings and keyboards. Repeating this course provides additional skills and competency within the subject area. May be taken a total of four times.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 54 Repeatable: 3 Grading: L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Transfer Status: CSU/UC Degree Applicable: AA/AS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
</tr>
<tr>
<td>MUS-027</td>
<td>OPERA WORKSHOP</td>
<td>2</td>
<td></td>
<td>This course includes beginning, intermediate and advanced instruction in the study of opera score and vocal chorus parts. Students memorize and perform opera scenes and acts, and learn basic stage and operatic stories. May be taken for a total of four times.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 0 Lab Hours: 108 Repeatable: 3 Grading: L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Transfer Status: CSU/UC Degree Applicable: AA/AS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>COD GE: C3 CSU GE: None IGETC: None</td>
</tr>
<tr>
<td>MUS-034</td>
<td>VOCAL ENSEMBLE</td>
<td>2</td>
<td></td>
<td>This course involves study and performance of a diverse array of music literature for small vocal ensembles. Public performances are required. May be taken for a total of four times.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 54 Repeatable: 3 Grading: L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Transfer Status: CSU/UC Degree Applicable: AA/AS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
</tr>
<tr>
<td>MUS-036</td>
<td>BEGINNING CLASS GUITAR</td>
<td>2</td>
<td></td>
<td>This is a beginning course designed for the non-music major covering fundamentals of guitar technique and reading basic musical notation. Emphasis is on beginning sound production for guitar. Music from Classical, Flamenco, Latin, and popular songs will be covered.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 54 Repeatable: No Grading: L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Transfer Status: CSU/UC Degree Applicable: AA/AS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
</tr>
</tbody>
</table>
MUS-039B  INTERMEDIATE/ADVANCED  CLASS GUITAR  2 Units

This is an intermediate to advanced course designed for the non-music major that continues the development of guitar technique introduced in MUS-039A. Emphasis on perfecting sound production and mastery of all aspects of the guitar. Music from Classical, Flamenco, Latin, and popular songs will be covered. Repeating this course provides additional skills and competency within the subject area. May be taken for a total of three times.

Lecture Hours: 18  Lab Hours: 54  Repeatable: 2  Grading: L
Prerequisite: MUS-039A
Advisory: MUS-012
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

MUS-078A  INTRODUCTION TO COMPUTERS & MUSIC  3 Units

This course is designed as an introduction to the history, theory and practice of electronic music and the development of MIDI (Musical Instrument Digital Interface). Students receive “hands-on” experience using synthesizers, computers and computer music software. Students create original compositions and manipulate existing repertoire using electronic music techniques.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

MUS-078B  APPLICATIONS OF COMPUTERS AND MUSIC  3 Units

This course provides practical experience in MIDI (Musical Instrument Digital Interface) and its applications, with an emphasis on original composition and audio for multimedia projects. Students receive “hands-on” experience using synthesizers, microphones, audio mixers, audio processors, computers and computer music software. Students construct stylistic multimedia demonstrations like those used in the music, television, film and computer industry. Repeating this course provides additional skills and competency within the subject area. May be taken for a total of three times.

Lecture Hours: 36  Lab Hours: 54  Repeatable: 2  Grading: L
Prerequisite: MUS-078A
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

MUS-094  ADVANCED VOCAL ENSEMBLE  2 Units

This course provides an opportunity for advanced study and performance of music literature for small vocal ensembles. Public performances are required. May be taken for a total of four times.

Lecture Hours: 18  Lab Hours: 54  Repeatable: 3  Grading: L
Prerequisite: Vocal audition to determine eligibility
Advisory: MUS-012
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

MUS-096  ADVANCED OPERA WORKSHOP  2 Units

This course includes beginning, intermediate and advanced instruction in the study and performance of small operatic roles with a foreign text in acts or full production performance. Students expand acting and movement skills, study operatic period costume and work backstage as makeup crew head. May be taken for a total of four times.

Lecture Hours: 0  Lab Hours: 108  Repeatable: 3  Grading: L
Prerequisite: 8 units of MUS-036
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

MUS-099  APPLIED MUSIC PERFORMANCE  1 Unit

This course is the required performance practicum and recital period for all music majors. May be taken a total of four times.

Lecture Hours: 0  Lab Hours: 54  Repeatable: 3  Grading: L
Prerequisite: Music major
Corequisite: MUS-026 or MUS-034
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
Courses of Instruction

N: NURSING

N-001 BASIC CONCEPTS IN NURSING PRACTICE
This course introduces students to the organizing framework of the program and to the nursing process. The focus is on optimum wellness. Basic care concepts and skills common to promoting, maintaining or restoring health are presented in the classroom and practiced in college and clinical laboratories. Care is focused on the needs of medical, surgical and geriatric clients.
Lecture Hours: 72 Lab Hours: 216 Repeatable: No Grading: L
Prerequisite: ENG-001A, BI-015, BI-022, BI-023, MATH-050 or MATH-054 and acceptance to the program
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

N-002 CONCEPTS OF NURSING PRACTICE FOR COMMONLY OCCURRING ALTERATIONS IN HEALTH
This course builds on concepts introduced in Nursing 1 with emphasis on commonly occurring alterations in health in the medical, surgical, and pediatric client. Students receive lectures on campus and gain clinical skills in both the campus laboratory and in a local hospital.
Lecture Hours: 90 Lab Hours: 216 Repeatable: No Grading: L
Prerequisite: N-001
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

N-003A CONCEPTS OF NURSING PRACTICE FOR COMPLEX ALTERATIONS IN HEALTH
This course focuses on promoting, maintaining or restoring health of clients with alterations in psychological functioning and clients during the childbearing process. Previously learned principles of medical surgical nursing are applied. Clinical experience is provided in psychiatric, obstetrical and medical/surgical settings.
Lecture Hours: 72 Lab Hours: 270 Repeatable: No Grading: L
Prerequisite: N-002
Corequisite: N-003B
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

N-003B ISSUES IN NURSING ½ Unit
This course introduces the student to the non-clinical aspects of nursing and discusses professional, credentialing, collective bargaining, nursing organizations, and legal, ethical and bioethical issues frequently encountered by the new graduate. This course may be used for continuing education credit.
Lecture Hours: 9 Lab Hours: 0 Repeatable: No Grading: L
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

N-004A CONCEPTS OF NURSING PRACTICE FOR ACUTE COMPLEX ALTERATIONS IN HEALTH
In this course students gain knowledge and experience with clients whose optimum level of wellness is altered by acute and complex conditions. Experience is provided in medical and surgical units of the hospital and in intensive, critical care and emergency departments.
Lecture Hours: 72 Lab Hours: 270 Repeatable: No Grading: L
Prerequisite: N-003A
Corequisite: N-004B
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

N-004B MANAGEMENT CONCEPTS IN NURSING ½ Unit
This course introduces students to beginning management concepts in nursing. Students learn how to organize time, delegate responsibilities, teach and supervise those with lesser educational preparation, and use performance evaluation. Decision-making is emphasized. (Experience in supervision of others will be provided during the clinical portion of N-004A.)
Lecture Hours: 9 Lab Hours: 0 Repeatable: No Grading: L
CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None
NR:  NATURAL RESOURCES

NR-001 CONSERVATION OF NATURAL 3 Units RESOURCES

This environmental science course encompasses a study of general ecological principles including biological energy relationships, biogeochemical cycles, population dynamics, limiting factors, biotic communities, principles of ecosystem sustainability, ecosystem change, and biodiversity. Environmental issues are examined from an ecological perspective and include such topics as: water availability and quality, fossil fuels and renewable energy resources, air pollution, global atmospheric issues, hazardous materials, and human population growth. Emphases are placed on the effects of environmental problems upon all living organisms, and the role of human beings in reducing their impact on this planet. Suggested for Biological Sciences General Education Requirements.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
Advisory: RDG-050 and concurrent enrollment in NR-001L
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B2  IGETC: 5B

NR-001L CONSERVATION OF NATURAL 1 Unit RESOURCES LABORATORY

A laboratory designed to supplement the Conservation of Natural Resources course (NR-001) by providing laboratory and field experiences in environmental subject areas. Suggested for Biological Sciences General Education Requirements.

Lecture Hours: 0  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: NR-001 or concurrent enrollment
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B3  IGETC: 5B

NR-003 INTRODUCTION TO WILDLIFE 3 Units MANAGEMENT

This course covers the principles of wildlife biology as related to wildlife management. Students will be introduced to basic skills involved in wildlife conservation, and develop an understanding of the relationships between wildlife, people and outdoor recreation. Subjects to be covered include: basic ecological concepts; population dynamics; wildlife habitats and nutrition; wildlife identification and natural history; field methods; fish and game laws; and career opportunities.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: NR-001
Advisory: RDG-050
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

NR-004 INTRODUCTION TO ECOSYSTEM MANAGEMENT 3 Units

This course covers ecological, socioeconomic, and institutional factors involved in the management of ecosystems. The history of ecosystem management, terminology, examples of successful and unsuccessful techniques, applications towards forest, chaparral, desert, and grassland management, and the interfacing of science, people, and governments for successful programs, along with job opportunities in public and private natural resources management agencies are discussed.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: NR-001
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

NR-010 WILDLAND FIRE TECHNOLOGY 3 Units

This course meets the minimum requirements for employment as a wildland fire fighter with State and Federal fire suppressions agencies. Basic interagency courses, (I-110, 130, 190, S-212) are included. This course includes the care, maintenance and general use of power and hand crosscut saws and other fire fighting hand tools for fire line construction. This course stresses fireline performance and teamwork, along with fireline techniques, procedures, and safety. Wildland fire behavior safety is presented throughout the course. (Also listed as, and equivalent to, FIRE-010.)

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: RDG-050
Advisory: RDG-050
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

NR 17 NATURAL RESOURCES 3 Units

LAW ENFORCEMENT

This course provides information relating to enforcement of natural resources and wildlife laws in the United States and California. Topics studied include the relationships between Federal and State natural resources and wildlife laws and regulations, laws as resource and wildlife management tools, conservation and perpetuation of wildlife and other natural resources, review of State and Federal resource management agencies, law enforcement officer qualifications, duties and responsibilities, enforcement procedures, court systems, fines and forfeitures, hunter safety program, public responsibilities, preservation of the environment and conservation of wildlife. (Also listed as, and equivalent to, AJ-017.)

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
Advisory: ENG-050
CAN: None
Transfer Status: None  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NR-020</td>
<td>GPS AND MAP USE</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>This course provides an overview of Global Positioning System and map use technology. Students utilize handheld GPS units and learn to apply the basic functions. Students are provided with opportunities to learn application techniques. Students may choose the credit/no credit grading option.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: O</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transfer Status: CSU Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
<td></td>
</tr>
<tr>
<td>NR-021</td>
<td>INTRODUCTION TO GIS</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>This course provides an overview of GIS (geographic information system) technology. Students utilize computers and learn to apply GIS to relevant areas of interest. Topics covered include applications to: natural resources, landscape architecture, urban planning, fire technology and law enforcement.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lecture Hours: 36 Lab Hours: 54 Repeatable: No Grading: L</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Prerequisite: CIS-070A</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CAN: None Transfer Status: CSU/UC Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
<td></td>
</tr>
<tr>
<td>NR-041A</td>
<td>NATIVE PLANTS - MOUNTAIN</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>This course is designed to introduce students to the identification of mountain native plants above 4,000 feet. Emphasis is placed on mountain trees and shrubs. Two Saturday field trips are required. Students may choose the credit/no credit grading option.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: O</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transfer Status: CSU Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
<td></td>
</tr>
<tr>
<td>NR-041B</td>
<td>NATIVE PLANTS - DESERT</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>This course is designed to introduce students to the identification of desert native plants in the Coachella Valley and surrounding desert areas. Both annuals and perennials (shrubs and trees) are included, with an emphasis placed on desert annuals when they are available. Two Saturday field trips are required. As weather conditions and corresponding plant species vary significantly from one year to the next, this course may be repeated for credit one time. Students may choose the credit/no credit grading option.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 0 Repeatable: 1 Grading: O</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transfer Status: CSU Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
<td></td>
</tr>
<tr>
<td>NR-050</td>
<td>WINTER BIRDS</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>This course introduces students to the principles and techniques of bird taxonomy. Emphasis is placed upon the identification of birds that winter locally at the Salton Sea. Saturday field trips to the Salton Sea are required. Students may choose the credit/no credit grading option.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: O</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transfer Status: CSU Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
<td></td>
</tr>
<tr>
<td>NR-051A</td>
<td>MIGRANT BIRDS - FALL</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>This course introduces students to the principles of bird taxonomy. Emphasis is placed upon the identification of birds that migrate south through our local mountains. Two Saturday field trips are required. Students may choose the credit/no credit grading option.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: O</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transfer Status: CSU Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
<td></td>
</tr>
<tr>
<td>NR-051B</td>
<td>MIGRANT BIRDS - SPRING</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>This course introduces students to the principles of bird taxonomy. Emphasis is placed upon the identification of birds that use local desert oases as stopover points during spring migration. Two Saturday field trips to local migrant “traps” are required. Students may choose the credit/no credit grading option.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: O</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Transfer Status: CSU Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
<td></td>
</tr>
<tr>
<td>PE-001</td>
<td>FIRST AID AND SAFETY</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>This course includes theory and practice in immediate and temporary care given in case of accident or sudden illness, until service of a trained medical professional can be obtained. Upon successful completion, certificates in first aid and C.P.R. are awarded.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Prerequisite: ENG-050</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CAN: KINE/PE 8 Transfer Status: CSU/UC Degree Applicable: AA/AS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>COD GE: None CSU GE: None IGETC: None</td>
<td></td>
</tr>
</tbody>
</table>
Chapter 8 - Courses of Instruction

PE-002 SPORTS OFFICIATING 3 Units
This course provides instruction in the qualifications, duties, mechanics, and interpretations of officiating football, basketball, baseball, softball, track & field, cross country, volleyball, soccer, swimming, tennis and golf. Emphasis is on NCAA and California Community College rules.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
COD GE: None  CSU GE: None  IGETC: None

PE-005 FOUNDATIONS OF COACHING 3 Units
This course introduces the student to the profession of athletic coaching. Emphasis is on a comprehensive approach to the art and science of coaching including developing a coaching philosophy, sport psychology, sport pedagogy, sport physiology, and sport management. Subject matter includes coaching objectives and style, communication skills, principles of reinforcement, motivation, teaching sport skills, principles for training, team management and self-management.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
COD GE: None  CSU GE: None  IGETC: None

PE-008 INTRODUCTION TO HEALTH AND PHYSICAL EDUCATION 3 Units
This course introduces the student to the professional field of physical education and health as related to the teaching and coaching profession. It brings forward the present curriculum involved with all levels of education, professional organizations, and literature requirements supporting this profession. It includes evaluation of teaching methods, strategies, and skill testing commonly needed by professional physical educators, coaches, and recreation leaders.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
COD GE: None  CSU GE: None  IGETC: None

PE-015 INTRODUCTION TO CHOREOGRAPHY 2 Units
This course is an introduction to the fundamental elements of choreography and their practical application in creating dance composition. (Equivalent to DANC-010.)
Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ENG-050
COD GE: None  CSU GE: C1  IGETC: None

PE-040 AEROBICS, TOTAL BODY FITNESS 1 Unit
This course provides instruction in the latest exercise techniques and principles for students interested in improving their cardiovascular fitness, muscular strength and endurance, flexibility, agility, and body composition levels. It includes a variety of different aerobic exercises, strength training, and flexibility techniques to train the muscular and cardiorespiratory systems. The most current and up-to-date fitness principles and aerobic exercises are taught to provide the students with a large variety of training. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Prerequisite: ENG-050
COD GE: None  CSU GE: None  IGETC: None

PE-042 ADAPTED BADMINTON 1 Unit
Badminton for students with disabilities offers instruction and practice in adapted skills, strategies, and rules of singles and doubles badminton designed to meet individual needs. May be taken for a total of eight times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 7  Grading: L
Prerequisite: Varsity baseball player/prospect or coach’s permission.
COD GE: None  CSU GE: None  IGETC: None

PE-043 BADMINTON 1 Unit
This course provides beginning, intermediate, and advanced instruction and practice in the skills, strategies, and rules of singles and doubles badminton. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Prerequisite: Varsity baseball player/prospect or coach’s permission.
COD GE: None  CSU GE: None  IGETC: None

PE-044 BASEBALL, FALL 1 Unit
This course provides beginning, intermediate, and advanced instruction and practice in the skills and strategies of baseball. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Prerequisite: Varsity baseball player/prospect or coach’s permission.
COD GE: None  CSU GE: None  IGETC: None

PE-045 BASKETBALL 1 Unit
This course provides beginning, intermediate, and advanced instruction and practice in skills, offensive and defensive strategies, and officiating of basketball. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Prerequisite: Varsity baseball player/prospect or coach’s permission.
COD GE: None  CSU GE: None  IGETC: None
Courses of Instruction

PE-046  BIATHLON TRAINING  1 Unit
   (Running/Powerwalking, Swimming/Water Exercises)
This course provides beginning, intermediate, and advanced biathlon training emphasizing conditioning in both running or powerwalking and swimming or water exercises. Participation in this class improves cardiovascular fitness levels and muscular strength. Students receive instruction in a progressive program as improvement is made. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
COD GE: None  CSU GE: None  IGETC: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS

PE-047  DANCE, BODY SCULPT AND TONE  1 Unit
This course is an exercise class for all students. It strengthens and tones specific problem areas of muscle weakness in the body. The students tone areas not normally strengthened with dancing or other aerobic exercise activities. By focusing on each specific area of the body, they increase their knowledge of injury prevention. Students also learn the fundamental principles of physical fitness and their impact on life-long health and wellness. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
COD GE: None  CSU GE: None  IGETC: None

PE-048  DANCE, BALLROOM (Classic & Latin)  1 Unit
This course provides the student with an appreciation for the art of ballroom dancing and assists the student in developing skills and techniques consistent with the standards of American Amateur Ballroom Dancing. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
COD GE: None  CSU GE: None  IGETC: None

PE-049  BALLROOM TECHNIQUES  1 Unit
This course assumes one semester of PE-048 with at least a B average. This course focuses on further developing the students' skills with a heavy emphasis on styling and techniques. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Prerequisite: PE-048 with a grade of B or better
COD GE: None  CSU GE: None  IGETC: None

PE-050  DANCE, MODERN  1 Unit
This course provides beginning, intermediate, and advanced instruction in modern dance techniques as a vehicle for creating original movement. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
COD GE: None  CSU GE: None  IGETC: None

PE-051  DANCE, AEROBIC  1 Unit
This course provides beginning, intermediate, and advanced instruction in principles, techniques and practices of fundamental movements used in rhythmic activities, basic dance, and exercise conditioning, with special emphasis on aerobics. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
COD GE: None  CSU GE: None  IGETC: None

PE-052  DANCE, AEROBIC (Low Impact)  1 Unit
This course provides beginning, intermediate, and advanced instruction in principles, techniques, and practices of fundamental movements used in rhythmic activities, basic dance, and exercise conditioning, with special emphasis on low impact aerobics. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
COD GE: None  CSU GE: None  IGETC: None

PE-053  DANCE, MODERN (Jazz)  1 Unit
This course provides beginning, intermediate, and advanced instruction in jazz dance technique emphasizing optimum body placement and improved body mechanics and coordination. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
COD GE: None  CSU GE: None  IGETC: None

PE-054  DANCE, STEP AEROBIC  1 Unit
This course provides beginning, intermediate, and advanced instruction in principles, techniques, and practices of aerobic conditioning by means of “step” platforms. Toning and strength exercises may also be used for upper and lower body strengthening. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
COD GE: None  CSU GE: None  IGETC: None
This course provides beginning, intermediate, and advanced instruction in basic tap dance steps and simple choreography forms for the improvement of coordination and physical conditioning. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L

Prerequisite: Varsity football player/prospect or coach’s permission

CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

PE-056  DANCE, BALLET  1 Unit

This course provides beginning, intermediate, and advanced instruction in ballet technique, vocabulary, history, current events, and appreciation of ballet as an art form. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L

Prerequisite: Varsity player/prospect or coach’s permission

CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

PE-057  FENCING  1 Unit

This course provides beginning, intermediate, and advanced instruction and performance in fencing skills, and bodily development pertinent thereto, in each of the three competitive weapons: the foil, the sabre, and the epee. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L

Prerequisite: Some previous golf experience.

CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

PE-058  FLEXIBILITY & AGILITY, SPORT PERFORMANCE  1 Unit

This course provides beginning, intermediate, and advanced instruction for students interested in improving "complete" physical strength, muscular endurance, anaerobic endurance and increased muscular elasticity while reducing connective tissue injuries. Students are required to participate in strenuous physical activity and testing. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L

Advisory: Designed for students with disabilities

CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

PE-059  FOOTBALL CONDITIONING  1 Unit

This course provides beginning, intermediate, and advanced intensive conditioning and preparation for intercollegiate football. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L

Prerequisite: Varsity football player/prospect or coach’s permission

CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

PE-060  FOOTBALL, SPRING  1 Unit

This course provides beginning, intermediate, and advanced field and classroom preparation for performance oriented students who demonstrate a high degree of skill and interest in intercollegiate football. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L

Prerequisite: Varsity player/prospect or coach’s permission

CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

PE-061  GOLF  1 Unit

This course provides beginning, intermediate, and advanced instruction and practice in the skills and strategies of golf. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L

Advisory: Some previous golf experience.

CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

PE-062  GOLF: THE SHORT GAME  1 Unit

This course provides beginning, intermediate, and advanced instruction and practice in the skills and strategies of the short game of golf. The emphasis of this course is on golf shots up to 100 yards. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L

Advisory: Designed for students with disabilities

CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

PE-063  ADAPTED TENNIS  1 Unit

Tennis for students with disabilities. Offers instruction and practice in adapted skills, strategies, and rules of tennis designed to meet individual needs. May be taken for a total of eight times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 7  Grading: L

Advisory: Designed for students with disabilities

CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

PE-064  ADAPTED PHYSICAL ACTIVITY  1 Unit

This course for students with disabilities emphasizes the development of an individualized weight training and fitness program. Mobility assistants are provided. May be taken for a total of eight times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 7  Grading: L

Advisory: Designed for students with disabilities

CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
Courses of Instruction

**PE-066 ADAPTED FITNESS AQUATICS 1 Unit**
This course for students with disabilities emphasizes physical fitness, flexibility, and balance through resistance exercises in the water. The pool is four feet deep. Pool lifts and instructional aides are available. May be taken for a total of eight times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 7  Grading: L
Advisory: Designed for students with disabilities
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-067 ADAPTED GOLF 1 Unit**
This course provides golf instruction and practice that is adapted for students with disabilities. May be taken for a total of eight times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 7  Grading: L
Advisory: Designed for students with disabilities
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-068 JOGGING, POWERWALKING, AND RUNNING 1 Unit**
This course provides beginning, intermediate, and advanced instruction in a progressive program of powerwalking and running as applied to health and fitness. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Advisory: Designed for students with disabilities
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-071 KICKBOXING AEROBICS 1 Unit**
This course is an aerobics class providing beginning, intermediate, and advanced instruction in principles, techniques, and practices of aerobic conditioning using the style and choreography of martial arts. Students learn proper body mechanics and footwork involved with the different styles of kicks, punches, blocking, elbows, and knee strikes. These exercises strengthen and condition all of the major muscle groups as well as providing an efficient workout on the cardiovascular system. Students also learn basic fitness principles associated with physical fitness and the benefits it has on a healthy lifestyle. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Advisory: Designed for students with disabilities
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-072 PILATES MAT WORK 1 Unit**
This course is designed for individuals of all fitness levels who would like to increase their body/mind connection during movement. Students are introduced to the basic alignment and strength concepts of the body via basic mat exercises evolved from the techniques developed by Joseph H. Pilates. Students learn to move with strength, flexibility, and freedom, enabling a smooth transition to the more advanced level workouts where the emphasis of increasing stamina and endurance while mastering the intermediate level of exercises is taught. This is done with focus on control, centering, precision, flowing movements and breathing. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Advisory: Designed for students with disabilities
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-074 PHYSICAL FITNESS, SPORT PERFORMANCE 1 Unit**
This course provides the practical application of kinetic principles of HUMAN GAIT relative to upper and lower body extremity movement. It focuses on increased efficiency in vertical jump, lateral movement, forward and backward linear movement and its effects upon speed development and athletic performance improvement for the beginning, intermediate, and advanced varsity levels. Students are required to participate in vigorous physical activity, and test and measurement procedures. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Prerequisite: Varsity player/prospect or coach’s permission
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-077 SELF-DEFENSE 1 Unit**
This course provides an introduction to practical self-defense. Various aspects of the combined arts that are emphasized include history and philosophy of Asian fighting arts, nature of self-defense (origin-development-function), common sense self-defense, precautionary measures, psychology, physical conditioning, women and special problems, and aesthetic appreciation of form and motion. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Advisory: Designed for students with disabilities
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-078 SELF-DEFENSE, MARTIAL ARTS 1 Unit**
This course provides beginning, intermediate, and advanced instruction in martial arts with an emphasis on physical conditioning, sport, philosophy, and aesthetic appreciation of form and motion. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Advisory: Designed for students with disabilities
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
Chapter 8 - Courses of Instruction

**PE-079  SOCCER-TOUCH FOOTBALL  1 Unit**
This course provides beginning, intermediate, and advanced instruction and practice in the skills and strategies of soccer and touch football. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-080  SOFTBALL  1 Unit**
This course provides beginning, intermediate, and advanced instruction and practice in skills, strategies and rules of softball. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-082  SWIMMING  1 Unit**
This course provides beginning, intermediate, and advanced instruction and practice in the various swimming techniques. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-086  TENNIS  1 Unit**
This course provides beginning, intermediate, and advanced instruction and practice in skills, strategies, and rules of tennis. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-091  VOLLEYBALL  1 Unit**
This course provides beginning, intermediate, and advanced instruction and practice in skills, offensive and defensive strategies, and officiating of volleyball. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-093  WATER FITNESS  1 Unit**
This course emphasizes physical fitness and flexibility through resistance exercises in the water. The pool is only 4 feet deep. You do not need to know how to swim. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-094  WELLNESS AND FITNESS  1 Unit**
This course is designed to provide instruction on basic fitness activities such as powerwalking, running, aerobics, flexibility, and strength training exercises along with basic fitness principles to support a healthy lifestyle. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-096  WEIGHT TRAINING  1 Unit**
This course provides practical application of kinetic strength training principles for the beginner, intermediate, and advanced participant. Physical development and improvement are attained through the use of resistance machinery, free weight apparatus and other selected physical conditioning methods. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-097  WEIGHT TRAINING, FOOTBALL  1 Unit**
This course provides practical application of kinetic strength training principles for the beginner, intermediate, and advanced varsity football participant/prospect. Physical development and improvement are attained through the use of resistance machinery, free weight apparatus and other selected physical conditioning methods. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Prerequisite: Varsity football player/prospect or coach's permission
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

**PE-098  YOGA  1 Unit**
This course is designed for individuals of all fitness levels who would like to increase their body/mind/spirit connection during movement. Students are introduced to the basic alignment and strength concepts of the body via the techniques of iyengar’s method of hatha yoga. Special focus is placed on developing strength, endurance and correct body alignment in addition to flexibility and relaxation. May be taken for a total of four times.

Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
PH: PHYSICS

PH-001 INTRODUCTORY PHYSICS 4 Units
This course is an introduction to the basic concepts, theories, and principles of physics. Topics include mechanics, properties of matter, heat, electricity and magnetism, waves, and modern physics.
Note: This course is designed for students in general education who need to satisfy a laboratory requirement in the physical sciences, and for those in technical programs who need an introduction to physical concepts.
Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ENG-051 and MATH-050 or MATH-054
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B1,B3  IGETC: 5A*

PH-002A COLLEGE PHYSICS 4 Units
This is a calculus-based physics course designed for any majors not seeking a degree in engineering or the physical sciences. This course is the first semester of the Physics 2 sequence. Physics 2A covers mechanics, sound, fluids and wave motion.
Note: The Physics 2 sequence satisfies the physics requirement for pre-professional and biology students.
Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: MATH-001A or concurrent enrollment, and ENG-050
Advisory: ENG-051  CAN: PHYS SEQ A = PH 2A+2B
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B1,B3  IGETC: 5A*

PH-002B COLLEGE PHYSICS 4 Units
This is a calculus-based physics course designed for any majors not seeking a degree in engineering or the physical sciences. This course is the second semester of the Physics 2 sequence. Physics 2B covers electricity, magnetism, heat, optics, and atomic and nuclear physics.
Note: The Physics 2 sequence satisfies the physics requirement for pre-professional and biology students.
Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: MATH-001A  Advisory: MATH-001B
CAN: PHYS SEQ A = PH 2A+2B
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B1,B3  IGETC: 5A*

PH-004A ENGINEERING PHYSICS 5 Units
This is the first semester of the two-semester calculus-based physics sequence for scientists and engineers including those entering the computer fields. Topics include mechanics, fluids, wave motion, sound and special relativity.
Lecture Hours: 72  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: MATH-001A  Advisory: ENG-001A
CAN: PHYS SEQ B = PH 4A+4B
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B1,B3  IGETC: 5A*

PH-004B ENGINEERING PHYSICS 5 Units
This is the second semester of the calculus-based physics sequence for scientists and engineers including those entering the computer fields. Topics include electricity, magnetism, thermodynamics and optics.
Lecture Hours: 72  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: PH-004A, and MATH-001B or concurrent enrollment
CAN: PHYS SEQ B = PH 4A+4B
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: C1  CSU GE: B1,B3  IGETC: 5A*

PH-005 COMPUTER PROGRAMMING I: C++ FOR THE SCIENCES AND ENGINEERING 3 Units
This course is an introduction to the use of C++ for the solution of problems in the physical sciences and engineering through the structured implementation of algorithms on digital computers. The course emphasizes good programming principles and the development of substantial programs. It introduces the use of computer-based software development tools and systems. The course includes numerical methods such as histogramming, Monte-Carlo Methods for modeling experiments, statistical analysis, curve fitting, and numerical algorithms.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: ENG-050 and MATH-010 or MATH-012
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

PH-006A ELECTRIC CIRCUITS FOR ENGINEERING AND SCIENCE 4 Units
This course is the first semester of a one year course designed to provide students with a broad knowledge of the theoretical background and experimental application of modern electronic devices and circuitry. The first semester course covers basic electronic concepts, solid state devices such as diodes and transistors and an introduction to basic analog and digital circuit design and analysis emphasizing practical applications including Ohm’s Law and Kirchhoff’s laws; nodal and loop analysis; analysis of linear circuits; network theorems; transients in RLC circuits; sinusoidal steady-state analysis and application of PSpice to circuit analysis.
Lecture Hours: 54  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: MATH-001A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C1  CSU GE: None  IGETC: None
PHIL: PHILOSOPHY

PHIL-006 INTRODUCTION TO PHILOSOPHY 3 Units
This course surveys the traditional philosophical problems of knowledge, logic, ethics, aesthetics, religion and metaphysics. These problems are viewed as interrelated dimensions of a struggle to understand the nature and meaning of existence - a struggle which is both collective and individual. Students develop an understanding and appreciation of traditional and contemporary issues in philosophies.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: PHIL 2
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3,C5 CSU GE: C2 IGTC: 3B

PHIL-007 IDEAS OF THE GREAT PHILOSOPHERS 3 Units
Students are introduced to the practice of philosophy as revealed through analysis of selected original writings of some of the great philosophers. Topics include the nature and existence of God, free will and determinism, skepticism and knowledge, morality, ethics and society, logical empiricism, ordinary language philosophy and existentialism.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2,C3,C5 CSU GE: C2,E IGTC: 3B

PHIL-010 GENERAL LOGIC 3 Units
In this course, students are introduced to both deductive and inductive logic. Emphasis is placed on the principles of sound argumentation and the identification of common formal and informal fallacies. Statistical reasoning and the scientific method are also emphasized.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-001A and MATH-057
CAN: PHIL 6
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C4 CSU GE: A3 IGTC: None

PHIL-011 FORMAL LOGIC 3 Units
This course is the study of the methods characteristic of modern formal logic. It includes the symbolic representation of arguments from both truth-functional and predicate logic, the study of validity, the use of truth-tables, truth-trees and other techniques of meaning specification and proof. Computer applications are also explored.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-001A and MATH-057
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C4 CSU GE: A3 IGTC: None

PHIL-012 RELIGIONS OF THE WORLD 3 Units
This course is an historical introduction to the world’s religious philosophies - Hinduism, Jainism, Buddhism, Sikhism, Taoism, Confucianism, Shinto, Zoroastrianism, Judaism, Christianity and Islam - with an examination of their original writings and subsequent commentaries.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C3,C5 CSU GE: C2 IGTC: 3B,4G

PHIL-013 PERSPECTIVES ON DEATH AND DYING 3 Units
In this course, pertinent insights from other cultures, literature, art, law, medicine, psychology, religion and philosophy will be presented, analyzed and critically evaluated. Students are encouraged to develop an understanding of death and dying, terminal illness, and attitudes and practices related to death.
Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2,C3,C5 CSU GE: C2,E IGTC: 3B
PS-001  INTRODUCTION TO GOVERNMENT 3 Units
This course is an introduction to the principles, organization and politics of the National Government of the United States, including the study of State and local government. In considering government at the State level, specific emphasis is given to the government of the State of California. Throughout the course, current issues in American and State politics are stressed.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  GOVT 2  ENG-050
CAN:  GOVT 2  PS-001 or HIST-017 or HIST-018
Transfer Status:  CSU/UC  Degree Applicable: AA/AS
COD GE:  C2  CSU GE:  D8  IGETC:  4H

PSY-001  GENERAL PSYCHOLOGY 3 Units
This course is an introduction to principles and theories governing animal and human behavior. Topics include developmental psychology, consciousness, psychotropic drugs, learning, motivation, emotion, intelligence, personality, stress, and social psychology, psychotherapy, and psychological disorders.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  ENG-050
Advisory:  ENG-051
CAN:  PSY 2
Transfer Status:  CSU/UC  Degree Applicable: AA/AS
COD GE:  C2,C5  CSU GE:  D9  IGETC:  4I
Chapter 8 - Courses of Instruction

**PSY-010  PSYCHOLOGICAL ASPECTS OF MARRIAGE AND FAMILY  3 Units**

This course is designed to develop the student's repertoire of behavioral skills and an understanding of the principles governing successful marriage and family life. Included are areas such as communication, decision-making, human sexuality, divorce, single parenting, alternative family lifestyles and coping with stress.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-051 or PSY-001
Advisory: ENG-051 and PSY-001
CAN: None
Transfer Status: CSU
Degree Applicable: AA/AS
COD GE: C2, C5
CSU GE: D9, E
IGETC: None

**PSY-012  HUMAN SEXUALITY  3 Units**

This course examines the development and practice of human sexuality through exploration of the psychological, social, cognitive, and physiological dimensions of human behavior.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: PSY-001
Advisory: ENG-051
CAN: None
Transfer Status: CSU/UC
Degree Applicable: AA/AS
COD GE: C5
CSU GE: E
IGETC: None

**PSY-020  ADOLESCENT PSYCHOLOGY  3 Units**

This course is an introduction to both research and theory related to the growth and development of adolescents. Major areas emphasized include physical and psychological growth, adolescents and their families, the influence of peers, youth subcultures, sex roles, sexual behavior, self-image and the impact of society at large. A special emphasis is placed on practical techniques useful to parents and professionals who work with adolescents.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
Advisory: ENG-051 and PSY-001
CAN: None
Transfer Status: CSU
Degree Applicable: AA/AS
COD GE: C2
CSU GE: D9, E
IGETC: None

**PSY-023  PSYCHOLOGY OF WOMEN  3 Units**

This course presents an overview of the social and personality development of the female. More specifically, the course examines the physiological and psychological differences characteristic of women, as well as those resulting from gender linked cultural values.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-051
CAN: None
Transfer Status: CSU/UC
Degree Applicable: AA/AS
COD GE: C2, C5
CSU GE: D4, D9, E
IGETC: 4I

**PSY-033  PERSONAL AND SOCIAL ADJUSTMENT  3 Units**

This course examines the development of personality and places emphasis upon the problems of adjustment encountered in such areas as school, family, vocation and community. In particular, the course focuses on understanding the causes of frustration and the process of learning adequate methods of coping in problematic situations.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: PSY-001
CAN: None
Transfer Status: CSU
Degree Applicable: AA/AS
COD GE: C2
CSU GE: D9, E
IGETC: None

**RDG: READING**

**RDG-001A  CRITICAL READING  3 Units**

This college freshman course focuses on critical reading and thinking. Students read, analyze, and respond to college level readings of cultural and historical significance.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-051
CAN: None
Transfer Status: CSU
Degree Applicable: AA/AS
COD GE: None
CSU GE: None
IGETC: None

**RDG-050  BASIC READING  3 Units**

This course is designed to provide extensive study and practice of basic reading skills including vocabulary development, comprehension improvement, and oral reading ability. Students may choose the credit/no credit grading option.

Lecture Hours: 54  Lab Hours: 36  Repeatable: No  Grading: O
CAN: None
Transfer Status: None
Degree Applicable: NAA
COD GE: None
CSU GE: None
IGETC: None

**RDG-051  ANALYTICAL READING  3 Units**

This course is for students who have a vocabulary base for college-level reading but need practice in analytical reading and critical thinking skills. The focus of this course is on improving comprehension. Students read college-level selections from different disciplines and content areas.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: RDG-050
CAN: None
Transfer Status: None
Degree Applicable: NAA
COD GE: None
CSU GE: None
IGETC: None
RE - RTV  203

RE:  RECREATION

RE-001 INTRODUCTION TO COMMUNITY RECREATION  3 Units
This is a theory course which teaches leadership of recreation activities with emphasis on the social development and integration of individuals into group programs; mechanics of planning, techniques of presentation; and repertoire of social activities as tools for social recreation. Students actively participate in the planning and production of various intramural and other special events.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
COD GE: None  CSU GE: None  IGETC: None

RE-002A RECREATION FIELD WORK  1 Unit
This course gives practical experience to students who are training for careers in the physical education, recreation, and athletic field. Course requirements at various facilities, both on and off campus. May be taken a total of four times.
Lecture Hours: 18  Lab Hours: 0  Repeatable: 3  Grading: L
COD GE: None  CSU GE: None  IGETC: None

RE-002B RECREATION FIELD WORK  2 Units
This course gives practical experience to students who are training for careers in the physical education, recreation, and athletic field. Course requirements at various facilities, both on and off campus. May be taken a total of two times.
Lecture Hours: 36  Lab Hours: 0  Repeatable: 1  Grading: L
COD GE: None  CSU GE: None  IGETC: None

RE-002C RECREATION FIELD WORK  3 Units
This course gives practical experience to students who are training for careers in the physical education, recreation, and athletic field. Course requirements at various facilities, both on and off campus.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
COD GE: None  CSU GE: None  IGETC: None

RE-002D RECREATION FIELD WORK  4 Units
This course gives practical experience to students who are training for careers in the physical education, recreation, and athletic field. Course requirements at various facilities, both on and off campus.
Lecture Hours: 72  Lab Hours: 0  Repeatable: No  Grading: L
COD GE: None  CSU GE: None  IGETC: None

RESL:  READING ENGLISH AS A SECOND LANGUAGE

RESL-050 ESL READING  3 Units
This introductory reading course provides students with extensive reading opportunities. Students study syntactical and contextual strategies while they read and analyze various types of genres, including novels, short stories, essays, and poetry. Examples of different multicultural literature are included. Students may choose the credit/no credit grading option.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: O
Advisory: ESL-050A
COD GE: None  CSU GE: None  IGETC: None

RTV:  RADIO-TELEVISION

RTV-002 RADIO AND TELEVISION ANNOUNCING  2 Units
This course offers microphone/broadcast announcing techniques and style for commercial delivery, newscasts, music shows, interviews, public service programs, sports and weather segments. There are also some assignments on writing copy for broadcast-news and commercials. This course is offered every Fall semester.
Lecture Hours: 18  Lab Hours: 54  Repeatable: No  Grading: L
COD GE: None  CSU GE: None  IGETC: None

RTV-004A MOTION PICTURE/TELEVISION PRODUCTION  3 Units
This course introduces the student to the techniques, procedures, equipment and computer technologies required to produce video motion pictures. Actual production experience is gained through student projects. Field trips to local television stations and a motion picture studio may be included in the course.
Lecture Hours: 18  Lab Hours: 108  Repeatable: No  Grading: L
Prerequisite: ENG-050
COD GE: None  CSU GE: None  IGETC: None
Chapter 8 - Courses of Instruction

**RTV-004B  ADVANCED MOTION PICTURE/TELEVISION PRODUCTION  3 Units**

This course is for students who possess proven basic motion picture/video production skills. The course focuses on advanced production of longer or more specialized videos using nonlinear computer editing. Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L

**Prerequisite:** RTV-004A

CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

**RTV-005  RADIO & TELEVISION WRITING  3 Units**

This course provides an introduction to the analysis and preparation of radio and television commercials, public service announcements, promotional and dramatic announcements, documentaries, and full-length entertainment scripts. The students develop an understanding of the techniques and elements utilized in script writing. This course is offered every Spring semester.

Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L

**Advisory:** ENG-051

CAN: None
Transfer Status: CSU Degree Applicable: AA/AS
COD GE: None CSU GE: None IGETC: None

**SOC:  SOCIOLOGY**

**SOC-001  INTRODUCTORY SOCIOLOGY  3 Units**

This course is a survey of the characteristics of social life, the processes of social interaction, and the tools of sociological investigation.

Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L

**Prerequisite:** ENG-050

CAN: SOC 2
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2,C5 CSU GE: D0,D3 IGETC: 4J

**SOC-002  SOCIAL PROBLEMS  3 Units**

An application of sociological principles and concepts in an analysis of the family, religion, education, minorities, crime and delinquency, urban society, industry, and politics. Special attention is given to the interpretation of relevant quantitative data.

Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L

**Prerequisite:** SOC-001

CAN: SOC 4
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2,C5 CSU GE: D0,D3 IGETC: 4J

**SOC-003  FUNDAMENTALS OF STATISTICS  3 Units**

This course is a study of the fundamental concepts and techniques of statistical analysis which are encountered in all areas of application. Emphasis is placed upon precise mathematical reasoning coupled with a thorough understanding of the rationale underlying the statistical methods employed.

The course encompasses both descriptive and inferential concepts and techniques, including the mathematical principles of probability theory and their application to parameter estimation and hypothesis testing. Published reports representative of the many ways in which statistical methods/data are employed in support of specific conclusions are examined with respect to both the appropriateness of their use and interpretation.

Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L

**Prerequisite:** ENG-051 and MATH-040

CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C4 CSU GE: B4 IGETC: 2A*

**SOC-004  SOCIOLOGICAL ANALYSIS AND CRITICAL THINKING  3 Units**

This course provides instruction in the principles of critical analysis and the composition of reasoned, written responses to a variety of social issues. These include issues falling within the scope of sociology, anthropology, economics, education, politics, criminology, biology and the physical sciences. Both deductive and inductive forms of reasoning are studied, including common formal and informal fallacies.

Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L

**Prerequisite:** ENG-001A and MATH-050 or MATH-054

CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C4 CSU GE: A3 IGETC: 1B

**SOC-014  MINORITY GROUPS IN THE AMERICAS  3 Units**

This is a comparative study of Native American, Asian, African, and European groups in the Americas as approached from the perspectives of sociology with particular focus on minority group status in contemporary society.

Lecture Hours: 54 Lab Hours: 0 Repeatable: No Grading: L

**Prerequisite:** ENG-050

CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS
COD GE: C2,C5 CSU GE: D0,D3 IGETC: 4J
Courses of Instruction

SOC-015  MEXICAN AMERICAN CULTURE  3 Units
This course is an introduction to the culture and society of Mexican Americans. The various social, political, and economic conditions and experiences of people of Mexican ancestry living in the United States are examined in historical context, from the pre-Columbian period to the present. The group's culture and the group's relationship with the larger society are explored and analyzed.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prequisite: ENG-001A or concurrent enrollment
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C2,C5  CSU GE: D0,D3  IGETC: 4C,4J

SP: SPEECH

SP-001  INTRO TO INTERPERSONAL COMMUNICATION  3 Units
The course enables students to understand and demonstrate interpersonal communication skills. Students focus on knowledge of communication theories, self-concept, methods of resolving conflict, issues of human perception, non-verbal communication and improvement of listening skills. Significant writing and research assignments are an integral part of the course.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-001A
CAN: SPCH 8
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C4,C5  CSU GE: A1  IGETC: None

SP-002  ORAL INTERPRETATION OF LITERATURE  3 Units
This course encourages student growth in the comprehension, analysis, and evaluation of all major forms of literature, prose, poetry, and drama. The study of literary genres, styles of composition, techniques of characterization, approaches to literary criticism, performance skills, and editing techniques are included. The course provides students an opportunity to synthesize classroom material through performance and presentation.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-051
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C5  CSU GE: None  IGETC: None

SP-004  PUBLIC SPEAKING  3 Units
This course emphasizes theory and the practice of basic techniques for successful public communication. Students learn to develop an effective interpersonal style of public communication. Informative, expository, persuasive, extemporaneous, and impromptu forms of speaking are covered.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-001A
CAN: SPCH 4
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C4  CSU GE: A1  IGETC: 1C

SP-005  GROUP DISCUSSION AND LEADERSHIP  3 Units
This course provides the opportunity to examine and practice the basic principles of group interaction. Students focus on leadership, use of power, physical environment, conflict resolution, conformity, group change and growth.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-001A
CAN: SPCH 10
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C4  CSU GE: A1  IGETC: None

SP-007  DECISION MAKING/ADVOCACY  3 Units
This course focuses on the process of decision making as it relates to attitudes, values and cultural beliefs. The course covers argumentation skills, persuasion, and the effective use of evidence. Students learn these skills through practice and the analysis of media, propaganda, as well as current and historical political speeches.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-001A
CAN: SPCH 4
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C4  CSU GE: A3  IGETC: None

SP-015  INTERCULTURAL COMMUNICATION  3 Units
This course focuses on the communication behaviors and values common to all cultures and on the differences that insulate and divide people of one culture from others. The study leads to a better understanding of domestic traditions, an increased appreciation of the behaviors of others, and an awareness of more effective methods of communication.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-001A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C4,C5  CSU GE: A1,D7  IGETC: 1C
SPAN: SPANISH

SPAN-001 ELEMENTARY SPANISH 5 Units
This course presents the fundamentals of Spanish. Fluency in understanding, speaking, reading, and writing within the context of Hispanic society, history, and culture is emphasized. Completion of SPAN 1A and SPAN 1B is equivalent to SPAN 1.
Lecture Hours: 90 Lab Hours: 18 Repeatable: No Grading: L
COD GE: C3 CSU GE: C2 IGETC: 6A*
Transfer Status: CSU/UC* Degree Applicable: AA/AS
CAN: SPAN 2; SPAN SEQ A = SPAN 1+2 or SPAN 1A+1B+2A+2B or SPAN 1+2A+2B or SPAN 1A+1B+2
Prerequisite: SPAN 1 or SPAN 1B or 2 years high school Spanish
CAN: SPAN 4; SPAN SEQ A = SPAN 1+2 or SPAN 1A+1B+2A+2B or SPAN 1+2A+2B or SPAN 1A+1B+2
Transfer Status: CSU/UC*

SPAN-001A ELEMENTARY SPANISH 3 Units
This course presents the fundamentals of Spanish. Fluency in understanding, speaking, reading, and writing within the context of Hispanic society, history, and culture is emphasized. Completion of SPAN 1A and SPAN 1B is equivalent to SPAN 1.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
COD GE: C3 CSU GE: C2 IGETC: 6A*
Transfer Status: CSU/UC*

SPAN-001B ELEMENTARY SPANISH 3 Units
This course presents the fundamentals of Spanish. Fluency in understanding, speaking, reading, and writing within the context of Hispanic society, history, and culture is emphasized. Completion of SPAN 1A and SPAN 1B is equivalent to SPAN 1.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
COD GE: C3 CSU GE: C2 IGETC: 6A*
Transfer Status: CSU/UC*

SPAN-002 ELEMENTARY SPANISH 5 Units
This course builds upon the material presented in SPAN 1 and further develops the conversational skills in confirming and correcting information and using correct response behaviors. Fluency in understanding, speaking, reading and writing within the context of Hispanic society, history and culture is emphasized. Completion of SPAN 2A and SPAN 2B is equivalent to SPAN 2.
Lecture Hours: 90 Lab Hours: 18 Repeatable: No Grading: L
COD GE: C3 CSU GE: C2 IGETC: 6A*
Transfer Status: CSU/UC*

SPAN-002A ELEMENTARY SPANISH 3 Units
This course builds upon the material presented in SPAN 1 or SPAN 1B and further develops the conversational skills in confirming and correcting information and using correct response behaviors. Fluency in understanding, speaking, reading and writing within the context of Hispanic society, history and culture is emphasized. Completion of SPAN 2A and SPAN 2B is equivalent to SPAN 2.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
COD GE: C3 CSU GE: C2 IGETC: 3B*
Transfer Status: CSU/UC*

SPAN-002B ELEMENTARY SPANISH 3 Units
This course builds upon the material presented in SPAN 2A and further develops the conversational skills in confirming and correcting information and using correct response behaviors. Fluency in understanding, speaking, reading and writing within the context of Hispanic society, history and culture is emphasized. Completion of SPAN 2A and SPAN 2B is equivalent to SPAN 2.
Lecture Hours: 54 Lab Hours: 18 Repeatable: No Grading: L
COD GE: C3 CSU GE: C2 IGETC: 3B*
Transfer Status: CSU/UC*

SPAN-003 INTERMEDIATE SPANISH 4 Units
This course strengthens the students' communication skills in the spoken and written language. Emphasis is on the customs and culture of the Hispanic world. Hispanic literature is introduced.
Lecture Hours: 72 Lab Hours: 18 Repeatable: No Grading: L
COD GE: C3 CSU GE: C2 IGETC: 3B
Transfer Status: CSU/UC*

SPAN-004 INTERMEDIATE SPANISH 4 Units
This course expands the students' ability to communicate in Spanish. Emphasis is on the discussion of socio-cultural selections and literature of the Hispanic-speaking world.
Lecture Hours: 72 Lab Hours: 18 Repeatable: No Grading: L
COD GE: C3 CSU GE: C2 IGETC: 3B
Transfer Status: CSU/UC*
STDV: STUDENT DEVELOPMENT

STDV-010 CAREERS IN TEACHING  1 Unit
This course provides students with an overview of the teaching profession. The course surveys the history of the teaching profession, nature of the work, career options, academic preparation, credentialing, and supply and demand for teachers. Career assessments and goal setting principles are utilized to help students formulate an educational plan. Students are required to complete a field based assignment requiring visitation to an approved educational institution. The course is designed for students considering a career in teaching.
Lecture Hours: 18  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

STDV-012 CAREER/LIFE PLANNING & PERSONAL EXPLORATION  3 Units
This course is designed to cover theories and concepts of values, interests, skills, and personality as applied to the career and life planning process and its application to labor market trends. It assists students to establish life, career, educational, and personal goals and to develop plans and strategies to successfully meet those goals. Students may choose the credit/no credit grading option.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: 0
Advisory: ENG-050 and RDG-050
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: C2  CSU GE: None  IGETC: None

STDV-049 CAREER DEVELOPMENT  ½ Unit
This course assists students in the process of career decision making. The focus on self assessment and career information provides students with an on-going system for implementation of career goals.
Lecture Hours: 9  Lab Hours: 0  Repeatable: No  Grading: L
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None

STDV-051A COLLEGE SURVIVAL SKILLS FOR EOPS STUDENTS  2 Units
This course provides EOPS students with information critical to their success at COD. Student support services programs, EOPS and college expectations are discussed in detail. Students become familiar with the college as a whole and are able to ascertain what specific programs are useful to their own specific needs. Completion of the course prepares students for employment as a Peer Advisor or as a work-study student.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

STDV-053 STRATEGIES FOR COLLEGE TRANSFER  1 Unit
This course provides students with a concrete plan for understanding and succeeding in transferring to a four-year college or university. Topics include the following: identifying long-term educational and career goals, using technology for college and career search (i.e., assist.org, Eureka), selecting a transfer institution, completing applications for transfer admission, and applying for financial aid and scholarships.
Lecture Hours: 18  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

STDV-054 HUMAN POTENTIAL SEMINAR  1 Unit
This course assists students in improving self-esteem. Students learn specific techniques to overcome self-defeating behaviors. Topics include becoming more effective at self affirmation, self motivation, self determination, and learning to be empathetic.
Lecture Hours: 18  Lab Hours: 0  Repeatable: No  Grading: L
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None

STDV-055A PRINCIPLES OF STUDENT LEADERSHIP  2 Units
This course assists students in improving leadership skills in student government and prepares them for future leadership positions and supervisor careers. Students observe and practice parliamentary procedures in ASCOD meetings. They study organizational structure and governance models in both the private and public sector. Course topics include interpersonal communication, decision-making, problem solving, goal setting, change management, time management, and team building through small group discussions, team activities, and committee participation.
Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

STDV-055B ADVANCED PRINCIPLES OF STUDENT LEADERSHIP  2 Units
This course assists students in improving leadership skills in student government and prepares them for future leadership positions and supervisor careers. They
study organizational structure and governance models in both the private and public sector with a focus on situational leadership theory. This course offers advance principles of conflict resolution, problem solving, change management, planning and organizing, and parliamentary procedures. Students participate in a web-enhancement component on problem solving.

Lecture Hours: 36  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: STDV-055A
CAN: None
Transfer Status: CSU  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

STDV-060 COLLEGE SUCCESS SKILLS  1 Unit
This course helps college students learn the information and develop the skills necessary for success in college. Course topics include an overview of higher education, student support services (including financial aid), study skills (including time management, note taking and test preparation), and an introduction to transfer and career development. Students are helped to develop realistic educational plans consistent with their educational goals.

Lecture Hours: 18  Lab Hours: 0  Repeatable: No  Grading: L
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

STDV-060A ORIENTATION TO COLLEGE  ½ Unit
This course is designed to introduce first-time college student to various college services and programs. It includes enrollment procedures, interpretation of the College of the Desert Assessment, information on educational programs and assistance in formulating a first semester educational plan. Student may choose the credit/no credit grading option.

Lecture Hours: 9  Lab Hours: 0  Repeatable: No  Grading: O
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

STDV-062 INTRODUCTION TO SCHOLARSHIPS  1½ Units
This course introduces students to books, software and Internet sites that offer scholarships. Instruction is given on writing a personal statement, developing a scholarship résumé, requesting materials and letters of recommendation, completing application forms and creating appropriate thank you letters. Students are guided on setting up a system of organization of materials. Students may choose the credit/no credit grading option.

Lecture Hours: 18  Lab Hours: 27  Repeatable: No  Grading: O
Advisory: Basic knowledge of the Internet, basic word-processing
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

STDV-065 FOUNDATIONS OF COLLEGE  3 Units
This course provides in-depth exploration of information and skills necessary for success in college. Course topics include self assessment and goal setting, study skills in math, reading and writing, time management and financial planning. Students develop realistic educational plans consistent with their educational goals.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
CAN: None
Transfer Status: None  Degree Applicable: NAA
COD GE: None  CSU GE: None  IGETC: None

TA: THEATRE ARTS

TA-001 INTRODUCTION TO THE THEATRE  3 Units
This course is designed as a general survey of the history, theory and practice of theatre art from its origins to the present time. The study includes elements of drama, historic structures of the theatre, characteristic types of plays, the contribution of the director, actors, designers, and contemporary production techniques.

Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: ENGL 22  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C1  IGETC: 3B

TA-002A ACTING I  3 Units
This course provides basic instruction in the skills by which actors develop awareness of their senses, relationship to the world around them, and responsibility to the art form. Exercises focus on developing awareness of one’s values and feelings.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Advisory: ENG-050
CAN: DRAM 8  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C1  IGETC: None

TA-002B ACTING I  3 Units
This course continues the progression of skill levels by which actors develop awareness of their senses, relationship to the world around them, and responsibility to the art form. Exercises focus on translating these values into characterization.

Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: TA-002A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C1  IGETC: None
Courses of Instruction

TA-003A  ACTING II  3 Units
This course is designed to develop actors’ artistic skills in character study, script breakdown and styles. Styles to be analyzed and executed include Realistic, Naturalistic, Shakespearean, Chekhovian, Brechtian, Romantic, poetic and Restoration.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: TA-002B or instructor's consent
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-003B  ACTING II  3 Units
This course is designed to continue the development of actors’ artistic skills in character study, script breakdown and styles. Styles to be analyzed and executed include Realistic, Naturalistic, Shakespearean, Chekhovian, Brechtian, Romantic, poetic and Restoration.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
Prerequisite: TA-003A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-009  STAGECRAFT  3 Units
This course offers the student an introduction to the art of stage scenery and theatrical properties. The course deals with the techniques of construction and organizational process, the group dynamic and the understanding of good stage scenery and/or theatrical property.
Lecture Hours: 36  Lab Hours: 54  Repeatable: No  Grading: L
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-020  PLAY PRODUCTION - ACTING  1 Unit
This course exposes the student to the methods and execution of acting as it applies directly to a faculty directed stage production or workshop. The style and artistic discipline vary with each production. It is designed to give the student practical application of acting skills and actual acting experience with an emphasis on rehearsal and performance techniques. May be taken for a total of four times.
Lecture Hours: 0  Lab Hours: 108  Repeatable: 3  Grading: L
Prerequisite: Audition or consent of instructor
Advisory: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-021  PLAY PRODUCTION - ACTING  2 Units
This course exposes the student to the methods and execution of acting as it applies directly to a faculty directed stage production or workshop. The style and artistic discipline vary with each production. It is designed to give the student practical application of acting skills and actual acting experience with an emphasis on rehearsal and performance techniques. May be taken for a total of four times.
Lecture Hours: 0  Lab Hours: 108  Repeatable: 3  Grading: L
Prerequisite: Audition or consent of instructor
Advisory: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-022  PLAY PRODUCTION - ACTING  3 Units
This course exposes the student to the methods and execution of acting as it applies directly to a faculty directed stage production or workshop. The style and artistic discipline vary with each production. It is designed to give the student practical application of acting skills and actual acting experience with an emphasis on rehearsal and performance techniques. May be taken for a total of four times.
Lecture Hours: 0  Lab Hours: 162  Repeatable: 3  Grading: L
Prerequisite: Audition or consent of instructor
Advisory: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-024  PLAY PRODUCTION - DANCE  1 Unit
This course exposes the student to the methods and execution of dance as it applies directly to a fully mounted musical theater production or dance concert. It includes exposure to both acting areas and dancing areas as needed by the director and choreographer of the actual production. Emphasis is on rehearsal and performance techniques. May be taken for a total of four times.
Lecture Hours: 0  Lab Hours: 54  Repeatable: 3  Grading: L
Prerequisite: Audition or consent of instructor
Advisory: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-025  PLAY PRODUCTION - DANCE  2 Units
This course exposes the student to the methods and execution of dance as it applies directly to a fully mounted musical theater production or dance concert. It includes exposure to both acting areas and dancing areas as needed by the director and choreographer of the actual production. Emphasis is on rehearsal and performance techniques. May be taken for a total of four times.
Lecture Hours: 0  Lab Hours: 108  Repeatable: 3  Grading: L
Prerequisite: Audition or consent of instructor
Advisory: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None
TA-026  PLAY PRODUCTION - DANCE  3 Units
This course exposes the student to the methods and execution of dance as it applies directly to a fully mounted musical theater production or dance concert. It includes exposure to both acting areas and dancing areas as needed by the director and choreographer of the actual production. Emphasis is on rehearsal and performance techniques. May be taken for a total of four times.
Lecture Hours: 0  Lab Hours: 162  Repeatable: 3  Grading: L
Prerequisite: Audition or consent of instructor
Advisory: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-030  PLAY PRODUCTION - TECHNICAL  1 Unit
This course permits progressive participation and instruction in technical play production. Students have hands-on experience in execution of technical roles for actual productions, such as set construction, prop building, scene painting and running crew. Students learn the safe and proper use of power tools, and the various skills, and techniques used in technical theatre. Repetition of the course work will require the student to expand their focus in the various areas of technical theatre. May be taken for a total of four times.
Lecture Hours: 0  Lab Hours: 54  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-031  PLAY PRODUCTION - TECHNICAL  2 Units
This course permits progressive participation and instruction in technical play production. Students have hands-on experience in execution of technical roles for actual productions, such as set construction, prop building, scene painting and running crew. Students learn the safe and proper use of power tools, and the various skills, and techniques used in technical theatre. Repetition of the course work will require the student to expand their focus in the various areas of technical theatre. May be taken for a total of four times.
Lecture Hours: 0  Lab Hours: 108  Repeatable: 3  Grading: L
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-050  THEATRE DANCE  1 Unit
This course includes progressive practical training in Ballet, Modern, Jazz and Tap for stage performance as well as basic theory and application of various choreographic techniques for musical theater productions. May be taken for a total of four times.
Lecture Hours: 9  Lab Hours: 27  Repeatable: 3  Grading: L
Advisory: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-051  THEATRE DANCE  2 Units
This course includes progressive practical training in Ballet, Modern, Jazz and Tap for stage performance as well as basic theory and application of various choreographic techniques for musical theater productions. May be taken for a total of four times.
Lecture Hours: 18  Lab Hours: 54  Repeatable: 3  Grading: L
Advisory: ENG-050
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

TA-069A  DRAMATIC LITERATURE  3 Units
This course presents a survey of the masterworks of the theater from the Greek classics to the Nineteenth Century. Students read and analyze the various elements of the plays in relation to their cultural background.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050  Advisory: ENG-051
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B

TA-069B  DRAMATIC LITERATURE  3 Units
This course presents a survey of the masterworks of the theater from the Nineteenth Century to the present. Students read and analyze the various elements of the plays in relation to their cultural background.
Lecture Hours: 54  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite: ENG-050  Advisory: TA-069A
CAN: None
Transfer Status: CSU/UC  Degree Applicable: AA/AS
COD GE: C3  CSU GE: C2  IGETC: 3B
TA-080  THEATRE MAKE-UP 3 Units
This course teaches the basic principles and application techniques of theatrical, film, print, television and special effect make-up. It executes the learned skills in a laboratory atmosphere utilizing current sanitation rules and regulations as established by the state of California. Students create an accurate pictorial dictionary, a "morgue", and use it as a reference in creating makeup executions. Students learn to create characters from scripts using design, timeline plots, visual renderings and written descriptions. Students learn facial anatomy and its relationship to make-up placement and color. Students learn product knowledge, including how to access appropriate materials. Other topics include pre and post production responsibilities of a make-up designer/artist applicable to various venues. May be taken for a total of two times.
Lecture Hours: 0 Lab Hours: 54 Repeatable: 3 Grading: L CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

TA-090  MUSICAL THEATRE WORKSHOP 1 Unit
This course explores the techniques and practices of Musical Theatre performance. Basic instruction and rehearsals exposes students to the creative process as they participate in all three areas of musical theatre performance: acting, singing and dancing. The study and performance of excerpts from various time periods and styles are included, to acquaint the students with a wide variety of musical theatre. Students perform selected Musical Theatre excerpts at the culmination of the semester. May be taken for a total of four times.
Lecture Hours: 0 Lab Hours: 54 Repeatable: 3 Grading: L CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

TA-092  MUSICAL THEATRE WORKSHOP 3 Units
This course explores the techniques and practices of Musical Theatre performance. Basic instruction and rehearsals exposes students to the creative process as they participate in all three areas of musical theatre performance: acting, singing and dancing. The study and performance of excerpts from various time periods and styles are included, to acquaint the students with a wide variety of musical theatre. Students perform selected Musical Theatre excerpts at the culmination of the semester. May be taken for a total of four times.
Lecture Hours: 0 Lab Hours: 162 Repeatable: 3 Grading: L CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

TA-094  ADVANCED MUSICAL THEATRE 1 Unit
This course explores the advanced techniques and practices of Musical Theatre performance. Advanced instruction and rehearsals exposes students to the creative process as they participate in all three areas of musical theatre performance: acting, singing and dancing. Stage presence and performance techniques are emphasized. This course includes performance in a Musical Theatre production. May be taken for a total of four times.
Lecture Hours: 0 Lab Hours: 54 Repeatable: 3 Grading: L Prerequisite: TA-092 or Audition Advisory: MUS-022, TA-002, TA-050 CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

TA-095  ADVANCED MUSICAL THEATRE 2 Units
This course explores the advanced techniques and practices of Musical Theatre performance. Advanced instruction and rehearsals exposes students to the creative process as they participate in all three areas of musical theatre performance: acting, singing and dancing. Stage presence and performance techniques are emphasized. This course includes performance in a Musical Theatre production. May be taken for a total of four times.
Lecture Hours: 0 Lab Hours: 108 Repeatable: 3 Grading: L Prerequisite: TA-092 or Audition Advisory: MUS-022, TA-002, TA-050 CAN: None
Transfer Status: CSU/UC Degree Applicable: AA/AS COD GE: None CSU GE: None IGETC: None

TA-096  ADVANCED MUSICAL THEATRE 3 Units
This course explores the advanced techniques and practices of Musical Theatre performance. Advanced instruction and rehearsals exposes students to the creative process as they participate in all three areas of musical theatre performance: acting, singing and dancing.
Stage presence and performance techniques are emphasized. This course includes performance in a Musical Theatre production. May be taken for a total of four times.

Lecture Hours: 0  Lab Hours: 162  Repeatable: 3  Grading: L
Prerequisite:  TA-092 or Audition
Advisory:  MUS-022, TA-002, TA-050
CAN:  None
Transfer Status:  CSU/UC  Degree Applicable:  AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

VN:  VOCATIONAL NURSING

VN-001  VOCATIONAL NURSING I  5 Units
This course introduces concepts related to the role of the vocational nurse, basic legal and ethical considerations, and communication and confidentiality. Using a nursing process format, the basic skills that maintain optimum wellness are presented. A foundation in normal growth and development and pharmacology are included with an emphasis on the special needs and health care concerns of the geriatric client. Students are introduced to alterations in the integumentary system.

Lecture Hours: 90  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  ENG-051, HEC-013, HS-062 and acceptance to the program
Corequisite:  VN-001L & HS-067, if HS-067 not previously completed
CAN:  None
Transfer Status:  None  Degree Applicable:  AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

VN-001L  VOCATIONAL NURSING I LAB  4 Units
This course provides an opportunity for the practice and application of skills needed to meet the geriatric clients' basic needs and the maintenance of optimum wellness. Students care for clients with common alterations in the function of the integumentary system. Learning experiences are provided in the on-campus lab and in the skilled nursing facilities. Emphasis is placed on introduction to the nursing process and client assessment. Students receive a credit/no credit grade mark.

Lecture Hours: 0  Lab Hours: 215  Repeatable: No  Grading: K
Prerequisite:  HS-062, HEC-013 and acceptance to the program
Corequisite:  VN-001L & HS-067, if HS-067 not previously completed
CAN:  None
Transfer Status:  None  Degree Applicable:  AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

VN-002  VOCATIONAL NURSING II  9 Units
Building on the concepts presented in VN-001, this course discusses concepts related to alteration in function of the musculoskeletal, respiratory, cardiac, peripheral-vascular, endocrine, upper and lower gastrointestinal, urinary, reproductive, and sensory/neurological systems, including cerebral vascular alterations. Students are also presented information related to the client with alterations in function related to surgery.

Lecture Hours: 162  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  HS-067, VN-001 and VN-001L
Corequisite:  VN-002L & PSY-001, if PSY-001 not previously completed
CAN:  None
Transfer Status:  None  Degree Applicable:  AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

VN-002L  VOCATIONAL NURSING II LAB  7 Units
This course provides opportunity to care for clients with alterations in the function of the musculoskeletal, respiratory, cardiac, peripheral-vascular, endocrine, upper and lower gastrointestinal, urinary, reproductive, and sensory/neurological systems, including cerebral vascular alterations. Students also care for clients with alterations in function related to surgery. Emphasis is placed on the nursing process and client assessment. Students receive a credit/no credit grade mark.

Lecture Hours: 0  Lab Hours: 378  Repeatable: No  Grading: K
Prerequisite:  HS-067, VN-001 and VN-001L
Corequisite:  VN-002L & PSY-001, if PSY-001 not previously completed
CAN:  None
Transfer Status:  None  Degree Applicable:  AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

VN-003  VOCATIONAL NURSING III  9 Units
This course introduces students to team leading and the skills that licensed vocational nurses will need to be successful managers in selected health care settings. The theoretical content focuses on the health needs and identifiable responses of women, their partners, and families to real or potential health problems associated with childbearing and childrearing. In the second half of the semester, the developing fetus from conception to birth and acute alterations in the function of body systems for the pediatric client are covered.

Lecture Hours: 162  Lab Hours: 0  Repeatable: No  Grading: L
Prerequisite:  PSY-001, VN-002 and VN-002L
Corequisite:  VN-003L
CAN:  None
Transfer Status:  None  Degree Applicable:  AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None

VN-003L  VOCATIONAL NURSING III LAB  7 Units
This course is a continuation of skills that were acquired in VN-001 and 002. Students apply concepts of team leading and management skills to care for clients of all ages. Students meet the needs for the hospitalized child and clients experiencing labor, delivery, and postpartum. Students receive a credit/no credit grade mark.

Lecture Hours: 0  Lab Hours: 378  Repeatable: No  Grading: K
Prerequisite:  PSY-001, VN-002 and VN-002L
Corequisite:  VN-003
CAN:  None
Transfer Status:  None  Degree Applicable:  AA/AS
COD GE:  None  CSU GE:  None  IGETC:  None
Courses of Instruction

VSM:  VARSITY SPORTS-MEN

VSM-011  VARSITY BASEBALL - MEN  3 Units
This course is intercollegiate competition for Performance Oriented students who demonstrate a high degree of skill and interest. May be taken for a total of two times.
Lecture Hours: 0  Lab Hours: 180  Repeatable: 1  Grading: L
Prerequisite: Successful tryout
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

VSM-014  VARSITY BASKETBALL - MEN  1½ Units
This course is intercollegiate competition for Performance Oriented students who demonstrate a high degree of skill and interest. May be taken for a total of four times.
Lecture Hours: 0  Lab Hours: 90  Repeatable: 3  Grading: L
Prerequisite: Successful tryout
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

VSM-022  VARSITY CROSS COUNTRY - MEN  3 Units
This course is intercollegiate competition for Performance Oriented students who demonstrate a high degree of skill and interest. May be taken for a total of two times.
Lecture Hours: 0  Lab Hours: 180  Repeatable: 1  Grading: L
Prerequisite: Successful tryout
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

VSM-033  VARSITY FOOTBALL - MEN  3 Units
This course is intercollegiate competition for Performance Oriented students who demonstrate a high degree of skill and interest. May be taken for a total of two times.
Lecture Hours: 0  Lab Hours: 180  Repeatable: 1  Grading: L
Prerequisite: Successful tryout
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

VSM-040  VARSITY GOLF - MEN  3 Units
This course is intercollegiate competition for Performance Oriented students who demonstrate a high degree of skill and interest. May be taken for a total of two times.
Lecture Hours: 0  Lab Hours: 180  Repeatable: 1  Grading: L
Prerequisite: Successful tryout
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

VSM-053  VARSITY SOCCER - MEN  3 Units
This course is intercollegiate competition for Performance Oriented students who demonstrate a high degree of skill and interest. May be taken for a total of two times.
Lecture Hours: 0  Lab Hours: 180  Repeatable: 1  Grading: L
Prerequisite: Successful tryout
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

VSW:  VARSITY SPORTS-WOMEN

VSW-015  VARSITY BASKETBALL - WOMEN  1½ Units
This course is intercollegiate competition for Performance Oriented students who demonstrate a high degree of skill and interest. May be taken for a total of four times.
Lecture Hours: 0  Lab Hours: 90  Repeatable: 3  Grading: L
Prerequisite: Successful tryout
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

VSW-023  VARSITY CROSS COUNTRY - WOMEN  3 Units
This course is intercollegiate competition for Performance Oriented students who demonstrate a high degree of skill and interest. May be taken for a total of two times.
Lecture Hours: 0  Lab Hours: 180  Repeatable: 1  Grading: L
Prerequisite: Successful tryout
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

VSW-041  VARSITY GOLF - WOMEN  3 Units
This course is intercollegiate competition for Performance Oriented students who demonstrate a high degree of skill and interest. May be taken for a total of two times.
Lecture Hours: 0  Lab Hours: 180  Repeatable: 1  Grading: L
Prerequisite: Successful tryout
CAN: None
Transfer Status: CSU/UC*  Degree Applicable: AA/AS
COD GE: None  CSU GE: None  IGETC: None

College of the Desert Catalog 2005-2006
productive employees and to explore their career potential. This course assists students with basic methods of career

**WEG-094  CAREER DEVELOPMENT  1 Unit**

PRINCIPLES

This course assists students with basic methods of career decision making. Students learn techniques to become productive employees and to explore their career potential through self-assessment and career information.

Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: L

CAN: None Transfer Status: None Degree Applicable: NAA

COD GE: None CSU GE: None IGETC: None

**WEV:  WORK EXPERIENCE/GENERAL**

**WEV-095A-C  WORK EXPERIENCE,  1-3 Units**

GENERAL

This work experience course of supervised employment is designed to assist students to acquire desirable work habits, attitudes and skills so as to enable them to become productive employees. This course also provides students with career awareness for jobs. The course may serve as a preparatory program for later participation in occupational work experience. Credit may be accrued at the rate of one to three units per semester, for a maximum of six units. This type of work experience is available to students whose jobs are not related to their college major.

Lec Hours: 0 Lab Hours: 18-54 Repeatable: 1-5 Grading: L

Corequisite: Must be enrolled in 7 or more units of credit including work experience

CAN: None Transfer Status: CSU Degree Applicable: AA/AS

COD GE: None CSU GE: None IGETC: None

**WEV-094  CAREER PLANNING  1 Unit**

PRINCIPLES

This course assists students with basic strategies for successful employment. Students explore their career potential through self-assessment and career information. Strategies to enhance students' employment success include job search, completing applications, preparing resumes, and interview techniques.

Lecture Hours: 18 Lab Hours: 0 Repeatable: No Grading: L

CAN: None Transfer Status: None Degree Applicable: NAA

COD GE: None CSU GE: None IGETC: None

**WEV-095A-D  WORK EXPERIENCE,  1-4 Units**

OCCUPATIONAL

This occupational work experience course of supervised employment is designed to assist students to acquire desirable work habits, attitudes and skills so as to enable them to become productive employees. This course also provides students with career awareness for jobs and may be required as an internship in a vocational program of study. Credit may be accrued at the rate of one to four units per semester for a maximum of sixteen units. This type of work experience is available to students who are either volunteers or employees in occupational fields related to their college major.

Lec Hours: 0 Lab Hours: 18-72 Repeatable: 3-15 Grading: L

Corequisite: Must be enrolled in 7 or more units of credit including work experience

CAN: None Transfer Status: CSU Degree Applicable: AA/AS

COD GE: None CSU GE: None IGETC: None
INTRODUCTION

Each student is individually responsible for meeting all college requirements and deadlines, as presented in this and any other announcements of the college or department in which he/she is enrolled. Class schedule information is considered as supplementary to the college catalog and is also an official statement of policy.

The College intends that every member of the campus community be afforded a work and study environment free of discrimination based on race, sex, color, religion, age, national origin, disability, marital status, Vietnam era veteran status, sexual orientation, or ancestry. All persons are to be protected from abusive or harassing behavior.

ACADEMIC RENEWAL POLICY

1. A student may petition to have units and credits for all courses taken during one semester of college work eliminated from the computation of his/her cumulative grade point average.

2. Under extenuating circumstances a second semester consecutive with the first semester may be considered under the same regulations. Extenuating circumstances are beyond the control of the student and may include but are not limited to situations such as illness or injury to the student, or death or illness in the family. The student must supply documented evidence of all extenuating circumstances.

3. If the petition for academic renewal is granted, the permanent record of the student will be annotated so that it is evident to all users of the record that no units for work taken during the semester(s) covered by academic renewal, even if satisfactory, will apply toward graduation or other educational objectives. All courses, units, and grades shall remain legible on the permanent record to insure a true and complete academic record of the student’s college courses.

4. A student may repeat work taken during academic renewal semester(s) only if such repetition is necessary to allow normal progression toward an acceptable educational objective.

5. A student must include all work, including academic renewal semester(s), in the computation of the cumulative GPA toward any honors program.

6. No part of the regulation and procedures shall conflict with:
   a. Education Code, Section 76224, pertaining to the finality of grades assigned by instructors, and
   b. Chapter 2.5 of Division of Title 5 (commencing with Section 59020) pertaining to the retention and destruction of records, and particularly Section 59023 (d), relating to the permanency of certain student records.

7. The Dean of Enrollment Services shall maintain records of all actions taken under this regulation and a yearly review of this regulation shall be made by the Educational Policies and Practices Committee.

REQUEST for ACADEMIC RENEWAL

1. A student seeking academic renewal is responsible for presenting evidence to show:
   a. that the previously recorded courses were substandard academic performance and are not reflective of his/her current academic ability, and
   b. that the student is enrolled in a defined educational program.

   Evidence of academic ability since the semester in question shall include one of the following:
   a. 15 semester units with a minimum of a 3.00 GPA
   b. 30 semester units with a minimum of a 2.50 GPA
   c. 45 semester units with a minimum of a 2.00 GPA

2. At least 12 months must elapse between the date of the request and the semester for which academic renewal is sought.

3. A student may request academic renewal only once.

4. The request for academic renewal shall be directed to the Office of Admissions and Records.
AMENDMENT OF STUDENT RECORDS

Students may file a written request with the Superintendent/President to correct or remove information recorded in their student records which they allege to be: (1) inaccurate; (2) an unsubstantiated personal conclusion or inference; (3) a conclusion or inference outside of the observer’s area of competence; or (4) not based on the personal observation of a named person with the time and place of the observation noted.

Within 30 calendar days of receipt of such request, the Superintendent/President, or her designee, shall meet with the student and the employee who recorded the information in question, if such employee is presently employed by the District. The Superintendent/President, or her designee, shall then sustain or deny the allegations.

If any or all allegations are sustained, the Superintendent/President, or her designee, shall order the correction or removal and destruction of the information. If any or all of the allegations are denied, the student may appeal the decision in writing to the Board of Trustees within 30 calendar days of the denial.

Within 30 days of the receipt of an appeal, the Board of Trustees shall, in closed session with the student and employee who recorded the information in question, if presently employed by the District, determine whether to sustain or deny the allegation(s). If the Board sustains any or all of the allegations, it shall order the immediate correction or removal and destruction of the information. The decision of the Board shall be final.

Records of these administrative proceedings shall be maintained in a confidential manner and shall be destroyed one year after the decision of the Board, unless the student initiates legal proceedings relative to the disputed information within the prescribed period.

If the decision of the Board is unfavorable to the student, or the student accepts an unfavorable decision by the Superintendent/President, he/she shall have the right to submit a written statement of objections which shall become part of the student’s records until such time as the information to which the objection is made is corrected or removed.

ATTENDANCE

FIRST CLASS MEETING

It is extremely important for students to attend the first class meeting of any course they register for because instructors may drop students who do not appear in order to make room for others who may desire to take the class. If a student is dropped as a “no-show” for nonattendance, it is the student’s responsibility to re-register into the class via the telephone registration system, WebAdvisor, or by contacting the Admissions and Records Office. Additionally, students will only be allowed to re-register if the class has space available and if they meet the registration deadlines as established in the Schedule of Classes.

PLEASE NOTE: Students are held accountable for every course for which they registered and are responsible for their own class schedule and any changes made via the telephone registration system, WebAdvisor or notification to the Admissions and Record Office. If a student fails to drop or withdraw from a course by the established deadlines, the student may receive a grade of “F” for all courses.

CLASS ATTENDANCE

A student is expected to attend all class sessions. It is the student’s responsibility to contact instructors regarding any absence. The acceptance of an excuse for absence other than illness or official leave of absence is at the discretion of the individual instructor. When absences are excused due to personal illness or the serious illness or death of a member of the student’s family, or a field trip, or an authorized absence on behalf of the College, all work assignments to be made up must be described by the instructor to the student in advance of the absence when possible. It is the student’s responsibility to make up all class work missed to the standards for the course.

AUDITING CLASSES

The Desert Community College District does not allow auditing of classes.
DISABLED STUDENTS PROGRAM

BACKGROUND
The Americans with Disabilities Act (ADA) is a civil rights statute that prohibits discrimination against people with disabilities. This protection is similar to that given to women, minorities, and others through the Civil Rights Act of 1964. Protected are an estimated 43 million Americans with disabilities that substantially limit activities such as working, walking, talking, seeing, hearing, or caring for oneself. People who have a record of such an impairment and those regarded as having an impairment are also protected. This federal legislation prohibits discrimination based on disability, with the intent that our nation benefit from the skills and abilities of all individuals and increase their opportunities for self-sufficiency.

STUDENT RIGHTS
Students have the following rights under Section 504 of the 1973 Rehabilitation Act, as revised (29 U.S.C. 794), The American Disabilities Act 28 CFR 35.102-35.104, CA Assembly Bill 803 Government Code Section 11135 et.seq., and Title V, section 56008 of CA Education Code.

• Right to voluntary participation in the Disabled Students Programs & Services (DSPS)
• Right to confidentiality and protected disclosure of student records.
• Right to access college classes, programs, activities, services and facilities to facilitate learning. The college will make every reasonable effort to provide access.
• A right to request an appropriate accommodation to facilitate participation in class and campus activities.
• A right to participate in campus activities, class demonstrations, or laboratory experiments to the extent that a disability does not pose a risk to the student or to other students.
• Right to protection against discrimination and harassment. Students have the right to participate in class and campus activities without being harassed or discriminated against. A right to request an appropriate accommodation to facilitate participation in class and campus activities.

If a student with a disability feels that he/she is the target of discriminatory treatment, the student can file a complaint with the 504 Coordinator.

Contact Person: Michael O’Neill
Phone: 760/773-2534
TDD: 760/773-2598
Location: DSPS Office, Ad-3
Hours: Monday–Friday, 8:00a.m.–5:00p.m.

STUDENT RESPONSIBILITIES
• To provide DSPS documentation of disability.
• To request accommodations and access to college classes, programs, activities, services, and facilities in a timely manner, as described in the DSPS Student Handbook.
• To use accommodations appropriately.
• To notify DSPS approximately 24 hours in advance for planned absences from classes where services are being provided, i.e. interpreters, readers. Failure to notify DSPS may result in discontinued services.
• To abide by the College Student Conduct Standards.

DETERMINING NEED
Students who need academic adjustments must meet with a Disabled Students Program and Services counselor/specialist to complete an application form, determine educational limitations and services needed, and complete a student educational contract. The DSPS Student Handbook names the accommodations the college can arrange and specifies the process and timelines for requesting them.

CONTACT THE DSPS OFFICE
The faculty and staff of the Disabled Students Program and Services Office are available for consultation on any questions you may have related to accommodation for a disability. The highest standard of confidentiality is maintained.

Contact the Disabled Students Programs and Services Office, Room Ad-3.
Phone: (760) 773-2534
TDD: (760) 773-2598
FAX: (760) 776-0198
Disclosure of Education Records

The District may permit access to student records to any person for whom the student has executed written consent specifying the records to be released and identifying the party or class of parties to whom the records may be released.

The District may not permit access to student records to any person without the written consent of the student or under judicial order except:

1. To officials and employees of the District who have a legitimate educational interest to inspect a record. A school official is:
   - A person employed by the District in an administrative, supervisory, academic, research, support staff, or security position.
   - A person elected to the Board of Trustees.
   - A student government officer conducting student elections.
   - A person employed by or under contract to the District to perform a special task, such as the attorney or auditor.

   School officials have a legitimate educational interest if they are:
   - Performing a task that is specified in their position description or by a contract agreement.
   - Performing a task related to a student’s education.
   - Performing a task related to the discipline of a student.
   - Providing a service or benefit relating to the student such as health care, counseling, job placement or financial aid.

2. To officials of another school or school system, upon request, in which a student seeks, intends, or is directed to enroll, including local, county or state correctional facilities where educational programs are provided.

3. To certain officials of the U. S. Department of Education, the Comptroller General, and state and local educational authorities, in connection with certain state or federally supported education programs.

4. In connection with a student’s request for or receipt of financial aid, as necessary to determine the eligibility, amount or conditions of the financial aid, or to enforce the terms and conditions of the aid.

5. To other state and local officials or authorities to the extent that information is specifically required to be reported pursuant to state law adopted prior to November 19, 1974.

6. To organizations conducting certain studies for or on behalf of the College.

7. To organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, student aid programs, and improving instruction.

8. To accrediting organizations in order to carry out their accrediting functions.

9. To comply with a judicial order or a lawfully issued subpoena.

10. To appropriate persons in connection with an emergency if the knowledge of that information is necessary to protect the health or safety of a student or other persons.

11. To an alleged victim of any crime of violence, the results of an institutional disciplinary proceeding against the alleged perpetrator of that crime with respect to that crime.

DISTRIBUTION OF NON-COLLEGE PUBLICATIONS

Students must receive permission from the Student Activities Office before posting or distributing any non-college materials. Such materials must have an official stamp of approval or will otherwise be promptly removed from circulation or bulletin boards.

DRUG-FREE WORKPLACE AND CAMPUS

The Desert Community College District intends to maintain a safe, healthful and productive work and learning environment for all employees and students. To accomplish this, the District will act to eliminate any drug abuse, which increases the potential for
accidents, absenteeism, low academic and work performance, poor employee and student morale and damage to the District’s reputation. The manufacture, distribution, dispensation, possession, or use of an illegal drug or the unlawful possession, use or distribution of alcohol is prohibited in all buildings, property, facilities, service areas, off-campus sites of the District, or in any location where any District activity is occurring.

The District shall discipline a student, up to and including expulsion, for the unlawful manufacture, distribution, dispensation, or possession of controlled substances on the District’s property or as part of any of its activities.

Students who think they may have an alcohol or drug usage problem are urged to voluntarily seek confidential assistance for the Employee Assistance Program (eligible employees), Student Health Services and/or Counseling Services. While the District will be supportive of those who seek help voluntarily, the District will be equally firm in identifying and disciplining those employees/students who continue to be substance abusers and do not seek help or continue to abuse drugs or alcohol after treatment or counseling.

Materials and information on counseling, treatment and rehabilitation resources, health risks, Federal trafficking penalties, and uses and effects of controlled substances, are available in Counseling, the Student Health Center and the Library.

**INSPECTION AND REVIEW OF EDUCATIONAL RECORDS**

All currently enrolled or former students have a right to inspect and review all student records relating to them. Student record is defined according to the Family Educational Rights and Privacy Act (FERPA). To access their transcripts, students must file a letter of request with the Admissions and Records Office. To obtain access to other documents, students must submit a letter of request to the office of the Vice President, Student Services.

Access shall be granted no later than 15 school days following the date the written request is received. Within the same 15 school days, the student will be notified of the location of all official student records if not centrally located and qualified personnel will be made available to interpret records where appropriate.

**LEAVES OF ABSENCE**

Students who have a need to withdraw for a short time, but who wish to retain their status in classes and resume work before the end of the current semester, should apply for a “Brief Leave of Absence,” which expires on a definite date. If students must depart suddenly, as in a family emergency, they should write the Vice President, Student Services as soon as possible requesting a leave to be away from classes. Brief leaves also may be issued upon recommendation of the Student Health Service in case of illness. Requests for a Brief Leave of Absence must be filed with the Office of the Vice President, Student Services.

**NON-DISCRIMINATION POLICY**

The policy of the Desert Community College District is to provide an educational and employment environment in which no person shall be unlawfully denied full and equal access to, the benefits of, or be unlawfully subjected to discrimination on the basis of ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, or physical or mental disability in any program or activity that is administered by, funded directly by, or that receives any financial assistance from the State Chancellor or Board of Governors of the California Community Colleges.

The policy of the Desert Community College District is to provide an educational and employment environment free from unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment.

Employees, students, or other persons acting on behalf of the District who engage in unlawful discrimination as defined in this policy or by state or federal law may be subject to discipline, up to and including discharge, expulsion, or termination of contract.
The following is a summary of the Unlawful Discrimination Policy of the Desert Community College District. Full text copies are available in the Human Resources Office, the President’s Office, the Student Services Office, Instruction Office, and the Administrative Services Office.

**RESPONSIBLE DISTRICT OFFICER**
The Desert Community College District has identified the Vice President, Human Resources and Employee Relations to the State Chancellor’s Office and to the public as the single District officer responsible for receiving all unlawful discrimination complaints. Administrators, faculty members, other District employees, and students shall direct all complaints of unlawful discrimination to the Vice President, Human Resources and Employee Relations. His office is located in the south modular building adjacent to the Bookstore. The phone number is (760)773-2529.

**Informal/Formal Complaint Procedure**
When a person brings charges of unlawful discrimination to the attention of the District’s responsible officer, that officer will undertake efforts to informally resolve the charges. Efforts at informal resolution need not include any investigation unless the responsible District officer determines an investigation is warranted by the seriousness of the charges. The complainant will not be required to confront the person accused of unlawful discrimination. Any efforts at informal resolution will not exceed the 90-day period.

**Filing of Formal Written Complaint**
If a complainant decides to file a formal written unlawful discrimination complaint against the District, he or she must file the complaint on a form prescribed by the State Chancellor. These approved forms are available from the District and also at the State Chancellor’s website, as follows: [http://www.cccco.edu/divisions/legal/Discrimination/discrimination.htm](http://www.cccco.edu/divisions/legal/Discrimination/discrimination.htm).

The completed form must be filed with the District representative or mailed directly to the State Chancellor’s Office of the California Community Colleges. A copy of all complaints filed in with the District will be forwarded to the State Chancellor’s Office immediately upon receipt. Similarly, when the State Chancellor’s Office receives a complaint a copy will be forwarded to the District.

**Confidentiality of the Process**
Investigative processes can best be conducted within a confidential climate, and the District does not reveal information about such matters except as necessary to fulfill its legal obligations. However, potential complainants are sometimes reluctant to pursue a complaint if their names will be revealed. The inability to reveal the name of a complainant or facts that are likely to reveal the identity of the complainant can severely limit the ability of the District to respond. If a complainant insists that his or her name not be revealed, the responsible officer should take all reasonable steps to investigate and respond to the complaint consistent with the complainant’s request as long as it does not jeopardize the rights of other students or employees. It is important that complainants and witnesses understand the possibility that they may be charged with allegations of defamation if they circulate the charges outside of the District’s process.

**Retaliation**
It is unlawful for anyone to retaliate against someone who files an unlawful discrimination complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, who represents or serves as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of this unlawful discrimination policy.

**Administrative Determination and Appeals Rights**
Within 90 days of receiving an unlawful discrimination complaint the responsible District officer will complete the investigation and forward a copy of the investigative report to the State Chancellor, a copy or summary of the report to the complainant, and written notice setting forth all the following to both the complainant and the State Chancellor. Complainants have appeal rights that they may exercise if they are not satisfied with the results of the District’s administrative determination. Within 150 days of receiving a complaint, the final District determination will be forwarded to the State Chancellor.
POLÍTICA SOBRE LA DISCRIMINACIÓN ILEGAL

Según la política y el plan de acción del Desert Community College District, nuestra institución provee un ambiente instructivo y profesional en el cual será ilegal negar a cualquier persona el completo e igual acceso a los beneficios de sus programas, ser sometida ilegalmente a la discriminación étnica, de origen nacional, de religión, edad, sexo, raza, color de piel, de linaje, de orientación sexual, o de incapacidad física o mental, y ser negada cualquier acceso a cual siquiera programa o actividad administrativa, directamente financiados, o recibiente de asistencia monetaria del State Chancellor o Board of Governors del California Community College.

La poliza de Desert Community College District es tal para proveer un ambiente educativo y profesional exento de requerimientos, o aprovechamientos sexuales, o cualquier otra conducta o comunicación, sea verbal como física, que constituya un acosamiento sexual.

Empleados, estudiantes, y otras personas representantes del Distrito que se metan en la discriminación ilegal como la define esta política o la ley estatal o federal podrán ser expuestos a medidas disciplinarias, inclusive, la expulsión, o la terminación del contrato.

A continuación hay un resumen de la Política sobre la Discriminación Ilegal del Desert Community College District. Copias del texto completo se pueden obtener en la oficina de “Human Resources”, la oficina del Presidente, la oficina de los Servicios Estudiantiles, la oficina de Instrucción, y la oficina de Servicios Administrativos.

EL FUNCIONARIO DEL DISTRITO RESPONSABLE

Desert Community College District ha identificado y nombrado, para el State Chancellor y para el público, al doctor Bugay, Vicepresidente, Recursos Humanos y Relaciones de Empleados, como el único oficial responsable de recibir reclamaciones y denuncias de discriminación ilegal. Administradores, miembros del profesorado, otros empleados del distrito, y estudiantes, deberán dirigir todas formas de reclamaciones de discriminación ilegal al doctor Bugay. Su despacho se ubica en el edificio sureña contigua a la librería. El número de teléfono es el siguiente: (760) 773-2529.

PROCEDIMIENTO FORMAL / INFORMAL DE LAS DENUNCIAS

Al recibir denuncias de discriminación ilegal el responsable funcionario del distrito tratará de resolver los supuestos alegatos informalmente. Las tentativas hacia una resolución informal no requerirán ninguna investigación menos que el oficial del distrito concluya que una investigación sea justificada por la gravedad de los supuestos alegatos. El demandante no será obligado a enfrentarse con la persona acusada de discriminación ilegal. Cualquier tentativa de resolución informal no deberá de exceder el período de 90 días.

COMO SENTAR UNA DENUNCIA FORMAL ESCRITA

Si el demandante decide sentar una denuncia formal escrita de discriminación ilegal contra el Distrito, el / la demandante deberá de sentarla con un formulario prescrito por State Chancellor. Estos prescritos formularios se podrán conseguir en la oficina del Distrito y también por medio del siguiente “website” del State Chancellor: http://www.cccco.edu/divisions/legal/Discrimination/discrimination.htm.

Una vez que esté completo el formulario, se deberá entregar al representante del Distrito o enviarlo por correo a la oficina del State Chancellor de California Community College. Una copia de todas las reclamaciones sentadas con el Distrito será inmediatamente transmitida a la oficina del State Chancellor.

PROCEDIMIENTO HECHO EN CONFIANZA

La mejor manera de llevar a cabo el procedimiento de indagación es hacerlo en un clima confidencial, y el Distrito no revelará ninguna información sobre estos asuntos excepto cuando sea necesario para cumplir con las obligaciones legales. Sin embargo, algunos posibles demandantes a veces son mal dispuestos a perseguir una denuncia por temor de revelar sus nombres. La incapacidad de revelar el nombre del demandante o los hechos que
probablemente revelarían la identidad del demandante podrían seriamente limitar la habilidad del Distrito en responder. Si el demandante insiste en no revelar su nombre, el funcionario tomará todas las medidas posibles para indagar y responder a la reclamación de acuerdo con la petición del demandante puesto que lo dicho no comprometa los derechos de otros estudiantes o empleados. Es preciso que los demandantes y los testigos sepan que hay siempre la posibilidad de que ellos pudieran ser acusados con supuestos alegatos de difamación si ellos circulan las acusaciones fuera del procedimiento del Distrito.

REPRESALIA
La ley prohíbe desquitarse con quien haya sentado una denuncia de discriminación ilegal, con quien haya atribuido un asunto a una indagación o demanda, con quien participe en una indagación o acusación, con quien represente o sirva de defensor para una supuesta víctima o supuesto ofensor, o con quien por otra parte fomente los principios de esta política de discriminación ilegal.

DETERMINACIÓN ADMINISTRATIVA Y DERECHO DE APELACIÓN
Dentro de 90 días de haber recibido una denuncia de discriminación ilegal, el funcionario responsable del Distrito llevará a cabo una indagación y transmitirá una copia del informe investigativo al la oficina del State Chancellor, una copia o un resumen del informe al demandante, un aviso escrito declarando lo siguiente a ambos demandante y el State Chancellor. Los demandantes tendrán derechos de apelación que podrían ejercer si no estuvieran satisfechos con los resultados de la determinación administrativa del Distrito. Dentro de 150 días de haber recibido la denuncia, la determinación final del Distrito será transmitida al la oficina del State Chancellor.

NON-SMOKING POLICY
No smoking is allowed within 20 feet of any building entrance according to the laws of the State of California.

PETS AND ANIMALS ON CAMPUS
State and local laws prohibit animals on campus at any time. The Humane Society removes animals at owner’s expense. Students who violate this law are subject to disciplinary action.

RELEASE OF STUDENT INFORMATION
The Desert Community College District (DCCD) does not release student record information without the written consent of the student, except as outlined above under Disclosure of Education Records. Although the DCCD adheres to this policy, the law allows the College to release student directory information, except when students have specifically requested that directory information be kept confidential. Directory information may be released by exception upon determination of the President/ Superintendent, the Vice President of Student Services, or the Dean of Enrollment Services, that such release is appropriate and not likely to put students at risk.

DCCD designates the following as directory information: name, address, phone number, dates of attendance, major field of study, awards and degrees received, most recent institution attended, participation in official college activities and sports, weight and height of members of athletic teams, part-time or full-time enrollment status, and photographs.

In completing the admission application, students are provided the opportunity to request that their directory information be maintained as confidential. Students who wish to change their request, may do so in writing to the Admissions and Records Office at any time.

SEXUAL ASSAULT
The Desert Community College District, to the fullest extent possible, ensures that students, faculty and staff who are victims of sexual assault committed on or upon the grounds or facilities maintained by the District, shall receive treatment and information to deal with the assault. If on-campus treatment facilities
are unavailable, the written procedures may provide for referrals to local treatment centers. Sexual assault includes, but is not limited to rape, sodomy, oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault.

The District recognizes that one of the most important ways to assist students, faculty and staff who are victims of sexual assault is to help them regain a sense of control over their lives. It is not the function of any district service provider to urge a particular course of action upon the victim of a sexual assault, nor to make any factual determinations as to the events which occurred. Instead, the duties of the service provider are to make the victim aware of the options and alternatives available, to aid the victim in making an informed decision as to a course of action, and to enable the victim to follow through in that decision. The provider will not take any action based upon a subjective evaluation as to the merit of any charges made, nor will the provider attempt to convince the victim that any course of action is preferable to another.

Applicable state and federal provisions will be applied in maintaining confidentiality in the handling of all sexual assault cases. Individual rights to privacy in these matters will dictate District policy practice and procedure.

The District Sexual Assault Liaison (SAL) is designated as a central referral source for information relating to the rights, options, and services available to a sexual assault victim. The sexual liaison has been designated as the Vice President, Human Resources and Employee Relations.

**STUDENT CONDUCT STANDARDS**

When a student enters College of the Desert, it is taken for granted by the College authorities that an earnest purpose exists and that the student’s conduct will demonstrate that assumption. If, however, the student’s conduct is not appropriate, and the student should be guilty of one or more of the violations listed in the Student Conduct Standards and Procedures policy, then appropriate disciplinary action will be taken as listed in the policy.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student.

1. Causing, attempting to cause, or threatening to cause physical injury to another person.
2. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a district employee, which is concurred on by the college president.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.
4. Committing or attempting to commit robbery or extortion.
5. Causing or attempting to cause damage to district property or to non-district property on campus, or at college sponsored or supervised functions.
6. Stealing or attempting to steal district property or private property on campus, or knowingly receiving stolen district property or private property on campus.
7. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the College or the District.
8. Committing sexual harassment as defined by law or by District policies and procedures.
9. Engaging in harassing or discriminatory behavior based on race, sex, religion, age, national origin, disability, sexual orientation, or any other status protected by law.
10. Willful misconduct which results in injury or death to a student or to college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
11. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of college personnel.
12. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.

13. Dishonesty; forgery; alteration or misuse of college documents, records or identification; or knowingly furnishing false information to the District.

14. Unauthorized entry upon or use of College facilities.

15. Lewd, indecent or obscene conduct or expression on college-owned or controlled property, or at college sponsored or supervised functions.

16. Engaging in expression which is obscene, libelous or slanderous, or which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful college regulations, or the substantial disruption of the orderly operation of the College.

17. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.

Students are guaranteed the rights of due process when charged with a violation of conduct standards. Copies of the Student Conduct Due Process Procedures are available in the office of the Vice President, Student Services, Counseling Center, and ASCOD Office.

---

**STUDENT GRIEVANCE POLICY**

If a student has a reason to believe that he/she has been unfairly treated, and wishes to bring charges against a member of the academic community, the following procedures are followed with respect to the faculty and/or administrators.

I. **CAUSE:**

   Within fifteen (15) school days from the time of the alleged grievance, any student who has reason to believe that he/she has been unfairly treated may initiate grievance procedures against the staff member in question.

II. **PROCEDURES:**

   A. The student shall first discuss the matter with the staff member in question. If, however, the student cannot discuss the matter with the staff member, or if the student is not satisfied with the discussion, he/she may then:

   B. Within five (5) school days after consulting or attempting to consult with the staff member, bring the matter to the attention of the staff member’s Division Dean or immediate supervisor. This notification shall be in writing. The Division Dean or immediate supervisor will attempt to resolve the matter within five (5) school days. The Division Dean or immediate supervisor shall communicate a decision to the student and staff member. If, however, the student is not satisfied, he/she may then, within ten (10) school days:

      1. Bring the matter to the attention of the Vice President, Student Services, or designee, who shall, after conferring with the student, call either an informal or formal hearing according to the nature of the complaint, within ten (10) school days.

      1. An informal hearing will be between the student and other appropriate school representatives. If the student is satisfied with the outcome of the informal hearing, the process could end.

      2. A formal hearing will consist of the student, and if appropriate, his/her on-campus advocate, the accused and his/her on-campus advocate, the Vice President, Student Services, or designee, the Division Dean from the division of the accused, and four (4) neutral faculty members, two (2) selected by the student, and two (2) selected by the accused.

 If the results of either the informal or the formal hearing are not satisfactory to the student:

   D. Within ten (10) school days of receiving that (hearing) decision, the student desiring further appeal shall go to the college President who shall then render a decision within ten (10) school days.

   E. Within ten (10) school days of receiving that (President’s) decision, the student desiring further appeal would appeal to the Board of Trustees for a final decision to be made within thirty (30) school days.

   F. The intent is to ensure that each and every step will take place as expeditiously as possible.

For grievances related to grades, see Grade Grievance Procedure in Chapter 7—Academic Standards.
THE FACULTY CODE
OF PROFESSIONAL ETHICS

Guided by a profound belief in and respect for the inherent dignity and worth of each individual in the culturally diverse community we serve, the faculty at College of the Desert endeavor to:

♦ place as their highest priority excellence in teaching, continually striving to improve scholarly and professional competence, maintaining personal and academic integrity, and accepting the role of intellectual guide and facilitator;

♦ encourage the free pursuit of learning, honoring the confidential nature of the relationship between instructor and student, avoiding exploitation of students for private advantage, and holding before them high scholarly standards for their discipline and appreciation and respect for others;

♦ accept accountability for maintaining honest academic conduct, high standards of performance, and evaluation that reflects the true merit of students, courses, programs, and services;

♦ accept the obligations associated with membership in a community of scholars that includes practicing, fostering and defending intellectual honesty, freedom of inquiry and instruction, social responsibility, and respect for the opinion of others;

♦ acknowledge the rights and obligations associated with the role of citizen within the community ensuring that views expressed within that society are represented as those of a private citizen rather than those of a spokesperson for the College.
GARY R. BERGSTROM (1992)
Associate Professor, Reading
A.A. 1976, Pasadena City College
B.A. 1978, California State University, Los Angeles
M.A. 1991, California State University, Los Angeles
M.A. 1992, California State University, Los Angeles

DONBERT M. BITANGA (2002)
Assistant Professor, Architecture
B.A. 1992, California Polytechnic State University, San Luis Obispo

PAUL D. BOWIE (1970)
Professor, Biology and Botany
B.S. 1966, University of Redlands
M.S. 1970, University of Arizona

MARY A. BOYD (1989)
Professor, Reading
B.S. 1973, Eastern Michigan University
M.A. 1980, Eastern Michigan University

WAYNE E. BOYER (2005)
Assistant Professor, Associate Degree Nursing Program
A.S. 1976 Mt San Jacinto College
A.S. 1976, Loma Linda University
B.S. 1988, University of Phoenix
M.S. 1993, California State University, Dominguez Hills

JUDITH BRAE (1988)
Physical Disabilities Counselor
B.A. 1968, San Diego State University
M.S. 1975, San Diego State University

SANDRA R. BRANDON (1990)
Professor, Computer Information Systems
A.A. 1968, San Bernardino Valley College
B.V.E. 1988, California State University, San Bernardino
M.A. 1989, California State University, San Bernardino

GARI BROWNING (2003)
Vice President, Instruction
B.A., 1972, University of California, Irvine
M.A., 1974, University of California, Los Angeles
Ph.D., 1982, University of California, Los Angeles

DAVID P. BUGAY (2002)
Vice President, Human Resources and Employee Relations
A.A. 1974, Macomb Community College, MI
B.S. 1976, Wayne State University, Detroit, MI
M.B.A 1988, Oakland University, Rochester, MI
Ph.D. 2000, The Union Institute and University, Cincinnati, OH

DAVID BUTTLES (1997)
Athletic Academic Advisor
B.A. 1988, San Diego State University

ADELL BYNUM (2000)
Counselor/Student Support Services
B.A. 1975, University of California, Berkeley
M.P.A. 1982, California State University, Hayward

JUDITH E. COOK (1994)
Professor, Art
B.S. 1978, Southern Connecticut State University
M.F.A. 1987, Arizona State University

BUFORD CRITES (1976)
Professor, Speech
B.S. 1970, Southwest Missouri State University
M.S. 1971, Illinois State University

LARRY MARK DaSHIELL (1974)
Professor, Auto Mechanics
A.A. 1966, Laney College, California
B.A. 1974, California State Polytechnic University, San Luis Obispo
M.A. 1975, California State Polytechnic University, San Luis Obispo

MILFORD CHARLES DECKER (1996)
Professor, Computer Information Systems
A.S. 1979, The University of the State of New York, Albany
B.S. 1981, The University of the State of New York, Albany
M.B.A. 1985, Golden Gate University, California
CLAUDIA LUCAS DERUM (1997)
Reference Librarian
A.A. 1968, Riverside City College, California
B.A. 1971, California State University, Fullerton
M.L.S. 1991, San Jose State University, California

DENISE DIAMOND (2002)
Assistant Professor, English
B.S. 1975, Lewis & Clark College, Portland
M.Ed. 1993, National-Louis University, IL
M.A. 1998, Framingham State College, MA

AMY L. DIBELLO (2002)
Associate Professor, English
B.A. 1990, University of Redlands
M.F.A. 1993, University of California, Irvine

KAREN DOSTAL (1985)
Professor, Mathematics
B.S. 1983, Pacific Lutheran, Washington
M.S. 1985, California State Polytechnic University, San Luis Obispo

STEVE E. DOSTAL (1985)
Professor, Mathematics
B.A. 1979, Humboldt State University, California
M.A. 1984, California State University, Los Angeles

KIMBERLY S. DOZIER (2005)
Assistant Professor, English
B.A. 1991, University of California, Riverside
M.A. 1994, California State University, Sacramento
Ph.D. 1998, Illinois State University

CLAUDIA EBERLY (1973)
Health Service Nurse
B.S.N. 1972, Indiana University, Pennsylvania
M.A. 1976, California State University, Long Beach

LINDA EMERSON (2005)
Assistant Professor, Psychology
B.A. 1995, California State University, San Bernardino
M.A. 1998, California State University, San Bernardino

SAUNDRA EMERSON (1999)
Dean, Health Sciences and Early Childhood Education
Director, Nursing
B.S.N. 1970, University of Nevada
M.S.N. 1992, University of Nevada

RON R. EVANS (1971)
Professor, Art
A.A. 1968, College of the Desert
B.A. 1970, San Diego State University
M.A. 1973, San Diego State University

JOSEPH C. FARMER (2000)
MESA Program Director
B.S. 1974, California State University, Fresno
M.S. 1975, California State University, Fresno
Ph.D. 1982, University of Arizona, Tucson

JONATHAN D. FERNALD (2001)
Electronic Resources Cataloger
B.A. 1978, University of California, Davis
J.D. 1985 University of San Francisco
M.L.I.S. 1990, University of California, Berkeley

WENDY J. FLINT (1999)
Contract Education Coordinator
A.A. 1975, Clark College, Washington
B.A. 1996, Marylhurst College, Oregon
M.P.A. 1998, Washington State University
Ph.D. 2004, Capella University

MICHELE GAINES (2002)
Professor, Theatre Arts
B.A. 1971, California State University, Northridge

DAVID A. GEORGE (1986)
Professor
B.A. 1964, Arizona State University, Tempe
M.P.A. 1969, Syracuse University, New York
Ed.D. 1977, University of Massachusetts, Amherst

DEEANN GERKEN (1992)
Professor, Nursing
B.A. 1968, John Carroll University, Ohio
B.S.N. 1982, Michigan State University
M.S.N. 1989, Azusa Pacific University, California

L. THOMAS GILLMAN (1989)
Associate Professor, Computer Sciences Coordinator, Virtual Valley Center
A.B 1966, Duke University, North Carolina
M.B.A. 1968, Stanford University, California

ADRIAN GONZALES (1998)
Dean, Student Support Programs and Services
B.A. 1994, University of California, Los Angeles
M.P.A. 1996, University of Washington
LAURA D. GRAFF (1996)
Associate Professor, Mathematics
B.S. 1993, California State University, San Marcos
M.S. 1995, University of California, Riverside

WILLIAM A. GUDELUNAS (1990)
Professor, Political Science and American History
B.S. 1967, West Chester State University, Pennsylvania
M.A. 1968, Lehigh University, Pennsylvania
Ph.D. 1973, Lehigh University, Pennsylvania

EILEEN C. HACKETT (1993)
Professor, Nursing
B.S. 1966, New York University
M.A. 1970, New York University

GEOFFREY HAGOPIAN (1989)
Professor, Mathematics
B.A. 1982, University of California, Santa Cruz
M.A. 1986, University of California, Davis

ELLEN T. HARDY (2002)
Assistant Professor, Anthropology
B.A. 1981, University of California, Los Angeles
M.A. 1983, University of California, Los Angeles
Ph.D. 1992, University of California, Los Angeles

CYNTHIA HAY (2000)
Assistant Professor, Nursing
ASN 1978, Pacific Union College
BSN 1982, Pacific Union College
MSN 1986, California State University, Los Angeles

CRAIG C. HAYS (1997)
Professor, Health, Physical Education, Recreation & Athletics
B.A. 1979, California State University, Long Beach
M.A. 1996, California State Polytechnic University, Pomona

KHANH Q. HOANG (1998)
ACES Counselor
A.A. 1990, Cypress College, California
B.A. 1992, California State University, Fullerton
M.A. 1997, California State University, Dominguez Hills

RICHARD L. IMMENHAUSEN (1966)
Professor, Business
B.S. 1955, Carthage College, Wisconsin
M.A. 1962, Sacramento State University

BINA S. ISAAC (1997)
Dean, Information Systems and Educational Technology (Chief Technology Officer)
B.A., 1978, Sarah Tucker College, Madurai Kamaraj University, India
M.A., 1980, Madurai Kamaraj University, India
M.Ed. 1981, University of Toledo, Ohio
M.B.A. 1985, University of Toledo, Ohio

C.D. JACKSON, JR. (1988)
Professor, Developmental Education
A.A. 1976, College of the Desert
B.A. 1978, Seattle Pacific University, Washington
M.A. 1982, Claremont Graduate School
M.A. 2002, California State University, San Bernardino

MARIA C. JASSO (1996)
Counselor, Upward Bound Program
A.A. 1981, College of the Desert
B.A. 1990, California State University, San Bernardino
M.S. 1995, California State University, San Bernardino

PATRICIA J. KELLER (1995)
Associate Professor, Nursing
B.S.N. 1968, St. Louis University School of Nursing
M.S.N. 1982, University of San Diego

ELISE D. KING (1996)
Counselor
A.A. 1982, Pasadena City College, California
B.A. 1985, California State University, Fullerton
M.S. 1995, California State University, Fullerton

DANIEL KLEINFELTER (2005)
Assistant Professor, Mathematics
A.S. 1996, Grossmont College
B.A. 1999, San Diego State University
M.A. 2001, San Diego State University

WILLIAM A. KOHL (1976)
Professor, Art
B.A. 1962, Illinois Wesleyan University
M.F.A. 1965, University of Michigan
CHARLES DOUGLAS KROLL (2001)
Assistant Professor, History
B.S. 1971 U.S. Coast Guard Academy, New London, Connecticut
M.Div. 1980, Luther Theological Seminary, St. Paul
M.A. 1985, University of San Diego
Ph.D. 2000, Claremont Graduate University

KEN LaMONT (1986)
Counselor
B.A. 1965, California State University, Northridge
M.Ed. 1966, Oregon State University, Corvallis

MONICA LANGElla (1999)
Assistant Professor Vocational Nursing
BSN 1995, Southern Connecticut State University

IRENE M. LARSEN (1995)
Associate Professor, Nursing
B.S.N. 1965, Hunter College of the City University of New York
M.S.N. 1993, Loma Linda University, California

CAROL LASQUADE (2005)
EOPS Coordinator/Counselor
A.S. 1981, Northern Essex Community College, MA
A.B. 1985, Smith College, MA
A.M. 1988, Mount Holyoke College, MA

LINDA L. LAWLISS (1998)
Associate Professor, English Composition
B.A. 1988, Brigham Young University, Utah
M.A. 1996, San Diego State University, California

THANG D. LE (2002)
Assistant Professor, Mathematics
B.A. 1996, University of California, Riverside
M.A. 1997, University of California, Riverside
Ph.D. 2002, University of California, Riverside

KURT M. LEUSCHNER (1999)
Associate Professor, Natural Resources
B.A. 1988, University of California, Santa Barbara
1994, Master of Forest Resources and Conservation, University of Florida

PAMELA J. LiCALS (2004)
Dean, Center for Training and Development
B.A. 1981, California State University, San Bernardino
M.S. 1983, Chapman College

JOHN LOERA (2004)
Dean, Enrollment Services
B.A. 1987, California State University, San Bernardino
M.A. 1991, California State University, San Jose

VALERIE M. LOEW (2002)
Assistant Professor, Ornamental Horticulture
B.S. 1988, California State Polytechnic University, Pomona

GAITHER D. LOEWENSTEIN (2005)
Dean, Social Science and Arts
B.S. 1979, University of the Pacific, Stockton, CA
M.A. 1980, Wichita State University, Wichita, Kansas
Ph.D. 1983, University of Delaware

DON R. LOW (2005)
Interim Dean, Communications
B.S. 1957, Southwest Missouri State University, Springfield
M.S.T. 1963, University of Missouri, Columbia
Ed.D. 1973 University of Southern California, Los Angeles

JUAN M. LUJÁN (1989)
Dean, Off-Campus Programs
A.A. 1966, College of the Desert
B.A. 1972, University of California, Riverside
M.A. 1975, University of California, Riverside

PAUL MAAG (2000)
Alternative Media Specialist/Counselor
B.A. 1975, Seattle University
M.S. 2002, San Diego State University

DOUGLAS A. MacINTIRE (2002)
Associate Professor, Physics
B.A. 1980, Hampshire College, Amherst, MA
Ph.D. 1993, University of California, Santa Cruz

JOHN D. MANDES (2000)
Associate Professor, Speech
B.A. 1993, Thomas Edison State College, New Jersey
M.A. 1995, University of New Mexico

MICHAEL MANIS (1985)
Professor, Business
B.A. 1965, Stanford University, California
M.B.A. 1970, Harvard University, Massachusetts

ANTHONY MANZONI (1986)
Professor, Golf Management
FRANK MARFAI (2005)
Assistant Professor, Mathematics
AA, 1995, Glendale Community College
BA, 1997, Occidental College
MA, 2003, California State University, San Bernardino

JAMES I. MATTHEWS (1997)
Assistant Professor, Mathematics
B.S. 1992, University of San Francisco
M.A. 1997, University of California, Davis

D. CLAYTON MAYES (2003)
Associate Professor, Administration of Justice
A.A. 1968, East Los Angeles College
B.S. 1972, Pepperdine College, California
M.P.A. 1973, Pepperdine College, California

Counselor, International Education Program
A.A. 1993, College of the Desert
B.A. 1995, California State University, San Bernardino
M.A. 1997, California State University, San Bernardino

Assistant Professor, Mathematics
A.S. 1997, Santa Rosa Junior College
B.S. 1998, Sonoma State University
M.S. 2001, Cal Poly, San Luis Obispo

ALICE B. McREYNOLDS (1989)
Counselor
B.A. 1976, Wheaton College, Massachusetts
M.C. 1980, Arizona State University

NANCY E. MOLL (2002)
Assistant Professor, Geology
B.A. 1976, The Johns Hopkins University
M.A. 1976, The Johns Hopkins University
M.S. 2000, University of Nevada, Reno
Ph.D. 1981, University of Washington, Seattle

MATTEO MONICA III (1973)
Financial Aid Counselor
A.A. 1968, College of the Desert
B.A. 1970, California State University, Northridge
M.A. 1971, California State University, Northridge

CHRISTOPHER E. NELSON (1996)
Coordinator, Academic Skills Center
A.A. 1979, San Diego Community College
B.A. 1982, University of California, Los Angeles
M.F.A. 1984, University of California, Irvine
M.A. 1988, University of California, Irvine

TERRY NORMAN NICHOLSON (1974)
Professor, Theatre Arts
B.A. 1968, San Francisco State University
M.A. 1969, San Francisco State University

RUTH M. NOLAN (1999)
Assistant Professor, English Composition
A.A. 1985, Victor Valley College
B.A. 1988, California State University, San Bernardino
M.A. 1995, Northern Arizona University

CRAIG S. NORMAN (1991)
Associate Professor, English As A Second Language
B.A. 1986, California Lutheran University, Thousand Oaks
M.A. 1989, San Francisco State University
Ph.D. 2003, Claremont Graduate University and San Diego State University

MICHAEL J. O’NEILL (1990)
Associate Professor, Special Education
Coordinator, Disabled Students Programs and Services
B.S. 1968, Edinboro State College, Pennsylvania
M.A. 1971, San Francisco State University

REYNALDO F. ORTIZ (1978)
Counselor
B.A. 1971, University of San Francisco
M.A. 1981, California State College, San Bernardino
Ph.D. 2003, University of California, Riverside

SLAVICA OSTOJIC-COVERT (2005)
Assistant Professor, Human Anatomy and Physiology
Doctor of Medicine, 1991, Universitet u Beogradu
Faculty and Administration

JAMES J. PARVIZI (2002)
Interim Dean, Mathematics and Science
Professor, Mathematics
B.S. 1971, Dijon University, France
M.S. 1972, Dijon University, France
Doctorate de 3-ieme, Cycle, 1973, Dijon University, France
Ph.D. (Doctorat d’Etat) 1975, Dijon University, France
BS-MS (IFRICS) 1988, Clarkson University, Potsdam, New York

Vice President, Administrative Services
B.S., 1972, Southwest Missouri State University
B.A., 1976 Central Bible College, Springfield, MO
M.B.A., 1980, Southwest Missouri State University

JEFFREY W. PLACE (1997)
Professor, Turfgrass Management and Ornamental Horticulture
A.A. 1973, College of the Desert, California
B.S. 1975, California Polytechnic University, Pomona

RICHARD W. POST (1974)
Dean, Applied Science and Business
Director, Vocational Education
A.A. 1967, College of the Desert
B.S. 1972, California State University, Hayward
M.B.A. 1973, California State University, Hayward
J.D. 1981, University of Laverne, California

DIANE NORTHRUP RAMIREZ (1974)
Vice President, Student Services
B.F.A. 1967, Ohio State University
M.A. 1971, California State University, Los Angeles
Ed.D. 1987, University of Southern California

RICHARD W. RAWNSLEY (1999)
Assistant Professor, Basic Writing Skills
A.A. 1976, College of the Desert
B.A. 1989, California State University, San Bernardino
M.A. 1995, California State University, San Bernardino

MICHELLE A. RICHARDS (2000)
Cooperative Work Experience Coordinator
B.S. 1990, Oregon State University
M.Ed. 1994, Oregon State University

VICTOR RIOS, JR. (1999)
Professor, Sociology
B.A. 1974, Texas Arts and Industries University
M.A. 1977, University of Notre Dame, Indiana
Ph.D. 1983, University of Notre Dame, Indiana

DARLENE ROMANO (1988)
Professor, Music
B.M. 1970, San Francisco State University
M.A. 1972, San Francisco State University
D.M.A. 1994, University of Southern California

MARGARET K. ROSE (1994)
Associate Professor, Nursing
A.A. 1974, L.A. Pierce College, California
B.S.N. 1989, California State University, San Bernardino
M.S.N. 1997, California State University, Dominguez Hills

ANNE G. SADDINGTON (1995)
Professor, Human Services and Sociology
B.A. 1985, University of California, Irvine
M.A. 1988, University of California, Irvine
Ph.D. 1994, University of California, Irvine

WENDY J. H. SANDERS (2005)
Professor, Early Childhood Education
B.S. 1974, University of Wisconsin, Madison
M.A. 2004, Bethel Seminary, St Paul, MN

STEVEN H. SCHMIDT (1999)
Assistant Professor, Music
B.M. 1989, California State University, Fullerton
M.M. 1994, University of Southern California

TERRY L. SCHUKART (2002)
Dean, Physical Education and Athletics
B.S. 1970, Oregon State University, Corvallis
M.Ed. 1973, Oregon State University, Corvallis

HUSHANG SHAHIDI (1989)
Professor, Economics and Finance
B.S. 1969, Tehran University, Iran
M.A. 1973, Mankato State College, Minnesota
Ph.D. 1977, Colorado State University

MARÍA C. SHEEHAN (2001)
Superintendent/President
B.A. 1968, California State University, Los Angeles
M.A. 1972, California State University, Los Angeles
M.S. 1976, California State University, Long Beach
Ed.D. 1981, Pepperdine University
JOSE SIMO (2000)
Counselor, Transfer Center
Counselor/Hispanic Serving Institutions
B.S. 1989, Franciscan University of Steubenville, Ohio
M.S. 1996, California State University, San Bernardino

CHRISTEN SMITH (2005)
Assistant Professor, English as a Second Language
BA. 1994, University of California, Irvine
MA. 1996, California State Polytechnic University, Pomona

MICHAEL L. SMITH (2001)
Assistant Professor, Philosophy
B.A. 1989, University of California, Riverside
M.A. 1994, University of California, Riverside

DOMENICO SOTTILE (1969)
Professor, Italian and Spanish
B.A. 1963, University of California, Los Angeles
M.A. 1969, San Diego State University

KAREN TABOR-REGIS (1992)
Professor, Mathematics
A.A. 1985, Mesa Community College, California
B.A. 1988, San Diego State University
M.A. 1992, San Diego State University

JACK R. TAPLESHAY (1986)
Professor, Communication
A.S. 1979, Yuba College, California
B.A. 1981, California State University, San Bernardino
M.A. 1987, California State University, San Bernardino

ANTHONY M. TESCH (2004)
Assistant Professor, Biology, Human Anatomy, Physiology
B.S. 1995, University of California, Davis
Ph.D. 2004, University of California, Davis

TYRONE R. THOMAS (1990)
Professor, Adult Basic Education
A.A. 1980, Lassen College, California
B.S. 1982, College of Notre Dame, California

LESLIE TODD (1995)
Professor, Nursing
A.D.N. 1976, Los Angeles Valley College
B.A. 1972, California State University, Northridge
M.P.H. 1975, California State University, Northridge

MARY K. (CHRIS) TOTTEN (1994)
Professor, Biology
B.S. 1981, Western New England College, Massachusetts
M.A. 1983, Mount Holyoke College, Massachusetts

RODERICK SCOTT TRACEY (1984)
Professor, Chemistry
B.S. 1969, University of London, England
Ph.D. 1974, University of North Carolina

PENNY S. USHERWOOD (1999)
Professor, History/Political Science
B.A. 1963, University of Missouri at Kansas City
M.A. 1989, University of Missouri at Kansas City

FREDERICK VESCIAL, JR. (1995)
Associate Professor, English as a Second Language and Adult Basic Education
B.A. 1987, University of California, Irvine
B.A. 1991, University of California, Irvine
M.A. 1993, Monterey Institute of International Studies

JOAN L. WALKER (2004)
Instructor, Associate Degree Nursing Program
A.S. 1996, College of the Desert
B.S. 2000, Loma Linda University
M.S. 2003, California State University, Dominguez Hills

LISA WILANDER (2000)
Adaptive Computer Specialist
Assistant Professor, Disabled Students Programs and Services
A.A. 1978, Rockland Community College, New York
B.S. 1980, Keene State College, New Hampshire
M.A. 1987, California State University, San Francisco

LESLIE YOUNG (1999)
Assistant Professor, Early Childhood Education
B.A. 1977, University of San Diego, California
M.Ed. 1978, University of San Diego, California
J.D. 1984, University of San Diego, California
LaVONNE ABRUZZI (1987-1998)
Associate Professor Emeritus, Nursing
B.S.N. 1961, Jamestown College, North Dakota
M.A. 1996, California State University, San Bernardino

JOHN A. ANELLO (1980-1987)
Professor Emeritus, Music
B.A. 1950, Montclair State College, N.J.
M.A. 1967, Trenton State College, N.J.
Ed.D. 1972, Brigham Young University, Utah

JANICE BROWN BARNETT (1990-2000)
Coordinator Emeritus, Child Development Training and Resource Center
A.A. 1954, Sierra College, California
B.A. 1958, California State University, Los Angeles
M.A. 1975, University of Redlands

Professor Emeritus, Microbiology
B.S. 1956, Bowling Green State University, Ohio
M.S.Ed. 1961, University of Toledo, Ohio
M.S. 1967, Virginia State College

Professor Emeritus, Chemistry
B.S. 1943, Rutgers University, New Jersey
M.S. 1949, Purdue University, Indiana
Ph.D. 1974, University of Arizona

BARBARA ANNE BOLAÑOS (1971-1995)
Professor Emeritus, Sociology
A.A. 1967, College of the Desert
B.A. 1969, California State College, San Bernardino
M.A. 1970, University of California, Riverside

Professor Emeritus, English
A.B. 1964, San Francisco State College
M.A. 1970, University of Florida, Gainesville
Master of Letters, 2002, Middlebury College, Vermont

FAYE R. CASTILLEJA (1972-1994)
Professor Emeritus, Nursing
A.A. 1969, College of the Desert

JOHN R. COEFIELD (1963-1995)
Professor Emeritus, Health, Physical Education and Recreation
B.S. 1952, Slippery Rock State College of Pennsylvania
M.S. 1955, University of Oregon
Ed.D. 1964, University of Oregon

JOHN COLLIGAN (1987-1999)
Professor Emeritus, English and Reading, Copper Mountain Campus
B.A. 1956, La Salle College, Pennsylvania
M.A. 1957, La Salle College, Pennsylvania
M.A. 1962, Villanova University, Pennsylvania
M.A. 1968, Manhattan College, New York
Ph.D. 1974, Arizona State University

LUIS CORONA (1975-2000)
Counselor Emeritus
A.A. 1959 Riverside City College
A.B. 1962, California State College, Long Beach
M.A. 1964, California State College, Long Beach

JOHN D. CRAIG (1972-1983)
Professor Emeritus, Engineering, Copper Mountain Campus
A.A 1975, College of the Desert

MARGARET ANN CURRIN (1975-1986)
Professor Emeritus, Developmental Education
B.A. 1939, University of Arizona

RITA RAMIREZ DEAN (1973-2004)
Professor Emeritus, Developmental Education
B.A. 1965, Chapman College, California
M.A. 1971, Chapman College, California

DANIEL V. DETI (1962-2004)
Professor Emeritus, French and Spanish
B.A. 1945, University of Wyoming
M.A. 1951, Middlebury College, Vermont
Diploma, 1954, Ecole Superieure des Professeurs de Francais l'Etranger, University of Paris

MARCELINO DIAZ, JR. (1972)
Coordinator Emeritus, EOPS and CARE Programs Counselor
B.A. 1966, New Mexico Highlands University
M.A. 1969, New Mexico Highlands University
M.A. 1973, New Mexico Highlands University

WALLACE G. DOHMAN (1969-1992)
Professor Emeritus, English
Copper Mountain Campus
B.S. 1953, Winona State College, Minnesota
M.A. 1956, University of Minnesota
ROBERT F. ESCUDERO (1974-1987)
Professor Emeritus, Spanish
A.B. 1968, University of California, Los Angeles
M.A. 1969, University of California, Los Angeles
Ph.D. 1974, University of California, Los Angeles

CHARLES B. FLATT (1964-2001)
Professor Emeritus, Sociology and Philosophy
B.A. 1958, Pasadena College, California
M.A. 1959, University of Idaho

ELIZABETH BAILEY FRINCKE (1977-1998)
Professor Emeritus, Drafting and Interior Design
B.S. 1962, University of Tennessee
M.S. 1987, University of Tennessee

LEANORA R. FURR (1962)
Professor Emeritus, English
A.B. 1926, Washington University
A.M. 1928, Washington University
Ph.D. 1940, Cornell University, New York

JOSEPHINE GUERENA GALLEGOS (1967-2001)
Director Emeritus, Vocational Education
B.S. 1961, Arizona State College
M.A. 1966, Northern Arizona University

FRANK J. GARCIA (1968-1998)
Professor Emeritus, Health, Physical Education and Recreation
A.A. 1956, Diablo Valley Jr. College, California
B.A. 1959, Sacramento State College
M.A. 1965, Sacramento State College

RICHARD OWEN GILICK (1975-1987)
Director Emeritus, Business/Institutional Services, Copper Mountain Campus
B.S. 1952, University of Wisconsin
M.S. 1973, Shippensburg State College, Pennsylvania

RALPH T. GRANNAN (1973-1997)
Professor Emeritus, Physics
B.A. 1959, University of California, Riverside
M.A. 1973, University of California, Riverside

CHARLES RONALD GREEN (1966-1997)
Dean Emeritus, Student Services and Relations
B.S. 1958, Brigham Young University, Utah
M.A. 1960, Arizona State University

EUGENE KENNETH HANSON (1969-1992)
Professor Emeritus, Philosophy and Religion
B.A. 1953, Westmar College, Iowa
M.A. 1970, Claremont Graduate School, California
M. Div. 1975, Luther Seminary, Minnesota
Th.D. 1978, School of Theology, Claremont, California

DONALD HARRISON (1971-1988)
Professor Emeritus, Business
A.A. 1951, Pasadena City College, California
B.A. 1956, University of Southern California
M.S. 1960, University of Southern California
Ed.D. 1981, United States International University, California

Professor Emeritus, Nursing
Division Chair, Health Sciences
Director of ADN, VN, CNA and EMT Programs
B.S. 1965, University of Washington, Seattle
M.N. 1968, University of Washington, Seattle

BEVERLY A. HARTNETT (1968-1994)
Professor Emeritus, Nursing
B.S. 1960, University of Washington
M.A. 1976, Azusa Pacific College, California

Professor Emeritus, Psychology
B.A. 1959, University of Utah
M.A. 1961, University of Utah
Ph.D. 1967, Brigham Young University, Utah

DEAN W. HOOVER (1973-1992)
Professor Emeritus, Reading
B.A. 1950, Drury College, Missouri
M.A. 1972, Adams State College, Colorado
Ph.D. 1973, University of Oklahoma

JAMES M. HOPP (1974-2001)
Professor Emeritus, English
B.A. 1967, University of Redlands
C. Phil. 1973, University of California, San Diego

JOSEPH B. IANTORNO (1974-1986)
Dean Emeritus, Student Services
A.A. 1949, Long Beach City College
B.A. 1952, California State College, Long Beach
M.A. 1953, California State College, Long Beach
Ed.D. 1969, University of Southern California
PHYLISS JONES (1987-1999)
Professor Emeritus, Nursing
B.S.N. 1973, Loma Linda University
M.S.N. 1975, Loma Linda University

MARIAN M. KATZ (1967-1992)
Professor Emeritus, Nursing
B.S.N. 1956, Walla Walla College, Washington
M.A. 1960, Walla Walla College, Washington

DORIS F. KELLY (1973-1987)
Professor Emeritus, Nursing

AUSTIN KILIAN (1970-1987)
Professor Emeritus, Art
Chairperson, Art
B.A. 1942, Augustana College, South Dakota
M.F.A. 1949, University of Iowa

PAULA N. KROONEN (1984-2001)
Adjunct Instructor Emeritus, Japanese and ESL
A.A. 1956, Sacred Heart College, Japan
B.A. 1958, Western Washington College of Education, Bellingham
M.A. 1965, San Diego State College

WILLIAM R. KROONEN (1969-2001)
Superintendent/President Emeritus
A.A. 1958, University of California, Riverside
B.A. 1960, University of California, Riverside
M.A. 1966, University of New Mexico
Ed.D. 1974, University of Southern California

Professor Emeritus, English
B.A. 1954, University of Rhode Island
M.A. 1970, University of Tennessee

Professor Emeritus, Mathematics
Copper Mountain Campus
B.A. 1938, University of California, Los Angeles
M.S. 1941, University of Southern California

Professor Emeritus, Health, Physical Education and Recreation
Division Chair, Health/Physical Education and Recreation
B.S. 1963, Midland College, Texas
M.Ed. 1964, University of Arizona

ELEANOR MARTIN (1977-1989)
Counselor Emeritus
B.A. 1963, Baylor University, Texas
M.S. 1968, University of Southern California

ELIZABETH MARTIN (1979-1994)
Professor Emeritus, Nursing
B.S. 1962, Walla Walla College, Washington
M.S. 1970, University of California, San Francisco

JOHN W. MARZICOLA (1972-1985)
Professor Emeritus, Mathematics
B.S.M.E. 1967, University of Southern California
M.S.M.E. 1972, University of Southern California

Professor Emeritus, Psychology
B.A. 1961, Duke University, North Carolina
M.A. 1965, The American University, Washington D.C.
Ph.D. 1985, University of Maryland

ASHLEY T. McDERMOTT (1964-1999)
Professor Emeritus, Astronomy and History
B.A. 1961, San Diego State College
M.A. 1967, San Francisco State College

BARBARA McFADYEN (1965-1987)
Professor Emeritus, Political Science
B.A. 1944, University of Colorado
M.A. 1945, University of Colorado
M.A. 1957, University of Colorado
Ph.D. 1965, University of Colorado

MARTIN McKELL (1965-1985)
Professor Emeritus, Business
B.A. 1959, University of California, Berkeley
M.A. 1963, George Washington University, District of Columbia

DONNA JOY McLAIN (1968-1996)
Professor Emeritus, Health, Physical Education and Recreation
B.S. 1958, Northern Illinois University
M.A. 1963, California State University, Long Beach

JOHN ROLLAND McMillan (1967-1982)
Director Emeritus, Admissions and Records Services
B.S. 1950, Grove City College, Pennsylvania
M.A. 1964, Arizona State University
Ph.D. 1970, Arizona State University
STEVEN R. McWILLIAMS (1971-2002)
Professor Emeritus, Geography and Anthropology
B.A. 1961, University of Colorado
M.A. 1966, University of Oregon

Professor Emeritus, History
Copper Mountain Campus
B.A. 1956, Westmar College, Iowa
M.A. 1964, University of South Dakota

GEORGE L. MEYER (1969-2002)
Professor Emeritus, Geology
B.A. 1961, University of California, Santa Barbara
M.A. 1967, University of California, Santa Barbara

ALFRED D. MILLER (1971-1993)
Counselor Emeritus
Copper Mountain Campus
B.A. 1958, University of Northern Iowa
M.A. 1960, University of Northern Iowa

JAMES A. MILLS (1973-1992)
Professor Emeritus, Administration of Justice
B.A. 1943, Erskine College, South Carolina
J.D. 1949, University of South Carolina

Counselor Emeritus
B.S. 1965, Manhattan College, New York
M.Ed. 1967, Teachers College Columbia University, New York
Ed.D. 1974, Teachers College Columbia University, New York

LINDA A. MORANTE (1993-2005)
Associate Professor Emeritus, English
B.A. 1966, College of Mt. St. Vincent, New York
M.A. 1982, Seton Hall University, New Jersey

HOVAK NAJARIAN (1966-1994)
Professor Emeritus, Art
B.S. 1952, Bob Jones University, South Carolina
M.A. 1957, Columbia University, New York
Ed.D. 1979, Columbia University, New York

JOHN L. NORMAN (1962-1999)
Professor Emeritus, Music
B.A. 1950, Northeastern State College, Oklahoma
M.M. 1957, University of Oklahoma
Ph.D. 1968, Michigan State University

BETTY J. OEDING (1967-1992)
Professor Emeritus, Nursing
B.S. 1964, Loyola University, Chicago
M.S. 1967, Loyola University, Chicago

JAMES C. ONEY (1970-1997)
Professor Emeritus, Mathematics
B.S. 1962, New Mexico Western University
M.A. 1970, California State College, Long Beach

ROSEMARY ORTEGA (1972-2005)
Professor Emeritus, Developmental Education
B.A. 1971, San Diego State College

Dean Emeritus, Educational Services
Copper Mountain Campus
B.S. 1957, California State College, Pennsylvania
M.A. 1959, West Virginia University

Professor Emeritus, Mathematics
B.S. 1957, Illinois State University
M.S.T. 1965, University of Arizona
Ph.D. 1971, Arizona State University

WILLIAM H. PIVAR (1971-1994)
Professor Emeritus, Business
B.S. 1953, University of Wisconsin
J.D. 1965, University of Wisconsin

SAMUEL HART PLUMER (1975-1986)
Counselor Emeritus, Handicapped
B.S. 1943, Ohio State University
M.Ed. 1972, Bowling Green State University, Ohio

LANCE READ (1964-1996)
Counselor Emeritus
A.B. 1951, University of California, Los Angeles
M.Ed. 1958, University of California, Los Angeles

BRETT ROMER (1964-2002)
Professor Emeritus, Physics and Mathematics
Division Chair, Science and Mathematics
B.S. 1963, New Mexico Highlands University
M.S. 1964, New Mexico Highlands University

DAVID WILSON SALTER (1975-2004)
Professor Emeritus, Biology
B.S. 1964, University of Nevada
M.S. 1966, University of Nevada
Ph.D. 1970, University of Arizona
RHODA G. SCHWANKE (1973-1983)  
Professor Emeritus, Nursing  
Coordinator Emeritus, Student Health Service  
B.A. 1967, Sacramento State College, California  
M.A. 1971, Sacramento State College, California

GEORGE SMITH, JR. (1973-1994)  
Professor Emeritus, Agriculture  
B.A. 1950, Chico State College, California  
M.S. 1976, California State Polytechnic University, San Luis Obispo

GWENDOLYN JEAN SMITH (1980-1992)  
Professor Emeritus, Nursing  
B.S.N. 1959, University of California, Berkeley  
M.A. 1976, Azusa Pacific College, California

FERN D. STOUT (1964-1987)  
Superintendent/President Emeritus  
B.S. 1947, New Mexico State University  
M.A. 1957 Eastern New Mexico University  
Ed.D. 1962, University of New Mexico

JOHN C. TAMULONIS (1971)  
Professor Emeritus, Automotive Technology  
A.A. 1971, Mt. San Jacinto Junior College, California

DONALD D. THOMPSON (1965-1996)  
Professor Emeritus, Physical Education  
A.A. 1953, Pasadena City College, California  
B.S. 1961, Moorhead State University, Minnesota  
M.A. 1962, University of South Dakota

CHRISTINE J. TOMLINSON (1976-1982)  
Professor Emeritus, Music  
A.A. 1941, Springfield College, Illinois  
B.M. 1972, Redlands University, California  
M.M. 1975, Redlands University, California

JOYCE WADE-MALTAIS (1966-1999)  
Professor Emeritus, English and Speech  
B.A. 1954, Wilmington College, Ohio  
M.A. 1956, Ohio State University  
Diploma in Audio-Visual Aids, 1964, University of London, England  
Ph.D. 1981, University of California, Riverside

ANNE M. WALKER (1984-2005)  
Adjunct Instructor Emeritus, Mathematics  
B.S. 1971, University of California, Davis

DOUGLAS J. WALKER (1971-2005)  
Professor Emeritus, Agriculture and Natural Resources  
A.A. 1963, Bakersfield College, California  
B.S. 1966, University of California, Davis  
M.S. 1969, University of California, Davis

HARRY WALTHALL (1962-1994)  
Librarian Emeritus  
B.A. 1953, Ottawa University, Kansas  
M.S. 1956, Kansas State Teachers College, Emporia

KENNETH A. WATERS (1968-1991)  
Professor Emeritus, Agriculture & Mechanics  
B.S. 1959, California State Polytechnic University, San Luis Obispo  
M.A., 1970, California State Polytechnic University, San Luis Obispo

FLOYD L. WATSON (1974-2005)  
Professor Emeritus, Business  
B.S. 1966, California State University, Long Beach  
M.A. 1972, Northern Arizona University

DON A. WELTY (1965-1980)  
Coordinator Emeritus, Continuing Education  
B.A. 1954, Arizona State University  
M.A. 1956, Arizona State University

Professor Emeritus, English and Composition  
B.A. 1973, Stetson University, Florida  
M.A. 1978, California State University, Fullerton

Coordinator Emeritus, Library Services  
B.A. 1968, San Francisco State University  
M.A. 1971, San Jose State University  
M.L.S. 1988, San Jose State University

STAN Le ROY WILSON (1967-1994)  
Professor Emeritus, Mass Communication and Journalism  
A.A. 1955, Modesto Junior College, California  
A.B. 1958, California State University, Fresno  
M.A. 1966, California State College, Stanislaus  
Ed.D. 1973, University of Southern California
HORTENSIA "SANDY" ALWAN (1984-2001)
Adjunct Instructor Emeritus, Spanish
B.A. 1960, University of Texas, El Paso
M.A. 1965, University of Arizona, Tuscon

MARION BLONDIS (1965-1976)
Professor Emeritus, Nursing
A.B. 1958, San Francisco State College
M.A. 1970, United States International University, California

DAN A. BURKE (1966-1985)
Professor Emeritus, Developmental Education
B.A. 1961, Arizona State University
M.A. 1964, Northern Arizona University

Professor Emeritus, Biology, Anatomy and Zoology
A.B. 1956, University of Kansas
M.S. 1966, San Diego State University
Ph.D. 1972, University of Stellenbosch, Cape Province, Republic of South Africa

EDGAR L. De FOREST (1962-1978)
Professor Emeritus, English and Speech
Theatre Arts Diploma, 1937, Leland Powers School of Theatre, Massachusetts
B.S. 1940, Boston University, Massachusetts
M.A. 1941, University of Southern California
Ed.D. 1955, Columbia University, New York

Professor Emeritus
Past Dean of Business Services
A.B. 1947, University of Redlands
M.A. 1953, Claremont Graduate School, California
Ed.D. 1957, University of Southern California

L. CAROLYN FISHER (1963-1982)
Professor Emeritus, Counseling
B.A. 1951, University of Redlands
M.A. 1963, Syracuse University, New York

WENDELL C. FORD (1965-1989)
Media Specialist Emeritus
B.A. 1956, San Jose State University, California
M.A. 1957, San Francisco State University, California

LAWRENCE FREDERICK (1962-1981)
Professor Emeritus, Mathematics
B.S. 1942, Pennsylvania State University
M.S. 1948, Iowa State University
Ed.D. 1955, University of Missouri

GEORGE D. GOODWIN (1962)
Professor Emeritus, Philosophy and Religion
A.B. 1939, West Virginia Wesleyan
D.D. 1956, West Virginia Wesleyan
S.T.B. 1942, Boston University, Massachusetts
S.T.M. 1952, Boston University, Massachusetts
Ph.D. 1965, Boston University, Massachusetts

ROBERT M. GRIFFIN (1966)
Professor Emeritus, Special Education
Coordinator of Special Education
Director, Reading Laboratory
A.B. 1935, University of the Pacific
M.S. 1939, University of California, Berkeley
Ph.D. 1943, University of California, Berkeley

ROY HUDSON (1962)
Professor Emeritus, Rhetoric and Public Address
Past Dean of Instruction, College of the Desert
A.B. 1929, Pacific University, Oregon
M.A. 1935, University of Oregon
Ed.D. 1947, University of Oregon

EDWIN T. INGLES (1960-1974)
Professor Emeritus
Past Dean of Instruction, College of the Desert
A.B. 1929, Pacific University, Oregon
M.A. 1935, University of Oregon
Ed.D. 1947, University of Oregon

ROBERT B. JORDAN (1966-2004)
Professor Emeritus, Psychology
B.S. 1962, New Mexico State University
M.A. 1964, New Mexico State University

ROY MALLERY (1962)
Associate Professor Emeritus, Fine Arts
Chairman, Art
B.S. 1938 George Peabody College for Teachers
M.S. 1943, University of Oregon
J. R. MASTERS, JR. (1964)
Professor Emeritus, Speech
Director of Forensics
B.A. 1951, Humboldt State College
J.D. 1954, Williamette University
M.A. 1964, San Francisco State College

ROY C. McCALL (1959-1973)
Professor Emeritus
Past President, College of the Desert
Past Superintendent, Coachella Valley Community College District
A.B. 1930, University of Redlands, California
M.A. 1931, University of Iowa
Ph.D. 1936, University of Iowa

KIM R. MILTENBERGER (1982-1999)
Adjunct Instructor Emeritus, Speech
B.S. 1978, Ball State University, Indiana
M.S. 1980, Southern Illinois University at Carbondale

KATHLEEN MUCHNIK (1972-1987)
Associate Professor Emeritus, Nursing
Assistant Chairperson, Nursing and Allied Health
B.S. 1971, Fairleigh Dickinson University, New Jersey
M.A. 1975, Azusa Pacific College, California

GEORGE J. NELSON (1963-1974)
Professor Emeritus, Chemistry
B.S. 1932, Andrews University
M.S. 1939, University of Colorado
Ph.D. 1947, University of Colorado

SEAMUS NUNAN (1962-1982)
Professor Emeritus, History
B.S. 1941, New York University
M.A. 1947, Columbia University, New York
Ed.D. 1958, University of Southern California

WILLIAM M. REESKE (1969-1999)
Professor Emeritus, English
Copper Mountain Campus
A.A. 1951, Mt. San Antonio College
B.A. 1957, Los Angeles State College
M.A. 1965, California State University, Los Angeles

Professor Emeritus, Business
B.S. 1947, Oklahoma State University
M.S. 1949, Oklahoma State University

ANTHONY A. SAITTA (1967-1978)
Associate Professor Emeritus, Business
M.B.A. 1958, Air Force Institute of Technology
M.A.O.M. 1966, University of Southern California
M.S. 1967, University of Southern California

Professor Emeritus, Engineering Technology
M.S.E. 1967, Colorado State University

STEPHEN SIMONSEN (1979-1997)
Professor Emeritus, Communication
A.A. 1974, Chaffey College, California
B.A. 1976, Pomona College, California
M.A. 1978, California State Polytechnic University, Pomona
M.A. 1979, California State Polytechnic University, Pomona
Ph.D. 1988, University of California, Riverside

FREDERICK THON (1962-1974)
Professor Emeritus, Drama
A.B. 1931, Harvard University
M.F.A. 1940, Yale University School of Drama, Connecticut

RAYMOND L. TRAYNOR (1974-1987)
Professor Emeritus, Developmental Education
Copper Mountain Campus
B.A. 1946, Creighton University, Nebraska
M.A. 1966, San Francisco State University

FRANCES De LONG WILSON (1969-1984)
Professor Emeritus, Developmental Education
A.B. 1946, University of California, Berkeley
Chapter 11 - Supporting Organizations

SUPPORTING ORGANIZATIONS

ALUMNI ASSOCIATION

College of the Desert Alumni Association was chartered in 1983. The mission goals of the Association are to provide information regarding the College to the communities of the College District. The Association provides activities wherein alumni, students, staff and members of the community can participate. The Association provides recognition of former students, graduates, community leaders, faculty and staff through the annual Hall of Fame dinner.

Annually, the Alumni Association budgets over $240,000 in scholarships and student financial aid, which are awarded to college, high school and middle school students.

The Alumni Scholarship Endowment Fund now totals in excess of $600,000. The Alumni Association Academic Enrichment Endowment Fund of $1,000,000 has been completed. The Alumni Association operates the popular, year round, Street Fair. Membership is open to alumni, students, staff, and the community.

COLLEGE OF THE DESERT FOUNDATION

The College of the Desert Foundation is a nonprofit organization whose primary purpose is to provide financial support from the private sector to help underwrite those programs and facilities at the College which cannot be funded through public sources. The Foundation Board and committees are composed of community leaders who volunteer to work with college staff to support the college's specific needs, present and future.

Donations to the College of the Desert Foundation can be of any size and may be designated to a particular department or project. Estate planning assistance is available for wills, bequests, and charitable trusts.

COLLEGE OF THE DESERT FOUNDATION AUXILIARY

Members serve as goodwill ambassadors and organize special events for the College. Membership dues have been set at $35 per year or $350 for a life membership. The Foundation Auxiliary annually provides financial support to a wide variety of College programs. For more information call (760) 346-3363.

COD SCHOLARSHIPS

College of the Desert’s supporting organizations provide scholarships to a large number of students annually. A partial list of the scholarships, donors, or funding follows.

- John Arthur Memorial Scholarship for Economics Majors
- Eugenie Bolz Family Foundation Scholarship Fund
- Robert and Mary Ellen Bronski Scholarship Fund
- Gayle Brumwell Perpetual Scholarship Fund
- Dr. Reynaldo J. Carreon Perpetual Endowment Scholarship Fund
- Shirley Clark Memorial Scholarship Fund
- Jerry Codecas Scholarship
- COD Alumni Association Scholarship Fund
- COD Faculty Womens Club Scholarship Fund
- CVMACC (Coachella Valley Mexican American Chamber of Commerce) Scholarship Fund with matching funds from the Dr. Reynaldo J. Carreon Endowment
- Thomas A. Davis Scholarship
- Evelyn Fox Memorial Scholarship Fund for Disabled Students
- College of the Desert French Club Scholarship
- Jack Greenberg Memorial Nursing Fund
- Louis M. and Birdie Halper Foundation Scholarship
- Alfred and Viola Hart Award
- J. Neil Hastings Perpetual Scholarship Fund
- Bruno Hirsch Memorial Scholarship Fund
- Bob Hope Desert Classic Scholarship Fund
- Joe Iantorno Scholarship for Education Majors
- Kathleen A. Little Memorial Scholarship
- Lawrence T. Little Memorial Scholarship
- Viola H. and Roy W. Mallery Art Scholarship
Chapter 11 - Supporting Organizations

- Martvest Foundation Business Scholarship
- Jean Masters Scholarship Fund
- Roy And Velma McCall Scholarship
- Donna McLain Physical Education Scholarship for Disabled Students
- Pearl McManus Scholarship Fund
- Kim Miltenerberger Memorial Scholarship
- Donald Mitchell Perpetual Scholarship
- Constance Monica Memorial Scholarship
- Matteo Monica II Memorial Scholarship
- Olaf Nordland Memorial Scholarship
- Joyce Norton Memorial Art Scholarship
- Edward Rafferty Scholarship Fund
- Rancho Mirage Womens Club Scholarship Fund
- Myrne Shephard Memorial Scholarship Fund
- Stephen W. Simonsen Memorial Scholarship
- Betty Lee Speakman/Tri Palm Womens Club Scholarship
- Helen K. Staley Scholarship Fund
- Patricia Wilson Memorial Scholarship
- Womens Club of the Desert Scholarship Program
- Jackie Story Scholarship Fund
- Thomas Walts Scholarship Fund
- Weggenman Memorial

In addition to the scholarship programs listed, College of the Desert is fortunate to assist in the coordination and delivery of a number of outside or private scholarship awards from various civic groups, clubs and agencies. Potential donors or scholarship committee chairpersons are encouraged to contact the Financial Aid Office if assistance is needed in establishing or implementing a private scholarship program.

**PRESIDENT’S CIRCLE**

The primary purpose of the President’s Circle is to support excellence in education and to encourage greater individual involvement with the College.

The Circle is composed of concerned citizens who make an annual contribution of $1,000 or more to the Foundation. A onetime gift of $10,000 or more entitles a donor to lifetime membership. For more information call (760) 773-2561.

**FRIENDS OF THE LIBRARY**

The Friends of the Library is a dedicated group that support the College’s Palm Desert Campus library. The Desert Collection Bibliography, focusing on the uniqueness of the region, is regularly updated by the Friends with new and rare books. For more information about Friends of the Library call (760) 776-7299.

**SUPPORT GROUPS**

The College encourages the formation of support groups for any academic program or service. Organizations such as the Friends of the Library have provided much needed financial resources to strengthen library materials. Staff of the College Foundation can assist in the formation of support groups for any academic program or service. For information and guidelines call 773-2561.
1 LA ...... LIBERAL ARTS BUILDING
Communications Division Office
2 B........ BUSINESS BUILDING
Computer classrooms
MESA Office (B-9)
DSPS Hi-Tech Center (B-5)
3 N ....... NURSING BUILDING
Health Sciences/Early Childhood Ed. Division
4 M........ MAINTENANCE BUILDING
Music Keyboard/Computer Music Classrooms
5 ART .... ART BUILDING
Walter N. Marks Center for the Arts
6 CDC .... CHILD DEVELOPMENT CENTER
7 A........ AGRICULTURAL SCIENCE BLDG.
8 AT ....... APPLIED TECHNOLOGY BUILDING
Applied Science/Business Division Office
Vocational Education
9 DM ..... DIESEL MECHANICS BUILDING
.......... (Rooms DM 21-25 upstairs)
10 T ....... THEATRE BUILDING (Theatre Too)
11 SOC .... SOCIAL SCIENCES BUILDING
Social Sciences and Arts Division Office
12 E ....... ACADEMIC SKILLS CENTER (ASC)
Assessment Testing
Language Lab
Math Lab
Tutoring Center
Writing Lab
13 MATH . MATH BUILDING
Math and Science Division Office
Math/Science Lab (MATH 4)
14 S ........ SCIENCE BUILDING
15 C.ANNEX ...... CENTRAL MODULAR ANNEX
Mallroom
Security
Trio Programs
Work Experience Office
16 PE ...... PHYSICAL EDUCATION BUILDING
Lockers & Showers
POOL.. SWIMMING POOLS
17 GYM ... WRIGHT GYMNASIUM
GYM STG ...... Gym Stage
GYM WR ........ Gym Weight Room
18 VDH .... VELMA DAWSON HOUSE
COD Alumni Association
Street Fair Management
COD Foundation Office
19 LIB ...... LIBRARY
COD, City of Palm Desert, and Riverside County Libraries
20 S-MOD SOUTH MODULAR BUILDING
Business Administrative Services
Human Resources
21 BOOK . BOOKSTORE BUILDING
Bookstore
Financial Aid
Physical Education/Athletics Division Office
22 C........ BUILDING C
Admissions & Records (A&R)
Faculty Resource Center (FRC)
Parking Services
23 HSC .... HILB Student Center
College Nurse
International Students
Student Government/Student Clubs
Student Lounge
HSCM . Hilb Student Center Mezzanine
ABE & ESL Classrooms
24 CMH ... CAROL MEIER LECTURE HALL
CMH PT .......... The POLLOCK Theatre
25 AD ..... ADMINISTRATION BUILDING
Administrative Offices
Career & Transfer Center
Counseling Services
Disabled Student Programs & Services
26 DH ...... DINING HALL/COD Cafe
27 CTD .... Center for Training & Development
28 MCC .... McCallum Theatre
29 STAD .. STADIUM & OFFICES
FLD .... Athletic Field
30 CRTS .. TENNIS COURTS
31 GOLFINST ..... COLLEGE GOLF CENTER
32 W.ANNEX ...... WEST MODULAR ANNEX
33 E.ANNEX ...... EAST MODULAR ANNEX

OFF-CAMPUS ABBREVIATIONS:
AF ............ Arthritis Foundation
CSDS ............ Center Stage Dance Studio
CVHS ............ Coachella Valley High School
DRMC .......... Desert Regional Medical Center
EMC ............ Eisenhower Medical Center
EVC ............ Eastern Valley Center
HACIENDA...Hacienda de Monterey
INTERNET ... ONLINE CLASS
JFK .......... John F. Kennedy Hospital
MONTPALM Monterey Palms Health Center
PSHS ............ Palm Springs High School
PSPTC ........ Palm Springs Police Training Center
Index

A
  Abbreviations & Symbols .. 113
  Absence, Leave of ........ 219
  Academic Calendar ..........  8
  Academic Honors ........... 110
  Academic Petition Procedures 106
  Academic Renewal Policy .... 215
  Academic Skills Center .....  30
  Academic Skills Courses .... 135
  Academic Standards ......... 106
  Academic Transfer Programs .. 11
  Accident Insurance .......... 25
  Accounting Certificate ...... 61
  Courses ..................... 142
  Accreditation ............... 13
  Acting Courses ............. 208
  Activities & Clubs ..........  26
  Addiction Studies/Problem
    Gambling Studies .......... 137
  Adding & Dropping Courses .. 21
  Administration of Justice
    Certificate & Degree ...... 47
    Courses .................... 124
  Admission, Eligibility for ... 15
    High School Grad .......... 15
    Non-Grads of High School . 15
    Special K-12 Students ... 15
    Probationary Transfers .... 16
    International Students ... 16
  Admissions & Registration
    Procedures ................ 14
  Admission of International
    Students ................... 16
  Adult Basic Education (ABE) .. 48
  ABE Courses ................. 116
  Advanced Placement
    Options .................... 19
  Advanced Transportation
    Technologies Degree &
    Certificates .............. 59
    Courses .................... 137
  Advising Services ........... 36
  Agriculture Certificate &
    Degree Requirements ...... 49
  Agriculture Courses ........ 121
    Business ................... 121
    Environmental Horticulture 121
    Plant Science ............. 123
    Natural Resources .......... 192
  Agriculture Programs ....... 49
    Business ................... 49
    General Agriculture ...... 50
  Environmental Horticulture .. 50
  Plant Science ............... 52
  Turfgrass Mgmt ............. 53
  Air Conditioning/HVAC
    Certificate & Degree ...... 54
    Courses .................... 119
  Alcohol/Drug Studies
    Certificate & Degree ...... 83
    Courses .................... 180
  Algebra Courses ............ 185
  Alumni Association .......... 240
  American Sign Language .... 136
  Anthropology Courses ...... 126
  Degree Requirements ....... 126
  Architecture Courses ...... 127
  Architecture/Environmental
    Design Certificate &
    Degree .................... 55
  Art Courses ................ 128
  Degree Requirements ....... 57
  Assessment ................ 14
  Associate Degrees .......... 40
  Associated Students (ASCOD) . 26
  Astronomy Courses .......... 116
  Athletics/Varsity Sports .... 29
  Attendance ................ 216
  Auditing Classes .......... 216
  Automotive Technology
    Certificates ................ 58
    Courses .................... 137
  Banking/Finance Courses . 143
  Biological, Chemical &
    Physical Science Degree
    Requirements .............. 87
  Biology Courses .......... 140
  Board of Trustees .......... 3
  Bookmark .................. 26
  Building Inspection Technology
    Certificate ................ 56
    Courses .................... 142
  Business Certificate & Degree
    Requirements .............. 61
  Calendar, Academic .......... 8
  California Articulation
    Numbering System (CAN) .... 103
  CSUSB (Palm Desert Campus) .. 35
  Campus Guide ................ 242
  Career Center ................ 36
  Center for Training &
    Development ................ 30
  Certificate/Degree Programs ... 45
  Certified Nursing Assistant . 76, 179
  Chemistry Courses .......... 148
    Degree Requirements ....... 88
  Class Attendance ............ 216
  Classification & Numbering
    of Courses ................. 113
  Classification of Students .... 23
  Club Organizations .......... 26
  COD Cafe .................... 28
  COD Foundation ............ 240
  COD Foundation Auxiliary .... 240
  College Level Examination
    Program (CLEP) .......... 20
  College Policies, Index of .... ???
  Communication Degree ........ 84
  Community Education ........ 31
  Composition Courses ........ 162
  Degree Requirements ....... 70
  Computer Information Systems
    Certificate & Degree ....... 62
    Courses .................... 149
  Computer Science Courses ... 152
    Degree Requirements ....... 63
  Construction Management
    Certificate & Degree ...... 56
    Courses .................... 151
  Counseling Center ........... 36
  Course Codes ................ 114
  Courses of Instruction ...... 113
  Courses, Repetition of ....... 111
  Credit by CEEB Advanced
    Placement .................. 19
  Credit by Examination ....... 18
  Credit for Military Service .... 20
  Credit from High Schools and
    ROPs ....................... 20
  Credit, Unit of ............. 22
  Criminal Law Courses ........ 124
  Culinary Arts
    Certificates and Degree ...... 66
    Courses .................... 147
  Customer Service Academy ... 31
  Dance Courses ............... 153
  Dancing Courses, Aerobic195
  Dancing Courses, Ballroom .. 195
  Dancing Courses, Theatre
    Production .................. 210
  Deans’ List .................. 210
  Degree/Certificate Information 45

Chapter 12 - Index
## Index

<table>
<thead>
<tr>
<th>Department</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree Requirements</td>
<td>42</td>
</tr>
<tr>
<td>Non-Transfer</td>
<td>42</td>
</tr>
<tr>
<td>Transfer to CSU</td>
<td>101</td>
</tr>
<tr>
<td>Transfer to UC &amp; CSU</td>
<td>97</td>
</tr>
<tr>
<td>Departmental Seminars</td>
<td>32</td>
</tr>
<tr>
<td>Dietetic Technician Program</td>
<td>86</td>
</tr>
<tr>
<td>Digital Design &amp; Production</td>
<td>86</td>
</tr>
</tbody>
</table>

| Certificate & Degree                        | 67   |
| Courses                                     | 154  |
| Dining Hall                                 | 28   |
| Diplomas                                    | 40   |
| Disabled Students, Programs & Services      | 36, 68, 217 |
| Courses                                     | 155  |
| Adapted P.E.                                | 196  |
| Disclaimer                                  | 247  |
| Disclosure of Education Records              | 218  |
| District (COD) General Ed.                  | 42   |
| Requirements                                | 42   |
| Drafting/CAD                                | 68   |
| Certificate & Degree                        | 68   |
| Courses                                     | 155  |
| Drop Dates                                  | 8    |
| Dropping & Adding Courses                   | 21   |
| Drug/Alcohol Studies                        | 83   |
| Certificate & Degree                        | 83   |
| Courses                                     | 180  |
| Drug-Free Workplace                         | 219  |
| and Campus                                  | 219  |

| Early Childhood Education                    | 69   |
| Certificates & Degree                        | 69   |
| Courses                                     | 157  |
| Eastern Valley Center                       | 13   |
| Economics Courses                           | 161  |
| Educational Plans (SEPs)                    | 38   |
| Emergency Medical Technician                | 161  |
| Courses                                     | 161  |
| Program                                     | 63   |
| Energy Tech Training Center                 | 31   |
| English Degree Requirements                 | 70   |
| English Courses                             | 162  |
| English as a Second Language-Credit         | 71, 165 |
| Non-Credit                                  | 72, 166 |
| Entrance Requirements                       | 14   |
| Environmental Design/Architecture Certificate & Degree Requirements | 55 |

| Environmental Horticulture                   | 50   |
| Certificate & Degree                        | 50   |
| Courses                                     | 121  |
| EOPS & CARE                                 | 37   |
| Evaluation Requirements                     | 40   |
| Evening/Weekend Program                      | 78   |
| Examination, Credit by                       | 18   |
| Examinations, Final                         | 107  |
| Extended Opportunity                         | 37   |
| Program/Services (EOPS)                     | 37   |

| Faculty & Administrators                     | 225  |
| Faculty Code of Ethics                       | 225  |
| Fees                                         | 23   |
| Final Examinations                           | 107  |
| Finance & Banking Courses                    | 143  |
| Financial Aid Programs                       | 26   |
| Fire Technology                              | 72   |
| Certificate & Degree                         | 72   |
| Courses                                     | 171  |
| First Aid & Safety Course                    | 191  |
| Foreign Language Lab                         | 33   |
| Foreign Language Courses                     | 173  |
| Degree Requirements                          | 73   |
| Foreign Transcript Evaluation                | 20   |
| French Courses                               | 173  |
| Freshman (defined)                           | 23   |
| Friends of the Library                       | 241  |
| Full-Time Student (defined)                  | 23   |

| General Business                             | 64   |
| Degree Requirements                          | 64   |
| General Drafting/CAD                          | 68   |
| Certificate & Degree                         | 68   |
| General Education Development Test (GED)     | 32, 48 |
| General Ed Requirements-District (COD)       | 42   |
| CSU                                          | 101  |
| U&C&CU                                        | 97   |
| General Information                          | 11   |
| Geography Courses                            | 175  |
| Degree Requirements                          | 90   |
| Geology Courses                              | 174  |
| Degree Requirements                          | 89   |
| German Courses                               | 176  |
| Golf Management                              | 64   |
| Certificate & Degree                         | 64   |
| Courses                                     | 177  |
| Government-History                           | 100  |

| Grade Appeals                                | 109  |
| Grade Change Policy                          | 109  |
| Grade Grievance Procedure                    | 109  |
| Grade-Point Average                          | 108  |
| Grade Points                                 | 107  |
| Grade Responsibility                         | 22   |
| Grading System                               | 107  |
| Graduation                                   | 40   |
| Graduation Honors                            | 110  |
| Graduation Requirements                      | 40   |
| Guaranteed Admission Contract                | 35   |
| CSUSB                                        | 35   |
| Guidance Courses                             | 207  |

| Health Education Courses                     | 177  |
| Health, Physical Education & Recreation Degree| 74   |
| Health Sciences Courses                       | 178  |
| Nursing Programs                             | 77   |
| Health Services                              | 28   |
| High School Completion                        | 32, 48 |
| History Courses                              | 178  |
| Degree Requirements                          | 91   |
| History of the College                       | 11   |
| Home Economics/Nutrition                     | 11   |
| Course                                      | 177  |
| Home Health Aide Course                       | 179  |
| Home Health Aide Program                      | 77   |
| Honor Roll                                   | 110  |
| Hotel & Restaurant Mgmt.                     | 144  |
| Courses                                     | 144  |
| Degree Requirements                          | 65   |
| Housing                                      | 28   |
| Human Anatomy Courses                        | 141  |
| Human Services-Alcohol/Drug                  | 180  |
| Courses                                     | 180  |
| Human Services Degree & Certificate Requirements | 83   |
| Humanities Courses                           | 181  |

| IGETC                                        | 97   |
| Incomplete Grade                             | 108  |
| Independent Study Projects                   | 32   |
| Institute for Retail Studies                 | 31   |
| Insurance, Student                           | 25   |
| International Students                       | 16   |
| Intersegmental General Education Transfer    |      |
| Curriculum (IGETC)                           | 97   |
| Italian Courses                              | 178  |
INDEX

Japanese Courses ............. 183
Job Placement Services ..... 28
Journalism Courses .......... 183
Degree Requirements ..... 85

Landscape Courses .......... 122
Language Lab ............... 30
Last Day to Drop (Grade Responsibility) ...... 22
Law, Business Courses ..... 144
Learning Resources ............ 30
Leaves of Absence ............ 219
Liberal Arts ..................... 84
Liberal Studies Transfer ....... 84
Library .......................... 33
Limitations on Fee Refunds .... 24
Literature Courses ............ 162
Degree Requirements ..... 70

Majors/Programs ............. 45
Makeup, Theatre Courses ........... 211
Management Courses ......... 144
Mass Communication Courses ............. 187
Degree Requirements ..... 85
Math, Engineering, and Science Achievement Program ............ 37
Mathematics Courses ........... 184
Degree Requirements ..... 85
Mathematics Competency ......... 44
Math/Science Study Center ... 34
Matriculation Process ............. 14
Medical Insurance ............. 25
Medical Technician Courses (EMT) ............. 161
Medical Terminology Course .... 178
MESA ............................ 37
Microbiology Course .......... 141
Mission Statement ............. 10
Music Courses ................. 187
Degree Requirements ..... 86

Natural Resources Courses 192
Degree Requirements ...... 51
News Reporting Courses ......... 183
Non-Discrimination Policy .... 219
Non-Resident Tuition Fees .... 23
Notice of Disclaimer .......... 247
Nursery School Courses ...... 157

Nursing and Health
Sciences Degree and Certificate Information ...... 75
Nursing Assistant Certificate .... 76
Course ................................ 179
Nursing Courses ............. 191
Degree Requirements ..... 80
Nursing Program, Supplemental Application for ....... 15
Nursing, Vocational Courses .... 212
Degree Requirements ..... 81
Nutrition Course ............. 177
Degree Requirements ..... 86

Occupational/Vocational Education .................. 11,41
Office of Veteran’s Affairs .... 39
Online Application Procedure .. 14
Open Access ..................... 14
Orientation, New Students . 14,21
Parking .......................... 28
Part-Time Student  
(dedefined) ............................ 23
Persons with Disabilities ..... 36,68
Philosophy Courses .......... 200
Degree Requirements ..... 91
Photography Courses ............ 134
Physical Education Courses .. 193
Physical Education Activity Requirement .................. 44
Physical Education Degree Requirements .......... 74
Physical Science, Biological & Chemical Degree Requirements .......... 87
Physics Courses ............. 199
Degree Requirements ..... 89
Physiology, Human .......... 141
Plant Science Courses ......... 123
Degree Requirements ..... 52
Play Production Courses ......... 209
Poetry, Introduction to ........ 163
Politica Sobre La 
Discriminacion Ilegal ...... 221
Political Science Courses .... 201
Degree Requirements ..... 91
Post-Graduate Student  
(dedefined) ............................ 23
Preparation for Transfer ...... 95
Prerequisites & Corequisites 106
Preschool Education Courses 157
President’s Circle ............. 241
Printmaking Courses ........ 131
Probation, Academic .......... 110
Probationary Transfer  
Students ......................... 16
Probation, Disqualification,  
and Reinstatement ............. 110
Problem Gambling/Addiction
Studies Course ............ 137
Program Information, Majors ... 45
Psychology Courses ............ 201
Degree Requirements ..... 91
Public Speaking Courses .... 205

Radio-Television Courses .. 203
Reading Competency .......... 44
Reading Courses ............. 202
Reading ESL Course ............ 203
Recreation Courses ............ 203
Degree Requirements ...... 74
Refrigeration & Air  
Conditioning Courses ......... 119
Refunds .......................... 24
Registering in Classes .......... 21
Reinstatement ................. 111
Release Student Information 222
Repayment of Funds ............ 27
Repetition of Courses .......... 111
Requirements for AA/ AS Degrees  
Non-transfer ..................... 42
Transfer to CSU .................. 101
Transfer to UC & CSU ........ 97
Residency Requirements ......... 17
Adult, Residence of .......... 17
Minor, Residence of .......... 17
Exceptions ............. 18
Restaurant & Hotel
Management Courses ......... 144
Returned Checks ............. 25

Schedule of Classes .......... 22
Scholarships ............. 27
School-to-Career/Tech Prep .. 38
Science Degree Requirements 87
Sculpture Courses ............ 131
Self-Defense Courses .......... 197
Seminar, Departmental .......... 32
Social Science Degree  
Requirements .................. 90

Chapter 12 - Index
INDEX

Sociology Courses .......... 204
Degree Requirements ...... 92
Sophomore (defined) .......... 23
Spanish Courses .......... 206
SPECC (Strengthening Pre-Collegiate Education in Community Colleges) .......... 33
Speech Courses .......... 205
Degree Requirements ...... 92
Sports Activity Courses ...... 194
Student Classification .......... 23
Student Conduct Standards . 223
Student Development Courses .......... 207
Programs .......... 93
Student Grievance Policy ...... 224
Student Insurance .......... 25
Student Organizations .......... 26
Student Parking .......... 28
Student Privacy Rights & Access to Records .......... 219
Student Records .......... 216
Student Life .......... 26
Student Rights & Responsibilities .......... 215
Study Skills Courses .......... 135
Supervision & Management Certificate & Degree .......... 65
Courses .......... 145
Supporting Organizations .... 240

Table of Contents .......... 4
Testing .......... 21
Theatre Arts Courses .......... 208
Degree Requirements .......... 93
Transcripts .......... 25
Transcripts from other institutions .......... 20
Transfer, Preparation for .......... 95
Transfer Center .......... 38
Transfer of Credit from other Colleges .......... 20
Transfer Students, Probationary .......... 16
Transferable Courses .......... 96
Transferring Credit to COD .......... 20
Transportation & Parking .......... 28
Tuition .......... 23
Turfgrass Management Certificate & Degree .......... 53
Courses .......... 121
Tutorial Services .......... 34

NOTICE OF DISCLAIMER

Every reasonable effort has been made to determine that everything stated in this 2005-2006 Catalog is accurate. Because this publication must be prepared well in advance of the period of time it covers, changes in some programs inevitably will occur.

Courses and programs offered, together with other matters contained herein, are subject to change without notice by the Administration of the Desert Community College District or College of the Desert, and in addition, some courses or programs that are offered may have to be cancelled because of insufficient enrollment or because of elimination or reduction in programs or because of any other reason considered sufficient by the College President or designee.

The District and College further reserve the right to add, amend, or repeal any of their rules, regulations, policies or procedures.
DESER COMMUNITY COLLEGE DISTRICT

43-500 Monterey Avenue
Palm Desert, CA 92260
(760) 346-8041

The following statement is required by
the California State Department of Education
in compliance with
D.V.B. Circular 20-76-84.

COLLEGE of the DESERT
Name of School

43-500 Monterey Avenue, Palm Desert, CA 92260
Address

July 25, 2005
Date

In accordance with requirements of D.V.B.
Circular 20-76-84, Appendix P, this is to certify that
this school catalog is true and correct in content and policy.

Dr. Gari Browning, Vice President, Instruction