Greetings and welcome to Modesto Junior College!

It is our hope that this catalog will provide you with the information you need to help you make informed decisions about your academic career here at Modesto Junior College. As a student at Modesto Junior College you will discover outstanding faculty, staff, and administrators who are unconditionally committed to academic excellence, personal enrichment and diversity.

Modesto Junior College offers a wide range of academic and vocational programs. Our academics are rigorous and our vocational programs utilize the practical *learn by doing* philosophy. We are committed to providing our students with the highest quality of education possible.

For more than eighty-two years, Modesto Junior College has played a unique and vital role in educating students of all ages and backgrounds. We continue to work hard at providing our diverse community with a healthy, enjoyable learning environment. One significant project that helps us meet this goal is our active participation in the Yosemite Community College District’s nationally acclaimed *Beyond Tolerance Initiative*. With this initiative serving as the foundation, you will have many opportunities to participate in activities that will increase your appreciation for the many cultures that are represented in our community.

I encourage you to take a few moments of your time and explore the multitude of educational opportunities, services and resources that are available at MJC. We look forward to helping you realize your plans for a bright and promising future!

Dr. James H. Williams  
President  
Modesto Junior College
# Table of Contents

About Modesto Junior College ................................................................. 6
Academic, Administrative and Business Support Services .................. 42
Academic Regulations ........................................................................... 19
Admission/Matriculation Regulations .................................................... 10
Calendar ................................................................................................. 4, 5
California Articulation Number (CAN) .................................................. 61
California State University, Transfer .................................................... 55
Campus Life ............................................................................................ 40
Glossary ................................................................................................. 221
Governing Board, Administration and Faculty, Faculty Emeriti .......... 210 - 221
Graduation Requirements ...................................................................... 52
How to Read Catalog Program/Courses Listings ................................. 62, 63
Index ...................................................................................................... 222
Instructional Divisions, Areas of Instruction .......................................... 47
Instructional Programs ........................................................................... 45
Intersegmental General Education Transfer Curriculum .................... 58
Maps ........................................................................................................ 228
Programs/Courses .................................................................................. 64
Student Information ................................................................................ 32
Student Nondiscrimination Policy ......................................................... Inside Front Cover, 30
Student Services .................................................................................... 33
Telephone Directory ................................................................................ Inside Back Cover
Transfer Information ............................................................................... 55
University of California, Transfer .......................................................... 58, 60
2003-2004 Academic Calendar

FALL 2003

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SPRING 2004

JANUARY 2004

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<tr>
<td>1/1</td>
<td>New Year’s Day</td>
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<td>1/3</td>
<td>Flex Day</td>
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<td>1/9</td>
<td>Institute Day</td>
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<td>1/12</td>
<td>Spring classes begin</td>
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<tr>
<td>1/19</td>
<td>Martin Luther King Jr. Day</td>
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<td>1/25</td>
<td>Last Day to drop and be eligible for a refund</td>
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FEBRUARY 2004

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<td>2/8</td>
<td>* Last Day to Withdraw Without “W” on Record.</td>
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<td>2/11</td>
<td>* Last Day to File for CR/NC.</td>
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<td>2/13</td>
<td>Lincoln Day</td>
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<td>2/14-15</td>
<td>No Classes</td>
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<tr>
<td>2/16</td>
<td>Washington Day</td>
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MARCH 2004

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<tr>
<td>3/31</td>
<td>** Last Day to Withdraw From</td>
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APRIL 2004

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<td>4/26-30</td>
<td>Finals</td>
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<td>4/30</td>
<td>Spring classes end/ Graduation</td>
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Key

- Classes Begin
- Holiday
- Finals
- Last Day of Semester
- No Classes/Offices Closed

* Deadline for short term classes is 30% of length of course.
** Deadline for short term classes is 75% of length of course.
## SUMMER 2004

### MAY 2004

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- **5/1-2**: No classes/Offices open
- **5/10**: Summer classes begin
- **5/31**: Memorial Day

### JUNE 2004

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- **7/4**: Independence Day
- **7/5**: Independence Day Observed

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### Key

- Classes Begin
- Holiday
- Finals
- Last Day of Semester
- No Classes/Offices Closed

* Deadline for short term classes is 30% of length of course.
** Deadline for short term classes is 75% of length of course.
History of MJC

Modesto Junior College, one of the oldest community colleges in the state, was organized in 1921 to serve the first junior college district established under a State Legislature Enabling Act.

Modesto Junior College was established to meet the needs of the community. Today the college strives to maintain the same objective—that of dedication and service to the community.

The College began with a charter enrollment of 61 students. Through the years registration has increased until today more than 16,000 day and evening students are enrolled. In addition, more than 9,000 community participants take advantage of the ever-growing Community Education program.

To complement student growth, the campus, too, has grown. The college holds the distinction of having erected the first junior college classroom building in the state. From this modest beginning, MJC has grown until it now provides an outstanding learning environment on two sites: the original MJC-East on College Avenue and MJC-West on Blue Gum Avenue northwest of Modesto. In addition to the two sites, more than 20 community sites are used to meet particular educational needs.

The area boundaries have also changed. In 1964, by action of the electorate, the boundaries were enlarged to include nearly 4,000 square miles, encompassing high school districts in Stanislaus and Tuolumne Counties, the Ripon High School District in San Joaquin County, the Gustine and Hilmar High School Districts in Merced County and the Harney Elementary School District in Santa Clara County. The district also includes the Bret Harte Union High School District, the former Copperopolis Elementary School District and the former Salt Spring Valley Elementary School District in Calaveras County.

A Board of Trustees was elected in 1964 to govern the affairs of the expanded district. In 1965 the name Yosemite Junior College District was selected. It was later changed to Yosemite Community College District.

The Yosemite Community College District also includes Columbia College, located in Columbia, California.

MJC Mission Statement

Modesto Junior College has a mission of student-centered learning and success. MJC is committed to serving its diverse and multi-cultural community through the provision of high quality, transferable, general, and vocational education programs. The college also offers activities designed to improve the quality of life for citizens of the Yosemite Community College District.

MJC offers comprehensive educational and support programs enabling students to achieve personal as well as academic potential. Particular attention is given to groups and individuals with special needs.

Modesto Junior College staff members are committed to meeting student needs by:

- Recognizing our students as individuals requiring responsive, diverse and flexible educational, career preparation, personal development and life-long learning opportunities.
- Providing excellence in instruction and support services.
- Creating an intellectually and culturally stimulating atmosphere for students, staff and community.
- Advancing the College’s role in the economic development and quality of life in our community.
- Continuing personal and professional development for all employees.
MJC’s Statement of Objectives

- Transferable courses will be offered for students who later wish to earn a baccalaureate degree.
- Courses will be offered for students who wish to earn AA/AS degrees.
- Programs will be offered to prepare students to enter specific occupations.
- Courses and programs will be offered to improve workers’ job performance, to upgrade job skills, to prepare workers for expanding information bases and changing skills requirements, and to assist persons in transition to new occupations.
- Guidance and counseling services will be offered to assist students in making decisions that may affect their education, career, cultural advancement and general well-being.
- Opportunities will be made available for students to become involved in school activities and governance.
- Equal educational access will be insured for disabled as well as academic and economically disadvantaged individuals. Support services and classes will be offered to meet their special needs.
- Activities and special events will be offered which encourage alumni involvement in MJC and acknowledge their contributions to school traditions.
- Special services designed to improve the quality of life in the community and to promote life-long learning will be available.
- MJC staff will make global education experiences available through international curriculum, study abroad, and the presence of foreign students on campus.
- The College will continue faculty and staff recruitment programs to identify, locate and hire members of under-represented groups, and to increase affirmative action employment.
- The best possible instructional and support services – including, but not limited to, adequate supplies, sufficient and appropriate facilities, and technologically current equipment--will be maintained.
- Programs and opportunities to develop employees’ professional knowledge and abilities will be maintained.
- The College will make efforts to implement legislative mandates, in a timely and effective manner, as well as other directives placed upon it by federal, state and local policy-making bodies.
- Recommendations from the accreditation process will be addressed.
- The state-mandated matriculation plan will be continued to insure student success.
- Annual special priorities will be established.

Accreditation

Modesto Junior College is accredited by the Western Association of Schools and Colleges and approved by the State Department of Education for training veterans. MJC is authorized under Federal law to enroll non-immigrant, alien students.

Students who complete appropriate lower division courses are given full credit on transfer to the California State Universities, the University of California, and other four-year colleges and universities which maintain articulation agreements with the college.

A Comprehensive Community College

Consistent with its philosophy of serving the educational needs of all people who reside in the area served by the College, a wide range of programs and individual courses has been developed.

Credit and non-credit courses are offered day and evening as well as on Saturdays on the college sites and at locations throughout the college district. Some courses are also offered online and on television.

Credit courses fulfill requirements leading to degrees, diplomas and certificates.

Non-credit courses are designed for members of the community who wish to develop or improve their skills and supplement their general knowledge. These courses do not fulfill requirements leading to degrees, diplomas or certificates.

Community Education classes, tours and trips are participant fee-funded and carry no unit value. Such classes may be offered in the areas of a vocational, recreational, and inservice training interests of the participants.

Types of Awards

ASSOCIATE DEGREES

Classes leading to the Associate in Arts degree or the Associate in Science degree are offered during the day, in the evening, and on Saturday. Students must apply for a degree during the semester they plan to graduate. Applications can be completed online, or in the Evaluations Office, Morris 205.

CERTIFICATES OF ACHIEVEMENT

Certificates are awarded to students in many areas such as agriculture, supervisory training, real estate, fire science, dental and medical assisting, Shakespeare studies, and speech communication in recognition of their completion of specialized work. Students must apply for the certificate in the Evaluation Office after registering for the semester in which they are completing the requirements. The catalog section on Instructional Programs gives further details. Applications can be completed online, or in the Evaluations Office, Morris 205.
About Modesto Junior College

Academic Programs

The College offers courses designed to meet many diverse interests, educational needs, and vocational needs of its students. College programs are designed to meet particular needs and may consist of one course or a series of courses leading to a certificate, an associate degree, or providing the first two years toward a bachelor’s degree.

Courses in art, literature, humanities, foreign languages, music, drama and speech provide cultural enrichment for MJC students and the community. Music instruction, for example, is offered for beginners as well as for those who already have a high level of proficiency, and performances by such groups as the Collegiate Choir and Jazz Ensemble are examples of the cultural events offered to the community. All students are encouraged to participate in college community activities such as student government, athletics, debates, art shows, music programs, journalism, and tutoring.

Those who wish to broaden their horizons and to become more aware of themselves and the world about them, will be drawn to offerings in health education, consumer education, psychology, child development, sociology, speech, conservation, valley plant life, science today, art appreciation, and physical activities.

Agricultural offerings include technician training courses as well as courses designed for persons anticipating employment or already employed in the field of agriculture. An advisory committee also serves the community services program.

Business courses which meet occupational requirements of the community are offered in office administration, clerical training, accounting, computer science, computer graphics applications (desktop publishing and microcomputer graphics), and business operations. Certificate programs are available in several areas.

Public service instruction is provided in administration of justice, allied health, criminology, and fire science.

Vocational programs prepare students for entry employment in such fields as law enforcement, animal husbandry, crop production, agricultural mechanics, office administration, computer science, computer graphics applications (desktop publishing and microcomputer graphics), printing, automotive technology, electronics, nursing, machine shop, vocational accounting, human services, engineering technology, dental assisting, and broadcasting. Advisory committees serve the college in the development of vocational programs by helping to determine the need for and the content of occupationally-oriented courses. Industrial technology programs are available in apprenticeship and technical fields. Courses are geared to the needs of industry and are modified as community needs change.

Other courses are designed to assist the individual in skills development. These include, among others, reading improvement, effective study skills, listening improvement, career awareness, job employment skills, introduction to mathematics, and pre-algebra. English-as-a-Second-Language is offered for non-native speakers of English who desire to learn English or to improve their proficiency.

Each year several hundred students transfer to four-year colleges and universities to continue their education toward Bachelor’s degrees. Modesto Junior College has earned a fine reputation statewide for its lower division preparation. Students who properly plan courses of study in their major and general education requirements are able to continue into their junior year in most majors with no loss of time or credit.

Community Education

The Modesto Junior College Community Education offers fully fee-funded, not-for-credit vocational classes and programs, and educational, recreational and cultural programs for all ages which lie beyond formalized classroom instruction to meet the needs and interests of the community through our regular Community Education classes, College for Kids and Teens, Older Adult Program, Modesto Institute for Continued Learning (MICL) and Educational Travel Program. See our website at www.gomjc.org/communityed.

Through the Fire Science Program at MJC, students learn about the organization and operations of fire service, firefighting tactics and strategies, and management techniques.
Community Participants

Persons who have met the limit of repetition of credit courses as stated in the catalog may enroll as a Community Participant with approval of the instructor. Community Participants receive no credit for class work, no grade, and no record is kept of their performance in class. Enrollment is allowed after the first day of instruction. A Community Participant Enrollment Form can be obtained in the Admissions Office after verifying that the limit has been reached. This form must be signed by the instructor and the student and turned in to the Community Education Office along with a payment of $15.00, unless already enrolled in other credit classes that require the health fee.

Workforce Training Center

The Modesto Junior College Workforce Training Center assists the college in reaching its mission of enhancing economic development and life-long learning in our community through three programmatic areas:

Corporate Training & Corporate College - Customized training and performance consulting services provided at low cost for all sizes of businesses, government agencies and non-profits. Customized curriculum, organizational development, supervisory training, business plan development, cost reduction strategies, and return on investment evaluations all offered at competitive pricing by a well respected local provider of training services. Manufacturing customized training includes state-of-the-art accelerated courses in PLC Troubleshooting, Adjustable Frequency Drives, Industrial Controls, Forklift Training, and MUCH MORE. Company focused degree and certificate programs are also offered on a fee-for-service basis at the company’s site. Get the training your employees need at the prices you want TODAY, call (209) 575-6386. Mention the MJC catalog for a FREE CONSULTATION.

SERVICE LEARNING THROUGH AMERICORPS

The Center promotes service-learning opportunities to 140 MJC students through the AmeriCorps National Service program. There are two AmeriCorps programs on campus. The Foster Youth Mentoring Program serves foster youth (ages 14-18) assisting them with independent living skills to help prepare them for emancipation. The Early Childhood Literacy Program serves pre-school children (ages 3-5) in literacy programs throughout the county.

INTERNATIONAL CONTRACT PROGRAMS

The Center coordinates grant funds which provide international education programs to visiting scholars and business persons. Currently, MJC subcontracts with the Agency for International Development via Georgetown University to provide degree programs to visiting students from Central America and the Caribbean.

For more information about any of our customized offerings please contact Paul Vantress, Director, at 576-6944 on campus or at vantressp@yosemite.cc.ca.us via e-mail.

WELFARE TO WORK

The Center is a key provider of services to welfare recipients on and off campus. Services include: customized training, GED preparation, work experience, job retention training, and specialized vocational training.
Applying for Admission to MJC

Who is Eligible for Admission?

Any person who meets at least one of the following requirements is eligible to attend Modesto Junior College:

- Has graduated from an accredited high school
- Has passed the California High School Proficiency or the G.E.D. test
- Is a non-high school graduate 18 years of age or older who is able to profit from instruction
- Is a kindergarten - 12th grade student who has met all established special conditions set forth in the policies of Yosemite Community College District, has written permission from the high school principal (or elementary, junior high school superintendent) and parent or legal guardian.
- Is an international student who has completed admission procedures for international students.

How to Apply for Admission

New and former MJC students who have not attended MJC during the past year must submit an Application for Admission on the form provided by the MJC Admissions Office. Students can apply by completing an Admissions Application available in the Admissions Office or by completing an Admissions Application on the Web: gomjc.org. When the application has been completed, it should be submitted electronically, submitted in person, or mailed directly to the Admissions Office, Modesto Junior College, 435 College Avenue, Modesto, CA 95350-5800.

Kindergarten - high school students, international students, and students being readmitted following dismissal should follow admission requirements on page 13.

In order to determine California residency during the application process, students are sometimes required to submit copies of INS documentation or documentation showing intent to make California their permanent residence. See “California Residency Requirement.”

Students should arrange to have one official transcript of all previous high school and college work mailed to the MJC Records Office. High school seniors may request their schools to send the transcripts at the close of their graduating semester.

The MJC Records Office will accept hand-carried transcripts that are in an unopened and sealed envelope. Transcripts received by MJC become the property of the college and will not be returned or copied for the student.

Students who are concurrently enrolled at Columbia College and who wish to enroll at MJC should consult the Columbia College Admissions Office. They will make arrangements with MJC to issue a registration appointment. Columbia students may use Columbia College assessment scores to satisfy MJC assessment requirements.

California Residency Requirement

New and returning students are classified as either a California resident or a California non-resident for tuition purposes. Residency is determined when a student applies for admission to the college.

Residency is determined by the length of physical presence in the State of California (minimum of one year and one day prior to the first day of the semester or summer session) and the “intent” to make California one’s residence. Students who have resided in California fewer than two years must prove “intent.” To prove intent, students who have lived in California fewer than two years should submit two proofs of the following with their Admissions Application:

- Owning or renting residential property in California for personal use
- Registering to vote in California
- Paying California State income taxes
- Possessing a California driver’s license or identification card
- Registering a motor vehicle in California
- Having an active checking and/or savings account in a California bank
- Other proofs of intent may be considered by the college

Active duty military students and their dependents residing in California are considered California residents. Credentialed employees and their dependents, migrant agricultural workers and their dependents may also be considered California residents.

Non-citizen students, if their visa does not preclude them from establishing residency in the United States, may be classified as residents if they have resided in California more than one year. INS documents must have been issued or approved more than one year prior to the beginning of the term.

Examples of INS documentation that may be requested include:

- Resident Alien Card
- Permanent Resident Card
- I-94 Form
- Visa
- Passport
- Temporary Resident Card

Students whose INS documents were issued less than one year and one day prior to the start of the semester will be considered non-residents for tuition purposes.

Non-resident students, who meet all of the following requirements, can be exempted from paying non-resident tuition. Students who are exempted from paying non-resident tuition (pursuant to section 68130.5 of the California Education Code) do not become residents for eligibility purposes for any state-funded program.

Students who meet all of the following criteria may be exempted from paying non-resident tuition:
Admission/Matriculation Regulation

1) The student must have attended a California high school for three or more years.
2) The student must have graduated from a California high school or attained the equivalent thereof.
3) In the case of a student without lawful immigration status, an affidavit must be filed with the college that indicates the student has applied for legalization or will do so as soon as the student is eligible to do so.

Students who are non immigrant aliens (the most common being the F series student visas and B series visitor visas) are not eligible for this exemption.

Members of the armed forces who were stationed in California on active duty for more than one year prior to being discharged from the service may be classified as resident for up to one year if they live in California after being discharged.

Intent must also be provided if student has resided in California fewer than two years.

A “non-resident” is a person who has not resided in California for the full one-year period before the residence determination date (first day of classes for each semester). Nonresident students are required to pay $149 per unit tuition, in addition to their other fees. Non-resident tuition is refundable upon withdrawal from classes, in accordance with the tuition refund policy.

**How to Appeal Residency Status**

Prospective students wishing to appeal residency status requirements must first complete an Admissions Application, and a Residency Consideration Form. Once residency has been determined, the student may then appeal their status in the Admissions Office, 435 College Avenue, Modesto, CA 95350-5800. Appeals will be answered in writing and will be final. International students whose visas preclude establishment of residency will not be granted an appeal. For questions about residency, telephone the MJC Admissions Office at (209) 575-6853.

**Admission of Kindergarten through 8th Grade Students**

Advanced admission is granted for academically superior Kindergarten through 8th grade students. In order to be eligible to enroll in college-level courses (credit courses numbered 100 or higher and Math 90 Intermediate Algebra), K-8th grade students must have met all the established special conditions set forth in the Yosemite Community College District Board Policy.

K-8th grade students may be determined to be eligible for advanced admission in MJC college-level courses (MJC credit courses numbered 100 or higher, or Math 90 Intermediate Algebra) after they have submitted a Modesto Junior College Application for Admission, a completed Petition for Advanced Admission form, a letter of recommendation signed by their principal, and they have demonstrated an English 101 ability on the MJC Assessment Test, and if the school district of residence does not provide courses of advanced, scholastic or vocational study to benefit the petitioner. All students must satisfy class prerequisites, if necessary.

K-8th grade students who wish to enroll in more than 12 units must have formal approval from their school’s Board of Trustees and approval of the Modesto Junior College President prior to enrollment.

Home study K-8th grade students must include with their Admissions Application a certification letter (Private School Affidavit) from their County Schools’ Office or the State of California. Home study K-8th grade students must also demonstrate an English 101 ability level by completing the MJC Assessment.

K-8th grade students are subject to all college regulations regarding attendance, conduct, scholarship and fee payment. Courses attempted and units earned will be recorded on the student’s permanent record and will be used toward meeting graduation, transfer or certification requirements at Modesto Junior College.

**NOTE:** It is expected that all K-8th grade students enrolling in college courses have the maturity to function effectively on a college campus. No special arrangements for additional supervision of underage students are available. College courses are designed for adult students. In a very small number of disciplines, course content may be unusually frank in order to deal with scholarly discussion of behavioral, artistic, human or other issues. Unlike K-12 schools, colleges do not contact parents in advance to inform them of these issues. Parents are hereby notified that it is their responsibility to assure that their student is able to handle the college environment, as well as the content of the courses in which the student enrolls. Parents may wish to investigate the curriculum prior to enrolling their student if they have any questions or concerns.

**Admission of High School Students**

Advanced admission is granted for academically superior 9th through 12th grade students. In order to be eligible to enroll in college level courses (credit courses numbered 100 or higher and Math 90 Intermediate Algebra) 9th-12th grade students must have met all the established special conditions set forth in the Yosemite Community College District Board Policy.

High school students may be determined to be eligible for advanced admissions in MJC college-level courses (MJC credit courses numbered 100 or higher and Math 90: Intermediate Algebra) if they meet one of the following eligibility criteria.
and if the school district of residence does not provide courses of advanced scholastic or vocational study to benefit the petitioner:

1) the student has a 3.0 or higher cumulative high school grade point average; or
2) the high school principal or designee has identified a special ability that will assist the student in successfully completing the MJC course (ability must be indicated on the advanced admission form.)

High school students admitted in this category are subject to all of the college regulations including attendance, conduct, scholarship and fee payment. Courses attempted and units earned will be recorded on the student’s permanent record and will be used toward meeting graduation, transfer, or certification requirements at Modesto Junior College. High School students who wish to enroll in more than 12 units must have formal approval from their school’s Board of Trustees and approval of the Modesto Junior College President prior to enrollment.

In the event that a high school student wishes to receive high school credit for a course taken at MJC, a student can request that transcripts be sent to the high school. Students may request transcripts in the Records Office, Morris Memorial, Room 105, during final exam week or later. Each high school will make the determination of whether or not college credits can be used at the high school.

Home study students must include with their Admissions Application a certification letter (Private School Affidavit) from their County Schools’ Office or the State of California.

High School students must submit a Modesto Junior College Application for Admission and the completed Petition for Advanced Admission form. All students must satisfy class prerequisites, if necessary. High school students who plan to enroll only in Physical Education or Guidance classes are exempt from the scholastic requirement.

NOTE: It is expected that all high school students enrolling in college courses have the maturity to function effectively on a college campus. No special arrangements for additional supervision of underage students are available. College courses are designed for adult students. In a very small number of disciplines, course content may be unusually frank in order to deal with scholarly discussion of behavioral, artistic, human or other issues. Unlike K-12 schools, colleges do not contact parents in advance to inform them of these issues. Parents are hereby notified that it is their responsibility to assure that their student is able to handle the college environment, as well as the content of the courses in which the student enrolls. Parents may wish to investigate the curriculum prior to enrolling their student if they have any questions or concerns.

Admission of Students with Bachelor’s Degrees or Higher

Students with Bachelor’s Degrees or higher will be admitted to Modesto Junior College upon submission of a completed Admissions Application. Students with Bachelor’s Degrees or higher will be enrolled after all other priority registration appointments have been honored.

Admission of International Students

Modesto Junior College welcomes qualified international (non-immigrant) students to its academic, vocational and technical programs. The administration believes that the presence of international students enriches the academic environment for all of its students while providing a quality education for students from all parts of the world. The following is required for admission of all international, non-immigrant, applicants:

- International Student Application
- Certification of Finances
- Proof of English competency comparable to a 450 (133 computer based) TOEFL
- High School Graduation (official transcripts from all secondary and post-secondary institutions must be provided with English translations)

International students are required to pay non-resident tuition. For more information and/or application forms contact: Coordinator of International Student Program, Modesto Junior College, 435 College Avenue, Modesto, CA 95350 or call 209-575-6012 or e-mail sturbainb@yosemite.cc.ca.us

Admission into Special Academic Programs

Programs such as Nursing, Respiratory Care, Medical Assisting, Dental Assisting, the Law Enforcement Academy and Fire Academy require special program admission in addition to regular admission to the college. This can be accomplished by submitting a completed Admissions Application to the Admissions Office, and by contacting the Allied Health Division (209) 575-6362 for information about admission into Nursing, Respiratory Care, Dental Assisting, and Medical Assisting. For information about the Law Enforcement Academy, students should phone the Criminal Justice Training Center (209) 525-4701; for the Fire Science Academy, phone 549-7028.

Readmission After Dismissal

A student who has been academically dismissed (see page 27, Academic Probation and Dismissal) may petition for readmission by completing a Petition for Readmission any time after receiving notice of dismissal. Forms are available in the Counseling Center, Morris Memorial, Room 103. Petitions will be reviewed by the
Dean, Student Services, and counselors. The student may be readmitted if there is strong evidence showing promise of success.

The Dean, Student Services, upon granting readmission to a dismissed student, may impose certain restrictions, such as unit load, periodic grade reviews, etc., which are felt to be in the best interests of the student. A readmitted student is subject to immediate dismissal should he/she fail, at any time, to meet the conditions stipulated by the Dean, Student Services. If the petition is denied, the student may apply for readmission after one year has passed since dismissal.

**Interdistrict Attendance**

The Yosemite Community College District maintains a free exchange of students with all community college districts in the State of California. No interdistrict permit is necessary to attend Modesto Junior College from any other community college district in California.

**Priority Registration Appointments**

Continuing students register on a priority basis in the following order: (1) eligible students with disabilities and eligible EOPS students, (2) students with 99 to 0 units in descending order, and (3) students with 100 units or more.

New and returning students receive a first-come, first-served registration appointment based on the date their admission application is received. Students who have Bachelor Degrees or higher register after all priority registration appointments have been honored. Registration appointment cards will no longer be mailed. They are available on the web or via touchtone as of the following dates (*This procedure is currently under review by the college.*)

- **Summer Session**: March 1
- **Fall Semester**: July 1
- **Spring Semester**: November

**Advanced Registration**

In limited situations, students may be eligible for advanced registration in not more than two courses per semester. The deadline to submit completed/approved petitions for advanced registration for Fall 2003 is July 3, 2003. For Spring 2004, the deadline is November 14, 2003. Petitions can be picked up in the Records Office, Morris 107. They must be approved by the division offering the course. It is the student’s responsibility to obtain approval of the division dean.

Students may petition for advanced registration if they meet all of the following criteria:

1. Student is currently an MJC continuing student and
2. Student has completed 24 units at MJC and is in good academic standing; or student has been accepted in an MJC Program and acceptance is based upon student’s co-enrollment in this course; and
3. This is the student’s first enrollment in the course(s); and
4. Not getting this course(s) will delay goal completion by one or more semesters, as documented by the student’s educational plan.

**Wait Lists**

When available class seats are filled, a class is closed to further enrollment. However, students may (at the time of registration) place their name on a WAIT LIST. Students may be added to only one wait list in a particular subject and only if they are not already enrolled in the same class (i.e. one English 101 class, one Math 90 class, etc.) Being on a wait list does not mean that the student is enrolled in the class. It means that the student is on a waiting list should additional seats become available once the class has begun. When classes begin, the wait list student should attend the first class session and talk with the instructor. When a seat becomes available in the class, the instructor will give the student an add card according to wait list order. Instructors will add only students who meet eligibility requirements for the class. To officially enroll in the class, the student must add the class using I-REG, T-REG or bring the add card to the Admissions Office on either campus.

Instructors will advise students regarding their chances of being added to the class and whether or not wait list students should return to subsequent class meetings.

Students who have placed themselves on an online class wait list should immediately submit an Electronic Add-Card for the online class. If the instructor allows the student to add the class, they will email the student providing instructions as to how to add the class online. To ensure a priority wait list number, students must complete the electronic add-card procedure.
Getting the Most Out of MJC

Setting Educational and Career Goals

Some students have already decided on their educational or career goals before entering MJC. Others are exploring different educational or career paths, and may not enter MJC with an educational goal or major.

We encourage students to use our counseling, assessment, and career services to help set and reach educational and career goals. We also encourage students to build relationships with faculty who teach in their areas of interest. These instructors can provide students with the information, support and guidance to help them reach their goals. Counselors are not assigned to students. Students who need assistance from a counselor should contact the Counseling Center, Morris Memorial Building room 103, 575-6080.

Assessment

Math and English/Reading assessments are required of ALL STUDENTS who are completing courses for a degree, certificate, transfer program, job skill improvement, career development, or who are undecided; as well as students who have completed 15 units, regardless of their goal.

To be admitted to a test session, a current admissions application must be on file in the Admissions Office. Picture ID will be required for test admittance. Seating is on a first-come, first-served basis. Tests begin promptly, and students may not enter after a test has begun. Students with disabilities who need special testing accommodations should notify Testing Center staff of their needs at least 10 days before their scheduled test date.

Students who may be exempt from testing are welcome to take the assessment tests and to participate in the assessment process.

There is no pass or fail, and these tests do not determine admission to the college. The results are used to assist students in selecting the appropriate level of course work. Placement in courses is not based solely on test scores. Counselors may use test scores, high school and/or previous college transcripts, and information gained during the counseling appointment to determine course recommendations. Students are encouraged to discuss results with a counselor prior to registration.

Students who are required to take assessment tests prior to registration who choose not to test, must complete a Matriculation Release Form, available in the Admissions Office or in the Welcome Center. Students who do not complete required assessment testing or who do not complete a Matriculation Release Form may forfeit their registration priority appointment.

Once a student receives a placement recommendation by the college’s assessment process AND the student enrolls in the recommended course, the student may not re-test into a higher level course.

NOTE: All Math and English Composition courses require assessment or prerequisite course completion.

EXEMPTIONS

Students may be exempt from testing if they:

- Have an Associate or higher degree; or
- Have taken Advanced Placement or other California community college assessment tests and have submitted test results and other information (college catalog description with course description) to MJC Testing Center at least 10 days prior to registration appointment; or
- Have taken other college math, chemistry, English composition or ESL classes and have submitted transcripts to the Records Office, at least 10 days prior to registration appointment; or
- Are enrolling only in activity classes, apprenticeship classes, employer-required classes, personal growth/enrichment classes, classes to maintain a certificate or license, or high school diploma or other non-credit classes only, and have completed fewer than 15 units.

Also, students may not test if they have:

- Completed an English, reading or math class at MJC.
- Dropped an English, reading or math class after two weeks.

Advisers will use test scores and other information to insure that students take appropriate MJC courses. ALL students should have high school and/or previous college transcripts on file in the MJC Records Office, and ALL students should discuss course selections with a counselor or adviser before registration. MJC’s assessment tests provide current skill level information that will be used in combination with transcripts and other assessment methods to plan a successful course of study.

MATHEMATICS ASSESSMENT

Students Can Choose From Four Exams:

Level 1 - Basic Math Competency
Level 2 - Elementary Algebra Competency
Level 3 - Intermediate Algebra Competency
Level 4 - Precalculus Competency

In order to assist in advising, retesting on lower exams may be required of students if scores on the higher exam are significantly low. To eliminate this need, students should be sure of their appropriate Math level when taking the tests.

ENGLISH AND READING ASSESSMENT

The reading test helps identify reading problems. There are three sections that make up the English/Reading exam:

Continued ➤
1) Reading Comprehension;
2) Conventions of Written English; and
3) Sentence Structure

Students who are taking the test for English advisory purposes must take all three sections. The Reading section alone will only be given to students who have previously taken the English assessment exam, or who have completed an English course, but still need to satisfy the reading requirement. Some program admission requirements, such as nursing, are partly satisfied by the reading assessment. Check with an advisor for other program needs.

ENGLISH-AS-A-SECOND-LANGUAGE (ESL) ASSESSMENT

Students who plan to enroll in "credit" ESL classes must take the MJC ESL assessment test prior to registration. The assessment consists of:

- a 45-minute multiple choice test;
- college orientation;
- general information questionnaire; and
- ESL advising

The assessment process takes approximately three hours, and includes ESL advising. Students who would like additional information about Testing, should visit the Testing Center, MJC West Campus, Yosemite Hall at the intake desk, or phone (209) 575-7728. Students who will be enrolling in non-credit ESL courses (ESL 901, 902, 903, 904) are not required to take the ESL assessment test.

Orientation

All new and returning students who do not have an Associate Degree or higher and who have not previously attended an MJC College Orientation or completed an MJC Guidance class are required to attend orientation prior to their registration appointment. Orientation familiarizes each new MJC student with campus policies, procedures, and student rights and responsibilities. Students who are exempt from Orientation are welcome to attend an Orientation session.

Arrangements can be made for students with disabilities and limited English-speaking students who require accommodations. To make accommodations, students should contact the Welcome Center, East Campus Student Center, 575-6789.

Advising

Advising is required for all new students who indicate on their admissions application that they:

1. Have an Associate Degree and are pursuing another Degree, a Certificate, or transfer;
2. Plan to earn an Associate Degree;
3. Plan to earn a Certificate;
4. Plan to transfer to a four-year university; or
5. Plan to learn job skills or prepare for career advancement.

Advising is available prior to each new student's registration appointment either as part of the student's orientation appointment or in the Student Center on a drop-in basis.

Students who are required to meet with a counselor or adviser prior to registration who choose not to be advised must complete a Matriculation Release Form, available in the Admissions Office or in the Student Information Center. Students who do not complete advising or who do not have an approved Release Form may forfeit their registration appointment.

Students who are exempt from advising are welcome to attend an advising session. All MJC students are welcome to make an appointment with a counselor in Morris Memorial Building room 103, 575-6080.

Educational Plans

All students who have earned 15 or more units should develop an educational plan with a counselor during the semester following enrollment in their 15th unit. An educational plan is a guide that lists the courses and student support services that are either required or recommended for the successful completion of a student's goal.

All students who indicate on their admissions application that they are undecided will be provided with assistance in choosing a realistic goal. Undecided students are encouraged to choose a goal upon earning 15 units.

To develop an educational plan, MJC students should make an appointment with a counselor in Morris Memorial Building room 103, 575-6080.
Fees, Costs, and Refund Information

Expenses

Enrollment Fee: California residents must pay an enrollment fee of $11 per unit per semester (subject to change by the California State Legislature). Enrollment fees may be waived for students who qualify for the Board of Governors Grant Fee Waiver Program and for those who enroll in Apprenticeship courses. Dependents of service-connected disabled or service-connected deceased veterans may be eligible for a waiver of fees. Please contact the campus Veteran’s Office in Morris Memorial Building room 104 for assistance. For fee waiver information students should contact the Financial Aid Office (see page 37).

Non-Resident Tuition: A U.S. citizen who is not a legal resident of California and all others who are classified as non-residents are required to pay a non-resident tuition fee of $149 per unit per semester. The international student tuition fee is $149 per unit per semester. The tuition fee is in addition to the Enrollment Fee.

Health Fee: A $12 Health Fee must be paid each semester ($9 Summer) by students who enroll in a credit course that is longer than 16 hours, held on campus or off-campus within the district, or those enrolled in non-credit courses held on campus, or those enrolled in on campus contract education courses. The Health Fee may be waived for students who qualify for the Board of Governors Grant Fee Waiver Program, for students who are indentured apprentices enrolled in Apprenticeship classes only, or for those who depend exclusively on prayer for healing, with approval of the Vice President for Student Services.

Student Center Fee: A Student Center Fee of $1.00 per unit to a maximum of $10.00 per academic year is assessed to be used to construct a new student center building on West Campus. Students voted spring 2000 to assess the fee.

Student Representation Fee: A $1 fee established by two-thirds vote of the student body. Money collected will be used by ASMJC to represent student concerns at local, state, and federal government levels. Students may refuse to pay the fee for religious, political, financial, or moral reasons. A refusal to pay the fee must be submitted in writing to the Business Services Office.

Student Activity Fee: A $5 optional fee that transforms the Student I.D. card into a valuable discount card for services on campus and off-campus merchants.

Parking Fee: Student parking permits are available for $20 a semester or $1 per day, (Summer term is $7.50), Motorcycle fee is $7.50 per semester. The parking fee is not required for disabled students with disabled DMV placard. Parking permits must be picked up in person. Picture ID required.

Debts To The College: Any individual who has incurred, but not paid, a debt to the college may be denied grades, transcripts, degrees, some services, and registration privileges.

Materials Fees: Serves as payment for required instructional and other materials which are of continuing value to the student outside of the classroom setting and which the student must procure or possess as a condition of registration, enrollment, or entry into a class; or any material which is necessary to achieve the required objectives of a course.

Other Expenses: Textbooks, stationery and supplies will amount to approximately $200 to $300 per semester.

Transcript Verification - The first two transcripts are provided free. A fee of $3 per transcript is charged after the first two, payable at the time of the request. A $10 fee is charged for 24-hour Transcript service.

Enrollment Verification - The first two verifications are provided free. A fee of $3 per verification is charged after the first two, payable at the time of the request. No charge is made for loan deferment or financial aid GPA verifications.

Community Participant Fee: Individuals enrolling in courses as community participants must pay an enrollment fee of $15 per unit. See page 9 for community participant procedure.

Students must provide special clothing, when required. Fines for overdue library books or other equipment, and parking fines are among special charges authorized by the Board of Trustees.

Field Trip Fees

Appropriate fees will be charged for those field trips scheduled to destinations outside California and for some long distance field trips outside the Yosemite Community College District.

Refund Policy

Class(es) must be dropped at the admissions office, online at www.gomjc.org, or by touchtone phone at (209)549-7000 on or before published deadline dates prior to requesting a refund.

Modesto Junior College will not process refunds under $10.

The Parking Fee and Student Activities Fee are refundable only if class is dropped by the last business day before class begins, and if the parking permit and Student Activities card are returned prior to the first day of the term. Parking permits paid for and not picked up will only be refunded during the refund-filling period.

Continued ➤
A. **Drop Deadlines to be eligible for a refund** - Class(es) must be dropped during the first two weeks of the term, except for short-term classes. Short-term classes must be dropped by the 10% point of the length of a class with the exception of those classes that have either five or fewer meeting days or meet 20 or fewer hours. In these cases, the last refund date is defined as the day before the first class meeting. If the last day in any of these periods falls on a weekend or holiday, the final drop date is the preceding college business day.

B. **Refund Request Form** - A Refund Request Form (available in the Business Services Office, online at www.gomjc.org, the Admissions Office, and the current schedule of classes.) MUST BE FILED in the MJC Business Services Office by the end of the fourth week of the term, except for short term classes. The refund request must be filed within two weeks of the drop date.

Community Services class participants file refund requests in the MJC Community Services Office, Morris Memorial Administration Building, Room 204. In accordance with the California Code of Regulations, Section 58508, refunds with an enrollment credit of at least $10.00 will be assessed a $10.00 administrative processing fee.

C. **Classes Canceled by the College** - Refunds are made for classes canceled by the college, but refunds ARE NOT AUTOMATIC. The student must submit a completed Refund Request Form to the Business Office.

Checks for approved refunds are mailed approximately six (6) weeks after the term begins or four (4) weeks from the filing date, whichever is later. If fees or tuition were paid by check, the refund is not made until the check has cleared the bank.

D. **Outstanding Credit** - Credit for which a refund has not been filed as specified in (B) above will not be refunded. Continuing students with an outstanding credit can carry this credit from the summer and/or fall semesters into the succeeding fall and/or spring semesters where such credit is then applied against fees and charges in those respective terms. ANY CREDITS REMAINING AT THE END OF THE SPRING SEMESTER, HOWEVER, ARE FORFEITED; they are not carried into the next academic year.

**Community Education and Services Fee-Funded Classes**: A full (100 percent) refund will be given for classes, trips, tours and other activities which are full at the time registration is received or those that the college finds necessary to cancel. Refund requests for classes/seminars must be received by the Community Services Office at least three (3) working days prior to the first meeting. For trips/tours, refund advance notice must be given within the following guidelines:

- One day excursion ........................................ 7 days
- Pre-purchased tickets included .................... 30 days
- Overnight accommodations included ............ 45 days

No refunds are issued after a class, seminar, trip, or tour has started. All student-requested refunds are subject to a $15 drop fee.

NOTE: Fees are subject to change through State Legislation and Governing Board implementation as judged to be in the best interest of the California Community Colleges and the students at Modesto Junior College.

**Debts Owed to the College**

Debts occur when a student fails to repay money borrowed from the college, violates a student financial aid contract, fails to pay tuition and/or registration fees, library fines, bookstore merchandise, fails to reimburse the college for an “insufficient funds” check or for a disapproved credit card transaction, fails to return or account for athletic uniforms and equipment, or fails to pay scheduled fees for other services provided by the college. Modesto Junior College reserves the right to withhold all further services until the debt is paid. Grades and transcripts may be withheld until all financial obligations are cleared.
Notice to Students

NOTICE TO STUDENTS

Matriculation
Modesto Junior College strives to make students aware of the varied educational programs that are offered and to provide smooth access to these programs. Once enrolled, the college provides many services to ensure success. Each student is required to:

• Express at least a broad educational intent upon admission
• Declare a specific educational goal by the time 15 units are earned
• Participate in assessment, orientation, counseling and advising prior to registration
• Complete an educational plan with a counselor in the semester following the completion of 15 units
• Diligently attend class
• Complete assigned work
• Abide by the Student Code of Conduct
• Read and obey all published college rules and regulations
• Complete courses and maintain progress toward an educational goal according to standards established by the college

College Records
It is the responsibility of each student to:

• Inform the Admissions and Records Office of changes in personal data (name, address, major goal, educational status, etc.)
• Complete each class or withdraw officially
• Submit legal, not fraudulent documents

Open Courses/Prerequisites
Unless specifically exempted by statute, every course, course section or class, the average daily attendance of which is to be reported for state aid, wherever offered and maintained by the district, shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets such prerequisites as may be established pursuant to Chapter II, Division 2, part VI, Title 5 of the California Administrative Code, 51820-51823.

Prerequisite Challenge
Any student may challenge a prerequisite on the grounds that (1) it was not established in accordance with the District’s policy; (2) it is in violation of Title 5; (3) it is discriminatory; (4) student can succeed even though student has not completed the prerequisite; or (5) student will be subject to undue delay because the prerequisite has not been made reasonably available. To challenge a prerequisite, the student must complete a prerequisite challenge form (available in the Records Office, Morris Memorial, Room 107) and state the basis for the challenge. A committee from the Division in which the class is offered will review each petition and render a decision within five working days. It is the responsibility of the student to provide information that supports the challenge.

Challenging a Math or English Recommendation
If a student disagrees with his/her English or Math assessment recommendation, he/she may petition for a review of the recommendation. Students should complete a prerequisite challenge form (available in Morris Memorial, Room 107) and submit it at least five days prior to the student’s registration appointment. A committee will review each petition. The student will be informed of the committee’s decision within five days of the filing of the petition. It is the responsibility of the student to provide information that supports the challenge.
Recommended Study Loads / Excessive Units

A typical student load is 12 to 16 units of work per semester. A heavier or lighter study load may be recommended by a student's adviser or counselor. In no case will a student be enrolled for more than 18 (12 units for summer) units of work without approval of the Petitions Committee. Students with less than a C average may not carry more than 18 units of work without special permission. Students on probation or dismissed status may be limited to the work load judged most suitable for them. Petition forms can be obtained in Morris Memorial building room 107 or 103.

Open Class Policy

Unless specifically exempted from statute, every course, section, or class, the average daily attendance of which is to be reported for state aid, is open to enrollment and participation by any person who has met the eligibility requirements for admission to the college and who meets such prerequisites as may be established.

Exception to this policy will be made where health, safety, legal requirements, or the facility is a limiting factor in the conduct of the course. Students denied enrollment by this policy may appeal to the Vice President for Student Services.

Attendance Policy

All students enrolled at Modesto Junior College are expected to be punctual and attend classes regularly. Instructors are encouraged to announce to their students their policies regarding excessive absences or tardiness at the beginning of the semester. When an instructor determines that a student's absences are excessive, the instructor may drop the student from the class.

It is the student's responsibility to discuss anticipated and/or extensive absences with the instructor. No absence relieves the student of the responsibility of completing all work assigned. Any student who fails to attend class regularly or during the first session may be dropped; however, it is the responsibility of the student to complete the course or to officially withdraw from a class.

Tardiness may be treated as an absence.

Withdrawing From Class

Students are responsible for officially dropping classes. Even if an instructor promises to drop a student, the student is responsible for officially dropping the class.

Students who do not officially drop a class may receive an "F" in the class. Students may drop classes during published times (see current Class Schedule) using I-REG or T-REG or by submitting a Drop Form to the Admissions Office.

- If a student drops a full-term course within the first four weeks of the semester, no notation will be recorded on the student's permanent record.
• If a student drops a class from the end of the fourth week through the 12th week (or 75% of the class, whichever is less) a grade of "W" will be recorded.

• A student cannot withdraw from class after the published drop deadline.

• For short-term class requirements, contact the Admissions Office.

A student is responsible to pay all fees according to written regulations. A student who enrolls in a course and fails to pay fees is responsible for all outstanding debts to the college. Future services and registration will be denied until full payment has been made.

Once the deadline to withdraw from class(es) has passed (75 percent of a class’ duration), neither a student nor an instructor may request a withdrawal. However, a student may petition to withdraw after the deadline based upon extenuating circumstances. Petitions are available in Morris Memorial Room 107.

Military Withdrawal

A student called for active duty may receive a military withdrawal at any time during the semester. Military withdrawals will not be factored into progress probation. To drop classes using a military withdrawal option, student must submit a copy of military activation papers along with a drop form for each class to the Admissions Office.

Course Numbering and Transferability

1 - 49  Non-degree courses. (Students who completed courses numbered 1 - 49 prior to Fall 1989 may use these courses towards a degree.)

50 - 99  Courses certified for Associate Degree credit.

100 - 199  Courses certified as appropriate for Baccalaureate or Associate Degree credit.*

200 - 299  Vocational courses certified as appropriate for Baccalaureate or Associate Degree credit.*

300 - 399  Associate Degree credit vocational courses.

500 - 599  Contract Instruction. (Non-degree applicable)

700 - 799  Fee-Funded courses. (Non-degree applicable)

800 - 899  Non-credit courses. (Non-degree applicable)

900 - 999  Basic education. (Non-degree applicable)

* All certified courses (courses numbered 100-299) are accepted by the California State University System. A list of courses transferable to the University of California is available in the Counseling or Career Transfer Center.

Remedial Course Limit

Students may not receive credit for more than 30 units of remedial coursework (courses numbered 1-49). However, this limit shall not apply to the following students:

1. Students enrolled in one or more courses of English-as-a-Second-Language.

2. Students identified by a college in the district as having a learning disability.

Students may be granted a waiver to the limitation upon petition to a college in the district. Waivers will be granted only when the student shows significant and measurable progress toward the development of skills necessary for college-level courses. Such waivers will be given only for a specified period of time or for a specified number of units.

Semester Offerings

The courses listed in this catalog constitute the curriculum of the college. The college reserves the right to add, delete, or change any existing course throughout the year. The listing of a course in the catalog does not constitute a commitment to offer that course during the year.

The notation of either fall or spring denotes that the course is generally offered only during that semester: however, circumstances may require changes during the year.

Catalog Rights

Continuous enrollment is defined as earning college credit for enrollment in at least one term (Fall or Spring) of the school year.

A student remaining in continuous enrollment will retain catalog rights for graduation under the year of initial enrollment. Any academic record symbol entered on a transcript (A through F, CR, NC, I, W) shall constitute a record of continuous enrollment.

"Catalog Rights" play an important role in a student's education.
Articulation Agreements (2+2)

Modesto Junior College has entered into articulation agreements with a number of local high schools. Students earn college credit for specified high school courses once they have enrolled at MJC and have completed specified requirements of the agreement. 2+2 credit is entered on student's records when he or she has completed one semester.

Student completing articulated courses, should have received a certificate acknowledging the completion and giving instructions on how to secure credit. Questions concerning articulation agreements should be directed to the Articulation Officer, Morris Memorial Building, Room 205D, at (209) 575-6713.

Acceptance of Credit

Lower division credit will be accepted from institutions listed as accredited by accrediting bodies that MJC recognizes only or as candidates for accreditation in the publication "Accredited Institutions of Higher Education" provided the institution giving the courses accepts them towards its own degree.

Veterans who have served over one year will receive three units of Health Education credit and two units of Physical Education credit upon presentation of their separation papers. Credit for military schools will be granted if recommended in "Guide to the Evaluation of Educational Experiences in the Armed Services." Credit for USAFI courses will be granted if appropriate (18 units maximum).

Modesto Junior College does not evaluate international transcripts. Lower division courses will be accepted if recommended by the Credentials Evaluation Service, Inc., P.O. Box 66940, Los Angeles, CA 90066, or the Foreign Educational Document Services, P.O. Box 4091, Stockton, CA 95201. The request forms for these companies can be picked up in Morris Memorial Building, Room 104. The cost of this evaluation is the responsibility of the student.

In accordance with District policy, official college transcripts received by MJC will be evaluated for college credit. Transcripts received become the property of MJC.

Credit by Examination

A student may petition for “credit by examination” in appropriate courses as determined by the Academic Division or area, provided the student has evidence of training and/or experience in that subject area.

To challenge a course for credit, a student must be in good standing as evidenced by:
1. registration in other Modesto Junior College credit course(s) at the time the course is challenged.
2. a cumulative grade point average of 2.0 (C) or better for any previous college units earned.

CAUTION: Please note that four-year college/university policies on awarding credit for courses taken on a credit by examination basis vary from campus to campus.

Credit by examination will not be granted for a course:
1. if the units granted would cause the student to have completed more than 30 units of credit by examination
2. in which a student is currently enrolled
3. in which a student has received a grade notation or "W"

To begin the credit by examination process, a student must:
1. Confer with the Academic Dean of the course subject area. Credit by Examination is not available for all courses. Check with the Dean to determine if the course you wish to challenge is available for credit by examination. Student must be able to provide evidence of training and/or experience in the subject area. The Dean will give the student a Petition for Credit by Examination to complete. The form is given back to the Dean for action.
2. The Academic Dean sends the form to the Records Office, Morris Memorial Building, Room 107. A student who wishes to file for the credit-no credit option must submit this request at the time the credit for examination petition is filed. After the Records Office acts on the Petition for Credit by Examination, the student will be notified of the action and instructed to pay the fee.
3. Student pays an enrollment fee of $11 per unit* to the MJC Business Office and brings receipt to the Records Office.
4. Student and Academic Dean, or instructor designated by the Dean, arrange a time and location for the examination.

Units earned by examination do not count towards the residence requirement for graduation nor do they count toward full-time status. Petitions must be filed no later than seven weeks before the end of the semester. An enrollment fee of $11 per unit* will be charged for each course challenged. (A waiver of fee may be granted based on Financial Aid Office criteria.)

*Fee subject to change pending action by the CA State Legislature.
Advanced Placement Credit

Modesto Junior College awards credit for successful completion of Advanced Placement Examinations (AP). Students may earn up to six semester units of baccalaureate credit for each AP examination of the College Entrance Examination Board on which he/she receives a score of 3, 4, or 5.

CAUTION: Four-year college/university policies on awarding credit towards a major vary from campus to campus. Students should check with the campus of their choice for its policies on awarding AP credit.

Advanced Placement credit will not be included in the 14 unit Credit/No Credit graduation limitation established by MJC or the 30 unit credit by examination limitation on challenge exams for MJC courses. Units earned by Advanced Placement do not count toward full-time status.

CLEP, International baccalaureate units, and DANTES are not accepted.

<table>
<thead>
<tr>
<th>EXAMINATION</th>
<th>CSU GE SCORES</th>
<th>IGETC CREDIT</th>
<th>UNITS CREDIT</th>
<th>AWARD</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lang &amp; Comp</td>
<td>3, 4, or 5</td>
<td>A.2</td>
<td>1A</td>
<td>3</td>
</tr>
<tr>
<td>Lit &amp; Comp</td>
<td>3, 4, or 5</td>
<td>A.2 &amp; C.2</td>
<td>1A</td>
<td>6</td>
</tr>
<tr>
<td>Foreign Language</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>French</td>
<td>3, 4, or 5</td>
<td>C.2</td>
<td>3.B</td>
<td>6</td>
</tr>
<tr>
<td>German</td>
<td>3, 4, or 5</td>
<td>C.2</td>
<td>3.B</td>
<td>6</td>
</tr>
<tr>
<td>Spanish</td>
<td>3, 4, or 5</td>
<td>C.2</td>
<td>3.B</td>
<td>6</td>
</tr>
<tr>
<td>Spanish Lit</td>
<td>3, 4, or 5</td>
<td>C.2</td>
<td>3.B</td>
<td>6</td>
</tr>
<tr>
<td>Humanities</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Art Studio</td>
<td>3, 4, or 5</td>
<td>C.1</td>
<td>3.A</td>
<td>6</td>
</tr>
<tr>
<td>Art History</td>
<td>3, 4, or 5</td>
<td>C.1</td>
<td>3.A</td>
<td>6</td>
</tr>
<tr>
<td>Music Theory</td>
<td>3, 4, or 5</td>
<td>C.1</td>
<td>3.A</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Math/Calc AB</td>
<td>3, 4, or 5</td>
<td>B.4</td>
<td>Area 2</td>
<td>3</td>
</tr>
<tr>
<td>Math/Calc BC</td>
<td>3, 4, or 5</td>
<td>B.4</td>
<td>Area 2</td>
<td>6</td>
</tr>
<tr>
<td>Statistics</td>
<td>3, 4, or 5</td>
<td>B.4</td>
<td>Area 2</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biology</td>
<td>3, 4, or 5</td>
<td>B.2</td>
<td>5.B</td>
<td>3</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3, 4, or 5</td>
<td>B.1</td>
<td>5.A</td>
<td>6</td>
</tr>
<tr>
<td>Physics B</td>
<td>3, 4, or 5</td>
<td>B.1</td>
<td>5.A</td>
<td>6</td>
</tr>
<tr>
<td>Physics C</td>
<td>3, 4, or 5</td>
<td>B.1</td>
<td>5.A</td>
<td>6</td>
</tr>
<tr>
<td>Environmental Sci</td>
<td>3, 4, or 5</td>
<td>B.2</td>
<td>5.A</td>
<td>3</td>
</tr>
<tr>
<td>Social Science</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>* American Govt &amp; Politics</td>
<td>3, 4, or 5</td>
<td>D.8</td>
<td>Area 4</td>
<td>6</td>
</tr>
<tr>
<td>American History</td>
<td>3, 4, or 5</td>
<td>D.6</td>
<td>Area 4</td>
<td>6</td>
</tr>
<tr>
<td>European History</td>
<td>3, 4, or 5</td>
<td>D.6</td>
<td>Area 4</td>
<td>6</td>
</tr>
</tbody>
</table>

Students who want their AP results to be forwarded to Modesto Junior College must so indicate on their AP registration form. AP results will be forwarded to the MJC Records Office by the College Entrance Examination Board.

Unit of Credit

Credits awarded for a course depend on the number of lecture, lab, and lecture/lab hours in the course. Typically, 17.5 hours of lecture, 52.5 hours of lab, produce one unit of credit.

Grading System

Grades are assigned by instructors based on classwork and tests. Grades are assigned as follows:

<table>
<thead>
<tr>
<th>SYMBOL</th>
<th>DEFINITION</th>
<th>GRADE POINTS PER UNIT</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: A,B,C</td>
<td>units not counted in GPA</td>
</tr>
<tr>
<td>NC</td>
<td>No Credit, less than satisfactory, or failing D,F</td>
<td>units not counted in GPA</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td>units not counted in GPA</td>
</tr>
<tr>
<td>IP</td>
<td>In Progress</td>
<td>units not counted in GPA</td>
</tr>
<tr>
<td>RD</td>
<td>Report Delayed</td>
<td>units not counted in GPA</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawn</td>
<td>units not counted in GPA</td>
</tr>
</tbody>
</table>

In-Progress Status (IP)

When a class is scheduled to meet beyond the published “end” of the semester, the symbol (IP) will be recorded on the transcripts to indicate work is in progress. The final grade and unit credit will appear on the student’s permanent record for the term in which the class is scheduled to end.

Report Delayed

When there is a delay in reporting the grade of a student due to circumstances beyond the control of the student, the temporary symbol (RD) will be assigned by the Records Office staff and will be replaced by a permanent grade as soon as it is reported by the instructor.

Examinations

Examinations or evaluations will be conducted as indicated in the course outline. A final examination or evaluation will be held during the scheduled final examination period at the end of the semester unless otherwise authorized by the President or designee.
Incomplete Grades

An Incomplete (I) grade will be given only in cases in which course work could not be completed because of illness or for a cause judged unavoidable by the instructor. Failure to complete regular course work by the end of the semester will not be reason for giving an Incomplete (I) grade.

Instructors will submit to the Records Office a written record of the conditions for removal of the (I) and the grade to be assigned when the work is completed. A copy of this record and instructions will be mailed to the student.

When the student has completed the course work, the instructor will assign the appropriate grade in the official rollbook stored in the Records Office.

At the end of one year following the term in which the (I) was assigned, if the student has not completed the conditions for removal, the (I) will be changed to the "grade in lieu of removal" assigned by the instructor.

Credit/No Credit

A student may enroll in most courses with the option of one of two grading systems: (1) letter grade (GR) or (2) Credit/No Credit (CR/NC). The student must elect the Credit/No Credit option no later than the first 30% of the class. The deadline to file CR/NC for a full-term or short-term class is 30% of the class. If 30% falls on a weekend or holiday, the deadline to file CR/NC forms in the Admissions Office is the preceding business day. (Forms are available in the Admissions Office on line at www.gomjc.org.) Unless otherwise stated by "GR" or "CR/NC", all courses are offered with a choice of letter grade or Credit/No Credit option.

Because transfer institutions often do not accept Credit/No Credit grades in a student's major, the college recommends that courses in the major be taken for a letter grade.

Instructors are required to give all students who complete the course a letter grade (A-F) unless the course is offered only for Credit/No Credit grading.

None of the units attempted under the Credit/No Credit grading option are used in computing the student's grade point average. However, units attempted for which "NC" is recorded are counted in determining progress probation and progress dismissal.

Fourteen units of Credit/No Credit may be used toward graduation. **An evaluation on a "Credit/No Credit" basis may not later be changed to a letter grade, nor may the reverse occur. (Section 55752 Title V, Effective Spring 1985.)**

CAUTION: Some schools may consider "No Credit" the same as "F".

Credit courses fulfill requirements leading to degrees, diplomas and certificates.

Non-credit courses are designed for members of the community who wish to develop or improve their skills and supplement their general knowledge. Theses courses do not fulfill requirements leading to degrees, diplomas or certificates.

Grade Point Average

To graduate and to transfer to other collegiate institutions, the student must have at least a C average (2.0), based on the total grade points earned divided by the total number of units attempted. Students need higher than a 2.0 to transfer to a University of California. Check with a Counselor.

A course or unit attempted is any course or unit which in any semester appears on the official records. Courses with an Incomplete (I grade), a Withdrawal (W grade), Credit (CR grade) or No Credit (NC grade) do not count in the grade point average. All other courses attempted are included in the average.

Report Cards

Enrollment and grade verifications will be issued upon written request from the Admissions Office. Students should allow at least ten (10) working days for the processing of verifications. Verifications are not processed during registration periods. Verification requests submitted during registration periods will be available the third week of the term. After the close of the term, grade reports for students who take credit classes will be available online at www.gomjc.org.

Academic Renewal Regulation

Modesto Junior College regulations permit the removal of work completed at MJC which is substandard and not reflective of a student's present scholastic ability and level of performance. The grades so removed will be disregarded in the computation of grade point averages.

1. Substandard work completed at MJC (grades of "D", "F", and/or "NC") may be removed from a maximum of two terms under the following conditions:
   a. A period of at least two years has elapsed since the work to be removed was completed.
   b. The work to be removed does not include courses previously used to establish eligibility for transfer, graduation, or certificates of achievement.
   c. Courses that have been repeated do not qualify for academic renewal.
   d. The student has completed at MJC or another accredited college, since the work to be removed was completed, at least 15 semester units with at least a 3.0 GPA, 30 semester units with at least a 2.5 GPA, or 45 semester units with at least a 2.0 GPA.
   e. The terms need not be consecutive.
f. If satisfactory course work has been completed in a semester where unsatisfactory course work has also been completed, the student can elect to have only the unsatisfactory course work removed.

2. Students wishing to use the academic renewal procedure should submit an application for academic renewal. Applications are available in Morris Building, Room 107.

3. When work is removed under (1) above, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a complete academic history.

**Improvement of Grades**

A student who has earned a substandard grade of D, F or NC in a course may repeat the course one time for improvement of grade and have only the new grade computed. Forms to improve a substandard grade are available in the Admissions Office or online at www.gomjc.org. In unusual circumstances and with prior written permission of the Petitions Committee, a student may enroll a third time. To assure proper annotation of the permanent record, it is the student’s responsibility to officially notify the Admissions or Records Office when a course is being repeated for improvement of grade.

When a course in which a D grade was received is repeated, the student will receive the new grade and grade points earned but will receive no additional units for the course.

When a course in which an F or NC grade was received is repeated, the student will be given both the units and grade points earned.

Courses in which the student has earned a (C) or better (including CR) may not be repeated for improvement of grade.

**Challenge of Academic Record Symbols**

To conform to the provision of Section 55760(a) of the California Administrative Code, Title 5, the determination of the student’s grade by the instructor shall be final in the absence of mistake, fraud, bad faith, or incompetency.

Modesto Junior College procedures for challenging a final grade are as follows: (1) The correction of grades given in error shall include expunging the incorrect grade from the record; (2) THERE SHALL BE A TWO YEAR TIME LIMIT FOR CHALLENGING ANY EVALUATIVE OR NON-EVALUATIVE SYMBOL. This limit will begin at the end of the session in which the symbol was assigned. Forms to challenge academic record symbols are available in the Records Office, Morris Memorial 107.

**Official Transcripts**

Official transcripts will be issued upon written request to the Records Office. Processing time is 3-5 working days. To comply with the student privacy laws, transcripts cannot be sent in response to telephone requests. Transcripts cannot be issued without written consent or release signed by the student with the exception of transcripts being sent directly to another educational institution. Official transcripts are provided for a fee of $3 per transcript payable in advance. The first two transcripts are free of charge. Official transcripts will be provided within 24 hours on an emergency basis for a fee of $10.

Official transcripts will not be issued for students who have a financial obligation to the college or any other type of hold on their records. Any financial obligation to the college should be resolved in the Business Office. For information on requesting MJC academic transcripts, students may go to the Morris Memorial Building, Room 105, or call 575-6018.

**Enrollment and Grade Verification**

Enrollment and grade verifications will be issued upon written request to the Admissions Office. Students should allow at least ten (10) working days for the processing of verifications. Verifications are not processed during registration periods. Verification requests submitted during registration periods will be available the third week of the term.

To comply with student privacy laws, students must request verifications by completing and signing a Verification Request Form, available in the Admissions office. Official verifications are provided for a fee of $3 per verification payable in advance. The first two verifications are free of charge. Verifications will be provided within 24 hours, or on an emergency basis for a fee of $10.

Student information designated as public directory information may be released at the discretion of the college to anyone at any time unless the college has received a prior written objection from the student specifying information which should not be released.

Verifications will not be issued for students who have a financial obligation to the college or any other type of hold on their records. Any financial obligation to the college should be resolved in the Business Office. For information on requesting MJC verifications, students may go to the Admissions Office in the East Campus Student Center, or West Campus, Yosemite Hall Room 147, or phone 575-6853.

**Petition Appeals**

Student appeals may be made by scheduling an appointment with the Petitions Committee (comprised of a representative of the Records Office, a representative of the Dean for Special Programs, a representative of the Vice President of Instruction, a representative of the Vice President of Student Services, and
faculty representatives). Appointments can be scheduled by the Records Office, Morris Memorial 107.

**Application for Associate Degree or Certificate of Achievement**

A candidate for an associate in arts degree, associate in science degree or a certificate of completion must file an application for the degree or certificate at the Evaluations Office, Morris Memorial Room 205. An application for an evaluation for a degree or certificate of achievement will be accepted when a student is within one semester of potential graduation and/or completion. No student is a candidate for graduation until the application is completed. Graduation ceremonies for degree candidates are held at the end of the spring semester each year. Diplomas will be dated at the end of the semester or summer session in which requirements are met. Diplomas and certificates are available to successful candidates approximately two months after fulfilling graduation requirements.

**Multiple Degrees**

A student may earn more than one AA and/or AS degree from Modesto Junior College. A course used for a prescribed graduation requirement or to meet general education requirements may count toward more than one degree. However, a student may earn a degree in General College or General Education, but not in both. In addition, a student may not earn more than one degree in a single major.

**Difference Between AS and AA Degrees**

The major difference between the associate in science degree and the associate in arts degree is in the purpose underlying the programs. The AA assumes the completion of a mid-goal in a preparation for the bachelor’s degree or a termination of an effort which is general education or liberal arts-oriented.

The requirements of the AS degree approximate a program based upon specific, designated courses which tend to be sequential and lead to the attainment of well-defined performance goals or skill proficiencies.

It is the responsibility of the student to consult with a counselor regarding the proper sequence in which courses should be taken to satisfy graduation requirements.

**Requirements for AA and AS Degrees and Certificates**

The Board of Trustees of the District shall award the associate in arts degree, the associate in science degree, and the certificate of completion to applicants upon the satisfactory completion of the requirements as listed in this catalog section.

It is the student’s responsibility to be aware of degree and certificate requirements and of the student’s standing in regard to those requirements. Students are urged to consult a counselor regarding any questions about degree or certificate requirements for the catalog year the student selects. All references to credit units which appear in this section are to semester units.

**Student Records Regulations**

Responsibility for student records rests with the Records Office. However, each college agency which houses student records is charged with maintaining privacy and access according to college policy. Students may find certain files pertaining to them for which division deans are responsible located in the division office of their academic major. In addition student information is maintained under the supervision of the Accounting Supervisor of Business Services (student financial responsibility), Vice President of Student Services (financial aids, counseling materials, placement data), Vice President of Instruction, (apprenticeship, community services, work experience), and the Director of Matriculation, Admissions and Records (all permanent academic files).

Student records will be reviewed annually, and those which are no longer useful to the student or the college will be destroyed according to Title V regulations.

Student information designated as public directory information may be released at the discretion of the college to anyone at any time unless the college has received a prior written objection from the student specifying information which should not be released. Modesto Junior College will not release directory information for individual use or to private business or commercial firms for use in advertising or publicity. Directory information includes the student’s name, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, units enrolled, degrees and awards received, and student’s photograph in relation to campus-sponsored activities.

A student’s records are open to the student, employees of the college acting in the course of their duties, and state and federal officials as defined in Sections 54610 and 54622 of the California Administrative Code.

MJC may grant access to individual student records for educational or emergency purposes and for court orders as permitted in Sections 54620 and 54622 of the California Administrative Code.

Students may ordinarily review their records at any time during working hours. The college will make records available within five to ten working days of a student’s written request.
Students can file a complaint against MJC if they feel a privacy or records access/correction violation has been made. The complaint must be made in writing to the Family Policy Compliance Office, U.S. Department of Education, Room 3017, FB-6, Washington, DC 20202.

**Student Records & Privacy Act**

For the purposes of this policy, Modesto Junior College (MJC) uses the following definitions of terms. Student - any person who attends or has attended Modesto Junior College (MJC). Education records - any record (in handwriting, print, tapes, film, or other medium) maintained by MJC or an agent of the college that is directly related to a student, except:

1. A personal record kept by a staff member, if it is kept in the personal possession of the individual who made the record, and information contained in the record has never been revealed or made available to any other person except the maker's temporary substitute.
2. An employment record of an individual whose employment is not contingent on the fact that he or she is a student, provided the record is used only in relation to the individual's employment.
3. Records maintained by MJC Security if the record is maintained solely for law enforcement purposes, is revealed only to law enforcement agencies of the same jurisdiction and does not have access to education records maintained by the College.
4. Records maintained by Health Services if the records are used only for treatment of a student and are made available only to those people providing the treatment.
5. Alumni records containing information about a student after he or she is no longer in attendance at the college and the records do not relate to the person as a student.

**Annual Notification**

Students will be notified of their Family Educational Rights and Privacy Act (FERPA) rights annually by publication in the student handbook and the college catalog.

**Procedure To Inspect Records**

Students may inspect and review their education records upon request to the appropriate record custodian. Students should submit to the record custodian or an appropriate college staff person a written request identifying as precisely as possible the record or records he or she wishes to inspect.

The record custodian or an appropriate college staff person will make the needed arrangements for access as promptly as possible and notify the student of the time and place where the records may be inspected. Access must be given in 15 days or less from the receipt of the request.

When a record contains information about more than one student, the student may inspect and review only the records that relate to him or her.

**Right to Refuse Access**

MJC reserves the right to refuse student access to the following records:

1. The financial statement of the student's parents.
2. Letters and statements of recommendation for which the student has waived his or her right of access, or which were placed in file before Jan. 1, 1975.
3. Those records which are excluded from the FERPA definition of education records.

**Refusal To Provide Copies**

MJC reserves the right to deny transcripts or copies of records not required to be made available by the FERPA if the student:

1. lives within commuting distance of the college.
2. has an unpaid financial obligation to the college.
3. has an unresolved disciplinary action against him or her.

**Fees for Copies of Records**

The fee for copies will be 10 cents per page. Subpoenas are $15.00. For transcript and verification fees, see page 24.

**Disclosure of Education Records**

MJC will disclose information from a student's education records only with the written consent of the student, except:

1. To college officials who have a legitimate educational interest in the records. A college official is:
   a) A person employed by the college in an administrative, supervisory, academic, research or support staff position.
   b) A person elected to the Board of Trustees.
   c) A person employed by or under contract to the college to perform a special task, such as the attorney or auditor.

2. Information is defined as directory information. A college official has a legitimate educational interest if:
   a) Performing a task that is specified in his or her position description or by a contract agreement.
   b) Performing a task related to a student's education.
   c) Performing a task related to the discipline of a student, or
d) Providing a service or benefit relating to the Student or student’s family, such as health care, counseling, job placement or financial aid.

2. To officials of another school or college, upon request, in which a student seeks or intends to enroll.

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 organizations conducting certain studies for or on behalf of the college.

6. To accrediting organizations to carry out their functions.

7. To parents of an eligible student who claim the student as a dependent for income tax purposes.

8. To comply with a judicial order or a lawfully issued subpoena.

9. To appropriate parties in a health or safety emergency.

Record of Requests for Disclosure

MJC will maintain a record of all requests for and/or disclosure of information from a student’s education records. The record will indicate the name of the party making the request, any additional party to whom it may be disclosed and the legitimate interest the party had in requesting or obtaining the information.

Correction of Education Records

Any student may file a written request with the President to correct or remove information recorded in his student records which he or she alleges to be (1) inaccurate; (2) an unsubstantiated personal conclusion or interference; (3) a conclusion or interference 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. This procedure does not include the correction of a grade.

The Solomon Amendment

Federal stature (public law 104-208 and public law 104-206, commonly known as the Solomon Amendment) require that community colleges provide student directory information to the Department of Defense, including military recruiters, upon request.

Graduation with Honors

Graduating students achieving a cumulative grade point average of 3.5 or higher in all college work will graduate with honors. This honor will be indicated on the transcript and the diploma.

President's List

To be eligible for the President's List (formerly Dean's List) the student must complete a minimum of 12 degree applicable units at MJC and have a grade point average (GPA) of 3.5 or better with no grade lower than a C (See Honor Society). The student receives a personal letter of commendation.

Good Standing

A student is in good standing academically when the grade point average is 2.0, a C average, or better, and the student has completed at least 50% of courses attempted.

Academic Probation and Dismissal

A student will be placed on academic probation for the following semester when the cumulative grade point average falls below 2.0 on a minimum of 12 units attempted. Computation of the GPA is based on all units attempted excluding those taken on a Credit/No Credit basis.

A student is dismissed from attending MJC for one year if in any term of attendance while on academic probation after having attempted 12 units;

1. The term GPA is less than 1.5, or
2. The cumulative GPA is below 1.75.

(For information on Readmission after dismissal, see page 13).

Progress Probation and Dismissal

A student is dismissed for one year from attending any class offered by Modesto Junior College if in any term of attendance while on Progress Probation the percentage of units for which the student has been enrolled for which entries of "W", "I" and "NC" are recorded reaches or exceeds fifty percent (50 %). (For information on Readmission after Dismissal, see page 13).
Student Code of Conduct

A student enrolling at Modesto Junior College assumes an obligation to conduct him or herself in a manner compatible with the published college regulations and with the college’s function as an educational institution. Students may take part in any orderly, authorized activity which takes place in the name of Modesto Junior College so long as the activity does not in any way interfere with the primary function of the college-education.

The following acts constitute misconduct for which students are subject to college discipline at all times, both on campus and at any off-campus functions sponsored or supervised by the college.

1. Dishonesty, such as cheating, plagiarism, or knowingly furnishing false information to the college.
2. Forgery, alteration, or misuse of college documents, records or identification.
3. Obstruction or disruption of teaching, research, administration, disciplinary proceedings, or other college activities, including its public service functions, or other authorized activities. Pagers, cellular telephones and other similar electronic devices must be turned off in classrooms and at campus sponsored events unless authorized by the appropriate faculty or staff member.
4. Physical or verbal abuse of any person, or conduct which threatens or endangers the health or safety of any person.
5. Theft of or willful damage to property of the college; or threatening its officers, employees, students, or visitors.
6. Unauthorized entry into or use of college facilities.
7. Violation of District policies or College regulations including regulations concerning student organizations, the use of college facilities, or the time, place, and manner of public expression.
8. Unlawful possession, use or distribution of drugs or alcohol on college property or during college related activities.
9. Failure to comply with the directions of college officials acting in performance of their duties.
10. Gambling on college property.
11. Hazing or any act that injures, degrades, or disgraces or tends to injure, degrade, or disgrace any fellow student or person attending the college.
12. Willfully defacing or injuring in any way real or personal property of the district.
13. Smoking in non-designated areas.
14. Disorderly or lewd, indecent, or obscene conduct on college-owned or controlled property or at college-sponsored or college-supervised functions.

Disciplinary Action

The following forms of disciplinary action may be taken against a student found to be in violation of any of the foregoing regulations.

1. **Reprimand**—A person receiving a reprimand either oral or written is notified that continued conduct of the type described may result in formal disciplinary action against the student.
2. **Disciplinary Probation**—Formal disciplinary action resulting in any one or all of the following:
   a. Ineligibility to hold college organization offices
   b. Removal from any college organization office presently held
   c. Revocation of the privilege of participating in college and/or student-sponsored activities
3. **Instructor Removal**—Removal of a student from his or her class for the day of the removal and the next class meeting, at the instructor’s request
4. **Suspension**—Formal disciplinary action denying a student all campus privileges for a specified period of time. A suspended student cannot be on East or West campuses and is denied all college privileges including class attendance and privileges noted under “disciplinary probation” for a specified, limited period of time. There shall be two classes of suspensions. The first, “summary suspension,” is to protect the school from the immediate possibility of disorder or threat to the safety of students. The second, “disciplinary suspension,” serves as a penalty against a student as a result of the failure of his/her conduct to meet standards expected at the college
5. **Expulsion**—Formal action taken by the Board of Trustees terminating a student’s privilege to attend the colleges of the District for disciplinary reasons

All disciplined parties have the right to appeal. Copies of the appeal procedure may be obtained from the Vice President of Student Services, Room 212, Morris Administration Building.
Academic Integrity

VIOLATIONS
All faculty, administrators and some staff share the original jurisdiction for conduct violations in the area of academic integrity. The Academic Senate at MJC has defined academic integrity and identified possible means for maintaining academic integrity at the College.

Cheating: Intentionally using or attempting to use unauthorized materials, information or study aids in any academic exercise; misrepresenting or non-reporting of pertinent information in all forms of work submitted for credit.

Facilitating Academic Dishonesty: Intentionally or knowingly helping, or attempting to help, another to violate a provision of the institutional code of academic integrity.

Plagiarism: The deliberate adoption or reproduction of ideas, words or statements of another person as one’s own, without acknowledgment. This includes all group work and written assignments.

MAINTAINING ACADEMIC INTEGRITY
1. Academic areas may develop for their faculty and students a statement of the application of the Academic Integrity Procedure in their courses; and
2. Each faculty member is encouraged to include in his/her introduction to a course:
   a. A statement of the application of the Academic Integrity Procedure within his/her course.
   b. A statement notifying students that violations of the Academic Integrity Procedure will be reported.

CONSEQUENCES
The faculty member administers academic consequences for violating the Academic Integrity Procedure ranging from partial or no credit on an examination or assignment. Disciplinary action for violating the academic procedure is administered through the office of the Vice President of Student Services under the Student Code of Conduct.

DUE PROCESS PROCEDURAL SAFEGUARDS:
1. Students shall be given notice of the violation and,
2. Students shall be given an opportunity to respond to the allegations.

Drug and Alcohol Abuse Policy

The Drug-Free Schools and Communities Act Amendments of 1990 require higher learning institutions to implement drug prevention programs. This includes the annual notification of the following drug and alcohol use policy.

MJC is committed to the success of all students. Drug and alcohol use can be a major hindrance to achieving a successful school career. Physical and psychological health risks are associated with drug and alcohol use, including but not limited to, exhaustion, decreased immunity, depression, and decreased coordination. Generally, persons who use illegal drugs and/or abuse alcohol can expect a decline in their quality of life.

MJC Health Services and Wellness Programs offer education and information on drug use and also can refer students to community agencies for counseling or rehabilitation.

According to MJC’s Student Code of Conduct, students are subject to disciplinary action for the use or distribution of illicit drugs and alcohol on college property or during college-related activities. Such action can include expulsion from college and/or punishment under local, state and federal laws.

Student Right-to-Know and Campus Security Act

In compliance with the Student-Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the Yosemite Community College District and Modesto Junior College to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 1997, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three-year period. Their completion and transfer rates are listed below. These rates do not represent the success rates of the entire student population at Modesto Junior College, nor do they account for student outcomes occurring after this three-year tracking period.

Based upon the cohort defined above, 34.7 percent attained a certificate or degree or became ‘transfer-prepared’ during a three-year period, from Fall 1997 to Spring 2000. Students who are ‘transfer-prepared’ have completed 56 transferable units with a GPA of 2.0 or better.

Based on the cohort defined above, 15.2 percent transferred to another postsecondary institution, (UC, CSU, or another California Community College) prior to attaining a degree, certificate, or becoming ‘transfer-prepared’ during a five-semester period, from Spring 1998 to Spring 2000.

Annual reports of criminal activity on campus and procedures for prevention of campus crime are listed below, and are available on request from the campus security and safety department.
Student Nondiscrimination Policy

Campus Safety Statistics

The Crime Awareness and Campus Security Act of 1990 requires institutions to report data for certain criminal acts that occur on campus. The Yosemite Community College District’s traffic and security office reported the following crimes on the Modesto Junior College campus from January 2000 through December 2001:

- Aggravated Assault - 0
- Auto Burglaries - 14
- Bicycle Theft - 8
- Burglary - 12
- Drug Abuse Violation - 2
- Liquor Law Violations - 0
- Motor Vehicle Theft - 2
- Murder - 0
- Robbery - 0
- Sexual Assault - 0
- Weapons Possession - 0

Student Nondiscrimination Policy

It is the policy of Modesto Junior College to provide an environment free of unlawful discrimination. Discrimination on the basis of ethnic group identification, religion, age, sex, sexual orientation, color, or physical or mental disability in the College programs, activities, and work environment is unlawful and will not be tolerated by the College. (District Policy - 5027)

The College strongly forbids any form of discrimination and has enacted the following procedures to recognize and eliminate unlawful discrimination. These regulations provide for the investigation of alleged unlawful discrimination in its programs or activities. The College will seek to resolve the complaints in an expeditious manner.

Definitions

1. "Color or Ethnic Group Identification" means the possession of the racial, cultural, or linguistic characteristics common to a racial, cultural, or ethnic group or the country or ethnic group from which a person or his or her forbears originated. (22 California Administrative Code Section 98210(b).)

2. The term "religion" includes all aspects of religious observance, practice and belief, including duties of the clergy or elders. A belief is religious if sincerely held and, in the scheme of the believer, holds a place analogous to that filled by the deity of those people whose religion may be more orthodox or more widely accepted. (22 California Administrative Code Section 98220.)

3. "Age" means how old a person is, or the number of elapsed years from the date of a person’s birth. (22 California Administrative Code Section 98230(b).)

4. "Sex" discrimination includes:
   a. any rule, policy, or practice concerning actual or potential parental, family, or marital status which differentiates on the basis of sex or sexual orientation;
   b. any rule, policy, or practice concerning disability due to pregnancy, childbirth, recovery from childbirth or termination of pregnancy, or other psychological conditions related to the capacity to bear children not applied under the same terms and conditions and in the same manner as any other rule, policy, or practice relating to any other temporary disability except as otherwise provided by the Fair Employment Practice Act;
   c. any rule, policy, or practice which treats men and women differently for purposes of any program or activity on the basis of aggregate statistical characteristics of men or women, whether founded in fact, belief or statistical probability;
   d. any rule, policy, practice, or incident which conditions the receipt of any benefit upon entering into, or maintaining, a sexual relationship or participation in sexual activity, or subjects a person to sexual harassment or intimidation such as unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature. (22 California Administrative Code Sections 98240, 98242, 98244.)

5. "Physical or Mental Disability" means any physical or mental impairment which substantially limits one or more major life activities.
   a. "Disabled person" means any person who has a physical or mental impairment which substantially limits one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment.
**Sexual Harassment Policy**

Sexual harassment is a form of unlawful sexual discrimination and will not be tolerated by the College. (District Policy-5028)

**SEXUAL HARASSMENT INCLUDES:**

1. submission to conduct which is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress;
2. submission to, or rejection of, conduct by an individual which is used as the basis of an employment or academic decision affecting the individual or has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment; and
3. submission to or rejection of, conduct by the individual which is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution. (Education Code Section 212.5.)

The College strongly forbids any form of sexual harassment, including acts of nonemployees. Disciplinary action will be taken promptly against any student or employee, supervisory or otherwise, engaging in sexual harassment.

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**Student Discrimination Complaint Procedure**

In the pursuit of academic studies and other college-sponsored activities that promote intellectual growth and personal development, the student should be free of unlawful discrimination by any member of the academic community. (Students disturbed by the acts of another student have recourse through the Student Code of Conduct.)

Modesto Junior College ensures that its programs and activities, including employment, are available to all qualified persons without regard to ethnic group identification, religion, age, sex, sexual orientation, color, or physical or mental disability.

Discrimination complaints may be initiated by a student against an instructor, an administrator, or a member of the classified staff. When a student feels he/she has suffered unlawful discrimination, he/she shall within one year of the occurrence of the incident(s) meet with the Vice President of Student Services.

Students are advised to obtain written instructions for the filing of a grievance from the office of the vice president of student services.

The Americans with Disabilities Act (ADA) Coordinator can be contacted at 575-6861 (voice) or 575-6863 (TTY).

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*The Morris Building, above, is home to many administrative offices and Student Services.*
Student Safety

Campus Safety Program

Campus safety officers provide 24-hour protection throughout the college’s East and West campuses, including parking areas. Each student is asked to assist in the control of vandalism, burglary and other crimes by reporting suspicious conditions to the Campus Security Office, in South Hall 151, West Campus, (209) 575-6351.

Emergency Call Boxes

They are small orange boxes, with a blue light above each one, located in most of the college parking lots. The call boxes may be used to call (1) for a security escort, (2) for a battery jump or door unlock, (3) for any type of emergency service on campus, and (4) to report day pass machine malfunctions.

Escort Service

Campus security officers are available during day and evening hours to escort students to their cars. An escort may be requested by calling 575-6351 or using one of the parking lot call boxes.

Emergencies

To report emergencies, call Campus Security, 575-6911, or 911 (direct police/fire emergency line) or use a call box. To report on-campus accidents, contact the college nurse, 575-6037.

Lost and Found

Lost and found property found on the East Campus should be turned in to the Business Office in the Student Center within 24 hours. Property found on the west campus should be sent to Campus Security in South Hall 151. Unclaimed property held in the Business Office will be sent to Campus Security after one week. Lost and found property can be claimed at the East Campus Business Office or at Campus Security on the West Campus.

Personal Safety & Prevention

In the interest of ensuring personal safety, students are encouraged to observe the following precautions:

- Avoid isolated places, day or night
- Always walk in pairs. There is safety in numbers.
- Be security-conscious. Watch out for others and their property.
- Be responsible. Report all crimes and unusual activity to Campus Security.
- Use well-lighted walkways.
- Park in well-lighted areas, away from shrubbery and trees.
- Always lock your car and take your keys.

Sexual Assault

Sexual activity without mutual and expressed consent is sexual assault. Acquaintance/date rape is a serious problem on college campuses. Awareness and clear, assertive communication are the best tools for prevention. For more information on this problem, contact the Health Services Office, Morris Memorial Building, Room 108.
Throughout the year there are a variety of workshops, speakers and seminars sponsored by the center. These events and activities are open to students and community members.

The Transfer Center assists MJC students in making a smooth transition to four-year colleges and universities. The Center supports students who plan to transfer with an array of resources and services. Special support is provided to students who have been historically underrepresented. Some of the Transfer activities sponsored by the Center are:

- Assistance with admission procedures and referral to academic advisement.
- Resources such as college catalogs (1,200 catalogs available for check-out).
- Fee waivers, electronic applications and articulation agreements.
- Field trips to universities and four-year colleges and universities
- Personalized contacts with representatives from four-year colleges and universities
- Transfer Admission Agreements (TAA) to designated four-year universities
- Annual Transfer Day/College Night with over 60 college and universities represented

The Career Development and Transfer Center is open Monday through Thursday 8:00am to 4:00pm during regular semester and Monday through Thursday from 7:30am to 5:00pm during the summer*. For additional information, please stop by the career Development and Transfer Center or call 575-6239. The student Employment Job Hotline is 575-6821.

* subject to change

Child Care

The Child Development Center provides quality child care (for ages six weeks until they start Kindergarten) for income eligible MJC students while they attend class, study and/or work. The Center is located on the West Campus with operating hours as follows: Monday through Thursday 7:30 AM - 5:30 PM and Friday 7:30 AM to 3 PM. Fees may be charged based on the student’s income and family size.

Trained teachers provide creative art activities, small group music, movement and stories, outdoor activities and help promote the child’s social, emotional and physical development.

Financial assistance for child care is available to qualified students. Additional information may be obtained by calling the Child Care Services Office at 575-6398 located in South Hall 157.
Welcome Center

The Welcome Center is located in the Student Center on East Campus. The Center assists students and community members with college information throughout the year. The Center distributes brochures, pamphlets, and literature describing MJC services and programs. Campus and city maps and bus schedules are also available in the Center.

In addition to providing resource materials, the Center serves as the college’s link with faculty and instructional divisions during registration. The Center can answer all your registration questions. Staff are knowledgeable about all class changes and assist students with the registration process. The Center provides information and referrals to students regarding campus policies, campus activities, services, and events; assists new students with campus orientation and registration; makes referrals for students needing special assistance from MJC’s support services; and carries out the college’s outreach plan.

Students may walk-in without appointments to obtain campus-related information. The Center is open from 8 a.m. until 5 p.m. during the regular semester, and can be reached by calling 575-6789.

Disability Services

The Disability Services Program is a system of support services and classes available to students with verified physical disabilities.

Disability services and classes are designed to meet the individual needs of the students, allowing them an equal opportunity to benefit from their educational experiences. Supportive help may include program-planning assistance, priority registration, in-class aides, reader service, note-taking help, sign language interpreting, mobility assistance, and assistance with alternate media. Job development help is available for qualified students, as well as an adaptive computer technology training program.

Further information is available in the Disability Services Center, Journalism Building, Room 160, or by calling 575-6225; telecommunications device (T.T.Y.) for the deaf is 575-6863. The campus A.D.A. Coordinator can be reached at 575-6861 (VOICE) or 575-6863 (T.T.Y.).

Emergency Locating Service

The Emergency Locating Service offers students the ability to leave an MJC telephone number (575-6700) with family members, child care provider, or employers in case of an emergency. If an emergency call for a parent occurs, the Locating Service tells MJC where the student “should” be, and a staff member is dispatched to contact the parent in his/her class. To be a part of the Emergency Locating Service, a student provides his/her current class schedule to the Service on a special form. (Class schedules must be updated each semester). Emergency Locating Service Forms are available in the Student Development and Campus Life Office, located in the Student Center. Without an Emergency Locating Service form on file, a message cannot be delivered to a student.

Extended Opportunity Program and Services (EOP&S)

The goals of EOP&S are: 1) to recruit low income students who are under-prepared for college and to assist them with enrollment; 2) once enrolled, to support their academic achievement through instructional and student services; 3) to help them transfer to four-year colleges or to make the transition into a career.

Services offered by EOP&S include: outreach; registration assistance; academic and personal career counseling and academic advising in one-on-one or group settings; tutoring; grants; child care allowances; book vouchers; and emergency loans. New and continuing students must apply for EOP&S every year. In addition, new applicants must take an assessment test through MJC Testing Center. For more information, contact the EOP&S Office in Library Basement 40, or call 575-6251 (voice) or 575-4263 (T.T.Y.).

Parking

The District and College provide parking facilities for vehicles for the sole purpose of conducting college business. All persons parking on campus must pay fees as prescribed by the Board of Trustees.**

Students: All full or part-time students who have paid the required fee are eligible for first-come, first-served parking in designated student parking areas.

Staff: All full-time and part-time staff who have paid the required fee are eligible for parking in specific assigned areas marked in blue on a first-come, first-served basis. The term STAFF does not include tutors, student employees, or student assistants, but applies only to contract employees of the Yosemite Community College District.

Citations: All vehicles, operated or parked in violation of these regulations will be cited with a Municipal Court citation under authority of 21113a of the California Vehicle Code. All citations are payable by mailing them to:

YCCD Parking Management Bureau
801 West Monte Vista Avenue
Turlock, CA 95382-0299
Parking Enforcement Hours/Days: Enforcement of parking and traffic regulations is continuous (24 hours a day, seven days a week). Parking fee and staff reserve regulations are not in effect from 5 p.m. on Friday to 7 a.m. on Monday and on college holidays and exempt days.

The visitor parking areas on North and South Drive adjacent to the Morris Memorial Administration Building are restricted to 30-minute parking for guests of the college, as are all visitor parking zones on east and west campus. Parking permits are NOT valid in visitor parking areas.

**The District and College provide parking facilities for vehicles for the sole purpose of conducting college business. The District/College does not take custody of vehicles and only rents space. No responsibility is assumed for fire, theft, damage, or loss to vehicles, their occupants, or contents while on District/College property.**

TRIO/Education Talent Search

TRIO/Education Talent Search is designed to help young people stay in school, improve their GPA, graduate from high school, and go to college. It is funded by the U.S. Department of Education and is designed to help low-income, first-generation college students. The Modesto Junior College TRIO/Education Talent Search Program serves approximately 600 students from Hanshaw Middle School, Mark Twain Junior High School, Elliott Education Center, Modesto High School and Downey High School. A variety of educational and cultural activities are available to TRIO/Education Talent Search students.

For more information, visit The Educational Talent Search Office in the Morris Memorial Building, Room 212 or call 575-6743.

TRIO/Upward Bound

The purpose of the TRIO/Upward Bound Program is to identify disadvantaged young people with potential for post-secondary education, and to offer them a comprehensive program of intervention activities designed to generate the skills and motivation necessary for success in post-secondary education. The program serves 50 students from three local high schools (Davis, Johansen and Ceres). Workshops, presentations, tutoring, field trips, Saturday school and a summer academic school are offered. For more information, contact TRIO/Upward Bound at 575-6715.

TRIO/Student Support Services Program

The Student Support Services Program is designed for first-generation college students to promote student success, retention, graduation and transfer to a four-year college or university. TRIO provides innovative academic and supportive services specifically designed to meet the needs of transfer students. Program services include: academic and personal counseling; tutoring services; cultural activities, college and university campus tours; information about financial aid and scholarships; career advising; and workshops to develop and enhance academic and personal skills.

For additional information, visit the TRIO/SSSP Office located in Library Annex, Room 10 or call 575-6189.

**Health Services - "We Care for You"**

The College Health Services Program was established to contribute to the success of the students by promoting physical and emotional well-being, with strong emphasis on preventative health care.

Registered nurses are available on both campuses to provide first aid, confidential counseling on communicable diseases, nutrition, exercise and weight management, family planning, and all aspects of personal health. Letters of referral are given upon the request of a student to a local community provider by appointment only. General health services, which are provided, include vision and hearing screening, blood pressure monitoring, tuberculosis screening, pregnancy tests, and immunizations. Non-prescription medications are available for minor aches, pains, colds, sore throats, allergies, and upset stomachs, as are pamphlets and brochures, health-related video presentations, and microcomputer Health Risk Appraisals. In case a student is ill or would like to catch up on some needed rest, the cot room is available at various times during the semester.

Students with chronic health problems of a serious nature (diabetes, seizure disorders, cardiac problems) are advised to inform the Health Services office so that the best possible help can be rendered in case of an emergency.

In case of injury on campus when the college is in session, or in any college-related activity, students should contact Health Services to determine eligibility for insurance coverage.

In case of illness, the College provides care in the form of first aid and/or referral service. Physician services are available on a limited basis to students upon referral of one of the college nurses.

- Stanislaus County Public Health and Family PACT Group provides routine HIV screening once a week.
- Mental Health: Referral for group counseling is available for students expressing the need for personal counseling.
- STARPoint, an eating disorder program, offers individual appointments to MJC students who have eating disorders.

Elevator keys are provided by Health Services to students with short or long-term physical disabilities. Special parking permits are provided to students with short-term physical disabilities. Informational health insurance brochures are available through Health Services Offices.
For the benefit of the student, Health Services works closely with agencies within our community, including but not limited to Center for Human Services, Stanislaus County Faculty Group, Public Health, Modesto City Schools, Project Clean Air, Health Services Agency of Stanislaus County and Women's Haven Center.

Students may be seen by a nurse on a drop-in basis as well as by appointment at the following locations:

EAST CAMPUS: MM108, Phone 575-6037, 8am to 8pm Monday through Thursday; 8am to 2pm Friday.
WEST CAMPUS: SH154C, Phone 575-6360, 8am to 8pm Monday through Thursday; 8am to 5pm Friday.

CalWORKs

California Work Opportunity and Responsibility to Kids is a Social Service program that provides cash aid, educational opportunities and other services to needy California families.

Program participants are students who have been referred by the county welfare office or are self-initiated participants (SIP’s). The office is located on the West Campus, Yosemite 147, (209) 575-7700, (209) 575-7713, or call (209) 575-6080 and ask to speak with one of the MJC CalWORKs counselors.

Scholarships

The Modesto Junior College Scholarship Program offers over 150 scholarships annually to eligible students in amounts ranging from $200 to $2,000. Incoming, continuing and students transferring to a four-year college are encouraged to apply for scholarships at MJC. The scholarships are sponsored by the MJC Foundation, private donors, community agencies and businesses whose aim is to help students achieve their educational goals.

To receive scholarship consideration, students must have a minimum grade point average of 3.0 and plan to attend Modesto Junior College full-time for the fall semester. Students currently enrolled in the MJC Nursing Program are considered full-time students. Selections are based primarily on academic performance and may include other criteria such as major, residency, organizational affiliation and community service.

Scholarship applications are available in the Financial Aid/Scholarship Office, located in the Morris Memorial Administration Building, Room 112. The “priority” application period is October 1st through January 2nd. Applications can still be submitted after the priority deadline. However, the final deadline for the academic year is the last day of Spring semester for continuing and transferring students and the last school day in September for new students.

Student Development and Campus Life

The Student Development and Campus Life Office is located in the East Campus Student Center. It is home to ASMJC (Associated Students of Modesto Junior College), campus clubs, Student Ambassadors, the Emergency Locating Service, book loan programs, Housing Referral and the college orientation program. Student ID Cards, weekly Student Bulletin and the Student Handbook are also produced in this office.

The Housing Referral Program has been developed to help meet the housing needs of the students and staff at Modesto Junior College. The Student Development and Campus Life Office publishes a Housing Referral Brochure which lists a vast selection of apartments within the Modesto city limits. The Housing Referral Program also includes a listing of rooms, apartments and homes for rent, and listings of students seeking roommates. This information is advertised on the “Housing Bulletin Board”, located in front of the Student Development and Campus Life Office.

A variety of book loan programs are available to assist eligible students with the purchase of textbooks each semester. Eligibility guidelines include minimum GPA and unit requirements, income level, and major. Students borrow books for the semester and are required to return them at the end of the semester for future student use. Funds are limited, so students should apply early. The book loans are funded through the Carl D. Perkins Vocational and Applied Technology Act and Temporary Assistance for Needy Families.

The Student Development and Campus Life Office produces the weekly Student Bulletin and programs the computer monitors in the Student Center. Students are able to stay informed about campus activities, student success workshops, student services and transfer news by reading the Bulletin and the monitors.

Graduation

The Student Development and Campus Life Office is responsible for coordinating the graduation commencement exercise. Instructions for graduating will be outlined in an early spring edition of the GRADUATION GAZETTE. The GAZETTE includes important information about student commencement speakers, the sophomore luncheon, graduates with honors, graduation fees, caps, gowns and announcements. The GAZETTE also includes information about graduate photos, awards and other accomplishments.

Announcements and Advertisements

Only on-campus organizations and divisions and off-campus non-profit organization will be provided space for posting material in academic buildings. Commercial and personal ads may be posted on the East Campus on the Student Center hallway bulletin board and on the Student Center and Library kiosks.
Student ID Cards

Student ID cards are issued free to new students during registration (a $2 replacement fee is charged thereafter). I.D. cards are used for transactions in the Admissions and Financial Aid departments, as well as in the Library and Computer Labs. Students should carry their ID cards to enhance campus safety and security. Students may purchase a $5.00 activity sticker to be placed on the ID card for special discounts with local services and activities. Students may go to the Student Development and Campus Life Office located in the Student Center, Monday-Friday, 8am to 5pm to have an ID card made. Call 575-6700 for more information.

Testing Services

The Testing Center administers standardized tests in basic skills, high school equivalency (GED), typing and shorthand. These tests provide students with results that help them understand their individual ability levels.

Testing is one of many measures used by college personnel to assist students in determining course placement in mathematics, English, reading, chemistry, and ESL courses. Assessment tests are scheduled at least twice each month, and should be taken as soon as possible to insure that the results will be available for advising and registration appointments.

Assessment testing is a free service; however, other tests offered through the Testing Center will require a fee. To inquire about test dates and fees, please contact the Testing Center.

Tutoring Center

The Tutoring Center is a free service for MJC students who need extra help with academic work, no matter what the subject or class. Tutors are experienced learners, and will be happy to provide students with the kind of help and support they need. Tutors will assist students who are preparing for specific examinations, as well as those who wish to strengthen their overall study skills. Students who seek help at the Tutoring Center often improve their overall academic performance by learning to study more efficiently. The East campus Tutoring Center is open from 8 a.m. to 5 p.m., Monday, Thursday, and Friday, and 8 a.m. to 7 p.m. on Tuesday and Wednesday. The East Campus Tutoring Center is located in Library Annex Room 10. Phone: 575-6839. The West Campus Tutoring Center is open from 8 a.m. to noon, Monday through Thursday, and 8 a.m. to 11 a.m. on Friday. The West Campus Tutoring Center is located in South Hall, Room 256-257. Phone: 575-6979.

Veterans Affairs

Modesto Junior College is an approved college for the training of veterans and veteran’s dependents under the various public laws of the United States Department of Veterans Affairs and the California Department of Veterans Affairs. Students eligible for veteran’s benefits are urged to contact the MJC Veterans Affairs Office, well in advance of registration, so that necessary arrangements may be made to activate benefits.

Modesto Junior College recognizes credit and grants credit to veterans and reservists for service and training completed in the armed forces. Veterans and reservists will receive three units of Health Education credit and two units of Physical Education credit upon presentation of their separation papers. Credit for military schools will be granted if recommended in the “Guide to the Evaluation of Educational Experiences in the Armed Services.” Credit for these courses will be granted if appropriate (18 units maximum). Dependents of service-connected disabled or service-connected deceased veterans may be eligible for a waiver of fees. Please contact the campus Veteran’s Office for assistance.

For information or assistance regarding veterans benefits, contact the campus Veterans Affairs Office in the Morris Administration Building, Room 104, or call (209) 575-6017. Office hours are M-Th 8:00am 4:30pm, Fri. 8:00am 12:00.

Financial Aid

A variety of programs are offered to assist students in meeting the costs of attending Modesto Junior College. Most awards consist of two or more forms of aid called a “financial aid package.”

A student must be enrolled and attending a minimum of six units to be eligible for most financial aid programs; however, a student may be enrolled in fewer than six units to be eligible for a Federal Pell Grant.

Students seeking financial assistance must first complete the Free Application for Federal Student Aid (FAFSA) and indicate MJC as a school they will attend. The FAFSA is mailed or submitted electronically by the student to a central processor, which returns a Student Aid Report (SAR) to the student and also electronically transmits the data to the MJC Financial Aid Office. The Financial Aid Office notifies the student by mail to bring in any necessary forms and supporting documents. An application date and processing order will be assigned to eligible applicants at the time the completed application is accepted. Funds are awarded on a first-come, first-served basis.
Board of Governor's Fee Waiver Program (BOGW)

California residents may be eligible for BOGW, which waives the $11 per unit enrollment fee as well as exempting students from the health fee. The BOGW is effective for an entire academic year (Summer/Fall/Spring). There is no minimum unit requirement. Students who take non-credit courses will not be exempt from health fees even if they qualify for a fee waiver.

Federal Programs

To be eligible for financial aid, students must meet certain requirements:

- be a U.S. citizen or eligible noncitizen
- be registered with Selective Service (if required)
- be working toward a degree, certificate or transfer program
- be making satisfactory academic progress
- not owe a refund on a Federal grant or be in default on a Federal educational loan
- have "financial need" as determined through the application process.

RETURN OF TITLE IV FUNDS

Per federal regulations, any student who receives financial aid and then withdraws from all classes prior to completing 60% of the semester/program and/or course will be required to repay a portion of any unearned federal financial aid received. The Financial Aid Office will calculate the amount of unearned federal aid and notify the student of the amount to be returned, the due date, and the procedure.

NOTE: Students considering dropping classes should first consult with the Financial Aid Office to understand the implications of a complete withdrawal.

FEDERAL PELL GRANTS

The Federal Pell Grant provides federal money to eligible students to help meet college expenses. The federal government determines the amount.

FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS (FSEOG)

The FSEOG program is designed to assist students with exceptional financial need by supplementing other financial aid sources.

FEDERAL WORK-STUDY PROGRAM (FWSP)

The FWS provides part-time employment for students who demonstrate financial need. The Financial Aid Office will assist in placing students in jobs on campus or off campus on-for-profit agencies, as available. Students must not work until an official agreement is on file with the Financial Aid Office and may not work more than 20 hours per week, except during weeks that school is not in session. Pay is at the rate of $7.25.

LOANS

Loans are part of a financial aid package that provide an opportunity to defer education costs by borrowing now and paying later. Interest is charged on the amount borrowed at a 5% interest rate. Repayment begins after the student drops below 6 units or completes or leaves school. Loans are awarded on a first-come, first-served basis to eligible students with the greatest need. Eligibility is determined from information provided on the FAFSA.

NOTE: MJC does not participate in any Direct Loan or Federal Family Loan Program (e.g. Guaranteed Student Loan (GSL), including Federal Stafford Loan, Parents Loan for Undergraduate Student (PLUS), or Supplemental Loan for Students (SLS)).

FEDERAL PERKINS LOAN

This program provides long-term federal loans for U.S. citizens and permanent residents. Students must have earned 12 college units with at least a 2.50 cumulative GPA and maintain satisfactory progress during the award period. Award amounts depend upon financial need and are limited to $1000 annually at Modesto Junior College.

Repayment begins nine months after graduation or leaving school. Up to 10 years may be allowed to repay the loan. Five percent interest will be charged on the unpaid balance of the loan principal during the repayment period.

Loans are based on financial need and satisfactory academic progress. Students must complete an entrance interview before the first check is released and an exit interview before the end of the academic year.

NURSING STUDENT LOANS

Students in the Associate Degree (Nursing) Program who demonstrate financial need may be eligible for loans ranging from $300 to $2,000 per academic year.

BUREAU OF INDIAN AFFAIRS GRANTS (BIA)

BIA grants are provided to help eligible Native American students. Contact your Tribal Agency or the Financial Aid Office for more information.

State Programs

EXTENDED OPPORTUNITY PROGRAM AND SERVICES (EOP&S)

The State of California provides funds for the purpose of attracting financially and academically disadvantaged students to Modesto Junior College. In addition to financial aid, EOP&S provides students with registration assistance, tutoring on a one-to-one basis, counseling, and assistance with child care expenses. The College Readiness Program and EOP&S Program Aides help insure success for eligible community college students. Details about the EOP&S Program may be obtained from the EOP&S office, Morris, Room 112.
The East Campus Student Center is the focal point of campus life. The Student Information Center, Admissions Office, Business Office, Bookstore, Cafeteria, Student Lounge and Student Development and Campus Life Office are located there. Video games, ATM machine, vending machines, a coin changer, and lockers are also available. Whether you are sharing a meal, attending a noon-time concert or lecture, volunteering for ASMJC, or just socializing with friends, the Student Center provides numerous opportunities for personal development of students.

The Student Development and Campus Life program offers opportunities for students to develop leadership skills, prepare for civic responsibility, explore diverse cultures and build a strong sense of college community. The program reflects the needs and interests of students. The program is divided into the following areas:

**STUDENT AMBASSADORS**

The Student Ambassador program offers qualified students an opportunity to become more involved on campus, learn more about the college, meet new people, earn extra spending money, and have fun! Student Ambassadors assist with campus outreach efforts such as college nights, New Student Welcome Day, high school visits and campus tours. Student Ambassadors also assist with New Student Orientation. Student Ambassadors are paid minimum wage.

**STUDENT GOVERNMENT/ASMJC**

Associated Students of Modesto Junior College (ASMJC) is the official representative body of Modesto Junior College students. ASMJC is completely student-funded, student-elected, and student-regulated, functioning within the framework of policies adopted by the Yosemite Community College District Board of Trustees. ASMJC is the primary forum through which student concerns are channeled.

Since virtually all major decisions that are made on the Modesto Junior College campus affect students in some way, student input into the various decision-making bodies has become increasingly relevant, necessary and welcomed. ASMJC is the officially recognized "student voice" to the faculty and administration.

ASMJC is also responsible for planning, budgeting and coordinating activities for student enjoyment outside the classroom. Activities range from free noon-time concerts on the Quad, to current events, lectures, recreational trips, cultural presentations, comedy shows, and more. ASMJC’s goal is to expose students to a diverse calendar of events for their enjoyment and leadership development.

**CAL GRANTS**

Cal Grant A & B  Entitlement awards are available to current or previous year graduating high school seniors with adequate “need” and who meet minimum GPA requirements. Family income and asset ceiling are also used to determine eligibility for the award. In addition, awards will be offered on a competitive basis to students who did not receive an entitlement grant. Students must file a FAFSA application and submit a GPA verification. The application filing deadline is March 2 preceding the award year for entitlement and competitive grants and September 2 for competitive awards for community college students only.

**CAL GRANT A:** Provides grant funds to help pay tuition/fees for California residents at qualifying institutions offering baccalaureate degree programs. May be held in reserve while attending a community college.

**CAL GRANT B:** Provides funds for costs associated with living expenses and expenses related to transportation, supplies and books. Beginning with the sophomore year, also help pay tuition and fees at a qualifying institution offering baccalaureate degree programs.

**CAL GRANT C:** Provides assistance with costs for occupational and vocational programs. Selections are based on financial need, vocational aptitude and enrollment in an eligible program.

Additional information may be obtained in the MJC Financial Aid Office in the Morris Memorial Administration Building, Room 112.
STUDENT CLUBS AND ORGANIZATIONS

The Office of Student Development and Campus Life is responsible for advising and coordinating the activities and programs of student clubs and organizations. Students are encouraged to broaden their horizons by participating in club activities at Modesto Junior College. Clubs are organized to involve students in specialized fields of interest or service to the college and community. If a club does not exist which deals with a student's special interest, a new club can be formed. Ten MJC students and a faculty advisor are needed to charter a new club. They are approximately 27 existing clubs on campus.

STUDENT ACTIVITY FEE

Students can purchase an optional Student Activities Sticker for $5 a semester. This sticker transforms their MJC Student ID Card into a discount card. The Student Activities Sticker entitles students to valuable discounts on and off campus. The Activity Fee funds collected are used to help ASMJC support activities and programs such as scholarships, Club Development activities, College Hour events, lectures, and the Student Bulletin. The Student Activity Fee is payable during registration, and Activity Stickers and Discount Booklets may be picked up in the Student Development and Campus Life Office.

Athletics

Modesto Junior College is a member of the Central Valley Conference for both men's and women's sports. The men compete in baseball, basketball, cross country, football, golf, soccer, swimming, tennis, track and field, water polo and wrestling. Women compete in basketball, cross country, soccer, softball, swimming, track and field, tennis, volleyball, water polo and golf.

Other Central Valley Conference members are: Columbia College, Sonora; Fresno City College, Fresno; Reedley College, Reedley; Merced College, Merced; Porterville College, Porterville; College of Sequoias, Visalia; Taft College, Taft; and West Hills College, Coalinga.

Since 1937, MJC has hosted an annual statewide basketball tournament in December. It is the oldest community college invitational basketball tournament in the state.

Art Gallery

Located within the Art Department on the East Campus across from Founder's Hall the Art Gallery is the college's original exhibition space. Each year the Art Gallery presents an average of six exhibits representing a wide range of art styles, media, techniques and conceptual ideas. The exhibitors include emerging and more established artists from California and elsewhere, as well as, annual exhibit events for MJC art students and the art faculty.

Students enrolled in Gallery Operation and Management (Art 150) assist in the gallery operations and learn techniques of gallery preparation and art installation for the various exhibits. Students involved in Work-Study programs may apply for positions as gallery sitters or docents.

Forensics - Competitive Speech

With a proud tradition of state champions, Modesto Junior College competes with other colleges and universities in forensics. Students participate in parliamentary debate and various individual events. The competition occurs in state, national and international arenas.
Music

Students from all areas are welcomed to participate in MJC’s active performance program. Instrumental performance opportunities include Orchestra, Community Orchestra, Symphonic Band, Community Concert Band, Jazz Bands and Pep Bands, plus brass, percussion, woodwind, and string ensembles.

Vocal performance opportunities include Chorus, Choir, Singers, Masterworks Chorus, small vocal ensembles, Musical Theatre, and vocal jazz/pop ensembles.

Elementary, intermediate and advanced piano, organ, guitar, instrumental, and voice are classes available to both music majors and non-music majors.

The music theory and musicianship programs are among the strongest in the area. Students wishing to transfer as music majors to a four-year institution are strongly encouraged to enroll.

Radio - TV - Film

MJC students operate campus radio station KRJC as part of a professionally oriented program. Each student programs his/her own radio hour each week. KRJC can be heard campus wide and is also picked up over the local cable system and on line. Many former student DJs have gone on to professional radio work on the West Coast, from Seattle to Los Angeles. The Golden Microphone Awards is a yearly MJC student DJ competition, judged by radio professionals, honoring the best in radio. Television students produce a half-hour program highlighting campus life. Film students produce a variety of work, which is aired on cable and on-line. The video, Camera & Radio Awards is a yearly MJC student competition, which honors the best work in the areas of Radio, Television and Film.

Theatre Arts

Four to five productions make up the performance season for MJC theatre. Shows are produced in the 946-seat auditorium, the 94-seat Little Theatre, and the black box theatre, Cabaret West. A show is usually produced during the summer session. Students are active in all aspects of the theatrical arts with academic credit available in acting, lighting, costuming, and scenic techniques.

Honor Society

The Upsilon Chapter of Alpha Gamma Sigma, Inc., the California Community College Honor Society, is open to qualified MJC students. Initial membership requires completion of 12 units in a maximum of 3 semesters with a cumulative grade point average of 3.0. First semester students who are life members of the California Scholarship Federation are eligible to become temporary members. Continuing membership requires a cumulative GPA of at least 3.0, or a current GPA of 3.0 or above. Active participation in club activities is required.

Permanent membership is granted to graduates with a cumulative GPA of 3.5 or above who have at least one semester of previous membership, or to graduates with a cumulative GPA of 3.25 or above who have 2 or more semesters of membership in AGS. Membership information and applications are available in the Student Development and Campus Life Office.

Publications

The Pirates’ Log is MJC’s award-winning campus newspaper, a biweekly publication written, edited and produced by students enrolled in journalism classes. Over the past year, Pirates’ Log staffers have won over 20 writing and layout awards, competing with other student journalists from around the state. The local media has picked up stories “broken” in the Log. Working on the Log provides an invaluable opportunity to experience the rhythms, challenges, pressures and rewards of newspaper journalism, to build a portfolio of published stories or photographs, to gain work experience and form lasting friendships. The editorship of the Pirates Log is now a paid Work-Study position for qualified applicants. Many former Log writers and editors are found today in the ranks of local media professionals. Participation is open to any student enrolled in Journalism 120 (photographers) or 146 (writers) who has passed Journalism 100.

The Tutoring Center, above, is a free service for MJC students who need extra help with academic work, no matter what the subject or class.
Academic, Administrative, and Business Support Services

Library

Library and information services are located on both the East and West Campuses and can also be accessed through the MJC Library web page. The Library staff welcome questions and are happy to help users access and use the many library resources available to them.

The Library’s collection includes books, magazines, newspapers, journals, videos, and a variety of online research databases. MJC students have access to Columbia College Library materials via the Library’s intercampus loan service, and students can obtain research materials from non-YCCD libraries using the Library’s interlibrary loan service.

Campus library services include individual reference and information services, instruction on library research methods, self-guided library instruction, computer labs, copy machines, study space for individuals and groups, and course reserves. Off-campus use of library resources is facilitated by the Library’s web page. Passwords for off-campus access to the Library’s online databases are available, and users can submit reference questions from remote locations by using the “Ask A Librarian” feature.

All students, faculty, and staff have full library privileges. MJC Alumni, Library Friends, and the local community may obtain library cards for borrowing MJC Library materials.

LIBRARY INSTRUCTION

Learning Resources offers a variety of learning opportunities to support the information competencies applicable to college-level research and lifelong learning. Students can complete a self-guided Library Skills Program, participate in curriculum specific instructional sessions arranged by their instructors, or enroll in formal Library Research courses emphasizing skills that can be used in many research and information applications.

Distance Education

TELECOURSES/DIRECT BROADCAST COURSES

The Telecourse Office, located on the East Campus, Library 120, assists students with MJC telecourses. Office hours are 8 a.m. to 4:30 p.m., Monday through Friday, with special hours during the summer session. A drop-box is located just outside the office door for students who need to turn in assignments after 4:30 p.m.

Telecourse classes are listed in the MCJ Schedule of Classes each semester. Several telecourses are available for viewing on Charter Cable; however, most telecourses need to be watched by either checking out video tapes from MJC Media Services, Classroom Annex 102; watching the tapes in the MCJ Library Reserve Area; or by viewing them over high-speed Internet at http://gomjc.org/mjcvideo. On-campus meetings are usually required, but most assignments can be done at home or elsewhere.

For more information, view the orientation videotape in the MJC Library, contact the Telecourse Office at (209) 575-6236, or check the most recent Schedule of Classes for MJC.

ONLINE/TELEWEB COURSES

Online learning at MJC is a quality alternative to “traditional” classes. No distinction is made between the requirements and expectations for traditionally taught courses and online courses. This means that the content and outcomes of online courses are the same as those taught in the on-campus classroom. It is the flexibility of time and convenience that appeals to online students.

Online courses require a self-disciplined student - one who is an “active learner”. Courses require participation through frequent online communication with instructors and other students. These courses are best suited for those who can manage time and take responsibility for their education. The student enrolled in an online class should have a basic understanding of the Internet World Wide Web and electronic mail.

Online students must have access to the Internet at home and/ or in their place of employment. Additionally, they must use web-browsing software such as Microsoft Internet Explorer or Netscape. If necessary, students may gain access to the Internet and MJC online courses via one of many MJC open computer labs during regular lab hours. Locations of these labs, and their hours, are posted on the MJC learning online web site. (Certain classes have specific software and course requirements; check the web site for further information.) For additional information on all MJC learning online courses, requirements, lab locations, etc., point your Internet browser to http://gomjc.org/online.htm

Research and Information Courses

The world of information changes rapidly, so the courses emphasize skills that can be used in many research and information applications. There are self-guided “tours” of basic research databases such as OPUS, the library computer catalog, and other electronic resources.

Academic Computer Labs

There are three open computer labs to support student computing; all three labs have general programs for word processing, spread sheets, or databases. Many also have course related programs for math, computer programming, or ESL. All labs have Internet access; and through it, students can use the MJC course catalog, the Library on-line catalog (OPUS), Academic Index, and other databases found on the MJC Web page. The open labs are available to any MJC student.

The college also has specialized computer labs associated with instructional divisions such as agriculture, computer graphics, ESL, and engineering. These labs may have scheduling periods when any student can use them. Check with the division or lab supervisor for available hours.

Continued ➤
The three open labs are listed below. Because the labs are updated frequently, check ahead of time if you need to use a specific software program.

**East Campus Library Open Computer Lab:** Located in Room 116 of the MJC Library, this lab has both Macintosh and Windows computers. The lab is open Monday through Thursday from 8 A.M. to 9 P.M.; Friday, 8 A.M. to 5 P.M.; Saturday, 9 A.M.-5 P.M. Student aides are available to answer questions.

**West Campus Library Open Computer Lab:** This is the only open lab on the West Campus. Located in the West Campus Library, Yosemite 235, the lab is open Monday-Thursday, 8:00 A.M. to 5:00 P.M.

**STaR Lab:** This lab is located in Room 124, Founders Hall. The lab has 30 computers and laser printers. The hours are Monday through Thursday from 7:30 a.m. to 8:30 P.M. and Friday from 7:30 a.m. to 4:30 P.M.

A complete listing of all MJC computer labs, including hours, hardware and software can be found at: http://virtual2.yosemite.cc.ca.us/mjclabs/.

**Bookstore**

The bookstore carries textbooks and course materials. Also available are school and office supplies, general books, MJC collegiate fashions, gifts, greeting cards, magazines, newspapers, candy, jewelry and calculators. We also offer computer software at educational and discount prices. The Artists’ Cove section of the bookstore carries a wide variety of artists’ materials and supplies. The West Campus bookstore also carries textbooks for classes on the West Campus, as well as school supplies, snacks, and general books. MJC catalogs and class schedules may be obtained through the bookstore and can be mailed prepaid. For information regarding the bookstore or mailing of catalogs or schedules call 575-6840.

The bookstore, located on the East Campus inside the Student Center, is open from 7:30 A.M. to 7:00 P.M. Monday through Thursday; 7:30 A.M. to 3:00 P.M. on Friday. The West Campus bookstore is open Monday through Thursday from 7:30 A.M. to 4:00 P.M.; closed Friday.

Bookstore hours are extended during the beginning of each semester.

Summer hours for the East Campus Bookstore are 7:30 A.M. to 5:30 P.M. Monday through Thursday; closed Friday. West Campus Bookstore hours are 7:30 A.M. to 4:00 P.M. during the summer. Visit us at our website: bookstore.yosemite.cc.ca.us.

**Business Services Offices**

The Business Services Offices located on both campuses serve as fiscal focal points for all businesses and fund generating endeavors. Both provide check cashing services for students and staff. Business Services Office offers extended hours during the first 2 weeks of the Fall and Spring semesters. Business Services Office regular hours are:

**East Business Services Office, Student Center**

| Regular hours: | MTWTh          | 8:00 a.m. - 6:15 p.m. |
|               | F              | 8:00 a.m. - 4:30 p.m. |

Summer Hours: MTWTh 7:30 a.m. - 5:30 p.m.

**West Business Services Office, South Hall 154F**

| Regular hours: | MTWTh          | 8:00 a.m. - 11:30 p.m. |
|               | F              | 12:00 p.m. - 4:00 p.m. |

Summer hours: CLOSED (May 5 - August 22)

**Cafeteria**

East campus cafeteria hours are 7:30 a.m. to 6:00 p.m. Monday through Thursday; 7:30 a.m. to 2:00 p.m. on Friday. East campus summer school hours are 7:30 a.m. to 2:00 p.m., Monday through Thursday. West campus cafeteria hours are 7:30 a.m. to 2:00 p.m. Monday through Thursday; closed on Friday. Vending machines are available on both campuses in the Student Centers.
MJC Event Sales

Event Sales handles ticket printing, sales, staffing and accounting of most college-sponsored ticketed events. Events include football, basketball, recitals, theatre, music, dance, speech communication, and YCCD Beyond Tolerance special events. Box office facilities managed by MJC Event Sales include the Stadium, Gymnasium, Mainstage Auditorium, Little Theatre, Music Recital Hall and Dance Studio (on the MJC West Campus). Event Ticket Sales is open at sporting locations one to two hours prior to “game time” and is open for every major theatre production from 1 p.m. to 5 p.m. Tuesday - Friday, beginning 1 week prior to “opening night” and at times convenient to other events. Box office sales at theatre events also begin 1 hour prior to “curtain time” and close 30 minutes after the performance begins. The Auditorium Box Office Event Line is 575-6776.

A complete list of all MJC current events is listed on the Calendar of Events at <http://mjc.yosemite.cc.ca.us/MJCCalendarofEvents.pdf> and a list of upcoming Arts Division events is at <http://virtual.yosemite.cc.ca.us/adbo/>

Facilities

The college is a center for Community functions of various kinds. College facilities are available for use by recognized community groups when such use does not interfere with the regular educational program.

Media Services

Media Services provides the college with various instructional and administrative technical services. These services include all telecommunications, media classroom support, computer operations, repair and maintenance functions, video and photographic productions, graphic arts, media/equipment distribution services and distance learning facilities.

Technology Services

Technology Services provides desktop support to staff and students campus-wide. This support includes setup of desktop computers in computer labs and offices, equipment repairs and installs, and in-service training on various software programs.

MJC Foundation

The Modesto Junior College Foundation, established in 1968, receives funds from private sources for college programs and activities where state funds are insufficient or unavailable. Areas which the Foundation has provided support include: scholarship, loan programs, capital improvement, guest lecturers, professional development for faculty and staff, acquisition of special equipment.

The Foundation is a non-profit, tax-exempt, 501 (c) (3) corporation and is governed by a volunteer Board of Directors. The Foundation office is located in Room 209 of the Morris Administration Building, MJC East Campus.
INSTRUCTIONAL PROGRAMS

Associate Degrees

Modesto Junior College offers the Associate of Arts and Associate of Science degrees. The Associate of Arts is available in a wide variety of academic and vocational areas. The Associate of Science is offered in the following disciplines: Administration of Justice, Agriculture, Allied Health, Biological Sciences, Business, Engineering, Home Economics, Nursing, Physical Sciences, and Trade and Technical Education.

Philosophy of the Degrees

The awarding of an Associate Degree represents more than an accumulation of units. It symbolizes the successful attempt on the part of the student to develop certain abilities and insights by following patterns of learning designed by the college. It is expected that courses used in satisfying the requirements will demand effective study and active involvement on the part of the student and that significant change and growth will result from that study and involvement.

The holder of the Associate Degree will demonstrate college-level skills in reading, writing, and mathematics. In addition to these skills, the student will develop a greater ability to understand the modes of inquiry and expression of the major disciplines in the areas of natural science, social and behavioral sciences, the humanities, English composition, and communication and analytical thinking. Finally, the graduate will evaluate educational opportunities, identify personal goals, explore areas of involvement within the campus community, and develop an understanding of the integrated physiological and psychological human being.

Central to an Associate Degree, these general education requirements are designed to introduce students to the variety of means through which people perceive, describe, and interact with the modern world. Those who earn degrees will be better prepared to address ethical and social problems and to evaluate and appreciate the physical environment, the culture, and the society in which they live.

By completing the requirements of a major, the degree-holder will gain sufficient depth in one field of knowledge to form a basis for more advanced study, to fulfill an occupational objective, or to pursue other lifetime interests.

Certificates of Achievement

Students who complete requirements in certain technical programs in Agriculture, Allied Health, Business, Fire Science, Nursing, and Trade and Technical Education may earn Certificates of Achievement.

Certificates are awarded in recognition of completion of requirements specified in each area. Interested students should consult division advisers.

Application Process for Degrees and Certificates

Students must file an application for a degree or certificate in the Evaluations Office, MM205, after registering for the semester in which they are completing the requirements. Requirements may be completed during any semester or summer session. Diplomas and certificates are printed at the end of the term. The graduation ceremony will take place in April.

International Education

Modesto Junior College students enjoy the opportunity to pursue their studies at a number of international locations. Regularly scheduled semester long programs take place in London, Paris, and Florence, Italy. Courses offered at each of these locales meet General Education Transfer Pattern and graduation requirements, so while spending a semester in an international setting, progress continues toward completing major educational goals.

Summer programs are offered in settings such as Spain or Mexico. These locales permit students to make rapid progress in the study of Spanish and Latin American culture.

Students in the full semester programs are required to complete 12 units while the summer students earn 6-7 units of credit. For information, contact the Instruction Office at 575-6058.

Learning Communities

Learning Communities engage students, faculty, staff and administration in a partnership for academic excellence. They support the widest range of intellectual activism and are directed at social transformation. Student Success is the result of making the right connections; Learning communities are adventures in education that connect students with success.

LEARNING COMMUNITY GOALS

• To foster intellectual activism among a diverse range of students.
• To integrate academic courses and learning experiences among faculty.
• To provide positive, transforming educational experiences for a diverse range of students.
• To enable students to understand connections between disciplines.
• To create opportunities for faculty development.

The DISTINGUISHED SPEAKERS SERIES component of Learning Communities provides students with the opportunity to listen to and interact with approximately twelve faculty and community speakers who are selected to address subjects which are of current special interest in their respective fields.
Other examples of the current MJC Learning Communities include:

The American Cultures Forum, which is hosted by a diverse group of faculty who lead discussion-based activities and presentations on ethnic diversity, culture, class and race in America.

Hollywood Today!, which is an introduction to contemporary (first-run) films with emphasis on the development of sensitivity to aesthetics and critical judgement. All lectures and viewing and discussion take place at the Brenden Theatres complex in downtown Modesto.

Agriculture, Environment and Society examines the sociology of agriculture presented through an examination of relationships between societies and their environments, economics and agriculture. Emphasis is on the analysis of agriculture's use of technology and the corresponding impact on the environment, economy and society.

Urban Sprawl in the San Joaquin Valley centers on the interrelationships of the geography of urban planning, agriculture and biological ecosystems in the Central Valley.

Independent Study and Special Problems

Modesto Junior College offers the traditional types of independent study course (numbered 199, 299 or 399). Independent study is supervised study, projects, or laboratory practice in any area sufficiently specific to permit the student to report or demonstrate its value beyond that possible to achieve within the standard curriculum. The unit value may range from 1 to 6, and a student may repeat an independent study course in a specific discipline to a maximum of 6 units. Field trips may be required.

Interested students should contact an instructor or division dean for more information.

The transfer student should consider the policy of the four-year college or university regarding the number of independent study units which may be earned each semester. (CSU) (UC-grant credit for courses in this category contingent upon a review of the end project by UC campuses)

Special Topics and Problems

Courses dealing with special topics and problems are offered with the course number of 198, 298 or 398. Each discipline may offer a special topic or problem course. The course title in the schedule of classes will identify the topic. Such courses allow participation in discussion, analysis and evaluation of a special topic or problem in a specific area of study. Topics are announced each semester in the schedule of classes. The courses are variable in hours per week and number of weeks according to the topic. The unit value may be 1/2, 1, 2, or 3. The course may be repeated. Field trips may be required. (CSU and UC-grant credit for courses in this category contingent upon a review of the course outline)

General College Major

The general college major is an A.A. Degree designed for students who seek to broaden their general education and to explore a variety of subject areas before beginning to specialize or to make occupational choices.

The major requires a total of 24 units consisting of six units in each of four of the following areas. These courses must be added to those required to satisfy basic graduation requirements.

2. Allied Health: Dental Assisting, Medical Assisting, Nursing, Respiratory Care and Health Occupations.
4. Biological Sciences: Anatomy, Physiology, Microbiology, Biology, Botany and Zoology.
7. Fine Art: Music, Drama, Art, Photography, Theater, Humanities and Film/Cinematography.
9. Physical Sciences, Engineering, Engineering Technology and Architecture: (If not taken in high school, it is desirable that this include at least one course in algebra.) Astronomy, Chemistry, Earth Science, Geology, Meteorology, Physical Science, Physics, Engineering and Architecture. Math 50 or above, but not Math 10 or 20.
Instructional Divisions, Areas of Instruction at MJC

Agriculture & Environmental Sciences Division

Agriculture Bldg. 100 Phone: 575-6200
Alan Cover, Interim Dean
Gloria Wilson, Administrative Secretary

INSTRUCTIONAL STAFF

Ronald Alves
Mark Anglin
David Baggett (Dr.)
Marlies Boyd
George Cardoza
Alan Cover

Yancey Juergenson
John Mendes
Mike Morales
John Nicewonger
Richard Nimphius
Dale Pollard

For all programs, A.A./A.S., transfer, and certificate, always consult an adviser regarding proper course selection.

ASSOCIATE DEGREE PROGRAMS

Agriculture Business
Agriculture Laboratory
Agriculture- Sales & Service
Agriculture Science
Animal Science
Crop Science
Dairy Industry
Dairy Science
Environmental Horticultural Science

Food Processing
Forestry
Forestry, Vocational
Fruit Science
Mechanized Agriculture
Poultry Science
Recreational Land Management
Soil Science

CERTIFICATE PROGRAMS

Agriculture Laboratory Technician
Agriculture- Sales & Service Technician
Artificial Insemination Technician
Commercial Floristry Technician
Food Processing Technician
Forestry Technician
Landscape and Park
Maintenance Technician
Landscape Design Technician

Mechanized Agriculture Technician
Nursery Production Technician
Recreational Land Management Technician

OTHER INSTRUCTIONAL PROGRAMS

Interdisciplinary Studies
Environmental Studies

Allied Health Division

South Hall 258V Phone: 575-6361 or 575-6362
Diane Wirth, Dean
Gloria Plasencia, Administrative Secretary
Martha Lee, Secretary III
Donna Blagg, Support Staff Technician

INSTRUCTIONAL STAFF

Leanne Bartels
Patricia Benker
Kelly Butler
Shirley Buzbee
Gloria Coats
Bonnie Costello
Eileen Hale
Robert Keach
Libbie Lanigan
Vicki Nelson-Hollis
Kelly Butler
David Nordin
Mary Alice Onorato
Jill Ramsey
Lisa Riggs
Cynthia Schmidt
Ali Shannon
Teryl Ward
Lynda Wilson

For all programs, A.A./A.S., transfer, and certificate, always consult an adviser regarding proper course selection.

ASSOCIATE DEGREE PROGRAMS

Associate Degree Nursing
Dental Assisting
Medical Assisting

Respiratory Care
Vocational Nurse to Associate Degree Nursing Upgrade Program

CERTIFICATE PROGRAMS

Dental Assisting
Medical Assisting

OTHER INSTRUCTIONAL PROGRAMS

Emergency Medical Technician
Nurse Assistant

Vocational Nurse 30 Unit
Arts, Humanities, and Communications Division

Auditorium 106
Phone: 575-6081

James L. Johnson (Dr.), Dean

Gary Fair, Instructional Assistant II
Ross Aldrich, Performing Arts Production Specialist
Yan Yan Chan (Dr.), Accompanist
Lee Bailey, Instructional Assistant II
John Giorgio, Lab Assistant I
Donna Hale, Support Staff I

Carol Heintz, Administrative Secretary
Rita Perez, Support Staff III
Anne Shanto, Performing Arts Costume Specialist
Dave Wallace, Accompanist
Larry Zabel, Stage Management Specialist

INSTRUCTIONAL STAFF

Allen Boyer
Lori Bryhni
Flora Carter
David Chapman
Linda Collins
Tom Duchscher
Charles Ewing (Dr.)
Jannell Glance
Todd Guy
Kim Gyuran
Terry Hartman
Dan Keller
Carol Lancaster
Cherrie Llewellyn (Dr.)

Michael Lynch
Anne Martin
Allan McKissick
Laura Paull
Dan Petersen
Gary Remsing
Alejandro Sabre (Dr.)
Jim Sahlman (Dr.)
Richard Serros (Dr.)
Douglas Smith
Robert Stevenson
Stephen Stroud (Dr.)
Michael Sundquist

INSTRUCTIVE STAFF

James McGarry (Dr.)
Eva Mo
Joseph Monast (Dr.)
Jim Montalbano
William Newell (Dr.)
Teri Nicoll-Johnson
Susan Pehl
John Zamora
Sandra Woodside
Kim Kennard (Dr.)

INSTRUCTIVE STAFF

Nancy Backlund
Frank Drummond
Chris Groth
Rebecca Ganes
Chris Groth
Marylou Hacker
Joel Hagen
Terry Hartman
John Heinius
Richard Higginbotham
Dale Hoagland
Cecelia Hudelson Putnam
Bobby Hutchison
Kimberly Kennard (Dr.)
Susan Kerr
Linda Kropp
Rose LaMont
Brian Larson
Don Lenkeit
Robert Lenkeit
Curtis Martin
Lee Merchant

FOR ALL PROGRAMS, A.A./A.S., TRANSFER, AND CERTIFICATE, ALWAYS CONSULT AN ADVISER REGARDING PROPER COURSE SELECTION.

ASSOCIATE DEGREE PROGRAMS

Art
Music
Mass Communications

Photography
Radio Broadcasting
Speech Communication
Television Broadcasting

CERTIFICATE PROGRAMS

Mass Communications
Electronic Media
Film
Graphic Design/Production
Print Journalism
Radio

Television
Design/Technical Theatre
Computer Graphics
Speech Communication

OTHER INSTRUCTIONAL PROGRAMS

Art History & Appreciation
Dance

Humanities
Interdisciplinary Studies
Microcomputer Graphics

Business, Behavioral, and Social Sciences Division

Founders Hall 162
Phone: 575-6128, 575-6129 or 575-6130

Gina Rose, Dean
Dahlia Massey, Administrative Secretary
Lori Williams, Secretary III
Fred Cross, Support Staff I

Penny Belus, Laboratory Assistant I
Sampaos Murphy, Instructor Assistant I
Elodia Fernandez, Instructor Assistant I
Melinda Fontana, Program Rep II

INSTRUCTIONAL STAFF

Nancy Backlund
Frank Drummond
Chris Groth
Rebecca Ganes
Chris Groth
Marylou Hacker
Joel Hagen
Terry Hartman
John Heinius
Richard Higginbotham
Dale Hoagland
Cecelia Hudelson Putnam
Bobby Hutchison
Kimberly Kennard (Dr.)
Susan Kerr
Linda Kropp
Rose LaMont
Brian Larson
Don Lenkeit
Robert Lenkeit
Curtis Martin
Lee Merchant

ASSOCIATE DEGREE PROGRAMS

Accounting
Administration of Justice
Corrections
Law Enforcement
Banking & Finance
Behavioral/Social Sciences
Bookkeeping
Business Administration
Business Information Systems
Business Management

Clerical
Computer Graphics Applications
Computer Science
Human Services
Human Services - Chemical Dependency Counseling
Marketing
Office Administration
Real Estate
Supervisory Training

INSTRUCTIONAL STAFF

FOR ALL PROGRAMS, A.A./A.S., TRANSFER, AND CERTIFICATE, ALWAYS CONSULT AN ADVISER REGARDING PROPER COURSE SELECTION.
BUSINESS, BEHAVIORAL & SOCIAL SCIENCES (continued)

CERTIFICATE PROGRAMS
Accounting  Real Estate
Bank Operations Management  Office Administration
Banking Services  Supervisory Management
Clerical  Training
Microcomputer Graphics  Vocational Accounting
Applications  Word Processing
Microcomputer Graphics - Desktop Publishing
Professional Selling

OTHER INSTRUCTIONAL PROGRAMS
Anthropology  Political Science
Desktop Publishing  Psychology
Economics  Public Administration
Ethnic Studies  Social Science
Geography  Sociology
Gerontology  History
Interdisciplinary Studies  Philosophy

Career Center
Library Annex  Phone: 575-6239
Juan Alvarez, Dean
Tina Thomas, Technician III
Claudia Ramirez, Technician I

Counseling Center
Morris Bldg. 103  Phone: 575-6080
Juan Alvarez, Dean
Ann Martin, Administrative Secretary
Delia Gonzalez, Support Staff Technician II
Araceli Baliei, General Clerk

COUNSELING AND STUDY SKILLS STAFF
Kim Bailey  Charles Madriaga
Dan Boyd (Dr.)  Theresa Maldonado-Ballance
Leticia Cavazos  Lewis Mayhew
Chuck Cipponeri  Estella Nanez
Pamela Crittenden  Carole Petersen
Hector Duarte  Mary Silva
Alida Garcia  Barbara St.Urbain
Marcos Garcia  Ronald Tingley
Mary Ann Greenwood  Dean Tsuruda
Erik Ivory  Charmaine Wesley-Hartman (Dr.)
Hanna Louie  Bob Williams
Pamela Loyd  Linda Wong

INSTRUCTIONAL PROGRAMS
Guidance  Study Skills

Learning Resources Division
Admin: MJC Library (East)  Phone: 575-6235
Dr. Tobin Clarke, Interim Dean
Vicki Groff, Administrative Secretary

LIBRARY FACULTY
INSTRUCTIONAL PROGRAM
Sue Adler  Library Research
Iris Carroll  Kathleen Ennis

COMPUTER LAB FACULTY
Le-Huong Pham  Michael Akard

DISTANCE EDUCATION FACULTY
James Clarke, Faculty Coordinator-Online Instruction
Distance Education Support Staff
Janet Bryant, Online Help Desk
Kathy Haskin, Telecourse Office

Family and Consumer Sciences Division
South Hall 154A  Phone: 575-6354
Diane Wirth, Dean
Valerie Erwin, Administrative Secretary III
Colleen Norby, Support Staff Technician

INSTRUCTIONAL STAFF
Bob Glatt  Margie Perez-Sesser
Pamela Guerra-Schmidt  Laurie Prusso
Debbie Laffranchi  Judith K. Thorkelson
Ann Lowry

For all programs, A.A./A.S., transfer, and certificate, always consult an adviser regarding proper course selection.

ASSOCIATE DEGREE PROGRAMS -
Child Development  Visual Merchandising
Fashion Merchandising  Family & Consumer Sciences
Fashion Merchandising  Interior Design

CERTIFICATE PROGRAMS - FAMILY & CONSUMER SCIENCES
Child Development - Fashion Merchandising -
Family Day Care  Image Consultant/
Family Life Educator  Personal shopper
Infant Toddler  Fashion Merchandising -
Preschool  Modeling
School Age Child Care  Fashion Merchandising -
Culinary Arts  Visual Merchandising
Fashion Merchandising

CERTIFICATE PROGRAMS
Accounting  Bank Operations Management
Banking Services  Clerical
Microcomputer Graphics  Vocational Accounting
Microcomputer Graphics - Desktop Publishing  Professional Selling

Continued ➤
### Literature and Language Arts Division

**Founders Hall 275A**

Phone: 575-6149

Dr. Brenda J. Robert, Dean
Dr. J. Patrick Wall, Director of Basic Skills
Silvana Paddock Morris, Administrative Secretary
Carol Black, Secretary II
Jennifer Tinney, Support Staff III

Mary Calderon, Laboratory Assistant I
Lisa Castillo, Laboratory Assistant I
Alejandra Contreras, Instructional Assistant II

**INSTRUCTIONAL STAFF**

James Beggs (Dr.)
Patrick Bettencourt
Ines Bucknam
Michelle Christopherson
Shelley Circle
Marcos Contreras (Dr.)
Jillian Daly
Rose Engstrom
Mara Fagin
Marianne Franco (Dr.)
Mari Carmen Garcia (Dr.)
Janelle Gray
Annaliese Hauser-Akpo
Timothy Hobert
Barbara Jensen
Ingrid Johnson
Dimitr Keriotis
Ruth Luman
Kimberly Manner (Dr.)
G. Daniel Martin
Evelyn Metcalf

Jeffrey Netto (Dr.)
Jenny Netto
Daniel Onorato
Samuel Pierstorff
Peter Raleigh (Dr.)
Rick Rivera
Margo Sassa
Lawrence Scheg
Dorothy Scully
Michael Smedshammer (Dr.)
Ann Smith
E. Denise Smith
Gabriele Steiner
Michael Strangio
Lillian Valle (Dr.)
Barbara Wells
Barbara (BJ) Wells
Thomas West
Teron Westrop (Dr.)
C. Wayne Wightman

For all programs, A.A./A.S., transfer, and certificate always consult an adviser regarding proper course selection.

**ASSOCIATE DEGREE PROGRAMS**

- English
- French
- Foreign Language
- German
- Spanish

**OTHER INSTRUCTIONAL PROGRAMS**

- ESL
- Reading
- Italian
- Sign Language
- Interdisciplinary Studies
- Spelling

**CERTIFICATE PROGRAMS**

- Shakespeare Academy

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### Physical, Recreation, and Health Education Division

**PE Office 105**

Phone: 575-6269

Dr. William Kaiser, Dean
Patricia Wallace, Administrative Secretary
Shamiran Pouraylas, Secretary II

**INSTRUCTIONAL STAFF**

Paul Aiello
Gary Ard
David Ashleigh
Bobby Boswell
Paul Brogan
Lori Bryhni
James Clark
Tom Conway
Pamela Johnson

Milan Motroni
Cheryl Mulder
Mary Shea
David Shrock
Jim Stevens
Sam Young

For all programs, A.A./A.S., transfer, and certificate always consult an adviser regarding proper course selection.

**ASSOCIATE DEGREE PROGRAMS**

- Physical Education A.A., Athletic Training/Sports Medicine A.S.

**OTHER INSTRUCTIONAL PROGRAMS**

- Dance
- Health Education

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### Public Safety Division

George Boodrookas, Dean of Community and Economic Development

**CRIMINAL JUSTICE TRAINING CENTER**

Public Safety Center, Cornacopia Way, Ceres

Phone: 525-4702

(TBA), Director
Patricia Bryant, Division Secretary
Gail Campbell, Support Staff Technician
Virgil Atchison, Range Coordinator
Gregory Hausmann, Instructor

For all programs, A.A./A.S., transfer, and certificate always consult an adviser regarding proper course selection.

**Basic Law Enforcement Academy**

**Law Enforcement Reserve Officer Program**

**REGIONAL FIRE TRAINING CENTER**

1220 Fire Science Lane

Phone: 549-7028

Frank Ashworth, Program Director
Dawnynev Conway, Secretary II
Tom Davis, Program Assistant/Facility Operator

For all programs, A.A./A.S., transfer, and certificate, always consult an adviser regarding proper course selection.

**ASSOCIATE DEGREE PROGRAM**

- Fire Science

**CERTIFICATE PROGRAMS**

- Fire Academy
- Law Enforcement Academy
- Fire Science
Science, Mathematics, and Engineering Division

Science 126
Phone: 575-6172

Derek Madden, Interim Dean
Sandra Vanwey, Administrative Secretary
Kimberly Kendrick, Support Staff

Clorinda Cavallho, Laboratory Assistant
Devin Jones, Laboratory Assistant II
Linda Kong, Laboratory Assistant II
William Lotko, Laboratory Assistant
Sarah Mesoehler-Johnson, Laboratory Assistant

Sprio Stamos, Laboratory Assistant
Brian Stedjee, Laboratory Assistant
Joan Van Kuren, Program Representative

INSTRUCTIONAL STAFF

Michael Adams
C. Donald Ahrens (Dr.)
Daniel Alcastra
Richard Anderson (Dr.)
Alex Beattie
David Boley
Paul Cripe
James Curl (Dr.)
Sarah Curl
Teri Curtis
Mike Daniel (Dr.)
Jacqueline Faris
Hardev Dhillon
Robert Droual (Dr.)
Catherine Greene
Gary Hayes
Richard Hickman (Dr.)
Elzbieti Jarrett (Dr.)
James T. Johnson
William Luebke (Dr.)
Derek Madden
Laura Maki (Dr.)

Ross McKenzie
Kenneth Meidl
Jane Mengel
James Michenha
Michele Monlux
Steven Murov (Dr.)
Tom Nomof
E. Michael O'Connor (Dr.)
Kamran Payvar
Mary Roslaniec (Dr.)
Brian Sanders
Del Smith (Dr.)
Duane Stone
Darrell Top
Mike Torok
Pam Upton
Guy Van Cleave
David Ward (Dr.)
Larry Weese
Sarah Whittington
Xiang-Dong Ye (Dr.)

For all programs, A.A./A.S., transfer, and certificate, always consult an adviser regarding proper course selection.

ASSOCIATE DEGREE PROGRAMS

Architectural Drafting
Engineering Technology
Architecture (Construction Option)
Engineering Drafting Technology

CERTIFICATE PROGRAMS

Architectural Drafting

OTHER INSTRUCTIONAL PROGRAMS

Anatomy
Astronomy
Biology
Botany
Chemistry
Earth Science
Geology
Marine Biology
Mathematics
Meteorology
Microbiology
Physics
Physiology

Technical Education Division

South Hall 154A
Phone: 575-6332

Alan Cover, Interim Dean
Pedro Mendez, Director
Valerie Erwin, Secretary III

INSTRUCTIONAL STAFF

Ron Cooper
Brian Lomax
Sonny Gumm
W. John Petersen
John Kropp
John S. Peterson
Alan Layne
Jan Pinckney

For all programs, A.A./A.S., transfer, and certificate, always consult an adviser regarding proper course selection.

ASSOCIATE DEGREE PROGRAMS - TECHNICAL EDUCATION

Autobody/Collision Repair & Refinishing
Automotive Technology
Building and Safety Code Admin.
Computer Electronics
Electronics Technology
Graphic Communication

CERTIFICATE PROGRAMS - TECHNICAL EDUCATION

Auto body, Collision Repair and Refinishing
Automotive Technology
Building and Safety Code Admin.
Computer Electronics
Electronics Technology
Graphic Communication
Electrical Technology

OTHER INSTRUCTIONAL PROGRAMS

Work Experience Education (General and Vocational)

Transfer Center

Juan Alvarez, Dean
Leticia Cavazos, Counselor/Coordinator
June Hunt, Technician II

Tutoring and Basic Education Department

Library Basement 10
Phone: 575-6839

Martha Robles, Coordinator
Kimberly Stanley, Tutoring Technician

INSTRUCTIONAL PROGRAMS

Adult Basic Education
High School
Basic Degree Requirements

A. Complete a minimum of 60 units of courses numbered 50 or higher, the last 12 of which must be completed “in-residence” at MJC.

B. Overall GPA of 2.0 or higher (C average) based on all work attempted in college in courses numbered 50 or higher.

C. Demonstrate competence in reading, written expression, and mathematics.
   “CR” grades can apply toward these competencies up to a maximum of 14 units (counted toward AA/AS degree). For students who have earned a Bachelor’s degree from an accredited US institution, these competencies will be waived.
   1. READING: Meet one of the following requirements:
      - Completion of the Associate Degree General Education requirements with a C average or better (2.0).
      - Completion of READ 184 with a C or better.
   2. WRITTEN EXPRESSION:
      - ENGL 101 eligibility on the English assessment
      - Completion of ENGL 101 with a C or better, or equivalent
      - Completion of ENGL 50 with a C or better, or equivalent
   3. MATHEMATICS:
      - Achieve MATH 90 eligibility on the math assessment.
      - Complete one of the following, or an equivalent course or courses, with a grade of C or higher:
        - MATH 50
        - MATH 71 and 72
        - MATH 90 or higher level math course
        - MATH 67
        - MATH 70
        - AG 280

D. Meet MJC’s GUIDANCE & ACTIVITIES requirements (as outlined in Sections I and II on page 53.)

E. Choose and complete one of the two study plans below, either “Occupational & Technical Studies” or “Transfer Studies”.

F. File an application for graduation.
   The Associate in Arts Degree (AA) and the Associate in Science Degree (AS) are not automatically awarded when the student completes the requirements. Students must file an application for graduation in the Evaluations Office, Morris Building, Room 205, after registering for the semester in which they are completing the requirements. Requirements may be completed during any semester or summer session. The graduation ceremony will be held only at the end of the spring semester.

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**Occupational & Technical Studies**

1. Complete GENERAL EDUCATION with the MJC GE Pattern (p.53).

2. Complete coursework in a MAJOR:
   a. Associate in Arts Degree: Choose one option:
      - Complete 20 units in courses approved by the department offering the major, or,
      - Complete the General College Major as outlined in the catalog.
   b. Associate in Science Degree:
      - Complete 30 units in courses approved by the department offering the major.

---

**Transfer Studies**

1. Complete GENERAL EDUCATION for the school you plan to attend by choosing an option below.
   a. California State University Transfers:
      Complete one of the following two options:
      - CSU-GE - (California State University General Education Pattern) p. 56 or
      - UC/CSU IGETC (Intersegmental General Education Transfer Curriculum) p 58
   b. University of California Transfers:
      Complete one of the following two options:
      - UC/CSU IGETC (Intersegmental General Education Transfer Curriculum), p 58 or
      - Individual breadth pattern for the UC campus of your choice, or see a UC Catalog.
   c. All other college/university transfers:
      See your counselor for planning advice on the pattern to be followed.
**Guidance and Activities Requirements 2003-2004**

*For "Occupational & Technical Studies" and "Transfer Studies" Students*

## I. GUIDANCE REQUIREMENT: Complete one course.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG 115</td>
<td>Intro to Ag Education &amp; Careers (1) (F02)</td>
</tr>
<tr>
<td>ARCH/ENGR100</td>
<td>Intro to Engineering &amp; Arch. (1) (F02)</td>
</tr>
<tr>
<td>CLD1V</td>
<td>Intro to Early Childhood Education</td>
</tr>
<tr>
<td>GUIDE 109</td>
<td>Orientation for Foreign Students (1)</td>
</tr>
<tr>
<td>GUIDE 110</td>
<td>Educational Planning (1/2)</td>
</tr>
<tr>
<td>GUIDE 111</td>
<td>Career Awareness (1)</td>
</tr>
<tr>
<td>GUIDE 112</td>
<td>Job Development Skills (1/2)</td>
</tr>
<tr>
<td>GUIDE 116</td>
<td>Orientation for Re-Entry Adults (2)</td>
</tr>
<tr>
<td>GUIDE/ST-SK</td>
<td>120 Success Strategies for Transfer (3)</td>
</tr>
<tr>
<td>INTEC/AUBDY/AUTECH15</td>
<td>Intro Tech Industries (1)(F02)</td>
</tr>
<tr>
<td>NURSE 115</td>
<td>Guidance for Nursing Majors (1/4)(F02)</td>
</tr>
<tr>
<td>ST-SK 78</td>
<td>College Study Skills (3)(F02)</td>
</tr>
<tr>
<td>ST-SK 120</td>
<td>Success Strategies for Transfer (3)(F02)</td>
</tr>
</tbody>
</table>

## II. ACTIVITIES REQUIREMENT: Complete two (2) units.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG 100/A/B</td>
<td>Leadership in Agriculture (1-2)</td>
</tr>
<tr>
<td>ART 102_CMPGR202</td>
<td>Intro to Computer Graphics (3)</td>
</tr>
<tr>
<td>ART 105</td>
<td>Drawing 1 (1.5) (F03)</td>
</tr>
<tr>
<td>ART 106</td>
<td>Drawing 2 (1.5) (F03)</td>
</tr>
<tr>
<td>ART 108</td>
<td>Ceramics (3)</td>
</tr>
<tr>
<td>ART 109</td>
<td>Intermediate Ceramics (3)</td>
</tr>
<tr>
<td>ART 110</td>
<td>Advanced Ceramics (3)</td>
</tr>
<tr>
<td>ART 120</td>
<td>Basic Drawing 1 (3)</td>
</tr>
<tr>
<td>ART 121</td>
<td>Basic Drawing 2 (3)</td>
</tr>
<tr>
<td>ART 123</td>
<td>Figurative Design (3)</td>
</tr>
<tr>
<td>ART 124</td>
<td>Color &amp; Design 1 (3)</td>
</tr>
<tr>
<td>ART 125</td>
<td>Color &amp; Design 2 (3)</td>
</tr>
<tr>
<td>ART 140</td>
<td>Sculpture (3)</td>
</tr>
<tr>
<td>ART 141</td>
<td>Sculpture (3)</td>
</tr>
<tr>
<td>ART 142</td>
<td>Sculpture (3)</td>
</tr>
<tr>
<td>ART 144</td>
<td>Watercolor Painting (3)</td>
</tr>
<tr>
<td>ART 145</td>
<td>Watercolor Painting (3)</td>
</tr>
<tr>
<td>ART 148</td>
<td>Oil Painting 1 (3)</td>
</tr>
<tr>
<td>ART 149</td>
<td>Oil Painting 2 (3)</td>
</tr>
<tr>
<td>ART 150</td>
<td>Gallery Operation &amp; Management (3)</td>
</tr>
<tr>
<td>ART 170</td>
<td>Basic Photography (3)</td>
</tr>
<tr>
<td>ART 173</td>
<td>Digital Imaging Photographers (3)(F02)</td>
</tr>
<tr>
<td>ART 175</td>
<td>Color Photography (3)</td>
</tr>
<tr>
<td>ART 189A_B</td>
<td>Photography Lab Tech (1-2)</td>
</tr>
<tr>
<td>ART 191</td>
<td>Photography Lab Technology 2(1)(F01)</td>
</tr>
<tr>
<td>CMPGR 284</td>
<td>Exploring WWW (1)</td>
</tr>
<tr>
<td>ENGL 105</td>
<td>Creative Writing: Poetry (3)</td>
</tr>
<tr>
<td>ENGL 106</td>
<td>Creative Writing: Short Fiction(3)</td>
</tr>
<tr>
<td>ENGL 108</td>
<td>Creative Writing - Autobiography (3)</td>
</tr>
<tr>
<td>ENGL 109</td>
<td>Scriptwriting (3)</td>
</tr>
<tr>
<td>FILM 150</td>
<td>Film Production (3)</td>
</tr>
<tr>
<td>JRNL 146_A,B,C</td>
<td>Student Newspaper Prod. Staff (1,2,3)</td>
</tr>
<tr>
<td>JRNL 147_A,B,C</td>
<td>Newspaper Photo Staff (1,2,3)</td>
</tr>
<tr>
<td>JRNL 148_A,B,C</td>
<td>Newspaper Photo Staff (1,2,3)</td>
</tr>
<tr>
<td>MUS 120</td>
<td>Elementary Piano (1)</td>
</tr>
<tr>
<td>MUS 121</td>
<td>Piano Enrichment (1)</td>
</tr>
<tr>
<td>MUS 124</td>
<td>Organ (Elementary) (1)</td>
</tr>
<tr>
<td>MUS 127</td>
<td>Elementary Strings (1)</td>
</tr>
<tr>
<td>MUS 131</td>
<td>Elementary Voice (1)</td>
</tr>
<tr>
<td>MUS 132</td>
<td>Voice Enrichment (1)</td>
</tr>
<tr>
<td>MUS 140</td>
<td>Brass/Percussion Instruments (Elem) (1)</td>
</tr>
<tr>
<td>MUS 141</td>
<td>Jazz Theory &amp; Improvisation (1)</td>
</tr>
<tr>
<td>MUS 146</td>
<td>Symphonic Band (2)</td>
</tr>
<tr>
<td>MUS 147</td>
<td>Evening Jazz Band (1)</td>
</tr>
<tr>
<td>MUS 148</td>
<td>Pep Band (1)</td>
</tr>
<tr>
<td>MUS 149</td>
<td>Jazz Band (2)</td>
</tr>
<tr>
<td>MUS 150</td>
<td>Orchestra (2)</td>
</tr>
<tr>
<td>MUS 151</td>
<td>Chamber Music Ensemble (Strings) (1)</td>
</tr>
<tr>
<td>MUS 152</td>
<td>Choir (1)</td>
</tr>
<tr>
<td>MUS 153</td>
<td>Singers (1)</td>
</tr>
<tr>
<td>MUS 154</td>
<td>Masterworks Chorus (1)</td>
</tr>
<tr>
<td>MUS 155</td>
<td>Jazz Singers (1)</td>
</tr>
<tr>
<td>MUS 157</td>
<td>Musical Theatre Workshop (2)</td>
</tr>
<tr>
<td>MUS 158</td>
<td>Advanced Musical Theatre Workshop (2)</td>
</tr>
<tr>
<td>MUS 161</td>
<td>Concert Band (1)</td>
</tr>
<tr>
<td>MUS 162</td>
<td>Community Orchestra (1)(F99)</td>
</tr>
<tr>
<td>MUS 163</td>
<td>Elementary Guitar (1)</td>
</tr>
<tr>
<td>MUS 166</td>
<td>Applied Classical Guitar (1)(F01)</td>
</tr>
<tr>
<td>MUS 170</td>
<td>Intro Synth &amp; Midi Music Comp (2)</td>
</tr>
<tr>
<td>MUS 171</td>
<td>Applied Electronic Music Ensemble (1)</td>
</tr>
<tr>
<td>MUS 172</td>
<td>Beg Recording Studio Tech (1)(F01)</td>
</tr>
<tr>
<td>MUS 173</td>
<td>Guitar Orchestra (2)</td>
</tr>
<tr>
<td>MUS 174</td>
<td>Guitar Advancement (2)</td>
</tr>
<tr>
<td>MUS 180</td>
<td>Windwood Instruments (Elem) (1)</td>
</tr>
<tr>
<td>MUS 181</td>
<td>Elementary Harpsichord(1)(F99)</td>
</tr>
<tr>
<td>MUS 185</td>
<td>Chorus (1)</td>
</tr>
<tr>
<td>MUS 188</td>
<td>All Activities Courses (1/2-2)</td>
</tr>
<tr>
<td>NAV 120</td>
<td>Intro to Animal Science (3)</td>
</tr>
</tbody>
</table>

### General Education Requirements 2003-2004

For "Occupational & Technical Studies" Students Only

#### A. NATURAL SCIENCES: Complete a minimum of three (3) units.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHR 101</td>
<td>Physical Anthropology (3)</td>
</tr>
<tr>
<td>ANTHR 105</td>
<td>Physical Antrh Lab (1)</td>
</tr>
<tr>
<td>ASTRO 141</td>
<td>Intro to Astrophysics (3)</td>
</tr>
<tr>
<td>ASTRO 140</td>
<td>Intro to Modern Astronomy (3)</td>
</tr>
<tr>
<td>BIO 50</td>
<td>Basic Biology (3)</td>
</tr>
<tr>
<td>BIO 101</td>
<td>Biological Principles (5)</td>
</tr>
<tr>
<td>BIO 111</td>
<td>General Biology (4)</td>
</tr>
<tr>
<td>BIO 114</td>
<td>Intro to Ecology (3)</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Genetics, Evolution &amp; Society (3)</td>
</tr>
<tr>
<td>BIO 128</td>
<td>The Sierra Nevada (3)</td>
</tr>
<tr>
<td>BIO 130</td>
<td>Intro to Marine Vertebrates (3)(F00)</td>
</tr>
<tr>
<td>BIO 130/130L</td>
<td>Intro:Marine Vertebrates w/ Lab (3-1)</td>
</tr>
<tr>
<td>BIO 140</td>
<td>Intro to Marine Biology (4)</td>
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<tr>
<td>BIO 145</td>
<td>Intro to Freshwater Biology (4)</td>
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<tr>
<td>BOT 110</td>
<td>Plant Biology (3)</td>
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<tr>
<td>CHEM 101</td>
<td>General Chemistry 1 (5)</td>
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<tr>
<td>CHEM 142</td>
<td>Pre-General Chemistry (4)</td>
</tr>
<tr>
<td>CHEM 143</td>
<td>Introductory College Chem (5)</td>
</tr>
<tr>
<td>CHEM 150</td>
<td>Explore Our Chem Environ (3)</td>
</tr>
<tr>
<td>EASCI 161</td>
<td>Earth Science (4)</td>
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<tr>
<td>ELTEC 208/INTEC 208</td>
<td>Electricity and Electms (3)</td>
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<tr>
<td>ENSCI 108</td>
<td>Environmental Conservation (3)</td>
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<tr>
<td>FDNTR 219</td>
<td>Nutrition (3)</td>
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<tr>
<td>FDNTR 351</td>
<td>Practical Nutrition (3)</td>
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<tr>
<td>GEOG 101</td>
<td>Physical Geography (3)</td>
</tr>
<tr>
<td>GEO 141</td>
<td>Geology of National Parks (3)</td>
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<tr>
<td>GEO 160</td>
<td>Intro to Geology (3)</td>
</tr>
<tr>
<td>GEO 161</td>
<td>Physical Geology (4)</td>
</tr>
<tr>
<td>GEO 165</td>
<td>Geology of California (3)</td>
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<tr>
<td>GEO 166</td>
<td>Historical Geology (4)</td>
</tr>
<tr>
<td>METEO 160</td>
<td>Intro to Weather &amp; Climate (3)</td>
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<tr>
<td>MICRO 102</td>
<td>Microbiology (4)</td>
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<tr>
<td>NR 200</td>
<td>Soils (3)</td>
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<tr>
<td>NR 215</td>
<td>Wildlife Production (3)</td>
</tr>
<tr>
<td>NR 220</td>
<td>Introductory Forestry (3)</td>
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<tr>
<td>PHYS 120</td>
<td>Mechanics, Heat &amp; Waves (4)</td>
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<tr>
<td>PHYS 142</td>
<td>Descriptive Intro to Physics (3)</td>
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<tr>
<td>PHYS 160</td>
<td>Intro to Physics &amp; Phys Lab (3-1)</td>
</tr>
<tr>
<td>PHYS 165</td>
<td>Introductory Physics (4)</td>
</tr>
<tr>
<td>PL-SC 200</td>
<td>Intro to Plant Science (3)</td>
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<tr>
<td>PL-SC 230</td>
<td>Fruit Science (3)</td>
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<tr>
<td>PSYCH 103</td>
<td>Psychology (3)</td>
</tr>
<tr>
<td>ZOOL 110</td>
<td>Animal Biology (3)</td>
</tr>
</tbody>
</table>

### Continued ➤
Graduation Requirements: General Education

B. SOCIAL & BEHAVIORAL SCIENCES: Complete a minimum of three (3) units.

ADJU 201 Intro to Admin of Justice (3) GEOG 105 Economic Geog (3) (F00) POLSC 102 Const & Rights of Americans (3)
AG-EC 210 Elem of Ag Economics (3) GEOG 110 World Regional Geography (3) POLSC 110 International Relations (3)
AG-GE 146/INDIS 146 Ag, Environment & Soc (3) HIST 101 Hist of the US Stru Reconstruction (3) POLSC 120 Calif Politics & Problems (3)
ANTHR 120 Cultural Anthropology (3) HIST 102 Hist of the US-Post Civil War (3) PSYCH 160 The Pacific Rim (3)
ANTHR 140 Magic, Witchtor & Religion (3) HIST 106 World Civ to the 16th Cent (F02) PSYCH 180 Psych in Everyday Life (3)
BUSAD 240 Micro of Mgmt (3) HIST 107 World Civ from the 16th Cent (F02) PSYCH 192 General Psychology (3)
CLDDV 245 Child Growth and Dev (3) HIST 112 20th Century America (3) SOCIO 101 Intro to Sociology (3)
CLDDV 275 School-Age Development (3) (F03) HIST 113 Soc/Cult Hist US prior to 20th Cent (3) SOCIO 102 Social Problems in U.S. (3)
CLDDV 276 School-Age Prog. and Curr. (2) (F03) HIST 119 Soc/Cult Hist 20th Cent America (3)(F00) SOCIO 131 Sociology of Medicine... (3)(F00)
CLDDV 277 Atypical Development (3) (F03) HIST 128 Hist of Amer Far West Front (3) SOCIO 150 Ethnicity & Culture in America (3)
ECON 101 Econ Prin: Macro. (3) HIST 154 Hist of Afri-Amer thru 19th Cent (3) SOCIO 154 Afri-Amer Cult/Communities (3)
ECON 102 Econ Prin: Micro. (3) HIST 155 Hist of Afri-Amer in 20th/21st Cent (F09) SOCIO 156 Mexican Culture in the US (3)
ENGLISH 115 Econ Hist of the US (3) HUMSR 101 Intro to Human Services (3) SOCSOC 105 Women's Studies (3) (F01)
ENGLISH/INDIS 162 History of Film (F03) INDIS* 105 Intro Women's Studies (3) SOCSOC 110 Introduction to Education (3)
ENGLISH/INDIS 110 California Water (3) POLSC 101 American Politics (3)

C. HUMANITIES: Complete a minimum of three (3) units.

ARCH 117 History of Architecture 1 (3) ENGLISH 175 Women in Literature (3) PHILO 121 History of Philo: Modern (3)
ARCH 118 History of Architecture 2 (3) ENGLISH 179 Intro to Native American Lit (3) PHILO 123 20th Century Philosophy (3) (F02)
ART 160 Appreciation of Art (3) FILM 153 Contemporary Film (3) (F01) PHILO 140 Philosophy and Film (3)
ART 161 American Art (3) FILM 154 Movies w/Social Message... (3) (F01) PORTG 51 Intro to Prac. Portuguese(3)(F99)
ART 162 History of Renaissance Art (3) FREN 101 French 1 (4) RA-TV 150 Intro to Mass Communication (3)
ART 163 Hist of Modern Art (3) FREN 102 French 2 (4) SIGN 125 ASL: Begin Comm w/Deaf (3)
ART 164 History of Art (3) FREN 103 French 3 (4) SIGN 126 ASL: Intern Comm w/Deaf (3)
ART 165 History of Art (3) FREN 104 French 4 (4) SIGN 127 ASL: Adv Comm w/Deaf (3)
ART 168 Survey of Photography (3) GERM 101 German 1 (4) SOCSOC 105 Women's Studies (3) (F01)
ART 169 Hist of Non-Western Art(F99) GERM 102 German 2 (4) SPAN 51 Intro to Practical Spanish 1 (3)
CMGR 201 Animation: Global View (3) (F03) GERM 103 German 3 (4) SPAN 52 Intro to Practical Spanish 2 (3)
CMGR 203 Introduction to Art (3) GERM 104 German 4 (4) SPAN 101 Spanish 1 (4)
CMGR 205 Art Appreciation (3) GERM 105 German 5 (4) SPAN 102 Spanish 2 (4)
ENGLISH 112 Intro to Novel & Short Story (5) GERM 106 German 6 (4) SPAN 103 Spanish 3 (4)
ENGLISH 114 Introduction to Poetry (3) GERM 107 German 7 (4) SPAN 104 Spanish 4 (4)
ENGLISH 116 Introduction to Drama (3) GERM 108 German 8 (4) SPAN 105 Spanish for Spanish Speakers (4)
ENGLISH 131 Intro to World Lit to 1500 (3) HUMAN 101 Intro to the Humanities (3) SPAN 112 Intro to Spanish/Chicano Lit (4)
ENGLISH 132 Intro to World Lit 1500 to Present (3) HUMAN 102 Early Humanistic Trad (3) SPAN 136 Adv Conversational Span (3)
ENGLISH 135 American Lit to 1850 (3) HUMAN 106 Humanities in the Modern World (3) SPANCOM/THETRA 120 Oral Reading/Interpretation (3)
ENGLISH 136 American Lit 1850 to Prnt (3) HUMAN 110 East Meets West (3) SPANCOM/THETRA 124 Adv Readers' Theatre (3)(F00)
ENGLISH 137 Survey of English Lit(3) HUMAN 130 Introduction to Western Religion
ENGLISH 138 Survey of English Lit(3) INDIS 115* Intro to Women's Studies (3) THETRA 100 Intro to Theatre Arts (3)
ENGLISH 151 Folklore (3) INDIS 105* Intro to Women's Studies (3) THETRA 102 World Theatre (3) (F03)
ENGLISH 156 The Bible as Lit-The Hebrew Canon (3) MUSIC 110 Music Appreciation (3) THETRA 110 Drama in Performance (3)
ENGLISH 157 The Bible as Lit-The New Testmnt... (3) MUSIC 112 History of Music I (3) THETRA 150 Elements of Playwriting (3)
ENGLISH 161 Film Appreciation (3) MUSIC 113 History of Music 2 (3) THETRA 155 Hist of Amer, Music Their (3)
ENGLISH 163 Introduction to Shakespeare (3) MUSIC 118 Intro to Popular Music (3) THETRA/PE 194 Intro to World Dance (3) (F01)
ENGLISH 168 Adolescent Literature (3) MUSIC 169 Intro to World Music(3) (F01)
ENGLISH 169 Children's Literature (3) PHILO 101 Philosophy (3)
ENGLISH 171 Intro to African-American Lit (3) PHILO 111 Ethics: Theory & Application (3)
ENGLISH 172 Intro to Chicano Lit (3) PHILO 115 Religion: Philo & Comp Inc (3)
ENGLISH 173 Intro to Latin American Lit (3) PHILO 120 History of Philo: Ancient (3)

D. LANGUAGE & RATIONALITY: Complete D1 and D2 as indicated.

D.1 English Composition:
Complete a minimum of three (3) units:
CMSPC 213 Programming with Visual BASIC (3)
CMSPC 241 Assembly Lang Program (3)
CMSPC 261 Problem Solv & Program (2)(3)
CMSPC 262 Obj Orient Pgm with Java (3)
ENGLISH 101 Composition & Reading (3)
ENGLISH 103 Clear Thinking in Writing (3)
MATH 67 Introductory Statistics (3)
MATH 90 Intermediate Algebra (3)
MATH 101 Math Ideas and Applications (3)
MATH 105 Structure of Mathematics 1 (3)
MATH 106 Structure of Mathematics 2 (3)
MATH 111 Applied College Algebra (3) (F02)
MATH 122 Functions & Analytic Geom 4)

D.2 Comm. & Analytical Thinking:
Complete a minimum of three (3) units:
BUSAD 210 Business Communication (3)
CMSPG 264 Publishing on WWW (3)
CMSPG 285 Multimedia on WWW (3)
CMSPCIPelo103 Symbolic Logic (3)
CMSPC 201 General Computer Lit (3)

E. HEALTH EDUCATION: Complete a minimum of three (3) units.

Famil 131 Family Relationships (3)
HE 110 Healthful Living (3)
HE 111 Women's Health Issues (3)

* Can be used in area B or C, not both.

54
Transfer to the California State Universities

MJC and CSU

The California State Universities depend on community college transfers for a large portion of their upper division enrollment. More than 50% of their bachelor’s degrees are awarded to community college transfers. By proper program planning, students may complete lower division preparation at MJC and transfer to the campus of their choice without loss of credits. Information on the major transfer fields for which students may prepare at MJC is available in the Counseling/Transfer Center.

Liberal arts and sciences compose the core curriculum at all the State University campuses while individual campuses offer a variety of specialized programs. Linked in a statewide system, each campus retains its own personality and academic emphasis.

California State University System

The campuses vary in size and are located in communities ranging from small towns to large metropolitan areas. They include the following campuses:

California Maritime Academy  
California State Polytechnic University, Pomona  
California State Polytechnic University, San Luis Obispo  
California State University, Bakersfield  
California State University, Channel Islands  
California State University, Chico  
California State University, Dominquez Hills  
California State University, Fresno  
California State University, Fullerton  
California State University, Hayward  
California State University, Long Beach  
California State University, Los Angeles  
California State University, Northridge  
California State University, Sacramento  
California State University, San Bernardino  
California State University, San Marcos  
California State University, Monterey Bay  
California State University, Stanislaus  
Humbolt State University  
San Diego State University  
San Francisco State University  
San Jose State University  
Sonoma State University

Admission Requirements for California Residents

If space is available, students who were eligible to enter a California State University upon graduation from high school are eligible to transfer on a space available basis from a community college at the close of any semester with a cumulative grade point average of 2.0 (C) or better.

Students who were not eligible to enter a California State University upon graduation from high school must satisfy specific course requirements and complete 60 units in courses certified for baccalaureate credit with a grade point average of 2.0 (C) or better.

Planning to Transfer

Students planning to transfer to one of the State Universities must keep the following requirements in mind when selecting courses:

1. General Education: Required for graduation from CSU. Select either Option A or B to complete lower division requirements at MJC.
   - A: Complete the Modesto Junior College pattern of General Education for transfer to the California State University on page__.
   - B: Complete the Intersegmental General Education Transfer Curriculum (IGETC) on page__.
2. Prerequisite courses for major: Some lower division courses in the student’s area of specialization must be taken prior to transfer. The student should consult his/her adviser/counselor to determine divisional course requirements.
3. Requirements for the minor: In some programs a minor is also required; the student is advised to check carefully to include lower division courses which may be the prerequisite to upper division work in the minor.
4. Impacted majors: High demand majors have very specific criteria such as course work and GPA requirements. Check with a counselor to determine if major or university has impaction status.
5. Transferability of courses: Only courses certified as appropriate for baccalaureate credit are transferable. 100 to 299 are accepted by all campuses of the California State University.

In planning a lower division program at MJC, the student should bear in mind that a minimum of 120 semester units of college work for a B.A. or B.S. degree is required. By state law the State University may accept for transfer from a community college a maximum of 70 semester units of credit.
Modesto Junior College will certify completion of this pattern in part, or in its entirety, for students transferring to one of the twenty-three campuses of the California State University (CSU). Modesto Junior College will give full certification upon the completion of thirty-nine (39) designated units. Courses must be completed with a C or better to be certified. Some courses have only recently been approved for CSU transfer. Those courses are valid for transfer as of the date indicated in parentheses, i.e. (F99) or “Fall 1999.”

**AREA A**

**Communication in the English Language and Critical Thinking**

Complete one course in each category for a total of nine (9) units.

**A.1 ORAL COMMUNICATION**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPCM 100</td>
<td>Fund of Public Speak (3)</td>
</tr>
<tr>
<td>SPCM 102</td>
<td>Intro Human Comm (3)</td>
</tr>
</tbody>
</table>

**A.2 WRITTEN COMMUNICATION**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101</td>
<td>Comp and Reading (3)</td>
</tr>
</tbody>
</table>

**A.3 CRITICAL THINKING**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMPSC/PHILO 103</td>
<td>Symbolic Logic (3)</td>
</tr>
<tr>
<td>ENGL 103</td>
<td>Clear Thinking in Writing (3)</td>
</tr>
<tr>
<td>PHILO 105</td>
<td>Reasoning (3)</td>
</tr>
<tr>
<td>PHILO 107</td>
<td>Philo of Science (3)</td>
</tr>
<tr>
<td>SPCM 104</td>
<td>Argumentation (3)</td>
</tr>
<tr>
<td>SPCM 107</td>
<td>Intro to Debate (3)</td>
</tr>
</tbody>
</table>

**AREA B**

**Physical Universe, its Life Forms and Mathematical Concepts**

Nine (9) units with one course from B.1, B.2, and B.4 required. One course from B.1 or B.2 must be a laboratory course (marked with an asterisk*) for B.3.

**B.1 PHYSICAL SCIENCE**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASTRO 141</td>
<td>Intro Astrophysics (3)</td>
</tr>
<tr>
<td>ASTRO 141–151</td>
<td>Intro Astro/Lab (3-1)</td>
</tr>
<tr>
<td>ASTRO 160</td>
<td>Intro to Modern Astro (3)</td>
</tr>
<tr>
<td>ASTRO 160–151</td>
<td>Intro to Mod Astro/Lab (3-1)</td>
</tr>
<tr>
<td>CHEM 101*</td>
<td>Gen. Chemistry 1 (5)</td>
</tr>
<tr>
<td>CHEM 102*</td>
<td>Gen. Chemistry 2 (5)</td>
</tr>
<tr>
<td>CHEM 103</td>
<td>Gen. Chem 2 Lecture (3)</td>
</tr>
<tr>
<td>CHEM 142*</td>
<td>Pre-General Chemistry (4)</td>
</tr>
<tr>
<td>CHEM 143*</td>
<td>Intro College Chem (5)</td>
</tr>
<tr>
<td>CHEM 144*</td>
<td>Fund of Organic &amp; Biochem (4)</td>
</tr>
<tr>
<td>CHEM 150</td>
<td>Exploring our Chem Environment (3)</td>
</tr>
<tr>
<td>EASC1 161*</td>
<td>EARTH Science (4)</td>
</tr>
<tr>
<td>GEOG 101</td>
<td>Physical Geography (3)</td>
</tr>
<tr>
<td>GEOG 160</td>
<td>Intro to Geology (3)(F95)</td>
</tr>
<tr>
<td>GEOG 161*</td>
<td>Physical Geography (4)</td>
</tr>
<tr>
<td>GEOG 165</td>
<td>Geol of California (3)</td>
</tr>
<tr>
<td>GEOG 166*</td>
<td>Historical Geol (4)</td>
</tr>
<tr>
<td>METEO 100</td>
<td>Intro to Wthr &amp; Climate (3)</td>
</tr>
<tr>
<td>METEO 160–151</td>
<td>Intro to Meteorology/Lab (3-1)</td>
</tr>
<tr>
<td>NR 200</td>
<td>Soils (3)(F02)</td>
</tr>
<tr>
<td>PHSCI 161</td>
<td>Science Matters (3)</td>
</tr>
<tr>
<td>PHSCI 164*</td>
<td>Phys Sci Envir Lab (1)(F97)</td>
</tr>
<tr>
<td>PHYS 101*</td>
<td>General Physics (4)</td>
</tr>
<tr>
<td>PHYS 102*</td>
<td>General Physics (4)</td>
</tr>
<tr>
<td>PHYS 303</td>
<td>General Physics (4)</td>
</tr>
<tr>
<td>PHYS 142*</td>
<td>Mech, Heat &amp; Waves (4)</td>
</tr>
<tr>
<td>PHYS 143*</td>
<td>Electricity, Magnetism, Optics... (4)</td>
</tr>
<tr>
<td>PHYS 160</td>
<td>Descrip Intro to Physics (3)</td>
</tr>
<tr>
<td>PHYS 164*</td>
<td>Phys Environ Lab (1) (F97)</td>
</tr>
<tr>
<td>PHYS 165*</td>
<td>Introductory Physics (4)</td>
</tr>
</tbody>
</table>

**B.2 LIFE SCIENCE**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANAT 125*</td>
<td>Human Anatomy (4)</td>
</tr>
<tr>
<td>AP 150*</td>
<td>Integr Anat/Physio (4) (F96)</td>
</tr>
<tr>
<td>ANTHR 101</td>
<td>Phys Anthropology (3)</td>
</tr>
<tr>
<td>ANTHR 105*</td>
<td>Phys Anthro Lab (1) (F98)</td>
</tr>
<tr>
<td>BIO 101*</td>
<td>Biological Principles (5)</td>
</tr>
<tr>
<td>BIO 111*</td>
<td>General Biology (4)</td>
</tr>
<tr>
<td>BIO 114</td>
<td>Intro to Ecology (3)(F98)</td>
</tr>
<tr>
<td>BIO 115</td>
<td>Genetics, Evol &amp; Soc (3)(F97)</td>
</tr>
<tr>
<td>BIO 128</td>
<td>The Sierra Nevada (3)</td>
</tr>
<tr>
<td>BIO 140*</td>
<td>Intro to Marine Biology (4)</td>
</tr>
<tr>
<td>BIO 145*</td>
<td>Intro to Freshwater Biology (4)</td>
</tr>
<tr>
<td>BOT 101*</td>
<td>General Botany (4)</td>
</tr>
<tr>
<td>BOT 110*</td>
<td>Plant Biology (3)</td>
</tr>
<tr>
<td>ENSCI 108</td>
<td>Env. Conservation (3)</td>
</tr>
<tr>
<td>MICRO 101*</td>
<td>Microbiology (4)(F94)</td>
</tr>
<tr>
<td>PHYS 101*</td>
<td>Intro Human Physio (4)</td>
</tr>
<tr>
<td>PL-SC 200</td>
<td>Intro to Plant Science (3)</td>
</tr>
<tr>
<td>PSYCH 103</td>
<td>Psychobiology (3)</td>
</tr>
<tr>
<td>ZOOL101*</td>
<td>General Zoology (4)</td>
</tr>
<tr>
<td>ZOOL 110*</td>
<td>Animal Biology (3)</td>
</tr>
</tbody>
</table>

**B.3 LABORATORY**

Take one course from B.1 or B.2 with a laboratory, as indicated by the asterisk(*)

**B.4 QUANTITATIVE REASONING AND MATHEMATICS**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 101</td>
<td>Math Ideas and Applications (3)</td>
</tr>
<tr>
<td>MATH 105</td>
<td>Structure of Math 1 (3)</td>
</tr>
<tr>
<td>MATH 106</td>
<td>Structure of Math 2 (3)(F93)</td>
</tr>
<tr>
<td>MATH 111</td>
<td>Applied College Algebra (3)(F02)</td>
</tr>
<tr>
<td>MATH 115</td>
<td>Plane Trigonometry (3)</td>
</tr>
<tr>
<td>MATH 121</td>
<td>College Algebra (4)(F98)</td>
</tr>
<tr>
<td>MATH 122</td>
<td>Func. of Analytical Geometry(4)(F98)</td>
</tr>
<tr>
<td>MATH 130</td>
<td>Finite Mathematics (3)</td>
</tr>
<tr>
<td>MATH 134</td>
<td>Elementary Statistics (4)</td>
</tr>
<tr>
<td>MATH 138</td>
<td>Calculus for Bus/S.S. (3)</td>
</tr>
<tr>
<td>MATH 144</td>
<td>Applied Fortran (3)</td>
</tr>
<tr>
<td>MATH 171</td>
<td>Calculus: First Course (4)</td>
</tr>
<tr>
<td>MATH 172</td>
<td>Calculus: Second Course (4)</td>
</tr>
</tbody>
</table>

**AREA C**

**Arts, Literature, Philosophy, and Foreign Language**

Nine (9) units required. Three (3) units from C.1 and three (3) units from C.2. Three (3) additional units from C.1 or C.2.

**C.1 ARTS**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 117</td>
<td>History of Architecture 1 (3)</td>
</tr>
<tr>
<td>ARCH 118</td>
<td>History of Architecture 2 (3)</td>
</tr>
<tr>
<td>ART 102/CMPGR202</td>
<td>Microcomp Graphics(3)(F91)</td>
</tr>
<tr>
<td>ART 120</td>
<td>Basic Drawing 1 (3)</td>
</tr>
<tr>
<td>ART 124</td>
<td>Color and Design (3)</td>
</tr>
<tr>
<td>ART 140</td>
<td>Sculpture (3)</td>
</tr>
<tr>
<td>ART 160</td>
<td>Appreciation of Art (3)</td>
</tr>
<tr>
<td>ART 161</td>
<td>American Art (3)(F90)</td>
</tr>
<tr>
<td>ART 162</td>
<td>Hist of Renais Art (3)(F92)</td>
</tr>
<tr>
<td>ART 163</td>
<td>Hist of Modern Art (3)(F94)</td>
</tr>
<tr>
<td>ART 164</td>
<td>History of Art (3)</td>
</tr>
<tr>
<td>ART 165</td>
<td>History of Art (3)</td>
</tr>
<tr>
<td>ART 168</td>
<td>Survey of Photography (3)</td>
</tr>
<tr>
<td>ART 169</td>
<td>History of Non-Western Art (3)(F99)</td>
</tr>
<tr>
<td>ART 170</td>
<td>Basic Photography (3)</td>
</tr>
<tr>
<td>MUSIC 106</td>
<td>Music Theory 3 (3)(F93)</td>
</tr>
<tr>
<td>MUSIC 110</td>
<td>Music Appreciation (3)</td>
</tr>
<tr>
<td>MUSIC 112</td>
<td>History of Music 1 (3)(F93)</td>
</tr>
<tr>
<td>MUSIC 113</td>
<td>History of Music 2 (3)(F93)</td>
</tr>
<tr>
<td>MUSIC 118</td>
<td>Intro to Amer Pop Music (3)</td>
</tr>
<tr>
<td>MUSIC 169</td>
<td>Intro to World Music (3)(F99)</td>
</tr>
<tr>
<td>SPCM/THETR 120</td>
<td>Oral Read &amp; Interp(3)</td>
</tr>
<tr>
<td>SPCM/THETR 122</td>
<td>Intro to Readers' Thetr (3)</td>
</tr>
<tr>
<td>SPCM/THETR 123</td>
<td>Storytelling: Intp Child's Lit(3)(F00)</td>
</tr>
<tr>
<td>SPCM/THETR124</td>
<td>Advanced Readers' Theatre (3)</td>
</tr>
<tr>
<td>THETR 100</td>
<td>Intro to Theatre Arts (3)</td>
</tr>
<tr>
<td>THETR 110</td>
<td>Drama in Performance (3)(F01)</td>
</tr>
<tr>
<td>THETR 160</td>
<td>Fundamentals of Acting (3)</td>
</tr>
<tr>
<td>THETR 161</td>
<td>Intermediate Acting (3)</td>
</tr>
<tr>
<td>THETR 165</td>
<td>History of American Music Theater(3)(F92)</td>
</tr>
<tr>
<td>THETR 194</td>
<td>Intro to World Dance (3)(F01)</td>
</tr>
</tbody>
</table>

**C.2 LITERATURE, PHILOSOPHY, AND FOREIGN LANGUAGE**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 102</td>
<td>Adv Comp &amp; Intro to Lit (3)</td>
</tr>
<tr>
<td>ENGL 105</td>
<td>Creative Writing, Poetry (3)</td>
</tr>
<tr>
<td>ENGL 106</td>
<td>Creative Writing, Short Fiction (3)</td>
</tr>
<tr>
<td>ENGL 112</td>
<td>Intro to Novel &amp; Shrt Story (3)</td>
</tr>
<tr>
<td>ENGL 114</td>
<td>Intro to Poetry (3)</td>
</tr>
<tr>
<td>ENGL 116</td>
<td>Intro to Drama (3)</td>
</tr>
<tr>
<td>ENGL 131</td>
<td>Intro to World Lit to 1500 (3)</td>
</tr>
<tr>
<td>ENGL 132</td>
<td>Intro to World Lit 1500 to Present (3)</td>
</tr>
<tr>
<td>ENGL 135</td>
<td>American Lit to 1850 (3)</td>
</tr>
</tbody>
</table>

Continued ➜
C.2 LITERATURE, PHILOSOPHY, AND FOREIGN LANGUAGE (cont'd)

ENGL 136 Am. Lit 1850 to Present (3)
ENGL 137 Survey of Eng Lit (3)
ENGL 138 Survey of Eng Lit (3)
ENGL 151 Film Appreciation (3)
ENGL 156 Bible as Lit - Hebrew Canon (3)
ENGL 157 Bible as Lit-New Testament...
ENGL 161 Film Appreciation (3)
ENGL 163 Intro to Shakespeare (3)
ENGL 168 Adolescent Lit (3) (F90)
ENGL 169 Children's Lit 1 (3)
ENGL 171 Intro African-American Lit (3) (F92)
ENGL 172 Intro to Chicano Lit (3) (F93)
ENGL 173 Intro Latin Amer Lit (3) (F93)
ENGL 175 Women in Literature (3)
ENGL 179 Intro Niv Amer Lit, Myth & Oral Trad (3) (F95)
FORLang numberered 101, 102, 103, 104
HUMAN 101 Intro to the Humanities (3)
HUMAN 105 Early Humanistic Trad (3)
HUMAN 106 Humanities in the Modern World (3)
HUMAN 110 East Meets West (3)
PHIL 101 Philosophy (3)
PHIL 111 Ethics: Theory & Appl (3)
PHIL 115 Religion: A Phil. & Comparative Inquiry (3)
PHIL 120 Hist of Philo: Ancient (3)
PHIL 121 Hist of Philo: Modern (3)
PHIL 123 20th Century Philosophy (3) (F02)
PHIL 140 Philosophy & Film (3) (F93)
SIGN 125 ASL - Beginning (3) (F95)
SIGN 126 ASL - Intermediate (3) (F95)
SIGN 127 ASL - Advanced (3) (F96)
SPAN 111 Ford Span & Wrtn Span for Span Spkr's (4)
SPAN 112 Intro to Span and Chcno Lit (3) (F90)
SPAN 138 Adv Conwers Span (3) (F93)
THETR 150 Elem of Playwriting (3) (F94)

D.0 SOCIOLOGY AND CRIMINOLOGY

ADJU 201 Intro Admin of Justice(3)(F95)
SOCIO 101 Intro to Sociology (3)
SOCIO 102 Social Problems in US (3)
SOCIO 125 Sociology of the Family (3)
SOCIO 150 Ethnic & Culture in Am (3)
SOCIO 154 Afr. Amer. Cltrs. & Comm.(3)
SOCIO 156 Mexican Culture in the US(3)

D.1 ANTHROPOLOGY & ARCHAEOLOGY

ANTHR 102 Cultural Anthropology (3)
ANTHR 130 Arch and Cultural Prehist (3)
ANTHR 140 Magic, Witch & Relig (3) (F97)
ANTHR 150 Native People of N. Amer (3)

D.2 ECONOMICS

AG-EC 210 Elem. of Ag Econ (3)(F98)
ECON 101 Econ. Prin: Macroecon (3)
ECON 102 Econ. Prin: Microecon (3)
ECON/HIST 115* Econ Hist of the US (3)

D.3 ETHNIC STUDIES

HIST 125 History of Mexico (3)
HIST 154* Hist of Afr. Amer thru 19th Century(3)(F95)
HIST 145 Survey of Latin Amer. Civilization (3)
SOCIO 150* Ethnicity in America (3)
SOCIO 154* Afr- Amer Culture & Communities (3)(F95)
SOCIO 156* Mex Culture in the US (3)
SOCIO 130* Intercultural Communication (3)(F02)

D.4 GENDER STUDIES

INDIS 105 Intro to Women’s Studies(3)(F96)
SOCIS 105 Women’s Studies (3) (F01)

D.5 GEOGRAPHY

GEOG 102 Cultural Geography (3)
GEOG 105 Economic Geog (3)(F00)
GEOG 110 World Regional Geog (3)(F97)

D.6 HISTORY

HIST 101 History of US thru Reconstruction(3)
HIST 102 History of the US-Post Civil War(3)
HIST 104 Western Civilization (3)
HIST 105 Western Civilization (3)
HIST 106 World Civ. to the 16th Century (3) (F02)
HIST 107 World Civ. from the 16th Century (3) (F02)
HIST 112 Twentieth Century Amer (3)
HIST 113 Soc & Cult Hist of US Prior to 20th Cent(3)
HIST 115 Econ History of the U.S(3)
HIST 116 Women in Amer History (3)
HIST 119 Soc & Cult Hist 20th Cent Amer (3) (F00)
HIST 125 History of Mexico (3)
HIST 128 Hist of Amer Far Western Frontier (3)(F94)
HIST 129 History of California (3)
HIST 145 Survey of Latin Amer Civil (3)
HIST 154* Hist Afr. Amer. thru 19th Cent (3) (F95)
HIST 155* Hist Afr. Amer. in 20th/21st Cent (3)(F99)

D.7 INTERDISCIPLINARY SOCIAL OR BEHAVIOR SCIENCE

Ag-Ge/INDIS 146 Ag. Envr. & Soc. (3)
INDIS/ENSCI 110 Calif Water (3) (F98)
SPCOM 130 Intercultural Communication (3)(F02)

D.8 POLITICAL SCIENCE, GOVERNMENT, AND LEGAL INSTITUTIONS

POLSC 101 American Politics(3)
POLSC 102 The Const. & the Rights of Americans (3)
POLSC 110 International Relations (3)
POLSC 111 War & Peace in 20th Cent (3)
POLSC 120 Cali Politics & Problems(3)
POLSC/PHIL 130 Political Theory (3)
POLSC 140 Comparative Politics (3)
POLSC 160 The Pacific Rim(3)(F98)

D.9 PSYCHOLOGY

Psych 101 General Psychology (3)
Completion of the IGETC (Intersegmental General Education Transfer Curriculum) will permit a student to transfer from a community college to most campuses and majors in either the California State University or University of California system without the need, after transfer, to take additional lower division general education courses to satisfy campus specific general education requirements.

<table>
<thead>
<tr>
<th>AREA 1</th>
<th>English Composition</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you plan to attend CSU, choose 3 courses, 1 from each group. If you plan to attend UC, choose 2 courses, 1 from Group A, and 1 from Group B.</td>
<td></td>
</tr>
</tbody>
</table>

**GROUP A - English Composition**
- One course, or three (3) semester units.
- ENGL 101 Composition & Reading (3)

**GROUP B - Critical Thinking/English Composition**
- One course, or three (3) semester units.
- PHIL 105 Reasoning (3) (F92)
- PHIL 107 Philo of Science (3) (F93)
- SPCOM 104 Argumentation (3) (F93)

**GROUP C - Speech Communication (CSU ONLY)**
- One course, or three (3) semester units.
- SPCOM 100 Fund of Public Speaking (3)
- SPCOM 102 Intro to Human Communication (3)

<table>
<thead>
<tr>
<th>AREA 2</th>
<th>Mathematical Concepts and Quantitative Reasoning</th>
</tr>
</thead>
<tbody>
<tr>
<td>One course, or three (3) semester units.</td>
<td></td>
</tr>
</tbody>
</table>
- MATH 101 Math Ideas & Application (3) |
- MATH 111 Applied College Algebra (3) (F02) |
- MATH 121 College Algebra (4)**(F98) |
- MATH 122 Func. & Anal. Geom. (4)**(F98) |
- MATH 130 Finite Mathematics (3)** |
- MATH 134 Elementary Statistics (4) |
- MATH 138 Calculus for Business/Soc Sci (3) |
- MATH 171 Calculus: First Course (4)** |
- MATH 172 Calculus: Second Course (4) |

<table>
<thead>
<tr>
<th>AREA 3</th>
<th>Arts and Humanities (cont’d)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3A. Arts (cont’d)</td>
<td></td>
</tr>
</tbody>
</table>
- ART 160 Appreciation of Art (3) |
- ART 161 American Art (3) (cont’d) |
- ART 162 Hist of Renaissance Art (3)(F95) |
- ART 163 Hist of Modern Art (3)(F95) |
- ART 164 Survey of Art (3) |
- ART 165 History of Art (3) |
- ART 169 Hist of Western Art (3)(F99) |
- MUSIC 102 Music Theory 1 (3) |
- MUSIC 103 Music Theory 2 (3) |
- MUSIC 106 Music Theory 3 (3) |
- MUSIC 107 Music Theory 4 (3) |
- MUSIC 110 Music Appreciation (3) |
- MUSIC 169 Intro to World Music (3)(F99) |
- THTR 194 Intro to World Dance (PE 194)(F01) |
- THTR 100 Intro to Theatre Arts (3) |
- THTR 110 Drama in Performance (3)(F01) |

<table>
<thead>
<tr>
<th>AREA 4</th>
<th>Social and Behavioral Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>At least three courses/nine (9) semester units in a minimum of two disciplines.</td>
<td></td>
</tr>
</tbody>
</table>
- Antr 102 Cultural Anthropology (3) |
- Antr 130 Archaeology & Cult Prehist (3) |
- Antr 150 Native People of North America (3) |
- Econ 101 Econ Principles: Macro (3) |
- Econ 102 Econ Principles: Micro (3) |
- Econ 115 Econ History of the US (HIST 115)(3)** |
- Inds 110 California Water (ENSCI115)(3)(F98) |
- Geog 102 Cultural Geography (3) |
- Geog 105 Economic Geography (3)(F00) |
- HIST 101 History of the US thru Reconstruction (3)** |
- HIST 102 Hist of the US-Post Civil War (3)** |
- HIST 104 Western Civilization (3) |
- HIST 105 Western Civilization (3) |
- HIST 106 World Civ. to the 16th Century (3)(F02) |
- HIST 107 World Civ. from the 16th Century (3)(F02) |
- HIST 112 20th Century America (3)** |
- HIST 113 Soc., Ctrlt. Hist of US prior to 19th Cent.(3) |
- HIST 116 Women in American Hist (3)** |
- HIST 119 Soc/Ctrlt. History 20th Cent. Amer.(3)(F00) |
- HIST 125 History of Mexico (3) |
- HIST 128 Hist. of American Far Western Front. (3) |
- HIST 129 History of California (3) |
- HIST 145 Survey of Latin Amer Civ. (3) |
- HIST 154 Afr-Amer thru 19th Cent.(3)(F99) |
- HIST 155 Afr-Amer in 20th & 21st Cent. (3) (F02) |
- PHIL 130 Political Theory (POLSC 130) (3) |
- POLSC 101 American Politics (3)** |
- POLSC 102 Const & Rights of Amer (3)** |
- POLSC 110 International Relations (3)** |
- POLSC 111 War & Peace in 20th Cent (3) |
- POLSC 120 Calif Politics & Problems (3)** |
- POLSC 130 Poli Theory (aka Philo 130) (3) |
- POLSC 140 Comparative Government (3) |
- POLSC 160 The Pacific Rim(3)(F99) |
- Psych 101 General Psychology (3) |
- Psych 104 Social Psychology (3) |
- Psych 110 Human Sexual Behavior (3) |
- Psych 141 Human Lifespan (3) |
- SOCIO 101 Introduction to Sociology (3) |
- SOCIO 102 Social Prob. in the US (3)(F99) |
- SOCIO 125 Sociology of the Family (3) |
- SOCIO 150 Ethnic & Culture in America (3) |
- SOCIO 154 Afr-Amer Cultures and Communities (3) |
- SOCIO 156 Mexican Culture in the US (3) |
- SOCIO 105 Women’s Studies (3)(F01) |
- SPCOM 130 Intercoll Afric Comm. (3)(F97) 130 |

** Indicates that transfer credit may be limited on specific course sequences at the University of California. Please consult the UC Transfer Course Agreement available in the Counseling Office, MM 103 or Transfer Center. Continued ▶

**See limitation on credit under United States History, Constitution and American Ideals Requirement.
AREA 5
Physical and Biological Sciences

Select at least two courses (7-9 semester units). Choose one course from 5A and one course from 5B required. One course from 5A or 5B must be a laboratory marked with a single asterisk (*).

5A. Physical Science

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<td>General Chemistry 2 Lecture(3)**</td>
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5B. Biological Sciences

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** Indicates that transfer credit may be limited on specific course sequences at the University of California. Please consult the UC Transfer Course Agreement available in the Counseling Office, Morris 103 or Transfer Center.

US History, Constitution, and American Ideals Requirement

UC

While in high school, the student must complete one of the following course combinations with a C or better.

- One year of American History or,
- ½ year of American History plus ½ year of civics, or
- American government.

Note: If the student has not met this requirement while in high school, courses taken at MJC to meet the requirement will not fulfill the Area 4: Social and Behavioral Sciences requirement.

CSU

The student is required to complete six (6) units outside of the IGETC pattern. If courses are taken at MJC to meet this requirement, they will not fulfill the Area 4 requirement in Social and Behavioral Sciences. Complete two courses, one from a. and one from b. or both from c.

a. ECON/HIST 115 Econ History of the US (3)
   - HIST 112 20th Cent. America (3)
   - HIST 113 Soc./Cult. Hist US Prior 20th Cent. (3)
   - HIST 116 Women in American History (3)
   - HIST 119 Soc./Cult. Hist 20th Cent. Amer. (3)(F00)
   - HIST 128 Hist of Amer Far West. Frn. (3)
   - HIST 154 Afr Amer thru 19th Cent.(3)(F99)
   - HIST 155 Afr-Amer in 20th & 21st Cent. (3)(F99)

b. POLSC 101 American Politics(3)
   - POLSC 102 The Const. & Rights of Americans (3)
   - POLSC 110 International Relations (3)
   - POLSC 120 Calif Politics & Probs (3)

c. HIST 101 History of the US through Reconstr.(3)
   - HIST 102 History of the US - Post Civil War (3)

The IGTEC Pattern is not recommended for the following UC colleges and majors.

UC Berkeley
- Haas School of Business Administration
- College of Environmental Design
- College of Chemistry
- College of Engineering
- College of Natural Resources
- College of Letters and Sciences:
  - Biological Sciences; ComputerScience;
  - Mass Communication; Political Economy
  - of Industrial Societies; Psychology

UC Davis
- College of Ag. and Env. Sciences
- College of Engineering
- College of Letters and Sciences:
  - Biological Sciences; Chemistry;
  - Environmental Toxicology;
  - Exercise Science; Fermentation Science;
  - Food Science; Nutrition Science; Physics;
  - Viticulture and Enology

UC Irvine
- School of Engineering
- Biological Sciences and Physical Sciences

UC Los Angeles
- School of Engineering
- School of Nursing

UC Riverside
- School of Engineering
- Biological or Physical Sciences

UC San Diego
- School of Engineering
- Revelle College
- Eleanor Roosevelt College

UC Santa Barbara
- School of Engineering
- Environmental Studies
- Biological or Physical Sciences

FOR UC ONLY

Language other than English

The student shall demonstrate proficiency in a language other than English equal to two years of high school study. A student who has satisfied the CSU or UC freshman entrance requirements in a language other than English will have fulfilled this requirement. This requirement may also be satisfied by the completion of one of the following courses with a C grade or better:

- FREN 101 French 1 (4)
- GERM 101 German 1 (4)
- SIGN 125 ASL: Beg Comm w/ Deaf (3)(F97)
- SPAN 101 Spanish 1 (4)

The student may also meet the requirement by earning a minimum score of 550 on an appropriate College Board Achievement Test in Foreign Language.
Transfer to the University of California System

The University of California System

The University of California (UC) has established campuses throughout the state of California. All campuses have uniform entrance requirements and certain other features in common. However, each campus is distinctive and not all majors are offered on all campuses. Students should study the list of undergraduate colleges, schools, and majors available on each campus to determine which campuses will best satisfy their educational needs. Students are encouraged to discuss with their counselors the particular advantages each campus has to offer.

University of California, Berkeley
University of California, Davis
University of California, Irvine
University of California, Los Angeles
University of California, Merced (new campus)
University of California, Riverside
University of California, San Diego
University of California, San Francisco (Medicine)
University of California, Santa Barbara
University of California, Santa Cruz

Program Planning

Students who plan to transfer to the University of California must keep the following requirements in mind when selecting courses:

1. General Breadth:
   - Option 1: Complete the campus specific breadth requirements. Lists of approved courses which may be used to satisfy breadth requirements are available in the Counseling Center.
   - Option 2: Complete Intersegmental General Education Transfer Curriculum.

2. Transfer credit: The University grants transfer credit only for courses on its approved list which is available in the Counseling Center.

3. Major: Certain “impacted” majors and pre-professional majors require completion of specific courses for admission. Advisers or counselors will assist students in selecting appropriate courses for their given majors.

In planning a lower division program at MJC, the student should bear in mind that a minimum of 124 semester units of college work for a Bachelor of Arts or Bachelor of Science degree is required. By state law, the University may accept a maximum of 70 semester units of credit for transfer from a community college.

Transfer to Private Schools and Schools outside of California

Students planning to transfer to private colleges or universities outside of the UC and CSU systems are advised to consult the catalog of the college to which they plan to transfer for specific lower division requirements which may be completed at MJC. For assistance in planning a transfer program to private institutions, students should contact a counselor.
California Articulation Numbering System (CAN)

The California Articulation Numbering System (CAN) assures students that CAN courses on one participating campus will be accepted in lieu of the comparable CAN course on another participating campus; for example, CAN ANTH 2 on one campus will be acceptable for CAN ANTH 2 on another participating campus. Each campus retains its own numbering system. The following is a listing of Modesto Junior College’s CAN courses. This listing will be updated periodically. Check with your counselor for additions to the list.

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How to Read Course Listings and Program Information

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<tr>
<th>Title of the Academic Department</th>
<th>Department Description</th>
<th>Name of Academic Award</th>
<th>Type of Award (degree v. certificate)</th>
<th>Courses required for the award</th>
<th>Number in brackets indicates a preferred sequence of courses within a 4 semester program. NP means &quot;no preference&quot;.</th>
<th>Elective courses (students can be given options between or among courses in the Electives)</th>
</tr>
</thead>
</table>

## How to Read Course Listings and Program Information

### Accounting - Administration of Justice

**Accounting**

See Business Administration

**Administration of Justice (ADJU)**

Modesto Junior College offers a comprehensive Administration of Justice program. The curriculum is concerned with basic knowledge and skills encompassing the criminal justice area.

The two-year college program is designed to prepare candidates for employment or for transfer to a four-year educational institution offering a major in one of the criminal justice fields. Successful completion of the requirements will lead to the Associate in Arts degree or the Associate in Science degree. Classes are offered both day and evening. The college cooperates with the Administration of Justice Advisory Committee.

All courses are open to individuals who have been admitted to the college and who meet the prerequisites, unless specifically exempted by statute. Courses which involve the handling of firearms, mace, or baton are not open to individuals who have been convicted of a felony or who are mental patients. (Penal Code Section 12321 firearms, 12453.7 - chemical agents, 12502 batons, and Welfare and Institutions Code 8100-01-02-D.)

Prior to use of a firearm in any course, each student must sign a declaration to the effect that he/she is not prohibited from such use by Penal Code Section 12321. Students are also advised that some of the Administration of Justice courses include actual or simulated experiences which require considerable agility and physical ability.

Candidates for degrees in Administration of Justice must consult with an Administration of Justice advisor to select the courses most appropriate for meeting the MJC Graduation Requirements and the current demands of employing businesses and transfer institutions.

### Administration of Justice Program

#### AA Degree: Administration of Justice

To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements, in addition to completing the coursework below.

**REQUIRED COURSES** - Complete 18 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJU 201</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 202</td>
<td>Prin. and Proc. of the Justice System</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 203</td>
<td>Concepts of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 204</td>
<td>Legal Aspects of Evidence</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 205</td>
<td>Community Relations</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 206</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 207</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
</tbody>
</table>

**ELECTIVE COURSES** - Complete 3 units

<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJU 145</td>
<td>Crime Scene Analysis</td>
<td>1</td>
</tr>
<tr>
<td>ADJU 145A-D</td>
<td>Community Service Fieldwork</td>
<td>1-3</td>
</tr>
<tr>
<td>ADJU 210</td>
<td>Communication in Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 215</td>
<td>Patrol Procedures</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 216</td>
<td>Introduction to Firearms</td>
<td>1-3</td>
</tr>
<tr>
<td>ADJU 217</td>
<td>Substance Abuse</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 218</td>
<td>Corrections Firearms Training</td>
<td>1</td>
</tr>
</tbody>
</table>

**TOTAL UNITS FOR A.A. MAJOR**

#### AS Degree: Administration of Justice

To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements, in addition to completing the coursework below. Associate in Science degree candidates may select an option in either Law Enforcement (police, sheriff, etc.) or Corrections (prisons, parole, probation, etc.).

**REQUIRED COURSES** - Complete 18 units

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
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<td>Community Relations</td>
<td>3</td>
</tr>
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<td>3</td>
</tr>
<tr>
<td>ADJU 207</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
</tbody>
</table>

**ELECTIVE COURSES** - Complete 12 units within a single option

**Law Enforcement Option**

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
</tr>
</thead>
<tbody>
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<td>ADJU 145</td>
<td>Crime Scene Analysis</td>
<td>1</td>
</tr>
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<td>ADJU 145A-D</td>
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<td>1-3</td>
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<tr>
<td>ADJU 206</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 207</td>
<td>Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 215</td>
<td>Introduction to Firearms</td>
<td>1-3</td>
</tr>
<tr>
<td>ADJU 216</td>
<td>Firearms &amp; Range Application</td>
<td>1-3</td>
</tr>
<tr>
<td>ADJU 217</td>
<td>Substance Abuse</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 218</td>
<td>Corrections Firearms Training</td>
<td>1</td>
</tr>
<tr>
<td>ADJU 234</td>
<td>Crime Investigation</td>
<td>3</td>
</tr>
</tbody>
</table>

**Corrections Option**

<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJU 145</td>
<td>Community Service</td>
<td>1</td>
</tr>
<tr>
<td>ADJU 145A-D</td>
<td>Community Service Fieldwork</td>
<td>1-3</td>
</tr>
<tr>
<td>ADJU 206</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 215</td>
<td>Introduction to Firearms</td>
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<td>ADJU 218</td>
<td>Corrections Firearms Training</td>
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<tr>
<td>ADJU 234</td>
<td>Crime Investigation</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 236</td>
<td>Introduction to Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 236</td>
<td>Corrections Law</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL UNITS FOR A.S. MAJOR**

#### Administration of Justice Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJU 145</td>
<td>COMMUNITY AGENCY SERVICE</td>
<td>1 Unit</td>
</tr>
<tr>
<td>ADJU 145A-B, C, D — COMMUNITY AGENCY</td>
<td>1, 2, 3, 4 UNITS</td>
<td></td>
</tr>
</tbody>
</table>

**Continued >>**
Agricultural Economics Courses

AG-EC 200—AGRICULTURAL ACCOUNTING                        3 Units
Principles of agricultural management and measures of earnings in determining production efficiency; property reports, study and reorganization of a given farm with application of above principles; term report and field laboratories required. Lecture/Laboratory. (CSU, GR). Required for Success: AG-EC 200, AG-285 or equivalent.

AG-EC 209—IMPORT/EXPORT FUNDAMENTALS                          3 Units
Introduction to sales and service professions with emphasis on, but not limited to, the agricultural sector. Provides both theoretical background and experiential exercises on a variety of sales and service facets including: the sales industry, identifying and understanding personal selling situations, brief overview of the use of computer applications software, including word processors, spreadsheets, and databases. Two maximum completions. Lecture/Other. (GR).

AG-EC 210—ELEMENTS OF AGRICULTURAL ECONOMICS                3 Units
Principles of agricultural management and measures of earnings in determining production efficiency; property reports, study and reorganization of a given farm with application of above principles; term report and field laboratories required. Lecture/Laboratory. (CSU, GR). Required for Success: AG-EC 200, AG-285 or equivalent.

AG-EC 215—AGRICULTURAL MARKETING                              3 Units
Principles of agricultural management and measures of earnings in determining production efficiency; property reports, study and reorganization of a given farm with application of above principles; term report and field laboratories required. Lecture/Laboratory. (CSU, GR). Required for Success: AG-EC 200, AG-285 or equivalent.

AG-EC 220—AGRICULTURAL BUSINESS MANAGEMENT                    3 Units
Principles of agricultural management and measures of earnings in determining production efficiency; property reports, study and reorganization of a given farm with application of above principles; term report and field laboratories required. Lecture/Laboratory. (CSU, GR). Required for Success: AG-EC 200, AG-285 or equivalent.

AG-EC 225—AGRICULTURE COMPUTER APPLICATIONS                   3 Units
Introduction to sales and service professions with emphasis on, but not limited to, the agricultural sector. Provides both theoretical background and experiential exercises on a variety of sales and service facets including: the sales industry, identifying and understanding personal selling situations, brief overview of the use of computer applications software, including word processors, spreadsheets, and databases. Two maximum completions. Lecture/Other. (GR).

AG-EC 226—AGRICULTURAL SALES AND SERVICE                       3 Units
Introduction to sales and service professions with emphasis on, but not limited to, the agricultural sector. Provides both theoretical background and experiential exercises on a variety of sales and service facets including: the sales industry, identifying and understanding personal selling situations, brief overview of the use of computer applications software, including word processors, spreadsheets, and databases. Two maximum completions. Lecture/Other. (GR).

AG-EC 280—AGRICULTURAL SALES AND SERVICE                       3 Units
Introduction to sales and service professions with emphasis on, but not limited to, the agricultural sector. Provides both theoretical background and experiential exercises on a variety of sales and service facets including: the sales industry, identifying and understanding personal selling situations, brief overview of the use of computer applications software, including word processors, spreadsheets, and databases. Two maximum completions. Lecture/Other. (GR).

AG-EC 285—AGRICULTURAL COMPUTER APPLICATIONS                   3 Units
Introduction to sales and service professions with emphasis on, but not limited to, the agricultural sector. Provides both theoretical background and experiential exercises on a variety of sales and service facets including: the sales industry, identifying and understanding personal selling situations, brief overview of the use of computer applications software, including word processors, spreadsheets, and databases. Two maximum completions. Lecture/Other. (GR).

AG-EC 325—INTRODUCTION TO PRACTICAL AGRICULTURAL COMPUTING     1 Unit
Introduction to sales and service professions with emphasis on, but not limited to, the agricultural sector. Provides both theoretical background and experiential exercises on a variety of sales and service facets including: the sales industry, identifying and understanding personal selling situations, brief overview of the use of computer applications software, including word processors, spreadsheets, and databases. Two maximum completions. Lecture/Other. (GR).

AG-EC 336—PRACTICAL AGRICULTURE                                1 Unit
Introduction to sales and service professions with emphasis on, but not limited to, the agricultural sector. Provides both theoretical background and experiential exercises on a variety of sales and service facets including: the sales industry, identifying and understanding personal selling situations, brief overview of the use of computer applications software, including word processors, spreadsheets, and databases. Two maximum completions. Lecture/Other. (GR).

AG-EC 337—PRACTICAL AGRICULTURE                                1 Unit
Introduction to sales and service professions with emphasis on, but not limited to, the agricultural sector. Provides both theoretical background and experiential exercises on a variety of sales and service facets including: the sales industry, identifying and understanding personal selling situations, brief overview of the use of computer applications software, including word processors, spreadsheets, and databases. Two maximum completions. Lecture/Other. (GR).

Continued >

Courses and Academic Programs

How to Read Course Listings and Program Information

Course Prefix and Number
Subheadings will contain one or more of the following:
- Prerequisite (Prior course work or skill required)
- Corequisite (Course to be taken concurrently)
- Formerly listed as (Previous course prefix and/or number)
- Also offered as (Course offered in another division)
- Recommended for success (Course, ability, or skill level suggested Non degree course (Units do not apply toward degree)
- Unit Value
- Course Description
- Lecture and/or Laboratory.
- Hours arranged (Laboratory time arranged on individual basis)
- Parentheses will contain one or more of the following:
  - CC (Columbia College corresponding class)
  - CAN (California Articulation Number)
  - CSU (Transferable to the California State University Campuses)
  - UC (Transferable to the University of California campuses)
  - GR (Letter grade only)
  - CR/NC (Credit/No Credit only, no letter grade given)
  - Unless otherwise stated by "GR" or "CR/NC," all courses are offered with a choice of letter grade or credit/no credit option.

Eve (Evening only) (after 4 p.m.)
Fall (Fall semester only)
Spr. (Spring semester only)
Summer (Summer only)
Number of weeks (if other than full semester)
Administration of Justice Program

AA Degree: Administration of Justice

To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements, in addition to completing the coursework below.

REQUIRED COURSES - Complete 18 units

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>ADJU 201</td>
<td>1</td>
</tr>
<tr>
<td>ADJU 202</td>
<td>2</td>
</tr>
<tr>
<td>ADJU 203</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 204</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 205</td>
<td>1</td>
</tr>
<tr>
<td>ADJU 212</td>
<td>4</td>
</tr>
<tr>
<td>ADJU 145</td>
<td>3</td>
</tr>
</tbody>
</table>

ELECTIVE COURSES - Complete 3 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>ADJU 145</td>
<td>1</td>
</tr>
<tr>
<td>ADJU 145A-D</td>
<td>1.2.3.4</td>
</tr>
<tr>
<td>ADJU 206</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 210</td>
<td>4</td>
</tr>
<tr>
<td>ADJU 213</td>
<td>1</td>
</tr>
<tr>
<td>ADJU 215</td>
<td>1</td>
</tr>
<tr>
<td>ADJU 216</td>
<td>1</td>
</tr>
<tr>
<td>ADJU 217</td>
<td>2</td>
</tr>
<tr>
<td>ADJU 219</td>
<td>1</td>
</tr>
<tr>
<td>ADJU 145</td>
<td>1</td>
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<tr>
<td>ADJU 145A-D</td>
<td>1.2.3.4</td>
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<tr>
<td>ADJU 206</td>
<td>3</td>
</tr>
<tr>
<td>ADJU 210</td>
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<tr>
<td>ADJU 217</td>
<td>2</td>
</tr>
<tr>
<td>ADJU 219</td>
<td>1</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.A. MAJOR .......................................................... 21

Administration of Justice Courses

ADJU 145—COMMUNITY AGENCY SERVICE 1 Unit

Prerequisite: ADJU 201

Concurrent enrollment: ADJU 145A, ADJU 145B, ADJU 145C, or ADJU 145D.

Analysis of field experiences of students concurrently enrolled in ADJU 145A, 145B, 145C, or 145D. Class time is devoted to sharing and evaluating problems that develop, and ways of resolving them will be sought by class members. Lecture. Three maximum completions.

continued
ADJU 145A, B, C, D—COMMUNITY AGENCY  1, 2, 3, 4 UNITS
SERVICE FIELDWORK
Prerequisite: ADJU 201
Concurrent enrollment: ADJU 145
Supervised field experience in a variety of community social agencies. Weekly lab: 75
hours of work experience or 60 hours of volunteerism in a community service/social
agency are required for every unit earned each semester. May be repeated for up to 16
units in any combination.

ADJU 201—INTRODUCTION TO
ADMINISTRATION OF JUSTICE
3 Units
History and philosophy of the administration of justice in America. Overview of its sub-
systems, including their role expectations and interrelationships. Overview of theories
to account for crime, punishment and rehabilitation. Introduction to professional education,
training and ethics in the administration of justice field. Field trips may be required.
Lecture. (CAN AJ 2, CSU, UC, GR)

ADJU 202—PRINCIPLES AND PROCEDURES
OF THE JUSTICE SYSTEM
3 Units
Recommended for Success: ADJU 201
Role and responsibilities of each Administration of Justice system segment; law
enforcement, judicial, corrections. Past, present and future exposure to each sub-system
procedure from initial entry to final disposition; relationship each segment maintains with
its system members. Field trips may be required. Lecture. (CSU, GR)

ADJU 203—CONCEPTS OF CRIMINAL LAW
3 Units
Recommended for Success: ADJU 201 and 202
Historical development, philosophy of law and constitutional provisions; definitions,
classification of crime and their application to Administration of Justice system; legal
research, case law, methodology and concepts of law as a social force. Field trips may
be required. Lecture. (CAN AJ 4, CSU, UC, GR)

ADJU 204—LEGAL ASPECTS OF EVIDENCE
3 Units
Recommended for Success: ADJU 202 and 203
Origin, development, philosophy and constitutional basis of evidence; constitutional and
procedural considerations affecting arrest, search and seizure; kinds and degrees of
evidence and rules governing admissibility; judicial decisions interpreting individual rights
and case studies. Field trips may be required. Lecture. (CAN AJ 6, CSU, GR)

ADJU 205—COMMUNITY RELATIONS
3 Units
Roles of Administration of Justice practitioners and agencies. Interrelationships and
role expectations among the various agencies and the public. Principal emphasis on
the professional image of Administration of Justice system and development of positive
relationships between system members and the public. Lecture. (CSU, UC, GR)

ADJU 206—MULTICULTURAL ISSUES WITHIN
PUBLIC SAFETY
3 Units
Overview of multicultural concepts and issues; application of those concepts and issues
to the public safety disciplines; corrections, fire safety, hazardous materials, law
enforcement. Identification of problems related to an increasingly diverse population.
Examination of strategies to overcome those problems, particularly in relation to the
maintenance of social order. Field trips required. Lecture. (CSU, GR)

ADJU 210—COMMUNICATIONS IN
CRIMINAL JUSTICE
3 Units
Survey of the existing policies and principles affecting report writing in American criminal
justice. Emphasizing preparation, oral presentation, and thoroughness necessary for
judicial acceptance. Lecture. (CSU, GR)

ADJU 212—CRIMINAL INVESTIGATION
3 Units
Fundamentals of investigation; crime scene search and recording; collection and
preservation of physical evidence; scientific aids; modus operandi; sources of information;
interviews and interrogation; follow-up and case preparation. Field trips may be required.
Lecture. (CAN AJ 8, CSU, GR)

ADJU 213—PATROL PROCEDURES
3 Units
Responsibilities, techniques and methods of police patrol. Field trips required. Lecture.
(CSU, GR)

ADJU 214—CRIMINAL PROCEDURE
3 Units
Probation and parole; judicial and administrative hearing procedures; due process;
prison rules and regulations; electronic monitoring and parole monitoring. Field trips may
be required. (CSU, GR)

ADJU 215—INTRODUCTION TO FIREARMS
1 1/2 Units
The student may not have any convictions of state and federal law that prohibit
firearms possession.
Prerequisite: ADJU 215 or LENF 388
This course is restricted under California Penal Code Section 12021. Course requires handling and possessing firearms.
Convicted felons, persons addicted to any narcotic or convicted of any offense
involving the violent use of a firearm are not allowed to enroll in the course based on
Penal Code Section 12021. Prior to use of a firearm in the course, each student
must sign a declaration to the effect that he or she is not prohibited from such use by
Penal Code Section 12021.
A continuation of ADJU 215. In-depth review of legal aspects of firearms. Range firing of
various weapons; usage of non-lethal weapons. Students must provide own ammunition,
hearing protectors, and safety glasses. Lecture/Laboratory. Three maximum completions.
Field trips may be required. (CSU)

ADJU 216—ADVANCED FIREARMS AND
RANGE APPLICATION
1 1/2 Units
Prerequisites: ADJU 215 or LENF 388
The student may not have any convictions of state and federal law that prohibit
firearms possession.
A continuation of ADJU 215. In-depth review of legal aspects of firearms. Tactical
analysis and decision making skill building. Range firing of various weapons; usage of
non-lethal weapons, ammunition development. Students must provide own ammunition.
Lecture/Laboratory. Students may repeat any combination of ADJU 215/216 or 219 for a
maximum of 4 completions. Field trips may be required. (CSU)

ADJU 217—SUBSTANCE ABUSE
3 Units
Basic understanding of controlled substances, including identification, physiological
effects, testing, and use detection, methods of control and investigation, applicable
laws controlling use, treatment processes, and patient rights to confidentiality. Lecture.
(CSU, GR)

ADJU 219—CORRECTIONS FIREARMS TRAINING
1 1/2 Units
Prerequisite: ADJU 215
This course is restricted under state and federal laws. The student may not have any
convictions of state and federal law that prohibit firearms possession.
Laws, policies, and ethical considerations with specialized training in weaponry used by
correctional agencies. Range firing of rifles, shotguns, and handguns. Students must
provide own safety glasses and hearing protectors. Lecture/Laboratory. Students may
repeat any combination of ADJU 215/216 or 219 for a maximum of 4 completions. Field trips may be required. (CSU, GR)

ADJU 220—PROFILING TERRORISM
3 Units
Recommended for success: ADJU 201
"Profiling Terrorism" strives to discuss the most significant theories by the best terrorist
analysts in the world, while still focusing on the domestic and international threat of
terrorism and the basic security issues surrounding terrorism today. Social-historical
origins of terrorism, criminal, legal, and social response to terrorism, at-risk populations,
prevention, and intervention strategies. Lecture. Two maximum completions. (GR)

ADJU 232—JUVEILENE JUSTICE PROCEDURES
3 Units
History of juvenile court laws in U.S. Theories of delinquency. California Juvenile Court
law and court decisions. Discussion of child abuse and other crimes against children.
Discussion of missing children, runaways, and offenses committed by children. Field
trips required. Lecture. (CSU, GR)

ADJU 234—CRIME CAUSATION
3 Units
Principal theories commonly utilized in accounting for many known facts of criminality.
Emphasis on implications and logic of certain theoretical positions common to much
thinking and writing in the field. Lecture. (CSU, GR)
ADJU 235—INTRODUCTION TO CORRECTIONS 3 Units
Introduction to correctional field. Covers historical development of correctional processes, current trends, and future directions of correctional field. Examines local, state and federal systems. Field trips required. Lecture. (CSU, GR)

ADJU 236—CORRECTIONAL LAW 3 Units
Overview of the Constitutional provisions and definitions of laws relating to the corrections component of the Criminal Justice System. Emphasis on the legal aspects concerning adult offenders and correctional personnel with the Dept. of Corrections, juvenile offenders and correctional personnel with the Youth Authority and diversion agencies. The laws will entail Federal, State, and Local jurisdictions. Field trips required. Lecture. (CSU, GR)

ADJU 240—DRUG AWARENESS ½ Unit
Basic understanding of current drugs of abuse including psychological and physical symptomology, appearance, and social implications. Lecture. (CSU, GR)

ADJU 242—DOMESTIC VIOLENCE PREVENTION ½ Unit

ADJU 243—DOMESTIC VIOLENCE CRISIS INTERVENTION 3 Units
Recommended for Success: ADJU 201 or 242.
Domestic violence as a pervasive and significant social issue requiring both prevention and intervention. Social-historical roots of family violence, criminal, legal, and social response to violence, at-risk populations, prevention, and intervention strategies. Lecture. (CSU, GR)

ADJU 349 – A,B,C,D WORK EXPERIENCE 1,2,3,4 Units
Designed for students who wish to combine classroom experience with an expansion of skills or knowledge acquired at a site of employment on a paid or volunteer basis. Work must directly relate to the student’s area of study. Maximum 4 units may be earned per semester. May be repeated to a maximum of 16 units Work Experience credit. (Cooperative General Work Experience is included in the maximum.)

ADJU 351 – ELEMENTS OF SUPERVISION IN PUBLIC SAFETY 3 Units
The nature and function of the supervisor’s role in business, industry, and government. The skills and techniques of effective management will be examined and applied in terms of attaining maximum results through the cooperative efforts of others. Lecture.

Agriculture Economics (AG-EC)

Agriculture Business Program

This program will develop and expand the student’s knowledge of Agriculture Business. The student will develop knowledge and skills sufficient to gain and hold entry-level jobs in Ag Business. Contact the division office in the Agriculture Building for advising assistance.

AS Degree - Agriculture Business

• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers............1
AG 349A-D [NP] Work Experience (for a total of 4 units).................4 OR
AG 249 [NP] Agriculture Internship........................................4

II. Agriculture Science Breadth Courses - Complete 9 units
PL-SC 200 [1,2] Introduction to Plant Science.................................3
AN-SC 200 [1,2] Introduction to Animal Science.............................3
NR 200 [1,2] Soils........................................................................3
AG-M 200 [NP] Introduction to Mechanical Technology..................3

III. Major Required Courses - Complete 12 units
AG-EC 210 [NP] Elements of Agricultural Economics.................3
AG-EC 225 [NP] Agriculture Computer Applications...................3

IV. Elective Courses - Complete 4 units
Any 200 series Agriculture course not taken in Major Required Units. Any 200 series Agriculture Economics course not taken in the breadth Required Units.

TOTAL UNITS FOR A.S. MAJOR ........................................... 30

Agriculture - Sales, Service Program

The student will learn step-by-step sales techniques, stage presence, self-evaluation of voice, habits, abilities in sales, and understanding of sales career. This program will help students make decisions as to whether or not they are qualified in sales, and prepare them for a sales career if they choose that vocation. Contact the division office in the Agriculture Building for advising assistance.

Certificate:
Agriculture - Sales, Service Technician

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers........1
AG 349A-D [NP] Work Experience (for a total of 4 units).................4 OR
AG 249 [NP] Agriculture Internship........................................4

II. Agriculture Science Breadth Courses - Complete 9 units
PL-SC 200 [NP] Introduction to Plant Science.................................3
AN-SC 200 [NP] Introduction to Animal Science.............................3
NR 200 [NP] Soils........................................................................3
AG-M 200 [NP] Introduction to Mechanical Technology..................3

III. Major Required Courses - Complete 18 units
AG-EC 210 [1,2] Elements of Agricultural Economics.................3
AG-EC 280 [NP] Agricultural Sales and Service........................3
SPCOM 100 [NP] Fund. of Public Speaking..................................3 OR
SPCOM 102 [NP] Introduction to Human Communication............3
AG 285 [1,2] Communications in Agriculture............................3

IV. Elective Courses - Complete 3 units
AG 280 [3,4] Agricultural Computations.................................3

TOTAL UNITS FOR CERTIFICATE ........................................ 35

Continued ➤
AS Degree: Agriculture - Sales, Service

To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Courses - Complete 5 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG 115</td>
<td>[1]</td>
<td>Introduction to Agricultural Education and Careers</td>
</tr>
<tr>
<td>AG 349A-D</td>
<td>[NP]</td>
<td>Work Experience (for a total of 4 units)</td>
</tr>
<tr>
<td>AG 249*</td>
<td>[NP]</td>
<td>Agriculture Internship</td>
</tr>
</tbody>
</table>

* Work experience/internship must be in marketing sales or closely allied.

II. Agriculture Science Breadth Courses - Complete 9 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG-M</td>
<td>200</td>
<td>Introduction to Mechanical Technology</td>
</tr>
<tr>
<td>AN-SC</td>
<td>200</td>
<td>Introduction to Animal Science</td>
</tr>
<tr>
<td>NR</td>
<td>200</td>
<td>Soils</td>
</tr>
<tr>
<td>PL-SC</td>
<td>200</td>
<td>Introduction to Plant Science</td>
</tr>
</tbody>
</table>

III. Major Required Courses - Complete 12 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG-EC 200</td>
<td>[2-4]</td>
<td>Agriculture Accounting Analysis</td>
</tr>
<tr>
<td>AG-EC 210</td>
<td>[NP]</td>
<td>Elements of Agricultural Economics</td>
</tr>
<tr>
<td>AG-EC 215</td>
<td>[NP]</td>
<td>Agricultural Marketing</td>
</tr>
<tr>
<td>AG-EC 280</td>
<td>[1,2]</td>
<td>Agricultural Sales and Service</td>
</tr>
</tbody>
</table>

IV. Elective Courses - Complete 4 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG 280</td>
<td>[NP]</td>
<td>Agricultural Computations</td>
</tr>
<tr>
<td>AG 285</td>
<td>[NP]</td>
<td>Communications in Agriculture</td>
</tr>
<tr>
<td>AG-EC 225</td>
<td>[1]</td>
<td>Agriculture Computer Applications</td>
</tr>
<tr>
<td>SPOCM</td>
<td>100</td>
<td>Fundamentals of Public Speaking</td>
</tr>
<tr>
<td>SPOCM</td>
<td>102</td>
<td>Introduction to Human Communication</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.S. MAJOR .................................................. 30

Agricultural Economics Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG-EC 50</td>
<td>[1]</td>
<td>Survey of Agricultural Economics</td>
</tr>
<tr>
<td>AG-EC 55</td>
<td>[1]</td>
<td>Preparatory Agriculture Computer Applications</td>
</tr>
<tr>
<td>AG-EC 200</td>
<td>[1]</td>
<td>Agricultural Accounting and Analysis</td>
</tr>
<tr>
<td>AG-EC 208</td>
<td>[1]</td>
<td>Introduction to International Business</td>
</tr>
</tbody>
</table>

AG-EC 209—IMPORT/EXPORT FUNDAMENTALS 3 Units

Recommended for Success: AG-EC 208
Also offered as BUSAD 209.
Overview of processes and procedures involved in importing and exporting products and services. Special emphasis on finance and financial documentation. Lecture. Field trips required. (CSU)

AG-EC 210—ELEMENTS OF AGRICULTURAL ECONOMICS 3 Units

The place of agriculture and farming in the economic system; basic economic concepts and problems; agriculture, pricing and marketing problems, factors of production; state and federal farm programs affecting the farmer’s economic position. Field trips required. Lecture/Laboratory/Other. (CSU, UC, GR)

AG-EC 215—AGRICULTURAL MARKETING 3 Units

Structure and framework of agricultural marketing, history and present trends; marketing principles, policies, channels, institutions, regulatory agencies, cooperatives, marketing orders, cyclical and seasonal price variations, integration, and foreign and domestic trade; consideration of specific marketing programs affecting area commodities. Field trips required. Lecture/Laboratory/Other. (CSU, GC, SPR)

AG-EC 220—AGRICULTURAL BUSINESS MANAGEMENT 3 Units

Recommended for Success: AG-EC 200, AG 285 or equivalent, MATH 70 or equivalent, and one AG production class.
Principles of agricultural management and measures of earnings in determining production efficiency; property reports, study and reorganization of a given farm with application of above principles; term report and field laboratories required. Lecture/Laboratory. (CSU, GR, SPR)

AG-EC 225—AGRICULTURAL COMPUTER APPLICATIONS 3 Units

Computer use in the work place with emphasis on agribusiness situations. Computer applications including word processing, spreadsheets, databases, and presentation managers will be covered. Also included will be accessing information through the Internet and World Wide Web, telecommunications, and other software appropriate to agribusiness. Lecture, (GR) (CAN AG 2)

AG-EC 280—AGRICULTURAL SALES AND SERVICE 3 Units

Recommended for Success: Completion of three agriculture courses (preferably two or more agriculture production courses and one or more agribusiness courses).
Introduction to sales and service professions with emphasis on, but not limited to, the agribusiness sector. Provides both theoretical background and experiential exercises on a variety of sales and service facets including: the sales industry, identifying and understanding personalities, motivating people, sales presentations, prospecting, sales management, and advertising and promotion. Designed to prepare for employment or augment a current sales job. Field trips required. Lecture/Laboratory. (CSU, GR, SPR)

AG-EC 325—INTRODUCTION TO PRACTICAL AGRICULTURAL COMPUTING 1 Unit

Introductory computer use in the agricultural workplace, emphasizing agribusiness situations, brief overview of the use of computer applications software, including word processors, spreadsheets and databases. Includes information accessing, telecommunications, and other software appropriate to agribusiness. Two maximum completions. Lecture/Other. (GR)

AG-EC 326—PRACTICAL AGRICULTURE SPREADSHEET APPLICATIONS 1 Unit

Recommended for Success: AG-EC 326 or the equivalent.
Using computer spreadsheet applications for developing a series of financial statements and production records pertaining to various agricultural operations. Agricultural industry-standard forms will be developed using lending institutions’ models. Two maximum completions. Lecture/Other. (GR)

AG-EC 327—PRACTICAL AGRICULTURE TELECOMMUNICATIONS 1 Unit

Recommended for Success: AG-EC 326 or the equivalent.
Using telecommunications and the World Wide Web to gather agricultural information including market reports, weather, commodity pricing, etc. Purchasing agricultural inputs, accessing current agricultural technology, troubleshooting production and agribusiness problems, and marketing agricultural products will also be explored. Two maximum completions. Lecture/Other. (GR)
Agricultural Mechanics (AG-M)

Mechanized Agriculture Program

In this program, students will develop skills and knowledge to enter the mechanized agriculture field. Contact the division office in the Agriculture Building for advising assistance.

Certificate: Mechanized Agriculture Technician

* To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

I. Agriculture Career Core - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers.............1
AG 249 [NP] Agriculture Internship..............................................4 OR
AG 349 A-D [NP] Work Experience (for a total of 4 units)..............4 OR

II. Required Courses for Certificate - Complete 13 units
AG-M 200 [1] Introduction to Agricultural Technology......................3
AG-M 210 [1,2] Agricultural Welding.............................................3
AG-M 215 [1] Farm Tractors.......................................................2
AG-M 241 [NP] Compact Diesel Engines......................................2
AG-M 262 [NP] Hydraulics/Pneumatics..........................................3

III. Elective Courses for Certificate - Complete 12 units
AG 280 [NP] Agricultural Computations.......................................3
AG 285 [NP] Communications in Agriculture.................................3
AG-EC 280 [NP] Agricultural Sales & Service.................................3
AG-M 211 [NP] Advanced Agriculture Welding..............................3
AG-M 214 [NP] Equipment Service and Safety...............................2
AG-M 225 [NP] Residential & Farmstead Electrical Wiring & Principles3
AG-M 230 [NP] Field Surveying..................................................2
AG-M 241 [NP] Compact Diesels.................................................2
AG-M 389 [NP] Small Engine Repair.............................................1

TOTAL UNITS FOR CERTIFICATE.............................................30

AS Degree: Mechanized Agriculture

* To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Core - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers...........1
AG 249 [NP] Agriculture Internship..............................................4 OR
AG 349 A-D [NP] Work Experience (for a total of 4 units)..............4 OR

II. Agriculture Science Breadth Core - Complete 9 units
PL-SC 200 [NP] Introduction to Plant Science..................................3
AN-SC 200 [NP] Introduction to Animal Science..............................3
NR 200 [NP] Soils...........................................................................3
AG-EC 225 [NP] Agriculture Computer Applications OR
AG-EC 210 [NP] Elements of Agricultural Economics......................3 OR
AG-EC 200 [NP] Agricultural Accounting and Analysis......................3

III. Agriculture Major Courses - Complete 12 units in one option

FABRICATION OPTION
AG-M 200 [1] Introduction to Mechanical Technology......................3
AG-M 210 [1,2] Agricultural Welding.............................................3
AG-M 262 [NP] Hydraulics/Pneumatics..........................................3 OR
AG-M 280 [NP] Fluid Power Systems.............................................3

POWER OPTION
AG-M 200 [1] Introduction to Mechanical Technology......................3
AG-M 210 [1,2] Agricultural Welding.............................................3
AG-M 215 [1] Farm Tractors.......................................................2
AG-M 240 [NP] Farm Power.........................................................3
AG-M 262 [NP] Hydraulics/Pneumatics..........................................3 OR
AG-M 280 [NP] Fluid Power Systems.............................................3

IV. Agriculture Elective Courses - Complete 4-5 units
AG-M 211 [NP] Advanced Agricultural Welding.............................3
AG-M 214 [NP] Equipment Service and Safety...............................2
AG-M 225 [NP] Residential & Farmstead Electrical Wiring & Principles3
AG-M 230 [NP] Field Surveying..................................................2
AG-M 241 [NP] Compact Diesel Engines......................................2
AG-M 389 [NP] Small Engine Repair.............................................1

ANY 200 LEVEL AGRICULTURE COURSE INCLUDING THOSE THAT ARE LISTED, BUT NOT USED, IN AREA II ABOVE.

TOTAL UNITS FOR A.S. MAJOR..................................................30

Agricultural Mechanics Courses

AG-M 50—PREPARATION FOR MECHANICAL TECHNOLOGY* 3 Units
Preparation in woodworking, cold metal, forging, plumbing and welding as related to farm maintenance and repair. Designed for agricultural students who need development in basic mechanical skills. Field trips may be required. Lecture/Laboratory. Materials fee required.

AG-M 200—INTRODUCTION TO MECHANICAL TECHNOLOGY* 3 Units
Also offered as INTEC 200.
Basics in woodworking, cold metal, forging, plumbing and welding as related to farm maintenance and repair. Designed for agricultural students who need development in basic mechanical skills. Field trips may be required. Lecture/Laboratory. Materials fee required. (CAN AG 4, CSU, GR)

AG-M 210—AGRICULTURAL WELDING* 3 Units
Introduction and basic instruction in oxy-acytylene welding and cutting techniques and shielded metal arc welding. Fusion welding, brazing and heating will also be covered as well as safety and machine operation. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU, GR)

AG-M 211—ADVANCED AGRICULTURAL WELDING* 3 Units
Prerequisite: AG-M 210 or equivalent experience. Recommended for Success: Two years of high school welding. Advanced welding and other metallurgical techniques such as pipe fitting, hard facing, Mig (GMAW) and Tig (GTAW) welding on aluminum and stainless steel. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU, GR)

AG-M 214—EQUIPMENT SERVICE AND SAFETY 1 Unit
Safe tractor, forklift, and machinery operation, service and key safety practices found in shops. Safe handling of chemicals used in farming and fire safety. A job skills course for students involved in farming practices on college property. Supervised field operation and field trips required. Lecture/Laboratory. (CSU, GR)

*State law requires safety glasses for all students.
AG-M 215—FARM TRACTORS  
Selection, application, operation, maintenance and minor repair of wheel and track type farm tractors. Field laboratories required. Saturday laboratories may be required.  
Lecture/Laboratory. (CSU, GR)  

AG-M 220—FARM MACHINERY*  
Recommended for Success: AG 280 or other math equivalent.  
Operation, selection and care of farm machinery common to this area. The calibration, repair, adjustment and hitching of machinery. Principles of power and its transmission as related to machinery. Field trips and semester notebook required. Lecture/Laboratory.  
(CSU, GR)  

AG-M 221—FARM EQUIPMENT  
Basic mechanical principles and designs used in the construction and repair of farm equipment. Machinery management, operation, selection, and repair of machinery used in construction work and farming. Calibration, adjustment, hitching, principles of power transmission and safety as related to machinery. Field trips may be required. Lecture/Laboratory.  
(CSU, GR)  

AG-M 222—ORNAMENTAL HORTICULTURE MACHINERY  
Operation, care, maintenance and service of machines and equipment commonly used in ornamental horticulture businesses such as nurseries, turf farms, golf courses, parks, and home landscaping and maintenance professions. Field trips required. Lecture/Laboratory.  
(CSU, GR)  

AG-M 225—RESIDENTIAL AND FARMSTEAD ELECTRICAL WIRING AND PRINCIPLES  
Also offered as INTEC 225.  
Fundamental principles, systems and applications of electrical energy and the equipment necessary to manually or automatically control that energy. Field laboratories required. Lecture/Laboratory. Materials fee required.  
(CSU, GR)  

AG-M 230—FIELD SURVEYING  
Recommended for success: Math 70 or AG 280.  
Also offered as ENGR 230.  
Selection, care and checking of tapes, levels, GPS and laser systems. Introduction to total station care and use. Field observations, note taking and office computations; use of surveying instruments and equipment for land measurement and mapping; practice in differential, profile, and contour leveling; horizontal angles, traverses, and construction problems used in public lands surveying, legal descriptions, and county records. Lecture/Laboratory. Field trips required.  
(CSU, GR)  

AG-M 235—IRRIGATION AND DRAINAGE  
Irrigation and drainage problems relating to pumps, motors, sprinkler systems, structures, pipelines, ditches and wells; computation of costs and measurement of water; water law; basic principles of plant-soil-moisture relations and water movement in soil. Field laboratories required. Lecture/Laboratory.  

AG-M 240—FARM POWER*  
Recommended for Success: Previous experience or knowledge of power units.  
Principle of operation of internal combustion engines including gasoline, diesel, and liquefied petroleum. Major overhaul, and repair, trouble-shooting, servicing, and maintenance of engine units and their accessory systems; power transmission units including clutches, transmissions, and final drives. Farm power unit selection, operation, and management. Field trips required. Lecture/Laboratory.  
(CSU, GR)  

AG-M 241—COMPACT DIESEL ENGINES  
Recommended for Success: AG-M/AUTEC 389 or AUTEC 390 or equivalent.  
Also offered as AUTEC 241.  
This course explores the design, operation, and proper maintenance of the latest compact diesel engines approved by the California Air Resources Board (CARB) for operation and sales in California after 1997. Topics include fuel characteristics, current emissions testing and standards, related engine systems, operation and trouble-shooting. Problem-solving component failures and disassembly/assembly of representative engine will be covered. (Engine Equipment Training Council certification approved course.) Field trips required. Lecture/Laboratory. Materials fee required.  
(CSU, GR)  

AG-M 245—ENGINE FUELS, FUEL SYSTEMS AND TURBOS  
Recommended for Success: Knowledge of engine parts, function, and engine systems.  
Introduction to fuel systems, fuel alternatives and fuel use for engines and equipment; engine modifications and fuel system adjustment to utilize future liquid fuels. Also fuel system governors, turbo chargers, and superchargers, diesel, fuel injection system principles, adjustment maintenance and troubleshooting of diesel fuel injection systems. Field trips required. Lecture/Laboratory.  
(CSU, GR)  

AG-M 251—FARM CONSTRUCTION AND MATERIALS*  
Prerequisites: AG-M 200 and 210.  
Types, costs and characteristics of construction materials; their use in farm equipment and buildings. Structural requirements, cost factors, safe loads, animal and equipment requirements, operation and labor efficiency, adaptability to the community. Designing and building projects in the shop and group field work. Field trips required. Lecture/Laboratory. Materials fee required.  
(CSU, GR)  

AG-M 252—FARM CONSTRUCTION ADVANCED LAB*  
Prerequisite: AG-M 251.  
Types, costs and characteristics of construction materials; their use in farm equipment and buildings. Structural requirements, cost factors, safe loads, operation and labor efficiency, adaptability to the community. Designing and building projects in the shop and group field work. Field trips required. Laboratory. Materials fee required.  
(CSU, GR)  

AG-M 262—HYDRAULICS/PNEUMATICS  
Also offered as INTEC 262.  
Principles and practices of hydraulics/pneumatics as used in the industry. Study of the different applications and management of hydraulics for the most efficient use. Basic pneumatic principles and application systems. Field trips may be required. Two maximum completions. Lecture.  
(CSU)  

AG-M 280—FLUID POWER SYSTEMS  
Recommended for Success: AG 280 and AG-M 215 or 220.  
Fundamental principles and practices of hydraulic circuitry as applied in hydraulic applications and system design. Study of standard hydraulic oil and pneumatic components found on mechanical units in transmissions, braking devices, auxiliary and accessory power units. System design term problem required. Field trips required. (National Outdoor Power Equipment (OPE) Association certification approved course.) Lecture/Laboratory.  
(CSU, GR)  

AG-M 310—AGRICULTURAL WELDING  
Basic welding techniques and theory instruction in oxy-acetylene welding and cutting, shield metal arc welding, and flat and vertical fusion welding. Introduction to MIG welding, brazing, and healing will also be covered as well as welding safety. Lecture/Laboratory. Field trips required. (CR/NC)  

AG-M 376—FARM WELDING  
Short term basic course in the techniques of operating electric welding machines, oxy-acetylene torches, metal inert gas welding equipment. Welding, heating, brazing, cutting, hard surfacing and soldering of most common types of metals in all positions will be covered. Lecture/Laboratory. Not offered every semester.  
(AGR)  

AG-M 389—SMALL ENGINE REPAIR  
Also offered as AUTEC 389.  
A short course in servicing, operation, and maintenance of small gas engines, garden and landscape equipment. The student will need shop clothes and a small gas engine to overhaul. Field trips required. Lecture/Laboratory.  
(AGR)  

Agriculture Business  
See Agriculture Economics
Agricultural Science

See Agriculture, General

Agriculture, General

Agricultural studies play an essential part in filling the world-wide demand for food and fiber. The program of courses offered in agriculture is designed to prepare students for a variety of professions or occupations in agriculture or transfer to higher institutions. Students preparing for immediate entry into agricultural occupations will find practical sequences of courses designed to assist them in achieving their occupational goals. University transfers may take agricultural courses appropriate to the majors and programs of the institutions to which they are transferring.

Supervised practice (work experience) is an essential part of the instruction offered and is a requirement for completion of all agricultural programs. Majors completing the appropriate requirements may earn the Associate in Science degree. Transfer and community college students completing the requirements of technical programs may earn certificates of completion. Students should consult division advisors for enrollment and program details before registration. In order to complete a program, students must complete courses approved by the division. Divisional advisors will assist students in the selection of proper courses and sequences.

AS Degree - Agricultural Science

To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements, in addition to completing the 30 units required below.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers......1
AG 349 A-D [NP] Work Experience (for a total of 4 units).............4 OR
AG 249 [NP] Agriculture Internship...........................................4

II. Agriculture Science Breadth Courses - Complete 9 units
PL-SC 200 [NP] Plant Science..................................................3
AN-SC 200 [NP] Animal Science...............................................3
NR 200 [NP] Soils .................................................................3
AG-M 200 [NP] Mechanical Technology.................................3 OR
AG-EC 225 [NP] Agriculture Computer Applications.................3 OR
AG-EC 210 [NP] Elements of Agriculture Economics.................3 OR

III. Agriculture Major Courses - Complete 9 units
AN-SC 201 [NP] Beef Cattle Science.................................3 OR
AN-SC 202 [NP] Swine Science............................................3 OR
AN-SC 203 [NP] Sheep Science...............................................3
AN-SC 230 [2,3,4] Poultry Science.........................................3
EHS 210 [NP] Introduction to Environmental Horticulture..........3
PL-SC 220 [NP] Fruit Science................................................3

IV. Agriculture Major Electives - Complete 7 units
ANY CLASS NOT USED IN AREA II & III
ANY 200 LEVEL AGRICULTURE CLASS APPROVED BY ADVISOR
2 UNITS OF 500 LEVEL CLASS

TOTAL UNITS FOR A.S.MAJOR......................................................30

Agriculture Laboratory

The student will acquire skills for entry-level employment in an agricultural laboratory analyzing soil, feed, food, water, etc. Contact the division office in the Agriculture Building for advising assistance.

Certificate: Agriculture Laboratory Technician

• To earn a Certificate of Achievement, the student must complete the coursework as indicated below in addition to completing 400 hours of laboratory work experience. Each course must be completed with a grade of C or better.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers......1
AG 349 A-D [NP] Work Experience........................................1-4 OR
AG 249 [NP] Agriculture Internship...........................................4

II. Agriculture Science Breadth Courses - Complete 9 units
PL-SC 200 [NP] Plant Science..................................................3 OR
AN-SC 200 [NP] Animal Science...............................................3
NR 200 [NP] Soils .................................................................3
AG-M 200 [NP] Mechanical Technology.................................3 OR
AG-EC 225 [1] Agriculture Computer Applications.................3 OR
AG-EC 210 [1,2] Elements of Agriculture Economics.................3 OR

III. Agriculture Major Courses - Complete 14 units
AG 376 [3,4] Basic Science and Laboratory Techniques..............3
AG 280 [1] Agricultural Computations..................................3 OR HIGHER MATH 3
FD-P 376 [1] Basic Food Plant Laboratory Procedures................1
FD-P 378 [2] Food Laboratory Instruments.............................1
AG 285 [1,2] Communications in Agriculture.........................3
FD-P 200 [1] Basic Food Processing.......................................3

IV. Agriculture Major Electives - Complete 6 units
CHEM 101 [3,4] General Chemistry.................................5 OR
CHEM 143 [3,4] Introductory College Chemistry.......................5 OR
CHEM 144 [3,4] Fundamentals of Organic and Biochemistry........4
MICRO 101 [3,4] Microbiology..............................................4
FD-P 379-387 [1] Select course in consultation with advisor........1-2
ANY COURSE NOT TAKEN IN II. AND/OR III. ABOVE MAY BE USED TO COMPLETE IV.

TOTAL UNITS FOR CERTIFICATE..............................................34

AS Degree - Agriculture Laboratory Technician

• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers......1
AG 349 A-D [NP] Work Experience........................................1-4 OR
AG 249 [NP] Agriculture Internship...........................................4

II. Agriculture Science Breadth Courses - Complete 9 units
PL-SC 200 [NP] Plant Science..................................................3 OR
AN-SC 200 [NP] Animal Science...............................................3
NR 200 [NP] Soils .................................................................3
AG-M 200* [NP] Mechanical Technology.................................3
AG-EC 225 [NP] Agriculture Computer Applications.................3 OR

TOTAL UNITS FOR A.S.MAJOR......................................................30
AG-EC 210 [NP]  Elements of Agricultural Economics 3 OR

III. Required Courses  - Complete 8 units
AG 376 [3,4]  Basic Science and Laboratory Techniques 3
AG 280 [NP]  Agricultural Computations 3 OR
FD-P 367 [1]  Basic Food Plant Laboratory Procedures 1
FD-P 378 [2]  Food Laboratory Instruments 1

IV. Elective Courses  - Complete 8 units
CHEM 101 [NP]  General Chemistry 1 5 OR
CHEM 143 [NP]  Introductory College Chemistry 5 OR
CHEM 144 [NP]  Fundamentals of Organic and Biochemistry 4-5
MICRO 101 [NP]  Microbiology 4
AG 285 [1,2]  Communications in Agriculture 3
FD-P 200 [1]  Basic Food Processing 3
FD-P 379-387  Select course in consultation with advisor 1-2

ANY COURSE NOT TAKEN IN II. AND/OR III. ABOVE MAY BE USED TO COMPLETE IV.

TOTAL UNITS FOR A.S. MAJOR 30

Agriculture, General Courses
AG-GE 145—PARLIAMENTARY PROCEDURE 1 Unit
AG-GE 146—AGRICULTURE, ENVIRONMENT AND SOCIETY 3 Units
AG-GE 306—SUBURBAN AGRICULTURE AND LIVING 2 Units
AG-GE 307—AQUACULTURE: HUSBANDRY OF AQUATIC PLANTS AND ANIMALS 1 Unit
AG-GE 320A,B—EVALUATION OF AGRICULTURAL PRODUCTS ½,1 Unit

Agriculture Laboratory
See Agriculture, General

Agriculture, Sales, Service
See Agricultural Economics

Agriculture, Vocational and Technical (AG)

Vocational courses are designed to prepare for occupational entry into skilled or semi-professional fields of agriculture. Technical courses are designed to prepare for occupational entry into the technical fields of agriculture.

Agriculture, Vocational and Technical Courses
AG 100A,B—LEADERSHIP IN AGRICULTURE 1, 2 Units
As per semester. (CSU, CR/NC)

AG 115—INTRODUCTION TO AGRICULTURAL EDUCATION AND CAREERS 1 Unit
Introduction to educational and agricultural employment opportunities. Includes portfolio and educational plan development and curriculum requirements that pertain to educational goals as they relate to agriculture majors. Assists students in setting goals and developing skills necessary for life-long success in obtaining, maintaining, and advancing in agriculture careers. Current events that impact agriculture and society will be discussed. Lecture. (CSU, GR)

AG 129—INTRODUCTION TO AGRICULTURE EDUCATION 2 Units
Overview of agricultural education and agricultural education programs including goals and purposes, kinds of classes, types of programs, and qualifications essential to successful agriculture teaching. Field trips may be required. Lecture plus participation in agricultural events, leadership activities and FFA involvement. (CSU, GR)

AG 130—AGRICULTURE EDUCATION 2 Units
EARLY FIELD EXPERIENCE

AG 249—AGRICULTURE INTERNSHIP 4 Units
Placement as an employee with selected agribusiness firms dealing with the production, manufacturing, retailing, retail and wholesale production, growers, mechanics, sales and services of agriculture products in public and private agencies. The experience must be related to the student's major. The student will be under the joint supervision of the employer and a faculty member; 300 paid hours or 240 unpaid hours of related internship per semester. (CSU, CR/NCR)

AG 280—AGRICULTURAL COMPUTATIONS 3 Units
Prerequisite: Satisfactory completion of MATH 20 or equivalent or qualification by MJC assessment process.
Practical problems in production agriculture, agriculture mechanics, agriculture business, and natural resources. Includes problems in algebra, geometry, money and interest, equipment calibration, metrics and graphics. Lecture/Laboratory. (CSU, GR)

AG 285—COMMUNICATIONS IN AGRICULTURE 3 Units
Methods of gathering and organizing data and writing reports. Communicating data. Lecture. (CSU, GR)
AG 300—AGRICULTURAL FIELD PRACTICES 1 Unit
Practice in basic in-season farm operations including the use of common farm machinery and equipment, soil tillage, cultivation, harvest and irrigation; farmstead maintenance including the use of minor equipment such as sprayers, burners and chemical applicators; livestock and dairy operations including care, feeding and handling. Recommended for students with inadequate agricultural experience for satisfactory progress toward occupational objectives, but open to all students. Field trips required. Laboratory. (GR)

AG 305—SUPERVISION IN AGRICULTURE 2 Units
Formerly listed as AG-EC 305.
Training agriculture managers, superintendents and crew leaders in the principles of supervision, maintaining effective relationships, handling personnel problems, instructing new personnel on job performance, and analyzing job efficiency. Designed for West Campus student residents. Field trips required. Four maximum completions. Lecture plus applied skills. (GR)

AG 349 A,B,C,D—WORK EXPERIENCE 1, 2, 3 and 4 Units
AGRICULTURE—SUPERVISED PRACTICE
Corequisite: Enrollment in a minimum of 7 units, which may include Cooperative Vocational Work Experience.
Designed for agriculture majors who wish to combine classroom experience with an expansion of skills or knowledge acquired at a site of employment on a paid or volunteer basis. Work must directly relate to the student’s area of study. Maximum of 4 units may be earned per semester. May be repeated to a maximum of 16 units. Work Experience credit (Cooperative General Work Experience is included in this maximum.) Also offered during May, June and July. Lecture/Other

AG 376—BASIC SCIENCE AND LABORATORY TECHNIQUES 3 Units
Essential laboratory techniques and basic science principles and information designed to qualify students for service in agriculture at technical levels. Field trips are required. Lecture/Laboratory. (GR)

AG 390 A,B,C,D—AGRICULTURAL SKILLS TRAINING 1/4,1,2,3,4 Units
Emphasis on developing or upgrading skills of agricultural employees. Field trips are required. Four maximum completions. Total number of AG 390 A,B,C,D units not to exceed eight total units. Lecture/ Laboratory. (GR)

Allied Health (ALHE)

ALHE 380—BASIC CARDIAC ARRHYTHMIAS 3 Units
Recommended for Success: Understand basic medical terminology. Designed for students who have had little or no formal training in arrhythmia diagnosis. Emphasis will be on diagnosing the major and life-threatening arrhythmias incorporating patient assessment and treatment. Field trips may be required. Four maximum completions. Lecture. (CC EMS 20)

ALHE 385—INTRODUCTION TO CRITICAL CARE CONCEPTS 3 Units
Prerequisite: Must have completed NURSE 252 or equivalent, or have 6 months medically related clinical training or experience. Presentation of concepts and techniques employed in the care of the critically ill. Course focus is on cardiac arrhythmia recognition, advanced cardiac life support, and hemodynamic monitoring. Lecture.

Anatomy (ANAT)

ANAT 125—HUMAN ANATOMY 4 Units
Prerequisite: High school biology or any of the following:
AP 50, BIO 101, BIO 111.
Study of human body structures through use of models, charts, skeletons, microscopic slides, and dissection. Cadaver demonstrations may be used. Lecture/Laboratory. (CAN BIOL 10, CAN BIOL SEQ B, CSU, UC) (CC BIOL 10)

Anatomy and Physiology (AP)

AP 50—ELEMENTARY HUMAN ANATOMY-PHYSIOLOGY 3 Units
Introduction to human structure and function. Designed as a foundation course for the allied health student, but open to all students. Lecture.

AP 150—INTEGRATIVE ANATOMY AND PHYSIOLOGY 4 Units
Prerequisites: High school biology or any of the following: BIO 101, 111 or AP 50
General structure and function of the human body with an emphasis on integrative functions of the systems. Lecture/Laboratory. Materials fee may be required. (CSU, UC, GR)

Animal Science (AN-SC)

This program prepares students for livestock ranching, ranch management, agribusiness and agri-education, as well as artificial insemination. It also prepares students for transfer to a senior college for continuation of agriculture education and training. Contact the division office in the Agriculture Building for advising assistance.

Animal Science Program

AS Degree: Animal Science

• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers ..........1
AG 349 A-D [NP] Work Experience ...........................................4 OR
AG 249 [NP] Agriculture Internship ...........................................4

II. Agriculture Science Breadth Courses - Complete 9 units
PL-SC 200 [NP] Introduction to Plant Science ..............................3
NR 200 [NP] Soils .................................................................3
AG-M 200 [NP] Introduction to Mechanical Technology ..................3
AG-EC 225 [NP] Agriculture Computer Applications OR
AG-EC 210 [NP] Elements of Agriculture Economics OR

III. Agriculture Major Courses - Complete 12 units
AN-SC 200 [1] Introduction to Animal Science ...........................3
AN-SC 201 [NP] Beef Cattle Science .........................................3
AN-SC 202 [NP] Swine Science ...............................................3
AN-SC 203 [NP] Sheep Science ..............................................3
AN-SC 207 [NP] Equine Science ..............................................3
AN-SC 210 [1] Livestock Selection & Evaluation ............................3
AN-SC 214 [NP] Livestock, Feeding & Nutrition ............................3

IV. Elective Courses - Complete 4 units
Any 200 level Animal Science class not listed above ......................[NP]
Any Agriculture class not used in Area II. for breadth core ..............[NP]
Any Animal Science class not used in Area III. for major core ..........[NP]
No more than two units of 300 level Agriculture classes .................[NP]

TOTAL UNITS FOR A.S. MAJOR ........................................... 30
Artificial Insemination Program

The student will develop skills and knowledge sufficient enough to collect bull semen, artificially inseminate cows, and to evaluate pedigrees. The student will also develop skills in basic salesmanship. Contact the division office in the Agriculture Building for advising assistance.

Certificate: Artificial Insemination Technician

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers......1
AG 349 A-D [NP] Work Experience...........................................4 OR
AG 249 [NP] Agriculture Internship.............................................4

II. Agriculture Science Breadth Courses - Complete 9 units
AG 376 [NP] Basic Science & Lab Techniques..........................3
AG-EC 200 [2,3,4] Agricultural Accounting & Analysis..............3
AG-EC 280 [NP] Agricultural Sales & Services..........................3

III. Required Courses - Complete 10 units
AN-SC 201 [NP] Beef Cattle Science........................................3
AN-SC 217 [NP] Advanced Breeding & Artificial Insemination....4

IV. Elective Courses - Complete 6 units
AN-SC 224 [NP] Dairy Feeds & Feeding..................................3 OR
AN-SC 214 [NP] Livestock Feeding & Nutrition.........................3
AN-SC 226 [NP] Dairy Breeding & Selection OR
AN-SC 216 [NP] Livestock Breeding & Selection.....................3

TOTAL UNITS FOR CERTIFICATE..............................................30

Dairy Science Program

AS Degree: Dairy Science

- To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers......1
AG 349 A-D [NP] Work Experience...........................................4 OR
AG 249 [NP] Agriculture Internship.............................................4

II. Agriculture Science Breadth Courses - Complete 9 units
PL-SC 200 [NP] Introduction to Plant Science.........................3
AN-SC 200 [NP] Introduction to Animal Science......................3
NR 200 [NP] Soils.................................................................3
AG-M 200 [NP] Introduction to Mechanical Technology...........3
AG-EC 225 [NP] Agriculture Computer Applications.................3 OR
AG-EC 210 [NP] Elements of Agriculture Economics.................3 OR
AG-EC 200 [2,3,4] Agriculture Accounting & Analysis.............3

III. Agriculture Major Courses - Complete 9 units
AN-SC 221 [NP] Dairy Cattle Selection & Evaluation..................3
AN-SC 224 [NP] Dairy Feeds & Feeding...................................3
AN-SC 226 [NP] Dairy Breeding & Selection............................3

IV. Agriculture Major Electives - Complete 7 units
AN-SC 217 [NP] Advanced Breeding & Artificial Insemination........4
AN-SC 222 [NP] Milk Production & Technology.....................3
AN-SC 227 [NP] Advanced Dairy Cattle Selection and Evaluation...3
AN-SC 228 [NP] Dairy Management.........................................3
ANY 200 SERIES AGRICULTURE COURSE NOT TAKEN ABOVE........3
1 UNIT MAXIMUM FROM ANY 300 SERIES AGRICULTURE COURSE....1

TOTAL UNITS FOR A.S. MAJOR..............................................30

Poultry Science Program

In this program the student will develop skills and knowledge sufficient to enter the poultry industry or to transfer to a university. Contact the division office in the Agriculture Building for advising assistance.

AS Degree: Poultry Science

- To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers......1
AG 349 A-D [NP] Work Experience...........................................4 OR
AG 249 [NP] Agriculture Internship.............................................4

II. Agriculture Science Breadth Courses - Complete 9 units
PL-SC 200 [NP] Introduction to Plant Science.........................3
AN-SC 200 [NP] Introduction to Animal Science......................3
NR 200 [NP] Soils.................................................................3
AG-M 200 [NP] Introduction to Mechanical Technology...........3
AG-EC 225 [NP] Agriculture Computer Applications.................3 OR
AG-EC 210 [NP] Elements of Agriculture Economics.................3 OR
AG-EC 200 [2,3,4] Agriculture Accounting & Analysis.............3

III. Agriculture Major Courses - Complete 12 units
AN-SC 230 [1] Poultry Science................................................3
AN-SC 214 [NP] Livestock Feeding and Nutrition........................3 OR
AN-SC 234 [NP] Poultry Feeding..............................................3
AN-SC 235 [2] Poultry Diseases & Housing.................................3 OR
AN-SC 237 [3,4] Poultry Management.........................................3 OR
AG-EC 220 [3,4] Agribusiness Management............................3
AN-SC 232 [NP] Avian Practices.............................................3
AN-SC 236 [2] Poultry Breeding and Selection.........................3

IV. Agriculture Major Electives - Complete 4 units
ANY 200 LEVEL ANIMAL SCIENCE CLASS THAT IS NOT LISTED ABOVE
ANY 200 LEVEL AGRICULTURE ECONOMICS CLASS NOT LISTED ABOVE
ANY AGRICULTURE CLASS NOT USED IN AREA II. FOR BREADTH CORE
NO MORE THAN TWO UNITS OF 300 LEVEL AGRICULTURE CLASSES

TOTAL UNITS FOR A.S. MAJOR..............................................30

Animal Science Courses

Animal Science Courses

AN-SC 50—PREPARATORY ANIMAL SCIENCES 3 Units
A preparatory survey of the livestock industry, supply of animal products and their uses. A special emphasis on the origin, characteristics, adaptation and contributions of farm animals to the ag industry. Analyze the economic trends and career opportunities in animal agriculture. Field trips required. Lecture.

Continued
AN-SC 200—INTRODUCTION TO ANIMAL SCIENCE 3 Units
A survey of the livestock industry, supply of animal products and their uses. A special emphasis on the origin, characteristics, adaptations and contributions of livestock to the agriculture industry. Analysis of the economic trends and career opportunities in animal agriculture. Field trips may be required. Lecture. (CAN AG 6, CSU, UC, GR)

AN-SC 201—BEEF CATTLE SCIENCE 3 Units
A study of the principles and practices of purebred and commercial beef cattle production throughout California, the U.S., and the world. Emphasis is to be placed on importance of breeds, breeding principles, selection, nutrition, environmental management, health, marketing and record-keeping to ensure scientifically-based management decisions and consumer product acceptance as applied to beef cattle. Field trips required. Lecture/Laboratory. (CAN AG 20, CSU, UC, GR)

AN-SC 202—SWINE SCIENCE 3 Units
A study of the principles and practices of purebred and commercial pork production throughout California, the U.S., and the world. Emphasis is to be placed on importance of breeds, breeding principles, selection, nutrition, environmental management, health, marketing and record-keeping to ensure scientifically-based management decisions and consumer product acceptance. Field trips required. Lecture/Laboratory. (CAN AG 24, CSU, UC, GR)

AN-SC 203—SHEEP SCIENCE 3 Units
A survey of the sheep industry including management of commercial, purebred and small farm flocks; selecting, feeding, breeding and basic care of ewes and lambs plus marketing of lambs and wool. Field trips required. Lecture/Laboratory. (CAN AG 22, CSU, UC, GR)

AN-SC 205—BEEF CATTLE BREEDS 1 Unit
Breeds of cattle available to beef cattle breeders. History, development and characteristics emphasizing the merits and limitations of various breeds. Field laboratories including one or two on Saturdays required. Lecture/Laboratory. (CSU, GR)

AN-SC 207—EQUINE SCIENCE 3 Units
A survey of the equine industry; selection, feeding, breeding, facilities, handling and health management will be emphasized to ensure scientifically-based management decisions. Field trips required. Lecture/Laboratory. (CAN AG 26, CSU, UC, GR, Spr.)

AN-SC 208—CARE AND HANDLING OF HORSES AND TACK 3 Units
Basic care of the horse and equipment. Types of equipment. Horse handling skills including training and riding. Student is expected to provide own horse. Field trips required. Lecture/Laboratory. (CSU, GR)

AN-SC 209—EQUINE BREEDING AND REPRODUCTION 2 Units
Recommended for Success: AN-SC 207
A short-term, advanced level course designed for those interested in learning more about equine breeding and reproduction. Field trips required. Lecture/Other. (CSU, GR)

AN-SC 210—LIVESTOCK SELECTION AND EVALUATION 3 Units
Detailed analysis of various visual and physical methods of appraising beef, sheep, swine and horses concerning functional and economic value. Written and oral summaries of evaluation will be required. Specific reference will be made to performance data and factors determining carcass value. Lecture/Laboratory/required attendance at judging contests arranged. Two maximum completions. (CSU, UC, GR)

AN-SC 211—INTRODUCTION TO MEAT SCIENCE 3 Units
An introductory course to the meat industry with a special emphasis on meat products and value-added meat processing techniques. Concepts on food safety and sanitation, grading and inspection along with preservation and marketing strategies to meet current consumer demands. Field trips required. Lecture/Laboratory. (CSU, UC, GR)

AN-SC 212—ADVANCED LIVESTOCK SELECTION AND CARCASS EVALUATION 3 Units
Recommended for Success: AN-SC 210
Advanced study of animal conformation as related to its various functions. Evaluation of beef, sheep and swine species using performance and carcass data as well as live animal observation. Oral interpretation of these evaluative criteria. Formal reasoning presentations required. Two maximum completions. Lecture/Laboratory/Other. (CSU, GR)

AN-SC 214—LIVESTOCK FEEDING AND NUTRITION 3 Units
The fundamentals of digestion and absorption in both ruminants and nonruminants are discussed. The nutritive value of feeds as they relate to the formulation of livestock rations will be emphasized, including by-product feeding. Field trips required. Lecture/Laboratory. (CAN AG 12, CSU, UC, GR)

AN-SC 215—ANIMAL HEALTH AND SANITATION 3 Units
Common livestock diseases and fundamentals of immunity. Includes coverage of the livestock worker’s role in promoting animal health and the foundation of disease control programs. Field trips required. Lecture/Laboratory. (CSU, UC, GR)

AN-SC 216—LIVESTOCK BREEDING AND SELECTION 3 Units
Anatomy and physiology of male and female reproductive systems, endocrine system, and problems affecting reproductive efficiency; fertilization, gestation, and parturition. Principles of heredity as applied to livestock breeding and improvement; systems of breeding; environmental factors affecting reproduction and performance. Livestock selection programs based on performance and progeny. Field laboratories including some on Saturdays required. Lecture/Laboratory. (CSU, UC, GR)

AN-SC 217—ADVANCED BREEDING AND ARTIFICIAL INSEMINATION
Prerequisites: AN-SC 201 and 220, AN-SC 216 or 226.
Advanced study and practical application of breeding principles and artificial insemination of farm animals; the collection, evaluation, and handling of semen; nutritional level, and sanitation practices affecting reproductive efficiency; public relations, and the responsibilities of the technician and the management. Field trips required. Lecture/Laboratory. Materials fee required. (CSU, UC, GR)

AN-SC 218—LIVESTOCK MANAGEMENT 3 Units
Recommended for Success: Suggested sophomore standing, at least one animal production course, AG-EC 200 and AG-EC 215.
Functional steps of management, agricultural resources, decision making procedures and instruments, planning and evaluating the livestock program, cost of production, management analysis, marketing, finance and credit, livestock industry trends. Field laboratories including some on Saturdays required. Lecture/Laboratory. (CSU, UC, GR, Spr.)

AN-SC 220—DAIRY INDUSTRY/DAIRY SCIENCE 3 Units
History, development and projections of the dairy industry. General information on the economics of dairying, facts, trends, selection, culling, fitting, showing, judging, pedigrees, feeding and basic management skills; employment opportunities and requirements. Field trips required. Lecture/Laboratory. (CAN AG 28, CSU, UC, GR)

AN-SC 221—DAIRY CATTLE SELECTION AND EVALUATION
Selection of dairy cattle on type conformation and the correlation between type and production. Pedigree evaluation, animal analysis, linear classification and body condition scoring. Written and oral evaluation on selection. Field trips required. Two maximum completions. Lecture/Laboratory/Other. (CSU, UC, GR)

AN-SC 222—MILK PRODUCTION AND TECHNOLOGY 3 Units
Milk and milk product consumption and the economics of milk production. Discusses the mammary system anatomy, the physiology of milk secretion, the composition and the properties of milk, including factors of production. Evaluation of milking parlors and equipment, systems, analysis and operation is also included. Milk testing, sanitation, quality control, udder health and treatment as well as dairy mathematics. Field trips required. Lecture/Laboratory. (CSU, UC, GR)

AN-SC 224—DAIRY FEEDS AND FEEDING 3 Units
Fundamentals of digestion and absorption in ruminants. The nutritive value of feeds as they relate to the formulation of dairy rations will be emphasized, including by-product feeding. Term project and field laboratories required. Lecture/Laboratory. (CSU, GR)
AN-SC 226—DAIRY BREEDING AND SELECTION 3 Units
The study of basic genetic principles with the study of the anatomical and physiological aspects of reproduction as they relate primarily to the bovine. Genetic principles to be emphasized include basic inheritance, selection techniques, mating systems, heterosis, and performance evaluation. Reproductive aspect to include endocrinology, estrous cycles, mating behaviors, gametogenesis, conception, gestation, parturition, and maternal behaviors. Artificial insemination, embryo manipulation, and current innovations in reproductive biotechnology will also be examined. Field laboratories required. Lecture/Laboratory. (CSU, GR)

AN-SC 227—ADVANCED DAIRY CATTLE SELECTION AND EVALUATION 3 Units
Prerequisite: AN-SC 221
Advanced study of dairy conformation as related to the function of milk production. Evaluation of dairy cattle using production data, pedigrees and live animal evaluation. Particular emphasis will be placed on linear classification and selective mating. Oral interpretation of these evaluative criteria and formal reasoning presentations will be required. Evaluation of milk and milk products will be required as well. Field trips are required. Two maximum completions. Lecture/Laboratory (CSU, GR)

AN-SC 228—DAIRY MANAGEMENT 3 Units
Recommended for Success: AN-SC 220 and 224 and AG-EC 200.
Economics of dairying; milk production and marketing and their relationship to income; computing production costs; analyzing dairy enterprises; business planning; farm selection; management problems relating to feeding, labor, replacements, breeding, work simplification and recordkeeping. Term problem and field laboratories required. Lecture/Laboratory. (CSU, UC, GR)

AN-SC 230—POULTRY SCIENCE 3 Units
A study of the principles and practices of commercial poultry production. Emphasis to be placed on poultry nutrition, reproduction, environmental management, health, marketing and recordkeeping to ensure scientifically-based management decisions and consumer product acceptance. Field trips required. Lecture/Laboratory. (CSU, UC, GR)

AN-SC 232—AVIAN PRACTICES 3 Units
Practices in avian management including breeders, fryers, and layers; incubating, brooding and rearing of chicks. Processing and marketing of various avian products. Specific work with game birds, and non-commercial species of fowl. Field laboratories required. Lecture/Laboratory. (CSU, UC, GR)

AN-SC 233—TURKEY PRODUCTION AND MANAGEMENT 3 Units
Turkey industry in the area, state, and nation; brooding, growing and management of turkeys; breeds and their adaptation, feeding, housing, and equipment; management of breeding flock; disease prevention; recordkeeping and evaluation. Field trips required. Lecture/Laboratory. (CSU, GR)

AN-SC 234—POULTRY FEEDING 3 Units
Economics of poultry feeding. Composition of feeds, nutritional requirements, feed formulation for chickens and turkeys; computer-assisted feed formulation, and proper feeding techniques. Field laboratories required. Lecture/Laboratory. (CU, GR)

AN-SC 235—POULTRY DISEASES AND HOUSING 3 Units
Anatomy and physiology of poultry; diagnosis, treatment, prevention and control of disease; sanitation; types of housing and equipment; planning housing, and equipment needs; vaccination schedules. Field laboratories required. Lecture/Laboratory. (CSU, GR)

AN-SC 236—POULTRY BREEDING AND SELECTION 3 Units
Principles of poultry breeding, pedigrees, marketing, record analysis; culling and selection of poultry, judging, incubation, hatching and grading of chicks and selecting sources of chicks. Field laboratories required. Lecture/Laboratory. (CSU, GR)

AN-SC 237—POULTRY MANAGEMENT 3 Units
Recommended for Success: AN-SC 230, 232, 233, 234, 235, or 236.
Economic aspects of poultry production; records and record analysis; efficiency factors affecting profit; marketing; poultry layout and budget; housing management; feeding. Field laboratories required. Lecture/Laboratory. (CSU, GR)

AN-SC 240—BEEF FITTING AND SHOWING 2 Units
Principles of selection, feeding, fitting, and presentation of beef animals for show. Field trips required. Three maximum completions. Lecture/Laboratory/Other. (CSU, GR)

AN-SC 241—SHEEP FITTING AND SHOWING 2 Units
Principles of selection, feeding, fitting, and presentation of sheep for show. Three maximum completions. Field trips required. Lecture/Laboratory/Other. (CSU, GR)

AN-SC 242—SWINE FITTING AND SHOWING 2 Units
Principles of selection, feeding, fitting, and presentation of swine for show. Field trips may be required. Three maximum completions. Lecture/Laboratory/Other. (CSU, GR)

AN-SC 243—HORSE FITTING AND SHOWING 2 Units
Principles of selection, feeding, fitting, and presentation of horses for show. Field trips may be required. Three maximum completions. Lecture/Other. (CSU, GR)

AN-SC 244—DAIRY FITTING & SHOWING 2 Units
Principles of selection, feeding, fitting and presentation of dairy animals for show. Field trips may be required. Three maximum completions. Lecture/Other. (CSU, GR)

AN-SC 308—RABBIT PRODUCTION 2 Units
Principles of rabbit production. Covers all aspects of the rabbit industry including uses for meat, fur, wool, laboratory, and show. Two maximum completions. Field trips may be required. Lecture/Other.

AN-SC 316—FARM PROCESSING OF MEAT ANIMALS 2 Units
Economics of raising and processing your own animals. Safety factors and local and state regulations as they apply to processing live animals. Processing will include fowl, rabbit, sheep, swine, and beef. Slaughtering, cutting, wrapping, and curing will be covered for each of the above species. Field trips required. Lecture/Laboratory. (GR)

AN-SC 330—BROILER-FRYER PRODUCTION 1 Unit
Broiler production and management including incubation, hatching, brooding, growout feeding, and disease control; product processing and marketing. Field trips required. Lecture. (GR)

AN-SC 331—EGG PRODUCTION 1 Unit
Commercial egg layer management including incubation, hatching, brooding, growout, selection, feeding, and disease control; processing and marketing of eggs. Field trips required. Lecture. (GR)

AN-SC 355—ROPE HORSE TRAINING 3 Units
Introduction to techniques and skills used in the training of rope horses. Student provides own horse. Field trips required. Two maximum completions. Lecture/Laboratory. (GR)

AN-SC 358—PACKING ANIMALS - WALKING/RIDING 1 ½ Units
Selection, care, and use of pack animals and equipment. Topics will include packing trips and environmental concerns. Having a horse is not a requirement to take this class. Field trips may be required. Three maximum completions. Not offered every semester. Lecture. The college does not provide horses or transportation for horses for this class nor gate fees for any field trips. (GR)

AN-SC 375—ANIMAL HEALTH (LIVESTOCK) 1 Unit
Diseases and parasites of the San Joaquin Valley; management practices to prevent disease and parasites; state and federal regulatory services; prevention and treatment of common diseases in livestock. Three maximum completions. Field trips may be required. Lecture. (GR)

AN-SC 379—SMALL ANIMAL MEDICINE AND BEHAVIOR 2 Units
Formerly listed as AN-SC 377 and AN-SC 378.
Basic introductory course in normal animal behavior of dogs and cats. The diagnosis and treatment of some of the most common pet behavior problems. Includes history of diseases and parasites in the area; management techniques to prevent diseases and parasites; state and federal regulatory services. Lecture. (GR)

AN-SC 390—CATTLE RANCH SKILLS 2 Units
Basic skills needed for handling and caring for cattle including doctoring, processing and moving cattle. Field trips required. Three maximum completions. Lecture/Laboratory. (GR)
Anthropology (ANTHR)

ANTHR 101—PHYSICAL ANTHROPOLOGY 3 Units
Introduction to human evolution. The evidence for human biological and behavioral adaptations is examined. Issues and topics will include the principles of genetics and evolution, human variation, comparative primate anatomy/behavior and an assessment of the human fossil record. Field trips may be required. Lecture. (CAN ANTH 2, CSU, UC) (CC ANTHR 1)

ANTHR 102—CULTURAL ANTHROPOLOGY 3 Units
Introduction to the methods, theories and insights of cultural anthropology and the application of these to life in a multicultural society. Topics include, but are not limited to: the nature of culture, cross-cultural comparative patterns in the areas of subsistence patterns, economics, religion, kinship, gender, language, political organization. Recommended for people who travel internationally. Field trips may be required. Lecture. (CAN ANTH 4, CSU, UC) (CC ANTHR 2)

ANTHR 105—PHYSICAL ANTHROPOLOGY LABORATORY 1 Unit
Prerequisite: ANTHR 101 or concurrent enrollment.
Laboratory investigation of methods and techniques of human evolution and variation, including use of the scientific method, anthropometrics, and an analysis of the functional morphology of primates. Lines of evidence examined will include the study of population genetics, comparative anatomy and behavior of primates, forensic anthropology, human fossils and their reconstruction. Field trips may be required. Lecture/Laboratory. (GR, CSU, UC)

ANTHR 130—ARCHAEOLOGY AND CULTURAL PREHISTORY 3 Units
An introduction to anthropological archaeology including concepts, theories, and methods employed by archaeologists in reconstructing past life ways of humans. Topics include history and interdisciplinary nature of archaeological research; data acquisition, analysis and interpretation with a discussion of applicable data and models; cultural resource management; selected cultural sequences. Field trips may be required. Lecture. (CAN ANTH 6, CSU, UC)

ANTHR 140—MAGIC, WITCHCRAFT & RELIGION 3 Units
Recommended for Success: ENGL 101
A cross-cultural study of the forms and functions of supernatural beliefs and associated rituals in various societies of Africa, Asia, aboriginal Australia, Oceania, South America, native North America and elsewhere. Emphasis on analyzing beliefs and rituals within their cultural contexts, and on broad comparison, to derive insight into the place of belief and ritual in human life. Field trips may be required. Lecture. (CAN ANTH 12, CSU, UC)

ANTHR 150—NATIVE PEOPLE OF NORTH AMERICA 3 Units
Introductory survey of the origins and varied adaptations made by the aboriginal cultures north of Mexico. Prehistoric and historic periods are emphasized. Special consideration of the aboriginal cultures of California. Emphasis on the techniques of data collection, analysis and interpretation. Field trips may be required. Lecture. Not offered every semester. (CSU, UC) (CC ANTHR 15)

ANTHR 160—FAMILIES IN SOUTHEAST ASIAN CULTURES 1 Unit
Also offered as FAMLF 160.
A survey of basic value concepts of Southeast Asian cultures; their origin, and resulting impact on family structure, child rearing, marriage practices, religion, folk medicine and education. Overview of the interplay between Southeast Asian social and cultural values and their counterparts in American society. Continuity and change in the Southeast Asian family. Lecture. (CSU, Spr.)

ANTHR 161—FAMILIES IN LATIN AMERICAN CULTURES 1 Unit
Also offered as FAMLF 161.
A survey of basic value concepts of Latin American cultures; their origin, and resulting impact on family structure, child rearing, marriage practices, religion, folk medicine and education. Overview of the interplay between Latin American social and cultural values and their counterparts in American society. Continuity and change in the Latin American family. Lecture. (CSU, Fall)

Architecture/Architectural Engineering (ARCH)

The Architecture program prepares students to transfer to four-year college and university programs. The programs at most universities vary somewhat. The student should consult closely with the architecture staff to ensure that required transfer courses are completed for the specific college that the student selects.

The work of an architect is very complex. Architecture includes the total responsibility for the planning, design, and observation of construction of all types of buildings. Also included is the knowledge of engineering principles, construction methods, materials, new techniques, and procedures as related to the client’s needs. The architecture program is directed to provide the student with the architectural, engineering, mathematics, and general education courses. See advisor for required mathematics and science courses.

Architecture/Architectural Engineering Program

AS Degree:

Architecture/Architectural Engineering

- A minimum of 30 units must be completed from required mathematics, science, and Elective Courses for an Associate in Science Degree. MJC Graduation Requirements must also be completed. See advisor for selection of courses.

REQUIRED COURSES - Complete 23 Units

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<th>Course</th>
<th>Title</th>
</tr>
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<tbody>
<tr>
<td>ARCH 100</td>
<td>Introduction to Engineering &amp; Architecture</td>
</tr>
<tr>
<td>ARCH 121</td>
<td>Beginning Graphics &amp; Design 1</td>
</tr>
<tr>
<td>ARCH 122</td>
<td>Beginning Graphics &amp; Design 2</td>
</tr>
<tr>
<td>ARCH 131</td>
<td>Architectural Drafting 1</td>
</tr>
<tr>
<td>ARCH 152</td>
<td>Architectural Design 1</td>
</tr>
<tr>
<td>ARCH 153</td>
<td>Architectural Design 2</td>
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ELECTIVE COURSES - Complete 7 units

<table>
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<tr>
<td>ARCH 106</td>
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<td>ARCH 107</td>
<td>Architectural Drafting Lab</td>
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<tr>
<td>ARCH 117</td>
<td>History of Architecture 1</td>
</tr>
<tr>
<td>ARCH 118</td>
<td>History of Architecture 2</td>
</tr>
<tr>
<td>ARCH 132</td>
<td>Architectural Drafting 2</td>
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<tr>
<td>ARCH 135</td>
<td>Architectural Mechanics - Statics</td>
</tr>
<tr>
<td>ENGR 101</td>
<td>Plane Surveying</td>
</tr>
<tr>
<td>ENGTC 210</td>
<td>Introduction to CAD</td>
</tr>
<tr>
<td>ENGTC 211</td>
<td>Intermediate Topics in CAD</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.S. MAJOR: 30
Architectural Drafting Technology Program

The Architectural Drafting Technology program prepares students to enter the field of architectural drafting at the entry level as a drafter.

The program is for students interested in the more pragmatic and applied aspects of architectural work, and is directed to the application of established scientific and architectural knowledge and methods.

Certificate: Architectural Drafting Technology

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUered Courses - Complete 19 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 100</td>
<td>1</td>
<td>Introduction to Engineering &amp; Architecture</td>
</tr>
<tr>
<td>ARCH 106</td>
<td>1</td>
<td>Materials of Construction</td>
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<tr>
<td>ARCH 107</td>
<td>1</td>
<td>Materials of Construction Laboratory</td>
</tr>
<tr>
<td>ARCH 121</td>
<td>2</td>
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<tr>
<td>ARCH 122</td>
<td>2</td>
<td>Beginning Graphics &amp; Design 2</td>
</tr>
<tr>
<td>ARCH 131</td>
<td>3</td>
<td>Architectural Drafting 1</td>
</tr>
<tr>
<td>ARCH 132</td>
<td>4</td>
<td>Architectural Drafting 2</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR CERTIFICATE ........................................... 19

AS Degree: Architectural Drafting Technology

- In addition to meeting the requirements below, student must complete the MJC Graduation Requirements. Consult with an advisor for selection of courses.

REQUered Courses - Complete 19 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 100</td>
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<tr>
<td>ARCH 106</td>
<td>1</td>
<td>Materials of Construction</td>
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<tr>
<td>ARCH 107</td>
<td>1</td>
<td>Materials of Construction Laboratory</td>
</tr>
<tr>
<td>ARCH 121</td>
<td>2</td>
<td>Beginning Graphics &amp; Design 1</td>
</tr>
<tr>
<td>ARCH 122</td>
<td>2</td>
<td>Beginning Graphics &amp; Design 2</td>
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<tr>
<td>ARCH 131</td>
<td>3</td>
<td>Architectural Drafting 1</td>
</tr>
<tr>
<td>ARCH 132</td>
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ELECTIVE COURSES - Complete 11 units

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<thead>
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<tbody>
<tr>
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<td>History of Architecture</td>
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<tr>
<td>ARCH 118</td>
<td>4</td>
<td>History of Architecture 2</td>
</tr>
<tr>
<td>ARCH 135</td>
<td>NP</td>
<td>Architectural Mechanics - Statics</td>
</tr>
<tr>
<td>ARCH 152</td>
<td>3</td>
<td>Architectural Design 1</td>
</tr>
<tr>
<td>ARCH 153</td>
<td>4</td>
<td>Architectural Design 2</td>
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<tr>
<td>ENGR 101</td>
<td>4</td>
<td>Plane Surveying</td>
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<tr>
<td>ENGT 210</td>
<td>NP</td>
<td>Introduction to CAD</td>
</tr>
<tr>
<td>ENGT 211</td>
<td>NP</td>
<td>Intermediate Topics in CAD</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.S. MAJOR ............................................. 30

City and Regional Planning Program

The City and Regional Planning program prepares students to transfer to four-year college and university programs. The programs at most universities vary somewhat. The student should consult closely with the architecture staff to ensure that required transfer courses are completed for the specific college that the student selects.

The work of a city and regional planner is part of the newer awareness of society to protect our environment. Planning includes opportunities with both private industry and/or federal, state, or local governmental agencies. The city and regional planning program is directed to the student with undergraduate architectural, engineering, mathematics, and general education courses. See advisor for required mathematics and science courses.

AS Degree: City & Regional Planning

- In addition to meeting the requirements that follow, student must complete the MJC Graduation Requirements. Consult with an advisor for selection of courses.

REQUered Courses - Complete 18 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 100</td>
<td>1</td>
<td>Introduction to Engineering &amp; Architecture</td>
</tr>
<tr>
<td>ARCH 121</td>
<td>1</td>
<td>Beginning Graphics &amp; Design 1</td>
</tr>
<tr>
<td>ARCH 122</td>
<td>2</td>
<td>Beginning Graphics &amp; Design 2</td>
</tr>
<tr>
<td>ARCH 131</td>
<td>1</td>
<td>Architectural Drafting</td>
</tr>
<tr>
<td>ARCH 152</td>
<td>3</td>
<td>Architectural Design 1</td>
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</table>

ELECTIVE COURSES - Complete 12 units

<table>
<thead>
<tr>
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<tr>
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<td>Materials of Construction</td>
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<tr>
<td>ARCH 107</td>
<td>4</td>
<td>Materials of Construction Lab</td>
</tr>
<tr>
<td>ARCH 117</td>
<td>NP</td>
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<tr>
<td>ARCH 118</td>
<td>NP</td>
<td>History of Architecture 2</td>
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<td>ARCH 132</td>
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<td>ARCH 153</td>
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<td>Architectural Design 2</td>
</tr>
<tr>
<td>ENGR 101</td>
<td>4</td>
<td>Plane Surveying</td>
</tr>
<tr>
<td>ENGT 210</td>
<td>NP</td>
<td>Introduction to CAD</td>
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<tr>
<td>ENGT 211</td>
<td>NP</td>
<td>Intermediate Topics in CAD</td>
</tr>
<tr>
<td>GEOL 161</td>
<td>NP</td>
<td>Physical Geology</td>
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<tr>
<td>ECON 101</td>
<td>NP</td>
<td>Economic Principles: Macroeconomics</td>
</tr>
<tr>
<td>ECON 102</td>
<td>NP</td>
<td>Economic Principles: Microeconomics</td>
</tr>
<tr>
<td>MATH 122</td>
<td>NP</td>
<td>Functions &amp; Analytic Geometry</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.S. MAJOR ............................................. 30

Construction Management Program

The Construction Management Program prepares and directs students to the field of construction in areas other than as the craftsman/technician. The program is for students interested in learning the more pragmatic and applications aspects of construction, engineering, and management, and is directed to the application of established scientific and engineering knowledge and methods.
AS Degree:

Construction Management

• In addition to meeting the requirements below, student must complete the MJC Graduation Requirements. Consult with an advisor for selection of courses.

REQUIRED COURSES - Complete 15 units
ARCH 121 [1] Beginning Graphics and Design 1................................. 4
ARCH 131 [1] Architectural Drafting 1............................................. 4
ENGR 100 [1] Introduction to Engineering & Architecture .................. 1
ENGR 101 [4] Plane Surveying........................................................... 3

ELECTIVE COURSES - Complete 15 units
ARCH 117 [NP] History of Architecture ........................................... 3
ARCH 118 [NP] History of Architecture 2......................................... 3
ARCH 135 [NP] Architectural Mechanics - Statics................................ 2 OR
BUSAD 201 [NP] Financial Accounting...................................... 4
BUSAD 218 [NP] Business Law......................................................... 4
INTEC 340 [NP] UBC-Structural...................................................... 3
INTEC 341 [NP] UBC-Non-Structural............................................... 3

TOTAL UNITS FOR A.S. MAJOR ......................................................... 30

Architecture Courses

ARCH 100—INTRODUCTION TO ENGINEERING AND ARCHITECTURE 1 Unit
Also offered as ENGR 100.
Introduction to the vocational and academic opportunities at MJC with special emphasis on engineering, architecture, and related technologies. Topics include models of student success, characteristics of the professions, development of educational plans, graduation requirements, importance of teamwork, and self assessment. Activities include field trips, practice labs, and presentations by MJC counselors and practicing engineers and architects. Lecture. Materials fee may be required. (CSU, UC, Fall)

ARCH 106—MATERIALS OF CONSTRUCTION 2 Units
Recommended for Success: ARCH 107
Use and application of construction processes and materials pertaining to architecture. Field trips may be required. Lecture. Materials fee may be required. (CSU, Fall)

ARCH 107—MATERIALS OF CONSTRUCTION LABORATORY 1 Unit
Recommended for Success: Concurrent enrollment in or completion of ARCH 106 or ENGT 250.
Observation and testing of mechanical properties of steel, concrete, and wood; laboratory and field exercises with basic construction methods using wood and concrete; field trips to construction sites, materials manufacturing and processing plants. Laboratory. Materials fee may be required. (CSU, Spr.)

ARCH 117—HISTORY OF ARCHITECTURE 1 3 Units
The development of architecture, its philosophies and conditions from Prehistoric through Egyptian, Greek, Roman, Early Christian, Medieval, Romanesque Gothic and Pre-Columbian. Lecture. Materials fee may be required. (CSU, UC, Fall)

ARCH 118—HISTORY OF ARCHITECTURE 2 3 Units
The development of architecture, its philosophies and conditions from the Renaissance through the Industrial Revolution, the Modern Movement and including the Twentieth Century. ARCH 117 is not a prerequisite. Lecture. Materials fee may be required. (CSU, UC, Spr.)

ARCH 121—BEGINNING GRAPHICS AND DESIGN 1 4 Units
Introduction to the graphic and computer production of architectural drawings pertaining to freehand, orthographic, axonometric and perspective drawings. Basic principles and concepts of two- and three-dimensional design. Field trips may be required. Lecture/Laboratory. Materials fee may be required. (CSU, Fall)

ARCH 122—BEGINNING GRAPHICS AND DESIGN 2 4 Units
Prerequisite: ARCH 121
Continuation of ARCH 121. Extended development of the content in ARCH 121 plus the introduction of the graphic methods and skills to communicate and represent conceptual ideas, analysis, and design concepts. Field trips may be required. Lecture/Laboratory. Materials fee may be required. (CSU, Spr.)

ARCH 131—ARCHITECTURAL DRAFTING 1 4 Units
Recommended for Success: Previous drafting experience.
Techniques and skills of drafting; introduction to building codes and construction methods, and the construction documents used to communicate the light-wood frame building process. Introduction to computer-assisted drafting in architectural applications. Field trips may be required. Lecture/Laboratory. Materials fee may be required. (CSU)

ARCH 132—ARCHITECTURAL DRAFTING 2 3 Units
Prerequisite: ARCH 131
Continuation of ARCH 131. Further development of office and drafting practices, contract document preparation, and construction processes with emphasis on heavy timber construction. Introduction to computer-assisted drafting in more complex architectural applications. Field trips may be required. Lecture/Laboratory. (CSU, Spr.)

ARCH 135—ARCHITECTURAL MECHANIC—STATICS 2 Units
Prerequisites: PHYS 101 and MATH 172.
Statics of particles and rigid bodies; vector notation; analytical solutions of two- and three-dimensional structures in equilibrium; centroids, center of gravity, and moments of inertia. Lecture. Materials fee may be required. (CSU, UC, Spr.)

ARCH 152—ARCHITECTURAL DESIGN 1 5 Units
Prerequisites: ARCH 122
Fundamentals of design concepts focusing on architectural form, function, space, and structure. Application of problem solving methods as applied to the relationship of man, building, and environmental concerns. Field trips required. Lecture/Laboratory. Materials fee may be required. (CSU, UC, Spr.)

ARCH 153—ARCHITECTURAL DESIGN 2 5 Units
Prerequisite: ARCH 152
Continuation of ARCH 152. Explorations in architectural design within an environmental context. Consideration of projects dealing with buildings, site, climate, and structural issues and their interaction with aesthetic and functional concerns. Field trips required. Lecture/Laboratory. Materials fee may be required. (CSU, Spr.)

ARCH 331—BASIC ARCHITECTURAL DRAFTING 1 2 Units
Introduction to architectural drafting and construction techniques for the nonprofessional with major emphasis on residential drawing and design. Topics include: a basic understanding of drafting skills, architectural nomenclature, design presentations, building materials, and a simple understanding of structure. Lecture/Laboratory.
Art (ART)

The comprehensive MJC Art Program offers several areas of concentration: art history, ceramics, computer graphics, drawing, design, sculpture, watercolor painting, oil painting, and photography. The program is designed to include pre-professional and professional courses, personal enrichment in specific art areas, and classes for students who plan a career in Art. Art courses help students develop a capacity for creative thinking and the ability to solve problems in new and creative ways.

Art Program

AA Degree: Art

- To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the coursework below. Courses should be selected with the assistance of an Art faculty advisor.

- Students who plan to transfer to a four-year college or university should consult with an Art faculty advisor and a counselor to ensure that all required transfer courses are completed.

REQUIRED COURSES - Complete 9 units

<table>
<thead>
<tr>
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<th>Units</th>
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<tbody>
<tr>
<td>ART 120 [1]</td>
<td>Basic Drawing 1</td>
<td>3</td>
</tr>
<tr>
<td>ART 124 [2]</td>
<td>Color and Design 1</td>
<td>3</td>
</tr>
<tr>
<td>ART 160 [1]</td>
<td>Appreciation of Art</td>
<td>3 OR</td>
</tr>
<tr>
<td>ART 164 [NP]</td>
<td>History of Art</td>
<td>3 OR</td>
</tr>
<tr>
<td>ART 165 [NP]</td>
<td>History of Art</td>
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ELECTIVE COURSES - Complete 11 units, no more than 1 course in each area

DESIGN AND DRAWING AREA

<table>
<thead>
<tr>
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<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART 121 [2]</td>
<td>Basic Drawing 2</td>
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</tr>
<tr>
<td>ART 123 [2]</td>
<td>Figure Drawing</td>
<td>3</td>
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<tr>
<td>ART 125 [3]</td>
<td>Color and Design 2</td>
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THREE-DIMENSIONAL ART AREA

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<tbody>
<tr>
<td>ART 108 [1]</td>
<td>Ceramics</td>
<td>3</td>
</tr>
<tr>
<td>ART 140 [1]</td>
<td>Sculpture</td>
<td>3</td>
</tr>
<tr>
<td>ART 141 [2]</td>
<td>Sculpture</td>
<td>3</td>
</tr>
<tr>
<td>ART 142 [3]</td>
<td>Sculpture</td>
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PAINTING AND PRINTMAKING AREA

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<tr>
<td>ART 149 [3]</td>
<td>Oil Painting 2</td>
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ART HISTORY AND APPRECIATION AREA

<table>
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<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART 150 [1]</td>
<td>Gallery Operation and Management</td>
<td>2</td>
</tr>
<tr>
<td>ART 160 [1]</td>
<td>Appreciation of Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 161 [NP]</td>
<td>American Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 162 [NP]</td>
<td>History of Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 163 [NP]</td>
<td>History of Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 164 [NP]</td>
<td>History of Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 165 [NP]</td>
<td>History of Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 168 [1]</td>
<td>Survey of Photography</td>
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<tr>
<td>ART 169 [NP]</td>
<td>History of Non-Western Art</td>
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PHOTOGRAPHY AND COMPUTER GRAPHICS AREA

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<tbody>
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<td>ART 102 [1]</td>
<td>Introduction to Computer Graphics</td>
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<td>ART 170 [1]</td>
<td>Basic Photography</td>
<td>3</td>
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<td>ART 181 [1]</td>
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</tr>
<tr>
<td>ART 182 [2]</td>
<td>Basic Photography (2)</td>
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<tr>
<td>ART 185 [3]</td>
<td>Intermediate Photography (1)</td>
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<tr>
<td>ART 186 [4]</td>
<td>Intermediate Photography (2)</td>
<td>1½</td>
</tr>
<tr>
<td>ART 175 [3]</td>
<td>Color Photography</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.A. MAJOR .............................................. 20

Art Gallery/Museum Studies Program

Certificate: Art Gallery/Museum Studies

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 8 units

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<thead>
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<th>Course</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART 150 [NP]</td>
<td>Gallery Operations and Management (twice at 3 units)</td>
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<tr>
<td>ART 199C [NP]</td>
<td>Independent Study in Gallery/Museum Studies</td>
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</table>

ELECTIVE COURSES - Complete 9 units as indicated

I. Art Appreciation/Humanities - Complete 3 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
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<tbody>
<tr>
<td>ART 160 [NP]</td>
<td>Appreciation of Art</td>
<td>3</td>
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<tr>
<td>ART 164 [NP]</td>
<td>History of Art</td>
<td>3</td>
</tr>
<tr>
<td>HUMAN101 [NP]</td>
<td>Introduction to the Humanities</td>
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</table>

II. Studio Art - Complete 3 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART 120 [NP]</td>
<td>Basic Drawing 1</td>
<td>3</td>
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<tr>
<td>ART 102 [NP]</td>
<td>Introduction to Microcomputer Graphics</td>
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III. Art History/Humanities - Complete 3 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>ART 161 [NP]</td>
<td>American Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 162 [NP]</td>
<td>History of Renaissance Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 163 [NP]</td>
<td>History of Modern Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 165 [NP]</td>
<td>History of Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 169 [NP]</td>
<td>History of Non-Western Art</td>
<td>3</td>
</tr>
<tr>
<td>HUMAN 105 [NP]</td>
<td>Early Humane Traditions</td>
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</tr>
<tr>
<td>HUMAN 106 [NP]</td>
<td>Humanities in the Modern World</td>
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<tr>
<td>HUMAN 110 [NP]</td>
<td>East Meets West</td>
<td>3</td>
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<tr>
<td>CMPGR201 [NP]</td>
<td>Animation-A Global View of Art in Motion</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR CERTIFICATE ............................................. 17

Photography Program

Photography is both an artistic and a technical vocation. This program is designed to develop the student's aesthetic and technical abilities by working with design, composition, lighting situations, various types of imagery, photographic processes, presentation methods, and image critique sessions.

Continued ➢
AA Degree: Photography

To earn an Associate in Arts Degree, students must complete 15 Required Units and 5 Elective Units, plus meet the MJC Graduation Requirements. Courses should be selected with the assistance of a Photography faculty advisor. Students who plan to transfer to a four-year college or university should consult with a Photography faculty advisor to ensure that all required transfer courses are completed.

REQUIRED COURSES - Complete 18 units

<table>
<thead>
<tr>
<th>ART</th>
<th>Units</th>
<th>Description</th>
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</thead>
</table>

ELECTIVE COURSES - Complete at least 2 units

<table>
<thead>
<tr>
<th>ART</th>
<th>Units</th>
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</tr>
</thead>
<tbody>
<tr>
<td>162</td>
<td>[NP]</td>
<td>History of Renaissance Art.</td>
</tr>
<tr>
<td>169</td>
<td>[NP]</td>
<td>History of Non-Western Art.</td>
</tr>
<tr>
<td>176B-D</td>
<td>[3]</td>
<td>Advanced Photography (can be repeated)</td>
</tr>
<tr>
<td>JRNAL</td>
<td>[NP]</td>
<td>Newspaper photo staff.</td>
</tr>
<tr>
<td>CGR</td>
<td>221</td>
<td>Image Capture and Manipulation.</td>
</tr>
<tr>
<td>CGR</td>
<td>231</td>
<td>Typography 2.</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.A. MAJOR.......................... 20

Art Courses

ART 102—INTRODUCTION TO COMPUTER GRAPHICS 3 Units
Also offered as CMPGR 202.
Introduction to computer graphics using various applications and tools. Topics explored include but are not limited to: original image creation, photographic editing, scanning, painting, two-dimensional animation, sound, digitizing pens, mouse, and digital camera. Field trips required. Materials fee required. Lecture/Laboratory. (CSU)

ART 103—APPLIED COMPUTER GRAPHICS 3 Units
Recommended for Success: ART 102
Also offered as CMPGR 213.
Formerly listed as Microcomputer Graphics.
Concepts and techniques in computer graphics as related to fine and applied art applications. Field trips required. Materials fee required. Lecture/Laboratory. (CSU)

ART 105—DRAWING 1 1½ Units
Introductory techniques in representing line, texture and perspective with various media. Field trips may be required. Lecture/Laboratory. Trustee receipt required to purchase materials as needed. ART 105 and 106 are the two semester equivalent of ART 120. (CAN ART 8, CSU, UC)

ART 106—DRAWING 2 1½ Units
Introductory techniques used in representing tone, texture and perspective with various media. Field trips may be required. Lecture/Laboratory. Trustee receipt required to purchase materials as needed. ART 105 and 106 are the two semester equivalent of ART 120. (CAN ART 8, CSU, UC)

ART 108—CERAMICS 3 Units
Techniques of elementary clay construction and ornamentation; introduction to throwing techniques. Trustee receipt required to purchase course materials as needed. Field trips required. Lecture/Laboratory. (CAN ART 6, CSU, UC) (CC ART 31)

ART 109—INTERMEDIATE CERAMICS 3 Units
Recommended for Success: ART 108
Pottery construction, emphasis on throwing and design. Field trips required. Trustee receipt required to purchase course materials as needed. Lecture/Laboratory. (CSU, UC)

ART 110—ADVANCED CERAMICS 3 Units
Recommended for Success: ART 109
Throwing techniques and surface decoration; experiments in clay bodies, glazes, and stacking of kiln. Field trips required. Trustee receipt required to purchase course materials as needed. Lecture/Laboratory. (CSU, UC)

ART 119—COMPUTER GRAPHICS PORTFOLIO REVIEW 1 Unit
Prerequisite: This course follows the completed courses of the Computer Graphics majors/certificate core requirements.
Also offered as CMPGR 219.
Prepares the student majoring or receiving a certificate in Computer Graphics with the necessary visual and business skills to develop a portfolio; emphasizes the creative and applied business needs for individuals entering the professional field of Computer Graphics. Field trips required. Lecture/Laboratory. (CSU)

ART 120—BASIC DRAWING 1 3 Units
Introductory techniques used in representing form, light and shade, texture and perspective with various media. Field trips may be required. Trustee receipt required to purchase course materials as needed. Lecture/Laboratory. (CAN ART 8, CSU, UC) (CC ART 1)

ART 121—BASIC DRAWING 2 3 Units
Prerequisite: ART 120
Further exploration of various drawing materials and techniques. Emphasis on composition; development of personal approach to drawing. Field trips required. Lecture/Laboratory. (CSU, UC)

ART 123—FIGURE DRAWING 3 Units
Prerequisite: ART 120
Fundamentals of art anatomy and representation of the human figure. Drawing of both the nude and draped figure in various media. Two maximum completions. Lecture/Laboratory. Field trips required. (CAN ART 24, CSU, UC) (CC ART 9A)

ART 124—COLOR AND DESIGN 1 3 Units
Design principles and color theory. Problems in two and three-dimensional form using various media. Field trips required. Lecture/Laboratory/Other. (CAN ART 14, CSU, UC) (CC ART 2)

ART 125—COLOR AND DESIGN 2 3 Units
Prerequisite: ART 124
Expressions in design. Utilization of the elements and principles of design in two and three-dimensional form using various materials and techniques. Field trips required. Lecture/Laboratory/Other. (CAN ART 16, CSU, UC, Spr.)
### COURSES AND ACADEMIC PROGRAMS

#### ART 140—SCULPTURE
- **Units:** 3
- **Prerequisite:** ART 140
- Study of form, structure and three-dimensional design as related to sculpture using various materials such as stone, plaster, clay, plastics and metals. Field trips required. Trustee receipt required to purchase course materials as needed. Lecture/Laboratory. (CAN ART 12, CSU, UC)

#### ART 141—SCULPTURE
- **Units:** 3
- **Prerequisite:** ART 141
- Continuation of ART 140; in-depth realization of sculpture in both concept and craftsmanship. Field trips required. Trustee receipt required to purchase course materials as needed. Lecture/Laboratory. (CSU, UC)

#### ART 142—SCULPTURE
- **Units:** 3
- **Prerequisite:** ART 142
- Continuation of ART 141 with an emphasis on experimentation and development of personal expression applied to sculptural problems. Field trips required. Two maximum completions. Trustee receipt required to purchase course materials as needed. Lecture/Laboratory. (CSU, UC)

#### ART 144—WATERCOLOR PAINTING
- **Units:** 3
- **Prerequisite:** ART 120
- Theory and practice of transparent watercolor painting using still life and landscape subject matter. Traditional and experimental techniques will be used. Field trips required. Lecture/Laboratory. (CSU, UC) (CC ART 23A)

#### ART 145—WATERCOLOR PAINTING
- **Units:** 3
- **Prerequisite:** ART 145
- A continuation of the concepts and skills developed in ART 144. Emphasis is placed upon experimentation and on the development of a personal painting style. Field trips required. Lecture/Laboratory. (CSU, UC) (CC ART 23B)

#### ART 148—OIL PAINTING 1
- **Units:** 3
- **Prerequisite:** ART 120
- Introduction to oil and acrylic painting; basic techniques and stylistic approaches. Emphasis on developing form through color. Field trips required. Lecture/Laboratory. (CAN ART 10, CSU, UC) (CC ART 21A)

#### ART 149—OIL PAINTING 2
- **Units:** 3
- **Prerequisite:** ART 148
- Introduction to oil and acrylic painting; basic techniques and stylistic approaches. Emphasis on developing form through color. Field trips required. Lecture/Laboratory. (CSU, UC) (CC ART 21B)

#### ART 150—GALLERY OPERATION AND MANAGEMENT
- **Units:** 3
- **Recommended for Success:** Concurrent enrollment in ART 160, 164, or 165
- Introduction to the various aspects of operation and management of an art gallery: exhibition organization, hanging, publicity and jurying. Field trips required. Two maximum completions. Lecture/Laboratory. (CSU)

#### ART 160—APPRECIATION OF ART
- **Units:** 3
- Introductory art appreciation for the general student. Illustrated lectures in painting, sculpture, architecture and design. Field trips required. Lecture. (CSU, UC)

#### ART 161—AMERICAN ART
- **Units:** 3
- Analysis of the arts through the study of painting, sculpture, architecture, and history of North America from pre-historic times to the present. Emphasis will be on the arts of the United States. Field trips required. Lecture. (CSU, UC)

#### ART 162—HISTORY OF RENAISSANCE ART
- **Units:** 3
- Analysis of the European 14th-16th century drawing, painting, sculpture, and architecture, with an emphasis on the Italian High Renaissance masters. Field trips required. Lecture. (CSU, UC)

#### ART 163—HISTORY OF MODERN ART
- **Units:** 3
- Analysis of the arts through the study of painting, sculpture, architecture, and the history of Europe and the Americas from c. 1870 to the present. Field trips required. Lecture. (CSU, UC)

#### ART 164—HISTORY OF ART
- **Units:** 3
- Analysis of great art epochs through study of paintings, sculpture, architecture, and history from prehistoric times to end of the Middle Ages. Field trips required. Lecture. (CAN ART 2, CAN ART SEQ A, CSU, UC) (CC ART 11)

#### ART 165—HISTORY OF ART
- **Units:** 3
- Continuation of study of painting, sculpture, and architecture from Renaissance to the present. Field trips required. Lecture. (CAN ART 4, CAN ART SEQ A, CSU, UC) (CC ART 12)

#### ART 166—SURVEY OF PHOTOGRAPHY
- **Units:** 3
- Recommended for Success: ART 170 or 181.
- A survey course dealing with past and present photographic technique and imagery. Field trips required. Lecture. (CSU, UC, Spr.)

#### ART 169—HISTORY OF NON-WESTERN ART
- **Units:** 3
- Analysis of the art forms of Africa, Oceania, Asia and the Americas in their relation to their cultural history from prehistoric times to the present. Field trips required. Lecture. Not offered every semester. (CSU, UC) (CC ART 13)

#### ART 170—BASIC PHOTOGRAPHY
- **Units:** 3
- Introduction to the art and craft of photography: cameras, films, papers, basic black and white darkroom operations, composition, print quality, and photographic seeing. Field trips required. Project card use available. Lecture/Laboratory. Not offered every semester. (CAN ART 18, CSU, UC) (CC ART 40)

#### ART 172—INTERMEDIATE PHOTOGRAPHY
- **Units:** 3
- **Prerequisite:** ART 170 or 181.
- Refined ability and aesthetics as they apply to black and white photography. Continued emphasis on visual literacy and personalized seeing. Field trips required. Project card use available. Lecture/Laboratory. (CSU, UC)

#### ART 173 – DIGITAL IMAGING FOR PHOTOGRAPHERS
- **Units:** 3
- **Recommended for Success:** ART 170
- Introductory course in digital imaging and electronic desktop photography. Applications related to the use of fine art photography and publication will be emphasized. The class includes lectures, discussions, critiques, computer laboratory work. Field trips required. Three maximum completions. Material fee required. Lecture/Laboratory. (CSU, UC)

#### ART 175—COLOR PHOTOGRAPHY
- **Units:** 3
- **Prerequisite:** ART 172 or 186.
- Introduction to color photography. Transparency and negative materials; printing processes; print presentation and aesthetics. Field trips required. Lecture/Laboratory. (CSU, GR, Fall)

#### ART 178B,C,D—ADVANCED PHOTOGRAPHY
- **Units:** 2, 3, 4
- **Prerequisite:** ART 172 or 186 or 175.
- **Recommended for Success:** ART 168
- Advanced exploration in the visual and technical areas of either black and white, color, or non-silver photography. Students will design a project and produce a portfolio of finished work. Field trips required. Completions to 8 units maximum. Other - combination seminar, and hours arranged. (CSU)

#### ART 181—BASIC PHOTOGRAPHY 1
- **Units:** 1½
- Introduction to the art and craft of photography - cameras, films, papers, basic black and white darkroom operations, composition, print quality, and photographic seeing. Field trips required. ART 181 and ART 182 are the two-semester equivalent of ART 170. Trustee receipt required to purchase course materials as needed. Lecture/Laboratory. (CSU, UC)

#### ART 182—BASIC PHOTOGRAPHY 2
- **Units:** 1½
- **Prerequisite:** ART 181
- Introduction to the art and craft of photography: cameras, films, papers, basic black and white darkroom operations, composition, print quality, and photographic seeing. Field trips required. Trustee receipt required to purchase course materials as needed. Lecture/Laboratory. (CSU, UC) (CC ART 40)

#### ART 185—INTERMEDIATE PHOTOGRAPHY 1
- **Units:** 1½
- **Prerequisite:** ART 170 or 182.
- Refined ability and aesthetics as they apply to black and white photography. Continued emphasis on visual literacy and personalized seeing. Field trips required. Field trips required. Trustee receipt required to purchase course materials as needed. Lecture/Laboratory. (CSU, UC)
ART 186—INTERMEDIATE PHOTOGRAPHY 2  1 1/2 Units
Prerequisite: ART 185
Refinement of basic craft, vision and aesthetics as they apply to black and white photography. Continued emphasis on visual literacy and personalized seeing. ART 185 and ART 186 are the two semester equivalent of ART 172. Field trips required. Trustee receipt required to purchase course materials as needed. Lecture/Laboratory. (CSU, UC)

ART 189A,B—PHOTO LABORATORY TECHNOLOGY 1  1,2 Units
Recommended for Success: ART 170
Maintenance and operation of a photographic lab facility: equipment, chemistry, scheduling and other related activities. Field trips required. Four maximum completions. Laboratory. (CSU).

ART 191—PHOTO LABORATORY TECHNOLOGY 2  1 Unit
Recommended for Success: ART 170
Maintenance and operation of a photographic lab facility: equipment, chemistry, scheduling and other related activities. Field trips required. Four maximum completions. Laboratory. (CSU)

ART 197—FIELD STUDIES IN PHOTOGRAPHY 1 Unit
Preparation of and participation in field studies of various thematic and technical approaches to photography as an art. Course will include travel to specific geographic regions to influence and augment the study of particular styles of photography. Geographic areas to be studied and visited will vary from one semester to the next. Field trips required. Four maximum completions. Lecture/Laboratory. Materials fee may be required. Cost of each trip varies. (CSU).

Art Gallery/Museum Studies
See Art

Artificial Insemination
See Animal Science

Astronomy (ASTRO)

ASTRO 55—EXPLORING THE NIGHT SKY 1 Unit
Audio-tutorial program in constellation identification and naked-eye astronomy. Self-paced study of nighttime sky with cassette tapes and visual aids. Field trips required. Lecture. Materials fee may be required. (Eve.)

ASTRO 141—INTRODUCTION TO ASTROPHYSICS 3 Units
Prerequisite: Successful completion of PHYS 142 or PHYS 101 or one year of high school physics with a grade of A or B.
Recommended for Success: MATH 122 or qualification by MJC assessment process.
Designed for students with a mathematical and/or scientific background. Study of planetary astronomy, stars and stellar evolution, gravity and cosmology, with emphasis on physical principles. Field trips required. Lecture. (CSU, UC)

ASTRO 151—INTRODUCTION TO ASTRONOMY 1 Unit LABORATORY
Concurrent enrollment or previous completion of ASTRO 141 or 160. Recommended for Success: Satisfactory completion of MATH 70.
Techniques in experimental astronomy. Determination of the properties of the sun, planets, stars and galaxies. Use of the college and district telescopes may be incorporated into experiments. Field trips required. Laboratory. Materials fee may be required. Not offered every semester. (CSU, UC)

ASTRO 160—INTRODUCTION TO MODERN ASTRONOMY 3 Units
Introductory survey course in astronomy. Emphasis on current studies of solar system, the birth and death of stars and cosmology. Field trips may be required. Lecture. Materials fee may be required. (CSU, UC)

Athletic Training
See Physical Education

Autobody (AUBDY)

The Auto Body program is designed to help the beginning student progress through basic procedures in body repairs and painting to entry-level job skill development. Complete and current practices used in industry are emphasized. The orientation is toward theory and hands-on activities required to perform practical repair operations. Related trade and technical information, care and use of equipment and shop safety are also a focus in the Auto Body program.

Autobody Collision Repair & Refinishing Program

Certificate:
Autobody/Collision Repair

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COMPETENCIES
READ 184 [1,2,3] Critical Reading................................................................. 3 or
Reading Competency through Placement Exam

Continued ➤
Autobody

**Required Courses**

- Complete 23 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUBDY 115</td>
<td>Introduction to Technical Industries</td>
<td>1</td>
</tr>
<tr>
<td>AUBDY 301</td>
<td>Automotive Collision Repair 1</td>
<td>5</td>
</tr>
<tr>
<td>AUBDY 302</td>
<td>Automotive Collision Repair 2</td>
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<td>AUBDY 303</td>
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<td>4</td>
</tr>
<tr>
<td>AUBDY 399</td>
<td>Independent Study/Special Problems</td>
<td>4</td>
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</table>

**Total Units for Certificate**: 23

**AA Degree: Autobody/Collision Repair**

- To earn an Associate in Arts Degree, the student must complete the 20 Required Units, and meet the MJC Graduation Requirements.

**Required Courses** - Complete 20 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
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<td>AUBDY 304</td>
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<td>4</td>
</tr>
<tr>
<td>AUBDY 399</td>
<td>Independent Study/Special Problems</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total Units for A.A. Major**: 20

**Autobody Refinishing Program**

**Certificate: Autobody/Refinishing**

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**Required Courses** - Complete 8 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUBDY 115</td>
<td>Introduction to Technical Industries</td>
<td>1</td>
</tr>
<tr>
<td>AUBDY 321</td>
<td>Automotive Spray Refinishing 1</td>
<td>2</td>
</tr>
<tr>
<td>AUBDY 322</td>
<td>Automotive Spray Refinishing 2</td>
<td>3</td>
</tr>
<tr>
<td>AUBDY 399</td>
<td>Special Problems</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total Units for Certificate**: 8

**AS Degree: Autobody Refinishing**

- To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

**Required Courses** - Complete 29 units (state app’d for 31)

<table>
<thead>
<tr>
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<tr>
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<td>AUBDY 399</td>
<td>Independent Study/Special Problems</td>
<td>1</td>
</tr>
<tr>
<td>AUTEC 321</td>
<td>Braking Systems</td>
<td>3</td>
</tr>
<tr>
<td>AUTEC 322</td>
<td>Steering, Suspension, and Alignment</td>
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**Total Units for A.S. Major**: 31

**Autobody Courses**

**AUBDY 115—INTRODUCTION TO TECHNICAL**

- Also offered as AUTEC 115 and INTEC 115.

Introduction to educational and technical employment opportunities. Includes an understanding of curriculum requirements that pertain to educational goals as they relate to technical majors. Assists students in setting goals and developing skills necessary for life-long success in obtaining, maintaining, and advancing in technical careers. Current events that impact technical industries and society will be discussed. History and employment opportunities in technical industries. Techniques and applications of sound shop/agency practices and hazardous waste management. Development of an educational plan and presentations by MJC counselors. Field trips may be required. Lecture/Other. (CSU,GR).

**AUBDY 301—AUTOMOTIVE COLLISION REPAIR 1**

- Study of body sheet metal and structural strength; body design and sheet metal working characteristics. Training in welding, brazing, metal bumping, metal finishing and plastic filling; heat shrinking; shop safety. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR)

**AUBDY 302—AUTOMOTIVE COLLISION REPAIR 2**

- Prerequisite: AUBDY 301 completion with a “C” grade or better.

Body repair techniques. Progressive training in the use of hydraulic port-power equipment, plastic repairs, and corrosion protection. Installation of fenders, hoods, doors, and alignment procedures. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR)

**AUBDY 303—AUTOMOTIVE COLLISION REPAIR 3**

- Prerequisite: AUBDY 302 completion with a “C” grade or better.

Training in automobile body measurement and alignment; replacement of welded body parts; methods of sectioning; types of glass and glass operating mechanisms; upholstery, trim and moldings. Techniques and procedures in MIG welding and Mild HSS Steel. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR)

**AUBDY 304—AUTOMOTIVE COLLISION REPAIR 4**

- Prerequisite: AUBDY 303 completion with a “C” grade or better.

Specialized training in major body repairs, rebuilding, unibody alignment and fundamentals of frame repair; damage estimating and shop management. Field trips may be required. Lecture/Laboratory/Other. Materials fee required. (GR)

**AUBDY 321—AUTOMOTIVE SPRAY REFINISHING 1**

- Prerequisite: AUBDY 321 completion with a “C” grade or better.

Introduction to automobile spray painting. Study of materials, supplies and equipment. Experience in feather-edging and application of base coats; spray techniques in spot blending and panel refinishing with a base coat and clear coat. Field trips may be required. Lecture/Laboratory/Other. Materials fee required. (GR)

**AUBDY 322—AUTOMOTIVE SPRAY REFINISHING 2**

- Prerequisite: AUBDY 321 completion with a “C” grade or better.

Continuation of AUBDY 321 with further instruction in complete refinishing with single stage enamels, base coat/clear coat enamels, and estimate writing. Field trips may be required. Lecture/Laboratory/Other. Materials fee required. (GR)

**AUBDY 351—AUTO BODY COLLISION REPAIR 1**

- For beginning students in auto body collision work. Theory and study of the body sheet metal and structure. Theory and manipulative skills in oxy-ace welding, sheet metal strengthening, plastic filling and shrinking. Lecture/Laboratory. Materials fee required. (GR)

**AUBDY 352—AUTO BODY COLLISION REPAIR 2**

- Prerequisite: AUBDY 351

Continued development of skills competence in metal strengthening through individual project work. Student must supply own project, and it must meet instructor’s approval. Study of theory, equipment and manipulative techniques in MIG welding and spray refinishing, up to and including surface preparation and priming. (No complete or spot color repairs are allowed in evening classes without instructor’s approval.) Lecture/Laboratory. Materials fee required. (GR)
Automotive Technology (AUTEC)

The Automotive Technology program is designed to provide training in automobile repair, maintenance theory, study of factory manuals and publications, and applications of methods used in the auto servicing and repair industry.

The Automotive Technology Program offers two levels of training: Automotive Technician and Maintenance Mechanic. The Maintenance Mechanic requires less course work. It provides the student with basic automotive skills to perform basic maintenance and service tasks.

The Technician program of instruction requires additional training in the more sophisticated technologies. This program prepares students to enter technician jobs that perform diagnostic and repair on complex automotive systems.

Automotive Technician Program

Certificate: Automotive Technician

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COMPETENCIES

READ 184 [1,2,3] Critical Reading ..................................................... 3 or Reading Competency through Placement Exam
MATH 20 [1,2,3] Pre-Algebra ...................................................... 3 or Eligibility for MATH 70 by MJC assessment process

REQUIRED COURSES - Complete 38 units

AUTEC 115 [1] Introduction to Technical Industries ...................... 1
AUTEC 311 [1] Basic Automotive Systems ................................. 3
AUTEC 368 [2,3] Automotive Electricity I .................................. 3
AUTEC 369 [2,3] Automotive Electricity II .................................. 3
AUTEC 323 [2,3,4] Automatic Transmissions & Transaxles .......... 4
AUTEC 315 [2,3,4] Engine Rebuilding ......................................... 4
AUTEC 321 [2,3,4] Braking Systems ........................................... 3
AUTEC 322 [2,3,4] Steering, Suspension, & Alignment ............... 3
AUTEC 317 [NP] Air Conditioning .............................................. 3
AUTEC 319 [3,4] Automotive Fuel Systems ............................... 4
AUTEC 320 [3,4] Automotive Engine Performance .................... 4

TOTAL UNITS FOR A.S. MAJOR ............................................. 30

Maintenance Mechanic Program

Certificate: Maintenance Mechanic

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COMPETENCIES

READ 184 [1,2,3] Critical Reading ..................................................... 3 or Reading Competency through Placement Exam
MATH 20 [1,2,3] Pre-Algebra ...................................................... 3 or Eligibility for MATH 70 by MJC assessment process

REQUIRED COURSES - Complete 23 units

AUTEC 115 [1] Introduction to Technical Industries ...................... 1
AUTEC 311 [1] Basic Automotive Systems ................................. 3
AUTEC 368 [2,3] Automotive Electricity I .................................. 3
AUTEC 369 [2,3] Automotive Electricity II .................................. 3
AUTEC 323 [2,3,4] Automatic Transmissions & Transaxles .......... 4
AUTEC 321 [2,3,4] Braking Systems ........................................... 3
AUTEC 322 [2,3,4] Steering, Suspension, & Alignment ............... 3

ELECTIVE COURSES - Complete 7 units

7 Unit Technical Specialization drawn from the following departments
AUTEC, AUBDY, INTEC, MACH, and/or WELD ......................... 7

TOTAL UNITS FOR CERTIFICATE ............................................ 38

AS Degree: Automotive Technician

To earn an Associate in Science Degree, student must complete the 30 Required Units and meet the MJC Graduation Requirements.

REQUIRED COURSES - Complete 30 units

AUTEC 115 [1] Introduction to Technical Industries ...................... 1
AUTEC 311 [1] Basic Automotive Systems ................................. 3
AUTEC 368 [2,3] Automotive Electricity I .................................. 3
AUTEC 369 [2,3,4] Automotive Electricity II .................................. 3
AUTEC 323 [2,3,4] Automatic Transmissions & Transaxles .......... 4
AUTEC 315 [2,3,4] Engine Rebuilding ......................................... 4

Total Units for Certificate ................................................. 38

Automotive Technology Courses

AUTEC 115 – INTRODUCTION TO TECHNICAL INDUSTRIES 1 Unit

Autocminated as AUBDY 115 and INTEC 115.

Introduction to educational and technical employment opportunities. Includes an understanding of curriculum requirements that pertain to educational goals as they relate to technical majors. Assists students in setting goals and developing skills necessary for life-long success in obtaining, maintaining, and advancing in technical careers. Current events that impact technical industries and society will be discussed. History and employment opportunities in technical industries. Techniques and applications of sound shop/agency practices and hazardous waste management. Development of an educational plan and presentations by MJC counselors. Field trips may be required. Lecture/Other. (CSU, GR).

AUTEC 241—COMPACT DIESEL ENGINES 2 Units

Recommended for Success: AUTEC/AG M 389 or AUTEC 390 or equal.

Also offered as AG M 241.

This course explores the design, operation, and proper maintenance of the latest compact diesel engines approved by the California Air Resources Board (CARB) for operation and sale in California after 1997. Topics include fuel characteristics, current emissions testing and standards, related engine systems, operation and trouble-shooting. Problem-solving component failures and disassembly/assembly of representative engine will be covered. (Engine Equipment Training Council Association certification approved course.) Field trips required. Lecture/Laboratory. Materials fee required. (CSU, GR).
AUTEC 311—BASIC AUTOMOTIVE SYSTEMS 3 Units
Basic repair practices of automotive systems to include cooling, lubrication, fuel, exhaust, and electrical. Proper selection and use of automotive shop manuals, charts, service publications, tools, measuring devices, etc. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR)

AUTEC 315—ENGINE REBUILDING 4 Units
Prerequisite: AUTEC 311 with a "C" grade or better. Automotive engine rebuilding. Use of automotive type of machine shop equipment. Engine disassembly, cleaning, inspection, measuring, and reassembly procedures. Lecture/Laboratory. Materials fee required. Not offered every semester. (GR)

AUTEC 317—AUTOMOTIVE AIR CONDITIONING 3 Units
Concurrent enrollment in or previous completion of: AUTEC 311
The principles of automotive air conditioning and the components used in air conditioning. Factory installed air conditioning units and add-on type units. Charging, leak detection, component replacement and repair procedures. Lecture/Laboratory. Materials fee required. (GR)

AUTEC 319—AUTOMOTIVE FUEL SYSTEMS 3 Units
Prerequisite: AUTEC 311, AUTEC 368 with a C grade or better. Provides the automotive technician with a comprehensive, up-to-date background in automotive fuel systems overhaul and testing of carburetors, fuel injection systems, pumps and relays. Test equipment and techniques used will assure that engine operation and emission levels are within state standards. Field trips may be required. Lecture/Laboratory. Materials fee required. Not offered every semester. (GR)

AUTEC 320—ENGINE PERFORMANCE 4 Units
Prerequisites: AUTEC 311, AUTEC 319, AUTEC 368, and AUTEC 369.
Automotive emission control: test equipment and techniques used will assure that engine operation, performance and emission levels are within C.A.R.B. standards. Lecture/Laboratory. Materials fee required. Field trips may be required. (GR)

AUTEC 321—BRAKING SYSTEMS 3 Units
Prerequisite: AUTEC 311.
Principles of design and operation, techniques for repair, diagnosis and replacement of 4-wheel braking systems. Lecture/Laboratory. Materials fee required. Field trips may be required. (GR)

AUTEC 322—STEERING, SUSPENSION, AND ALIGNMENT 3 Units
Prerequisite: AUTEC 311.
Principles of design and operation, techniques for diagnosis and repair of steering and suspension systems. Includes component replacement and alignment theory and procedures using two and four-wheel alignment equipment. Lecture/Laboratory. Materials fee required. Field trips may be required. (GR)

AUTEC 323—AUTOMATIC TRANSMISSION AND TRANSAXLES 4 Units
Prerequisite: AUTEC 311.
Construction, operation and diagnosis of automatic transmissions and transaxles to include service diagnosis and overhaul. Lecture/Laboratory. Materials fee required. Field trips may be required. (GR)

AUTEC 324—MANUAL TRANSMISSION AND DRIVE AXLES 3 Units
Prerequisite: AUTEC 311.
Construction, operation and diagnosis of manual transmissions and axles, to include service and overhaul. Theory as well as "hands-on" training with clutch systems and drive axle operation and service. Lecture/Laboratory. Materials fee required. Field trips may be required. (GR)

AUTEC 362—CLUTCH AND STANDARD TRANSMISSIONS 2 Units
Operating, diagnosing, and repairing procedures for automotive clutches and standard transmissions. Emphasis on three- and four-speed gear boxes. Lecture/Laboratory. Materials fee required. (GR)

AUTEC 366—AUTOMOTIVE ELECTRICITY/ELECTRONIC SYSTEMS 1 3 Units
Prerequisite: AUTEC 311.
Preparation for ASE (Automotive Service Excellence) A6 and A8 exams: Ohm’s Law, starting and charging systems, batteries, alternators, and starters. Principles of operation, testing, adjusting and rebuilding procedures. AC and DC charging systems. Mechanical and electric voltage control. Lecture/Laboratory/Other. Materials fee required. (GR)

AUTEC 369—AUTOMOTIVE ELECTRICITY/ELECTRONIC SYSTEMS 2 3 Units
Prerequisite: AUTEC 311 and AUTEC 368.
Prepares student for ASE (Automotive Service Excellence) A6 and A8 exams. Fundamentals of automotive electronics and electrical components including ignition, computers, light and horn circuits, indicating devices, electrical accessories, and computer-controlled devices. Laboratory emphasis on testing and servicing electrical equipment. Lecture/Laboratory/Other. Materials fee required. (GR)

AUTEC 373—97 B.A.R. CLEAN AIR COURSE 5 Units
Prerequisites: AUTEC 311, 312 with a grade C or better OR as outlined by C.A.R.B. specifications.
Provides the experienced automotive mechanic with comprehensive, up-to-date background in auto emission control. Modern test equipment and techniques will assure that engine operation and emission levels are within manufacturers’ and California Air Resources Board (C.A.R.B.) specifications. Prepares the student to take the California Bureau of Automotive Repair (B.A.R.) Smog Check Mechanic Qualification Examination. B.A.R. requires a minimum of 50% attendance and 70% (C) grade for completion. Two maximum completions, Lecture/Laboratory. Materials fee required. Not offered every semester.

AUTEC 389—SMALL ENGINE REPAIR 1 Unit
Also offered as AG-M 389.
A short course in servicing, operation, and maintenance of small gas engines, garden and landscape equipment. The student will need shop clothes and a small gas engine to overhaul. Field trips may be required. Lecture/Laboratory. (GR)

AUTEC 396—INTRODUCTION TO ELECTRONIC ENGINE CONTROL 2 Units
An introductory course in the application of electronic management to the operation of the modern automobile. Basic operation of fuel, ignition, and emission systems and their relationship to overall engine performance. Field trips may be required. Lecture/Laboratory. Materials fee required.

Behavioral and Social Sciences

Offerings in the Behavioral and Social Sciences Division are designed to meet the needs of transfer students, non-transfer students and community residents who desire general education courses. A student may complete an Associate of Arts degree in Behavioral and Social Sciences. All majors must complete a program of courses approved by the division. Divisional advisors will assist students in the selection of proper courses.

AA Degree: Behavioral and Social Sciences

• To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the coursework below.

REQUIRED COURSES - Complete 20 units
Complete 20 units of coursework from any of the following academic departments. Students must choose at least four discipline areas, and may complete no more than two courses from any department.

DEPARTMENTS
- Administration of Justice* Human Services*
- Anthropology Philosophy
- Economics Political Science
- Geography Psychology
- Gerontology Sociology
- History

TOTAL UNITS FOR A.A. MAJOR........................................................................... 20

*Note: Students interested in Administration of Justice and Human Services may earn a degree or certificate in those areas. Specific information is listed under those headings in the catalog.
Biology (BIO)

All courses are offered for letter grade only unless otherwise stated. Biology majors must take major courses on a letter grade basis. All majors must complete a program of courses approved by the division. Suggested curricula for specific biological sciences majors and related fields may be obtained from the advisors. Classes may sometimes convene at off-campus sites within the YCCD.

Biology Courses

BIO 50—BASIC BIOLOGY 3 Units
Introduction to the study of living organisms. Intended as a practical foundation for students interested in a basic knowledge of biological principles, terminology, and the scientific process. May serve as a bridge to transfer-level biology courses and is not open to students who have completed BIO 101 or 111. Lecture/Discussion/Demonstration. Field trips may be required. Materials fee may be required.

BIO 101—BIOLOGICAL PRINCIPLES 5 Units
Prerequisite: CHEM 142, 143, or 101
Study of general principles of biology in relationship to the process of all living organisms. Topics include an introduction to the nature of science, reproduction, development, evolution, energetics, molecular biology, genetics, cellular structure, homeostatic mechanisms, ecology, and taxonomy. Core course intended for biology and biology-related majors. Lecture/Laboratory. Field trips may be required. (CSU, UC) (CAN BIOL2, BIOL SEQ A; CC BIOL 2)

BIO 111—GENERAL BIOLOGY 4 Units
Introduction to principles of life, including reproduction, heredity, development, evolution; historical development of biology, molecular biology and ecology. Not open to students who have completed BIO 101. Not a substitute for BIO 101. Field trips may be required. Lecture/Laboratory. (CSU, UC) (CC BIOL 17)

BIO 115—GENETICS, EVOLUTION, AND SOCIETY 3 Units
Exploration of basic principles of genetics and evolution as unifying themes in the biological sciences. Emphasis on analysis of gene action, mutation, inheritance, natural selection, evolution of life and of species, biotechnologies and their implications for society. Lecture. (CSU, UC)

BIO 128—THE SIERRA NEVADA 3 Units
A study of the Sierra Nevada mountain range: the people, physical features, fungi, plants and animals. Field trips may be required. Lecture. (CSU, UC)

BIO 130—INTRODUCTION TO MARINE VERTEBRATES 3 Units
Recommended for Success: High school or college biology.
Groups of vertebrates adapted to marine environment; structural, physiological, and behavioral modifications making adaptation possible; species within those groups common to Pacific coastline. Field trips may be required. Lecture. (CSU, UC)

BIO 130L—INTRODUCTION TO MARINE VERTEBRATES LABORATORY 1 Unit
Prerequisite: BIO 130 or concurrent enrollment.
In depth study of selected topics from BIO 130 through the use of specimens, slides, laboratory exercises and field trips. Laboratory. Field trips required. (CSU, UC)

BIO 140—INTRODUCTION TO MARINE BIOLOGY 4 Units
Introduction to the natural history of plants and animals of the temperate and tropical marine environment including rocky shores, mud flat, sandy beach, salt marsh, coral reef, mangal forest, open ocean, deep ocean, bayestuary and Sacramento-San Joaquin Delta communities. Arctic and Antarctic marine ecosystems will also be introduced. Field trips may be required. Lecture/Laboratory. (CSU, UC)

BIO 145—INTRODUCTION TO FRESHWATER BIOLOGY 4 Units
Common organisms of the freshwater environment. Basic principles of energy flow and acquisition, nutrient cycling, population dynamics, community structure, and species interaction. Field trips required. Lecture/Laboratory. Materials fee required. (CSU, UC)

BIO 151/151A,B,C—BIOLOGY FIELD STUDIES 1/2,1,2,3 Units
Prerequisite: Previous completion or concurrent enrollment in any college level biology, zoology or botany course.
Field trips to representative and unique ecosystems. Emphasis on life histories, adaptations and biological interactions of organisms within the ecosystem studied. Field experiences will include sampling methods, preparation of field notes and field identification of species characteristic of the ecosystem. Field trips are required. Lecture/Laboratory. Four maximum completions in any combination not to exceed 6 units. Materials fee required. Not offered every semester (CSU)

BIO 165—PRINCIPLES OF SCIENTIFIC INVESTIGATION 1 Unit
Recommended for Success: MATH 90 or qualification by the MJC assessment process.
Also offered as CHEM 165.
Laboratory investigations emphasizing hands-on research methodology incorporating math skills and scientific writing. Students will generate questions, develop hypotheses, design experiments, collect, present and discuss data in oral and written form. Computer resources involving simulations, spread sheets, online search techniques, and statistical software will be taught. Two field trips are required: one to UCD and the other to a local research facility. (CSU, GR, Summer Only)

BIO 180/180A,B—SPECIAL PROJECTS IN BIOLOGY 1/2,1,2 Units
Prerequisite: Previous completion of or concurrent enrollment in a biology course.
Individual study, research, or project in the field of biology. Field trips required. Four maximum completions not to exceed 2 units in any combination. Lecture/Laboratory arranged. Materials fee may be required. (CSU)

BIO 264—FOUNDATION FOR INDUSTRIAL LABORATORY TECHNIQUES 3 Units
Concurrent Enrollment: BIO 101
Basic laboratory skills for entry-level lab technicians in industrial or research oriented labs requiring a background in chemistry. Topics include lab safety, lab tools and techniques, the scientific method, hazardous materials, basic microbiology, and data analysis. Note: course co-developed by MJC and 14 industrial lab sites in the Central Valley. Field trips required. Lecture/Laboratory. (CSU, GR).

BIO 265—BEGINNING MOLECULAR BIOLOGY 1 Unit
Recommended for Success: Previous course in biology or chemistry; instructor recommendation for high school students.
A short course designed to introduce basic laboratory techniques associated with molecular biology. Topics covered would include, but are not limited to, use of specific instrumentation associated with molecular biology, gel electrophoresis, bacterial growth curves, generation of standard curves, principles of transformation and preparation of chemical solutions and media. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU, CR/NC)

BIO 266—ADVANCED MOLECULAR BIOLOGY 1 Unit
Recommended for Success: Previous course in biology or chemistry; instructor recommendation for high school students.
A short course designed to explore a variety of molecular biology techniques involving both DNA and protein analysis. The specific topics and procedures will vary according to the class; examples of molecular techniques include, but are not limited to, gel electrophoresis, PCR, use of restriction enzymes, bacterial transformation followed by a mini-prep plasmid extraction, blotting techniques and protein separation techniques. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU, CR/NC)

Bookkeeping
See Business Administration
Botany (BOT)

BOT 101—GENERAL BOTANY 4 Units
Prerequisite: BIO 101
Principles of plant life, plant morphology, anatomy, physiology, reproduction, genetics, evolution, and ecology of bacteria, fungi, algae, archea, slime molds, bryophytes, and vascular plants. Lecture/Laboratory. Field trips may be required. (CSU, UC) (CAN BIOL 6, BIOL SEQ A; CC BIOL 6)

BOT 110—PLANT BIOLOGY 3 Units
Introduction to plants, including structure and function, heredity, development, reproduction, ecology, and evolution as they pertain to plants. Not open to students who have completed Biology 101. Lecture/Laboratory. Field trips may be required. (CSU, UC)

Broadcasting
See Radio-Television

Building and Safety Code Administration
See Industrial Technology

Business Administration (BUSAD)

The Business Administration program is designed to prepare students who plan to transfer to a four-year college or university to earn a Bachelor in Arts or Science Degree. Students take classes to complete general education requirements and combine business classes in accounting, computer science, marketing, and business law to complete the Business Administration program. Upon transferring to a four-year college or university, students may choose a concentration in areas such as accounting, business teacher education, executive secretarial administration, finance, insurance, international business, management information, marketing, production operations and systems management, and real estate and land use affairs.

Accounting Program

The Accounting A.A./A.S. Degree program is an intensive study of accounting theory as it applies to business and industry today. Accounting is a vital element of business. Accountants record the way business has grown and, after analyzing the figures, recommend its future direction. Beginning courses concentrate on recording, classifying, and reporting financial information resulting from business transactions. The student then learns the financial structure of business and analysis of financial information for management decision making. Double entry accounting, ledger and journal techniques and accounting cycles are emphasized. The use of computers in accounting is also an integral part of the program. Accounting courses are taught during the day and evening to allow students who work the opportunity to attend classes.

Certificate: Accounting

The Accounting Certificate is designed for students entering into the accounting field at the entry level. If you wish to pursue professional certification (i.e., Certified Public Accountant and/or Certified Management Accountant), you should plan to earn at least a bachelor's degree in Business Administration with a major in Accounting.

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 18 units

| BUSAD 201 [NP] | Financial Accounting.................................| 4 |
| BUSAD 202 [NP] | Managerial Accounting..................................| 4 |
| BUSAD 203 [NP] | Computer Accounting...................................| 3 |
| BUSAD 200 [NP] | Spreadsheet Skills for Financial Accounting........| 2 |
| BUSAD 204 [NP] | Cost Accounting..........................................| 3 OR |
| BUSAD 336 [NP] | Tax Accounting............................................| 3 |
| BUSAD 300 [NP] | Machine Calculation....................................| 2 |

ELECTIVE COURSES - Complete 6 units

| CMPSC 201 [NP] | General Computer Literacy................................| 3 |
| CMPSC 202 [NP] | Business Information Systems..........................| 3 |
| BUSAD 377 [NP] | Human Relations in Business...........................| 3 |
| BUSAD 230 [NP] | Personal Finance.........................................| 3 |
| MATH 50 [NP] | Business Math............................................| 3 |
| BUSAD 319 [NP] | Payroll Accounting......................................| 3 |
| BUSAD 218 [NP] | Business Law.............................................| 4 |

Student may complete whichever course was not used in the REQUIRED units.

| BUSAD 204 [NP] | Cost Accounting..........................................| 3 OR |
| BUSAD 336 [NP] | Tax Accounting............................................| 3 |

TOTAL UNITS FOR CERTIFICATE........................................24

AA Degree: Accounting

- To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

REQUIRED COURSES - Complete 20 units

| BUSAD 201 [1] | Financial Accounting.....................................| 4 |
| BUSAD 203 [3] | Computer Accounting...................................| 3 |
| BUSAD 218 [4] | Business Law.............................................| 4 |

TOTAL UNITS FOR A.A. MAJOR...........................................20

AS Degree: Accounting

- To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the coursework below.

REQUIRED COURSES Complete 20 units

| BUSAD 201 [1] | Financial Accounting.....................................| 4 |
| BUSAD 203 [3] | Computer Accounting...................................| 3 |
| BUSAD 218 [4] | Business Law.............................................| 4 |

Continued ➤
Business Administration

ELECTIVE COURSES - Complete 10 units
BUSAD 319 [3] Payroll Accounting........................................3
BUSAD 204 [3] Cost Accounting.............................................3
BUSAD 274 [3] Human Resources Management ........................3 OR
BUSAD 100 [1] Success in Business.......................................1.5

TOTAL UNITS FOR CERTIFICATE.............................................25

Bookkeeping Program

The Bookkeeping Certificate is designed for students planning to enter the job market at the entry level as a bookkeeper/accounting clerk after completing the required program courses here at Modesto Junior College. Student should have keyboarding skills. If not, he/she should take a beginning keyboarding course.

In the Bookkeeping A.A./A.S. Degree program at Modesto Junior College, students learn to analyze and enter transactions in journals, post to ledgers, prepare classified earnings and capital statements, and prepare balance sheets. Students also learn about depreciation, bad debts, cost of goods sold, notes receivable, notes payable, inventory valuation and business taxes. The use of computers is also an important part of the bookkeeping program.

Certificate: Bookkeeping

To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 19 units
MATH 50 [NP] Business Math................................................3
BUSAD 310 [NP] Bookkeeping 1............................................3
BUSAD 320 [NP] Bookkeeping 2............................................3
BUSAD 203 [NP] Computer Accounting.................................3
BUSAD 319 [NP] Payroll Accounting...............................3
BUSAD 300 [NP] Machine Calculation.................................2
BUSAD 200 [NP] Spreadsheet Skills for Financial Accounting.....2

ELECTIVE COURSES - Complete 6 units
CMPS 202 [NP] Business Information Systems........................3
BUSAD 248 [NP] Introduction to Business..............................3
BUSAD 259 [NP] Small Business Management.......................3
OFADM 203C [NP] Keyboarding............................................3
OFADM 305 [NP] Records Management............................3
BUSAD 377 [NP] Human Relations in Business.......................3

TOTAL UNITS FOR CERTIFICATE.............................................25

AS Degree: Bookkeeping

To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

REQUIRED COURSES - Complete 19 units
BUSAD 310 [1] Bookkeeping 1............................................3
BUSAD 320 [2] Bookkeeping 2............................................3
BUSAD 300 [1] Machine Calculation.................................2
MATH 50 [1] Business Math.............................................3
BUSAD 319 [3] Payroll Accounting...............................3

ELECTIVE COURSES - Complete 3 units

TOTAL UNITS FOR A.S. MAJOR.............................................30

Business Administration Program

This curriculum plan is intended for those interested in transferring to a four-year college or university. Students are encouraged to consult with the business staff or counselor in order to modify the curriculum to reflect their career interests and the career goals of the major. Students who plan to pursue a Business Administration major at a four-year institution should check the catalog of the senior school for specific requirements. Visit www.assist.org for specific transfer information.

AA Degree: Business Administration

To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework. It is suggested that the student who plans to transfer complete the UC/CSU IGETC pattern or the CSU/GE pattern.

REQUIRED COURSES - Complete 15 units
BUSAD 218 [4] Business Law.............................................4

TOTAL UNITS FOR A.S. MAJOR.............................................30

COURSES AND ACADEMIC PROGRAMS
COURSES AND ACADEMIC PROGRAMS

ELECTIVE COURSES - Complete 5 units
Any courses in Office Administration, Business Administration, or Computer Graphics Applications, Computer Science, Real Estate and Economics (ECON 101 and 102 only)

TOTAL UNITS FOR A.A. MAJOR.............................................. 20

AS Degree: Business Administration

• To earn an Associate in Science Degree, students must complete the 15 Required Units for the Associate Degree, plus 15 units of coursework from Office Administration, Business Administration, or Computer Science.
• 4 units of vocational work experience will be accepted for the A.S. Degree as part of the 30-unit major requirement; none will be accepted for the A.A. Degree.

Business Operations Program

The Business Operations major is designed for those students seeking an A.A./A.S. degree in management and/or marketing activities of organizations. The major offers two separate tracks for those students wishing to specialize in either area.

The Management track in Business Operations will prepare students for careers in both profit and nonprofit organizations. The basic functions of management are applied in organizations of all sizes and types. These functions include planning, organization, directing, and controlling. Students will learn the theory and techniques of problem solving, communication, motivation, and quality performance.

AA Degree: Business Operations: Management

• To earn an Associate in Arts Degree, the student must complete the 20 Required Units, and meet the MJC Graduation Requirements.

REQUIRED COURSES - Complete 20 units
BUSAD 240 [1] Principles of Management................................. 3
BUSAD 210 [3] Business Communications................................. 3 OR
BUSAD 218 [4] Business Law.................................................. 4

TOTAL UNITS FOR A.A. MAJOR.............................................. 20

AS Degree: Business Operations: Management

• To earn an Associate in Science Degree, the student must complete the Required units for A.A. Degree, the MJC Graduation Requirements in addition to the following coursework.

ELECTIVE COURSES - Complete 10 units
Any courses in Business Administration, Computer Science, or Office Administration

TOTAL UNITS FOR A.S. MAJOR.............................................. 30

International Business Program

The International Business Certificate is designed for those students seeking an entrepreneurial or organizational career in global commerce. It may be obtained as an individual certificate or incorporated into other appropriate majors. Courses are designed to provide an essential understanding of both domestic and international business practices. Economic and cultural considerations are addressed in relation to business of all sizes and types.

Certificate: International Business

• To earn a Certificate of Achievement, the student must complete the coursework as indicated below. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 17 units
BUSAD 201 (1) Financial Accounting................................. 4
BUSAD 208 (1) Survey of International Business..................... 3
BUSAD 209 (2) Introduction to Importing/Exporting................... 3
BUSAD 218 (3) Business Law............................................. 4
CMPS 202 (2) Business Information Systems......................... 3

TOTAL UNITS FOR CERTIFICATE........................................ 17

Marketing Program

The Marketing track is designed for those students interested in activities relating to the presentation, purchase, and distribution of goods and services in profit and nonprofit organizations. Students will learn the central role that marketing plays in organizations of every size and type, public and private.

AA Degree: Marketing

• To earn an Associate in Arts Degree, student must complete the 20 Required Units and meet the MJC Graduation Requirements.

REQUIRED COURSES - Complete 20 units
BUSAD 245 (NP) Principles of Marketing (Mkt. I)...................... 3
BUSAD 358 (NP) Sales and Ad Promotion (Mkt. II).................... 3
BUSAD 259 (NP) Small Business Management.......................... 3
CMPS 215 (NP) Business Presentation Graphics........................ 3
BUSAD 210 (NP) Business Communications........................... 3
BUSAD 285B (NP) Special Projects (Independent Marketing Project) 2
CMPS 201 [1] General Computer Literacy............................... 3

TOTAL UNITS FOR MAJOR.................................................. 20

AS Degree: Marketing

• To earn an Associate in Science Degree, the student must complete the Required units for A.A. Degree, the MJC Graduation Requirements in addition to the following coursework.

ELECTIVE COURSES - Complete 10 units
BUSAD 310 (NP) Bookkeeping 1........................................... 3 OR
BUSAD 201 (NP) Financial Accounting................................. 4 OR
BUSAD 218 (NP) Business Law.......................................... 4 OR
BUSAD 200 (NP) Spreadsheet Skills for Financial Accounting...... 2
ANY 4-5 UNITS OF COURSEWORK IN BUSAD, OFADM OR CMPS

TOTAL UNITS FOR A.S. MAJOR........................................... 30
Professional Selling Program

The Professional Selling Certificate program concerns itself with the activities that take place in the sale and distribution of goods and services in a world economy. It includes such areas of creative selling as marketing and business communication. Professional Selling is an important part of the marketing process. The salesperson must be able to interpret product and service features in terms of benefits and advantages to the consumer, and to then persuade the buyer to select that product or service. In the Professional Selling Program, the student is trained for entry-level jobs in sales.

Certificate: Professional Selling

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUISITE COURSES - Complete 27 units

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>BUSAD 210</td>
<td>Business Communication</td>
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<tr>
<td>BUSAD 245</td>
<td>Principles of Marketing</td>
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<td>BUSAD 377</td>
<td>Human Relations in Business</td>
<td>3</td>
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<td>MATH 50</td>
<td>Business Math</td>
<td>3</td>
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<tr>
<td>SPCOM 100</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
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<td>ENGL 101</td>
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<td>ENGL 50</td>
<td>Basic Composition and Reading</td>
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<tr>
<td>BUSAD 201</td>
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<tr>
<td>BUSAD 358</td>
<td>Sales and Ad Promotion</td>
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ADDITIONAL ELECTIVE COURSES - Complete 3 units

Any courses in Business Administration, Computer Science, or Office Administration

TOTAL UNITS FOR CERTIFICATE ..................................................... 30

Business Administration Courses

BUSAD 100—STUDIES IN BUSINESS SUCCESS 1½ Units
Recommended for Success: GUIDE 110
Discussion of academic and other requisites for success in various business fields. Students will create a personal development plan for meeting academic requirements, acquisition of necessary skills, and entry into the job market of their elected field. Lecture. (CSU)

BUSAD 200—SPREADSHEET SKILLS FOR FINANCIAL ACCOUNTING 2 Units
Prerequisite: Concurrent or previous enrollment in BUSAD 201 or 320.
Introduction to spreadsheet software. Spreadsheet analysis, design, testing and documentation as they relate to the field of accounting will be covered; hands-on experience using a microcomputer. Microsoft Excel or a similar spreadsheet application will be used. Lecture/Laboratory. (CSU)

BUSAD 201—FINANCIAL ACCOUNTING 4 Units
Recommended for Success: BUSAD 310 and ENGL 101 placement eligibility.
Introduction to the double entry accounting cycle, including journals, ledgers, adjustments, closing, and financial statements. Accounting for sole proprietorships and corporations; exposure to cash flows; merchandising operations; current and long-term assets and liabilities, including notes, bonds, and stocks. Emphasis on conceptual understanding. Lecture. (CAN BUS 2, CAN BUS SEQ A, CSU, UC) (CC BUSAD 1A)

BUSAD 202—MANAGERIAL ACCOUNTING 4 Units
Prerequisite: BUSAD 201
Introduction to Management Accounting, including treatment of accounting for the manufacturer, analysis of (1) cost-volume-profit relationships, (2) responsibility accounting and performance evaluation, (3) budgeting, (4) standard costing and variance analysis, (5) decision analysis for pricing and capital expenditures, (6) Just in Time accounting, (7) statement of cash flows, bonds and partnerships. Emphasis on managerial applications. Lecture. (CAN BUS 4, CAN BUS SEQ A, CSU, UC) (CC BUSAD 1B)

BUSAD 203—COMPUTER ACCOUNTING 3 Units
Prerequisite: BUSAD 201 or 310.
Recommended for Success: BUSAD 320 if BUSAD 310 is used to satisfy the prerequisite.
Introduction to the use of the computer in accounting/bookkeeping. Practical applications of accounting through hands-on experiences on the personal computer using a variety of current computer accounting software packages. Lecture/Laboratory. (CSU)

BUSAD 204—COST ACCOUNTING 3 Units
Prerequisite: BUSAD 201 and 202.
Introduction to cost accounting theory and practice. Control of material, labor and burden costs, methods of applying expenses; job order and process cost system; cost statements. Lecture. (CSU).

COURSES AND ACADEMIC PROGRAMS
BUSAD 208—INTRODUCTION TO INTERNATIONAL 3 Units
BUSINESS
Recommended for Success: BUSAD 248
Also offered as AG-EC 208.
A comprehensive overview of international business. Offers a global perspective of international trade, international organizations and the political and cultural impact of world trade. Lecture. Field trips may be required. (CSU)

BUSAD 209—IMPORT/EXPORT FUNDAMENTALS 3 Units
Recommended for Success: BUSAD 208
Also offered as AG-EC 209.
Overview of processes and procedures involved in importing and exporting products and services. Special emphasis on finance and financial documentation. Lecture. Field trips may be required. (CSU)

BUSAD 210—BUSINESS COMMUNICATION 3 Units
Prerequisite: ENGL 101 eligibility.
Principles and applications of written and oral business communications, including letter writing, persuasive writing, dictating techniques, oral communication, and informative report writing. Lecture. (CSU) (CC OFTEC 25)

BUSAD 218—BUSINESS LAW 4 Units
Recommended for Success: Third semester Business major.
Laws and regulations affecting managerial decisions; legal concepts and case analyses in the areas of ethics, employment, consumer transactions, competition, the environment, business torts and crimes, contracts, agency, business organizations, and international business. Lecture. (CAN BUS 12, CSU, UC) (CC BUSAD 18)

BUSAD 230—PERSONAL FINANCE 3 Units
Principles and practices of business from the consumer’s point of view; factors involved in intelligent management of income and expenditure and ethical maximization of personal financial gain. Income and wealth distribution; occupational earnings; wise buying; consumer rights and legislation and protective agencies; credit and borrowing; financial services; automobiles; property, liability, health, life, and disability insurance; retirement, social security, pensions, annuities; housing; savings and investment; taxes; estate planning. Lecture. (CSU)

BUSAD 233—INVESTMENTS 3 Units
Recommended for Success: BUSAD 230, and at least one semester of accounting.
Thorough study of corporate stocks and bonds, with time deposits, government securities, mutual funds, real estate, commodity futures, options and less common investment media receiving brief consideration. Emphasis on careful, critical investigation of risk and reward—rigorous mathematical analysis expected. Field trips may be required. Lecture. (CSU)

BUSAD 240—PRINCIPLES OF MANAGEMENT 3 Units
Recommended for Success: BUSAD 240
An introductory study of the basic business management functions: planning, organizing, leading, and controlling. Lecture. (CSU) (CC BUSAD 40)

BUSAD 245—PRINCIPLES OF MARKETING 3 Units
Understanding customer needs and behavior; developing a product and/or service mix to satisfy customer needs profitably; determining promotional strategy; selecting channels and methods of distribution; establishing appropriate prices. Legal, political, cultural, social, economic, competitive and ethical aspects of marketing. Field trips may be required. Lecture. (CSU) (CC BUSAD 30)

BUSAD 246—STORE MANAGEMENT 3 Units
An examination of the resources, abilities and knowledge necessary to establish and operate a retail business successfully. Subjects studied include site selection, merchandising policies and management, buying policies and activities, pricing, retail promotion, customer service and credit, personal selling and marketing research for retailers. Lecture. (CSU)

BUSAD 248—INTRODUCTION TO BUSINESS 3 Units
Survey of business principles, problems and operations; legal, ethical, moral, and social issues; ownership; human resources; management; production; marketing; finance; managerial controls; government regulation; risk management. Lecture. (CSU) (CC BUSAD 20)

BUSAD 259—SMALL BUSINESS MANAGEMENT 3 Units
Provides those intending and those involved in small business with the tools to help insure success. Covers establishing marketing, managing, and financing the new firm. Field trips may be required. Lecture. (CSU)

BUSAD 274—HUMAN RESOURCES MANAGEMENT 3 Units
Principles and methods related to effective utilization of human resources in organizations. Understanding human relations involved in recruitment, selection, and placement of employees with regard to training, experience, and abilities. Discussion, illustrations, and case studies to develop techniques effective in dealing with personnel problems. Lecture. (CSU)

BUSAD 285A,B—SPECIAL PROJECTS 1.2 Units
Independent analysis or design of computer accounting software or work in specialized BUSAD topics. Projects must have the approval of instructor. Conference with the instructor: minimum of 1 per month. Completions up to 4 maximum units. Laboratory. (CSU)

BUSAD 300—MACHINE CALCULATION 2 Units
Recommended for Success: MATH 20
Instruction in the operation of the electronic calculator including addition, subtraction, multiplication, and division using constant factors and automatic accumulation as applied to business applications. Major emphasis on 10-key touch operation. Lecture/Laboratory.

BUSAD 303—INTRODUCTION TO THE CALIFORNIA GAMING INDUSTRY 3 Units
Recommended for Success: Basic English and basic arithmetic skills.
Introduction to the history, current issues, laws, regulations, and career opportunities in the California Gaming Industry. Discusses the roles and responsibilities of gaming industry employees and provides hands-on training experiences in the terminology, skills and operations of legal games available throughout California. Students successfully completing this course will be prepared to seek employment within the gaming industry. Field trips required. Lecture/Laboratory. Students are required to replace lost or damaged course materials.

BUSAD 310—BOOKKEEPING 1 3 Units
Recommended for Success: BUSAD 300 or MATH 50.
Essential bookkeeping fundamentals for job entry in business. Basics of double entry bookkeeping; general and special journals, general and subsidiary ledgers, business forms, payroll records and governmental payroll forms. Recommended as a preparatory course for BUSAD 201, Financial Accounting. Lecture.

BUSAD 319—PAYROLL ACCOUNTING 3 Units
Prerequisites: BUSAD 310 or 201.
Recommended for Success: BUSAD 320 if BUSAD 310 is used as a prerequisite. Completing the payroll register. Reporting payroll tax information to the federal and state governments, with emphasis on completing both quarterly and annual reports. Making the necessary journal entries to record payroll transactions. Computing payroll on the microcomputer. Lecture/Laboratory.

BUSAD 320—BOOKKEEPING 2 3 Units
Prerequisite: BUSAD 310
Entries requiring analysis and interpretation; entries for promissory notes; adjustments for prepaid; unlearning and accrued items; depreciation of assets; property sales; closing of books; partnership and corporate accounting; cash flows and financial analysis. Lecture.

BUSAD 331—BEGINNING COMPUTER ACCOUNTING SOFTWARE 1 Unit
Prerequisites: BUSAD 310 or 201.
Recommended for Success: BUSAD 330 if BUSAD 310 is used to satisfy prerequisite.
A beginning course using features of computerized accounting software package(s). Course is designed to enable students to learn and apply the features of computerized accounting software to record, process and communicate financial accounting data for a Service Company in the small business setting. Lecture. Two maximum completions.
### Business Administration - Chemistry

**BUSAD 332—INTERMEDIATE COMPUTER ACCOUNTING SOFTWARE**  
1 Unit  
Prerequisites: BUSAD 331  
A continuation of the beginning course using features of computerized accounting software package(s). Course is designed to enable students to learn and apply the features of computerized accounting software to record, process and communicate financial accounting data for a Merchandising Company in the small business setting. Lecture. Two maximum completions.

**BUSAD 333—COMPUTER ACCOUNTING SOFTWARE**  
2 Units  
Prerequisites: BUSAD 310 or 201.  
Recommended for Success: BUSAD 320 if BUSAD 310 is used to fill prerequisite. A combination of BUSAD 331 and BUSAD 332. A beginning course using features of computerized accounting software package(s). Course is designed to enable students to learn and apply the features of computerized accounting software to record, process and communicate financial accounting data for a Service Company and for a Merchandising Corporation in the small business setting. Lecture. Two maximum completions.

**BUSAD 336—TAX ACCOUNTING**  
3 Units  
Prerequisite: BUSAD 201 or 310 and BUSAD 320 or equivalent.  
Federal and California tax rules and accounting principles; preparation of tax returns, supplemental schedules and other forms for individuals and business firms, computation of Social Security and self-employment taxes, and reporting sales and payroll taxes. Lecture. (Fall)

**BUSAD 347—WEB MARKETING**  
3 Units  
Designed to provide an understanding of the World Wide Web and its potential as a marketing tool. Includes application basics, design, and utilization in primary or supportive e-commerce roles. Lecture.

**BUSAD 358—SALES AND ADVERTISING PROMOTION**  
3 Units  
Prerequisites: BUSAD 310 or 201.  
Fundamentals of personal selling and advertising. The sales process is defined and analyzed. The use of a variety of advertising techniques, methods, and media are explored. Stresses practical application. Lecture.

**BUSAD 364—TOTAL QUALITY MANAGEMENT**  
3 Units  
Recommended for Success: SU-TR 351, BUSAD 240 or equivalent.  
Also offered as SU-TR 364. (Not open to those who have completed management telecourse.)  
This course provides an introduction to W. Edward Deming’s philosophy of Total Quality Management and its implications for improving the competitiveness of American business in the international economy. A variety of related management topics is also presented. Lecture.

**BUSAD 377—HUMAN RELATIONS IN BUSINESS**  
3 Units  
Prerequisites: BUSAD 310 or 201.  
People and their roles in the business and non-profit community. The nature of work, the work environment, personal skills and performance, work groups, and solving human relations problems. Lecture.

**BUSAD 379—CUSTOMER RELATIONS**  
1 Unit  
Prerequisites: BUSAD 201 or 310.  
Provide the student with skills and attitudes necessary to be successful in the workplace. Focusing upon internal and external business interactions, customer satisfaction, departmental dynamics, appropriate procedure and protocol. Field trips may be required. Lecture.

**BUSAD 380—CUSTOMER SERVICE**  
1 Unit  
Prerequisites: BUSAD 310 or 201.  
Provide the student with the skills necessary to establish effective customer service. Including public administration skills, sales techniques, and conflict management. Course is focused upon serving the public. Field trips may be required. Lecture.

**BUSAD 391—LOGISTICS MANAGEMENT**  
3 Units  
Prerequisites: BUSAD 310 or 201.  
Basic aspects of Logistics Management: to include customer service, transportation, distribution, warehousing, inventory procurement, and materials handling management. Lecture. Field trips required.
COURSES AND ACADEMIC PROGRAMS

Associate of Arts or the Associate of Science degrees, and transfer to four-year direct services for children and support services for families. Practical courses. Training prepares students for a wide variety of careers in community. The Child Development program includes both theoretical and software will be taught. Two field trips are required: one to UCD and the other to a local resources involving simulations, spread sheets, online search techniques, and statistical design experiments, collect, present and discuss data in oral and written form. Computer Laboratory investigations emphasizing hands-on research methodology incorporating CHEM 165—PRINCIPLES OF SCIENTIFIC INVESTIGATION 4 Units
Prerequisite: Satisfactory completion of or concurrent enrollment in MATH 90. Principles of chemistry, emphasis on problem solving using factor-label method. Primarily for students planning to continue on to CHEM 101 or 144. Credit not granted to students who have completed CHEM 143. Lecture/Laboratory. Materials fee may be required. (CSU, UC)

CHEM 142—PRE-GENERAL CHEMISTRY 4 Units
Prerequisite: Eligibility for MATH 90. Principles of chemistry including an introduction to organic chemistry. Uses the factor-label method of problem solving. Credit not granted to students who have completed CHEM 142. Lecture/Laboratory/Discussion. Materials fee may be required. (CAN CHEM 6, CAN CHEM SEQ B, CSU, UC) (CC CHEM 10)

CHEM 144—FUNDAMENTALS OF ORGANIC AND BIOCHEMISTRY 4 Units
Prerequisite: Satisfactory completion of CHEM 142 or CHEM 143. Basic principles of organic and biochemistry. Uses inductive and deductive problem solving methods. Lecture/Laboratory. Materials fee may be required. (CAN CHEM 8, CAN CHEM SEQ B, CSU, UC, Spr.)

CHEM 150—EXPLORING OUR CHEMICAL ENVIRONMENT 3 Units
The interaction of mankind and the environment from a chemical perspective. Basic chemical principles are developed in order to understand such items as conventional, nuclear, and alternative energy sources, air and water pollution, fertilizers, pesticides, food preservatives, genetic engineering, and medicines and drugs. Field trips may be required. Lecture. (CSU, UC, Spr.)

CHEM 154—CHEMISTRY LABORATORY FOR THE ELEMENTARY SCHOOL TEACHER 2 Units
Prerequisite: CHEM 150 or concurrent enrollment in CHEM 150. Practical experience using applications in chemistry and physical science that can be used in an elementary school classroom. The scientific method and chemical principles will be stressed. Field trips may be required. Lecture/Laboratory. Materials fee may be required. Not offered every semester. (CSU, UC)

CHEM 164—CHEMISTRY LABORATORY FOR THE ELEMENTARY SCHOOL TEACHER 2 Units
Prerequisite: CHEM 150 or concurrent enrollment in CHEM 150. Practical experience using applications in chemistry and physical science that can be used in an elementary school classroom. The scientific method and chemical principles will be stressed. Field trips may be required. Lecture/Laboratory. Materials fee may be required. Not offered every semester. (CSU, UC)

CHEM 165—PRINCIPLES OF SCIENTIFIC INVESTIGATION 1 Unit
Recommended for Success: MATH 90 or qualification by the MJC assessment process.
Also offered as BIO 165.
Laboratory investigations emphasizing hands-on research methodology incorporating math skills and scientific writing. Students will generate questions, develop hypotheses, design experiments, collect, present and discuss data in oral and written form. Computer resources involving simulations, spread sheets, online search techniques, and statistical software will be taught. Two field trips are required: one to UCD and the other to a local research facility. (CSU, Summer, GR)

Chemistry - Child Development

CHEM 113—ORGANIC CHEMISTRY 2 5 Units
Prerequisite: CHEM 112. A continuation of CHEM 112 with emphasis on alcohols, amines, carbonyls, carboxyls, and biologically important compounds. Involves special topics in organic reactions and syntheses. Lecture/Laboratory. Materials fee may be required. (CSU, UC, Spr.)

CHEM 143—INTRODUCTION TO COLLEGE CHEMISTRY 5 Units
Prerequisite: Qualification by MJC assessment process. Principles of chemistry including an introduction to organic chemistry. Uses the factor-label method of problem solving. Credit not granted to students who have completed CHEM 142. Lecture/Laboratory/Discussion. Materials fee may be required. (CAN CHEM 6, CAN CHEM SEQ B, CSU, UC, CC CHEM 10)

CHEM 144—FUNDAMENTALS OF ORGANIC AND BIOCHEMISTRY 4 Units
Prerequisite: Satisfactory completion of CHEM 142 or CHEM 143. Basic principles of organic and biochemistry. Uses inductive and deductive problem solving methods. Lecture/Laboratory. Materials fee may be required. (CAN CHEM 8, CAN CHEM SEQ B, CSU, UC, Spr.)

CHEM 150—EXPLORING OUR CHEMICAL ENVIRONMENT 3 Units
The interaction of mankind and the environment from a chemical perspective. Basic chemical principles are developed in order to understand such items as conventional, nuclear, and alternative energy sources, air and water pollution, fertilizers, pesticides, food preservatives, genetic engineering, and medicines and drugs. Field trips may be required. Lecture. (CSU, UC, Spr.)

CHEM 154—CHEMISTRY LABORATORY FOR THE ELEMENTARY SCHOOL TEACHER 2 Units
Prerequisite: CHEM 150 or concurrent enrollment in CHEM 150. Practical experience using applications in chemistry and physical science that can be used in an elementary school classroom. The scientific method and chemical principles will be stressed. Field trips may be required. Lecture/Laboratory. Materials fee may be required. Not offered every semester. (CSU, UC)

CHEM 164—CHEMISTRY LABORATORY FOR THE ELEMENTARY SCHOOL TEACHER 2 Units
Prerequisite: CHEM 150 or concurrent enrollment in CHEM 150. Practical experience using applications in chemistry and physical science that can be used in an elementary school classroom. The scientific method and chemical principles will be stressed. Field trips may be required. Lecture/Laboratory. Materials fee may be required. Not offered every semester. (CSU, UC)

CHEM 165—PRINCIPLES OF SCIENTIFIC INVESTIGATION 1 Unit
Recommended for Success: MATH 90 or qualification by the MJC assessment process.
Also offered as BIO 165.
Laboratory investigations emphasizing hands-on research methodology incorporating math skills and scientific writing. Students will generate questions, develop hypotheses, design experiments, collect, present and discuss data in oral and written form. Computer resources involving simulations, spread sheets, online search techniques, and statistical software will be taught. Two field trips are required: one to UCD and the other to a local research facility. (CSU, Summer, GR)

The Child Development program focuses on the growth and development of children from conception to late adolescence. Students use this knowledge to effectively guide children by creating nurturing learning environments, and by responding to the needs of children, families, staff, agencies, and the larger community. The Child Development program includes both theoretical and practical courses. Training prepares students for a wide variety of careers in direct services for children and support services for families.

Required coursework leads to certificates in a variety of professional areas, the Associate of Arts or the Associate of Science degrees, and transfer to four-year institutions. All Child Development core courses for degrees and/or certificates must be completed with a grade of “C” or better. This coursework is designed to meet the academic requirements of the California Early Start Community College Personnel Preparation Project in Early Intervention and the Child Development Permits, issued by the Commission on Teacher Credentialing (Title 5) and the California Department of Social Services (DSS Title 22).

The California Early Start Community College Personnel Preparation Project in Early Intervention and the Child Development Permit Matrix emphasize career and educational ladders that lead to the required training and experience for employment in licensed, state, and federal programs serving infants, children, and adolescents. Students should be advised that for the various levels of the Early Intervention Certificates and the Child Development Permits, there is an experience requirement and/or general education requirements. All required coursework, including both Child Development core courses and general education requirements, for the Early Intervention Certificates and the Child Development Permit must be completed with a grade of “C” or better. The Program Director Permit requires a Bachelor's degree.

It is recommended that first semester students select courses from the Child Development Associate Teacher Certificate. Students are encouraged to consult a child development advisor for enrollment and program details. Advisors will assist students in the selection of proper courses and sequences.

Associate Degrees in CLDDV

AA Degree: Child Development
- To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the coursework required by the program. See Program Matrix page 95 for program requirements.

REQUIRED CLDDV UNITS ................................................................. 24
TOTAL UNITS FOR A.A. MAJOR ................................................. 24

AS Degree: Child Development
- To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the coursework required by the program. See Program Matrix page 95 for program requirements.

REQUIRED CLDDV UNITS ................................................................. 26
ELECTIVE CLDDV COURSES .................................................... 6
TOTAL UNITS FOR A.S. MAJOR ................................................. 32

Certificates in CLDDV

The Certificates of Achievement in Child Development act as a pathway to various career opportunities in education, State of California permits, Early Intervention Assistant Personnel Competencies for California's Early Start Program, A.A./A.S. degrees, and transfer to a university. Teachers and administrators of funded child development programs in the State of California must hold permits issued by the California Commission on Teacher Credentialing.

Continued ➢
Certificate: Assistant
Aligns with California "Assistant" Permit which authorizes the holder to care for and assist in the development and instruction of children in a childcare and development program under the supervision of a Child Development Permit (CDP) Associate Teacher, CDP Teacher, CDP Master Teacher, CDP Site Supervisor, or CDP Program Director. Students are prepared to apply for this permit, issued by the State of California, California Commission On Teacher Credentialing and have earned the MJC Child Development "Assistant" Certificate. See Program Matrix page 95 for program requirements.

TOTAL UNITS FOR CERTIFICATE .................................................. 6

Certificate: Associate Teacher
Aligns with: California "Associate Teacher" Permit which authorizes the holder to provide service in the care, development, and instruction of children in a childcare and development program, and supervise a CDP Associate Teacher, a CDP Assistant, and an aide. Students are prepared to apply for this permit, issued by the State of California, California Commission on Teacher Credentialing, when they have completed the required hours of work* and have earned the MJC Child Development "Associate Teacher" Certificate. See Program Matrix page 95 for program requirements.

TOTAL UNITS FOR CERTIFICATE .................................................. 12

Certificate: Teacher
Aligns with: California "Teacher" Permit authorizes the holder to provide service in the care, development, and instruction of children in a childcare and development program, and supervise a CDP Teacher, CDP Associate Teacher, CDP Assistant, and an aide. The permit also authorizes the holder to serve as a coordinator of curriculum and staff development in a childcare and development program. Students are prepared to apply for this permit, issued by the State of California, California commission on Teacher Credentialing, when they have completed the required hours of work*, plus 16 general education units in specific categories, and have earned the MJC Child Development "Teacher" Certificate. See Program Matrix page 95 for program requirements.

TOTAL UNITS FOR CERTIFICATE .................................................. 24

Certificate: Master Teacher
Aligns with: California "Master Teacher" Permit authorizes the holder to provide service in the care, development, and instruction of children in a childcare and development program, and assist in conducting observations and assessments in a center or home setting under the supervision of a Child Development Permit (CDP) Associate Teacher, CDP Teacher, CDP Master Teacher, CDP Site Supervisor, or CDP Program Director. Students are prepared to apply for this permit, issued by the State of California, California Commission on Teacher Credentialing, when they have completed the required hours of work*, plus 16 general education units in specific categories, plus 6 specialization units, plus 2 units in adult supervision, and have earned the MJC Child Development "Master Teacher" Certificate. As part of the MJC Certificate program, the student may choose one of the following options as a specialization or create a specialization. See Program Matrix page 95 for program requirements.

• Creative Curriculum
• Family Child Care
• Literacy and Literature
• Teacher/Early Intervention Assistant

TOTAL UNITS FOR CERTIFICATE .................................................. 32

Certificate: Site Supervisor
Aligns with: California "Site Supervisor" Permit authorizes the holder to supervise a childcare and development program operating at a single site: provide service in the care, development, and instruction of children in a childcare and development program; and serve as a coordinator of curriculum and staff development in a childcare and development program. Students are prepared to apply for this permit, issued by the State of California, California Commission on Teacher Credentialing, when they have completed the required hours of work*, plus 16 general education units in specific categories, plus 6 units in administration, plus 2 units in adult supervision, and have earned an Associate Degree with a concentration in Child Development or have earned 30 units including 24 ECE/CD units including core courses in specific categories. See Program Matrix page 95 for program requirements.

TOTAL UNITS FOR CERTIFICATE .................................................. 32

Certificate:

Teacher/Early Intervention Assistant 1
Reflects the Early Intervention Assistant Personnel Competencies for California's Early Start Program. The Early Intervention Assistant 1 assists in providing direct Early Intervention program services and in conducting observations assessments in special education settings under direct visual supervision of an Early Interventionist I or II. See Program Matrix page 95 for program requirements.

TOTAL UNITS FOR CERTIFICATE .................................................. 24

Certificate:

Teacher/Early Intervention Assistant 2
Reflects the Early Intervention Assistant Personnel Competencies for California's Early Start Program. The Early Intervention 2 provides direct Early Intervention program services and assists in conducting observations assessments in a center or home setting with weekly face-to-face supervision of an Early Interventionist I or II. See Program Matrix page 95 for program requirements.

TOTAL UNITS FOR CERTIFICATE .................................................. 24

Child Development Courses

CLDDV 48A,B — FUNDAMENTAL COMMUNICATION SKILLS FOR CHILD DEVELOPMENT MAJORS
Formerly listed as CLDDV 50A, B
Recommended for success: enrollment in at least one of the Child Development courses
Emphasis on developing fundamental communication skills including reading comprehension, preparation of written assignments, and spoken communication specific to the terminology utilized in the field of child development. Credit in this course may not be used to satisfy Child Development requirements for graduation from Modesto Junior College. Class can be completed a maximum of four times, for a maximum of 8.0 units, combined between 48A and 48B. Lecture.

CLDDV 101 — INTRODUCTION TO EARLY CHILDHOOD STUDIES
Recommended for success: ENGL 50
History and development of educational programs for young children, infant through school-age. Completion of an educational plan, field observation of children, positive guidance techniques, and program philosophies and applications. Lecture.

CLDDV 103 — CHILD GROWTH AND DEVELOPMENT
Formerly listed as CLDDV 245
Recommended for success: ENGL 50
Infancy, childhood, and adolescence, including prenatal and birth: physical, cognitive, social, emotional, and atypical development. Discussion of current research and application. Lecture.

CLDDV 104 — CHILD GROWTH & DEVELOPMENT - CONCEPTION THROUGH EARLY CHILDHOOD
Recommended for success: ENGL 50
First half of CLDDV 103 - Conception through early childhood, including prenatal and birth: physical, cognitive, social, emotional, and atypical development. Discussion of current research and application. Lecture.

CLDDV 105 — CHILD GROWTH & DEVELOPMENT - LATE CHILDHOOD THROUGH LATE ADOLESCENCE
Recommended for success: ENGL 50
Second half of CLDDV 103 - Late childhood through late adolescence: physical, cognitive, social, emotional, and atypical development. Discussion of current research and application. Lecture.

CLDDV 107 — INTRODUCTION TO CHILD DEVELOPMENT CURRICULUM
(Formerly listed as CLDDV 278)
# Child Development Program Overview

The Child Development program focuses on the growth and development of children from conception to late adolescence. Students use this knowledge to effectively guide children by creating nurturing learning environments, and by responding to the needs of children, families, staff, agencies, and the larger community. The Child Development program includes both theoretical and practical courses. Training prepares students for a wide variety of careers in direct services for children and support services for families.

## CLDDV Degrees and Certificates

<table>
<thead>
<tr>
<th>CLDDV Degrees</th>
<th>CLDDV Certificates</th>
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<tbody>
<tr>
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<td><strong>AS Degree</strong></td>
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<tr>
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## Required Courses in Child Development

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<th>Required Courses in Child Development</th>
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<tr>
<td>CLDDV Units:</td>
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## State of California Child Care Permits

### CHILD CARE PERMIT MATRIX

<table>
<thead>
<tr>
<th>Permit Name</th>
<th>Assistant</th>
<th>Associate</th>
<th>Teacher</th>
<th>Master Teacher</th>
<th>Site Supervisor</th>
<th>Early Intervention Specialist 1</th>
<th>Early Intervention Specialist 2</th>
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<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>16 General Education Units</td>
<td>16 General Education Units</td>
<td>All or part of 60 units with 24 Early Childhood Development units (including required courses) + 16 General Education units</td>
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### Additional Coursework

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<th>Hours*</th>
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<th>50 days at 3+ hours per day within 2 years</th>
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<tr>
<td></td>
<td>N/A</td>
<td>175 days at 3+ hours per day within 2 years</td>
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<tr>
<td></td>
<td>N/A</td>
<td>350 days at 3+ hours per day within 4 years</td>
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<tr>
<td></td>
<td>N/A</td>
<td>Including 100+ days of supervising adults</td>
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### Early Start Community College Personnel Preparation Project

<table>
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<th>Early Start Community College Personnel Preparation Project</th>
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<tbody>
<tr>
<td>Early Intervention Specialist 1</td>
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### 6-UNIT OPTIONS (required for AS Degree and Master Teacher Certificate)

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<tr>
<th>6-UNIT OPTIONS</th>
<th>Creative Curriculum</th>
<th>Early Intervention</th>
<th>Families and Culture</th>
<th>Family Child Care</th>
<th>Infant/Toddler</th>
<th>Literacy and Language</th>
<th>School-Age and Paraprofessional</th>
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<td>FAMLF 161</td>
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* Students may design their own Master Teacher specializations; however, all specializations for a permit are subject to approval by the California Commission on Teacher Credentialing.
CLDDV 127B, C, D, E—INFANT / TODDLER PRACTICUM 2-5 Units
(Formerly listed as CLDDV 252)
Prerequisite: CLDDV 101, or CLDDV 103, or CLDDV 104 and CLDDV 105; TB clearance is required.
A hands-on practical experience of planning developmentally appropriate activities for infants and toddlers. Includes teaching in an infant/toddler environment while utilizing positive and nurturing guidance techniques, and evaluating developmental levels of the children through authentic observational assessment. CLDDV 130 - Supervised Field Experience - may NOT be used as a substitute for lab practicum. Class may be completed for a maximum of 10 units. Lecture / Laboratory.

CLDDV 128B, C, D, E—PRESchool PRACTICUM 2-5 Units
(Formerly listed as CLDDV 248)
Prerequisite: CLDDV 101, or CLDDV 103, or CLDDV 104 and CLDDV 105; TB clearance is required.
A hands-on practical experience of planning developmentally appropriate activities for young children. Includes teaching in a preschool classroom environment while utilizing positive and nurturing guidance techniques, and evaluating developmental levels of the children through authentic observational assessment. CLDDV 130 - Supervised Field Experience - may NOT be used as a substitute for lab practicum. Class may be completed for a maximum of 10 units. Lecture / Laboratory.

CLDDV 129B, C, D, E—SCHOOL-AGE PRACTICUM 2-5 Units
(Formerly listed as CLDDV 249)
Prerequisite: CLDDV 101, or CLDDV 103, or CLDDV 104 and CLDDV 105; TB clearance is required.
A hands-on practical experience of planning developmentally appropriate activities for school-age children. Includes hands-on experience in a classroom environment while utilizing positive and nurturing guidance techniques, and evaluating developmental levels of the children through authentic observational assessment. CLDDV 130 - Supervised Field Experience - may NOT be used as a substitute for lab practicum. Class may be completed for a maximum of 10 units. Lecture / Laboratory.

CLDDV 130B, C, D—SUPervised FIELD EXPERIENCE 2-4 Units
(Formerly listed as CLDDV 260)
Fingerprint and TB clearances are required.
Designed to combine experience in an infant, toddler, preschool, school-age care facility, or K-12 classroom with an expansion of skills or knowledge acquired at a site of employment on a paid or volunteer basis. Provides an orientation to the structure of work experience education and develops specific knowledge and skills related to employment situations through the accomplishment of goals. 75 paid hours or 60 volunteer hours of related work experience are required for the 2-unit class; 150 paid hours or 120 volunteer hours of related work experience are required for the 3-unit class; 225 paid hours or 180 volunteer hours of related work experience are required for the 4-unit class. This course may NOT be used as a substitute for lab practicums. Class may be completed a maximum of four times, for a maximum of 16.0 units, Lecture / Field Experience.

CLDDV 150—ADMINISTRATION OF CHILDREN'S PROGRAMS 3 Units
(Formerly listed as CLDDV 250)
Prerequisite: CLDDV 103, or CLDDV 104 and CLDDV 105
Laws governing private and public children’s centers in California. Aspects of records, reports, health and safety, finances, staff management, children’s programs, space, equipment, and parent-community relationships from the administrator’s point of view. Lecture.

CLDDV 151—ADVANCED ADMINISTRATION OF CHILDREN'S PROGRAMS 3 Units
(Formerly listed as CLDDV 270)
Prerequisite: CLDDV 103, CLDDV 150, or CLDDV 104 and CLDDV 105
An advanced course for directors and site supervisors in child care programs. Staff development and leadership techniques. Fiscal, advocacy, and current issues will be explored. Lecture.

CLDDV 154—ADULT RELATIONSHIPS AND MENTORING IN SCHOOLS 2 Units
(Formerly listed as CLDDV 264)
Prerequisite: CLDDV 101; CLDDV 103, or CLDDV 104 and CLDDV 105
Impact of staff interaction upon children and other adults in the classroom environment. Roles and functions of adults as professionals. Lecture.
COURSES AND ACADEMIC PROGRAMS

**CLDDV 160—ATYPICAL DEVELOPMENT**  
(Formerly listed as CLDDV 277)  
Recommended for success: ENGL 50, CLDDV 103, CLDDV 104 and CLDDV 105  
Examines the interaction of genetic, biological, and environmental influences in the prenatal, natal, and postnatal environment that contribute to the development of the atypical child. Identification of a variety of special needs in children from birth to 12 years of age. Factors influencing development will be explored including family, community, and culture as the child is included in all environments. Lecture.

**CLDDV 163—WORKING WITH CHILDREN WITH SPECIAL NEEDS**  
Introduction to inclusion of children with special needs, from infancy to adolescence in the school and community. Includes laws and policies. Emphasis on cognitive, social, emotional, and physical development for the child with disabilities in care and educational settings. Collaboration with parents as partners and methods for working with professionals. Lecture.

**CLDDV 201—HEALTH AND SAFETY PRACTICES IN PROGRAMS FOR CHILDREN**  
Universal health precautions and other health and safety practices for children’s programs. Health and safety requirements mandated by county and state, including injury prevention, infant and child first aid and CPR (successful completion will earn the student the Red Cross certificates in First Aid and CPR), prevention of infectious disease, caring for ill children, and recognizing signs of child abuse. Lecture.

**CLDDV 231—OVERVIEW OF FAMILY CHILD CARE**  
(Formerly listed as FAMLF 331)  
Selected topics related to family child care including, but not limited to, securing a license from California Department of Social Services, interpersonal relations, business management, program development, policy formulation, health, safety, nutrition, food practices, child guidance, and environmental maintenance, including utilization of a rating schedule. Lecture.

**CLDDV 232—HEALTHY CAREGIVER**  
(Formerly listed as FAMLF 330)  
Selected topics related to the professional growth of the family child care provider including interpersonal skills, communication styles, prevention of burn-out, and strategies for career success. Lecture.

**CLDDV 244—OBSERVATIONAL STUDY OF CHILDREN**  
1 unit  
Prerequisite: CLDDV 103, or CLDDV 104 and CLDDV 105, or concurrent enrollment  
Study of children in a natural setting, how they develop, and the process by which developmental change takes place. Lecture / Laboratory.

**CLDDV 253—TODDLER AND INFANT ENVIRONMENTS**  
2 units  
Prerequisite: CLDDV 103, or CLDDV 104 and CLDDV 105, or CLDDV 121  
Concurrent Enrollment: CLDDV 127  
Development and evaluation of the learning environment for infants and toddlers including goals, programs, materials, and equipment and interaction of children, staff and families. Lecture.

**CLDDV 262—DIVERSITY IN EARLY CHILDHOOD EDUCATION**  
3 Units  
Recommended for success: CLDDV 103, or CLDDV 104 and CLDDV 105  

**CLDDV 266—MENTOR SEMINAR**  
½ Unit  
Beginning Early Childhood Mentors attend seminars to explore issues related to their role as supervisors of early childhood student teachers. Seminar content will be individualized to meet the needs of each mentor. Class can be completed a maximum of four times, for a maximum of 2.0 units. Lecture.

**CLDDV 267—DIRECTOR SEMINAR**  
1 Unit  
Directors, site supervisors and other administrators of early childhood programs attend monthly seminars to explore issues related to professional duties. Seminar content will be individualized to meet the needs of participants. Class can be completed a maximum of four times, for a maximum of 4.0 units. Lecture.

**CLDDV 271—HEADSUP! READING – 1**  
1 Units  
Prerequisite: CLDDV 103, or CLDDV 104 and CLDDV 105, or CLDDV 350  
Research-based principles and practices for providing children birth through age five a strong foundation in early reading and writing within a developmentally appropriate approach. Part 1 of a three part series. Lecture.

**CLDDV 272—HEADSUP! READING – 2**  
1 Unit  
Prerequisite: CLDDV 103, or CLDDV 104 and CLDDV 105, or CLDDV 350  
Research-based principles and practices for providing children birth through age five a strong foundation in early reading and writing within a developmentally appropriate approach. Part 2 of a three part series. Lecture.

**CLDDV 273—HEADSUP! READING – 3**  
1 Units  
Prerequisite: CLDDV 103, or CLDDV 104 and CLDDV 105, or CLDDV 350  
Research-based principles and practices for providing children birth through age five a strong foundation in early reading and writing within a developmentally appropriate approach. Part 3 of a three part series. Lecture.

**CLDDV 274—EARLY LITERACY**  
3 Units  
Recommended for success: CLDDV 103, or CLDDV 104 and CLDDV 105  
Research-based principles and practice for literacy; reading, writing, speaking, listening, and thinking development in an early childhood education setting. Field trips may be required. Lecture.

**CLDDV 279 – HEADSUP! READING 1, 2, 3**  
3 Units  
Research-based principles and practices for providing children birth through age 5 a strong foundation in early reading and writing within a developmentally appropriate approach. Lecture.

**CLDDV 280 – SCHOOL-AGE DEVELOPMENT**  
3 Units  
(Formerly listed as CLDDV 275)  
A study of the developing child during the school-age years. Developmental characteristics of school-age children, influences on behavior and learning, and the fundamentals of planning and implementing curriculum in programs serving school-age children and their families. Lecture.

**CLDDV 281 – SCHOOL-AGE PROGRAM AND CURRICULUM**  
3 Units  
(Formerly listed as CLDDV 276)  
The fundamentals of planning, implementing, and evaluating curriculum for programs serving school-age children and their families. Developing and providing age appropriate activities, environment, and relationships in the context of an integrated and active curriculum. Lecture.

**CLDDV 290 – BRAIN DEVELOPMENT THROUGH MUSIC AND MOVEMENT ACTIVITIES**  
3 units  
(Formerly listed as CLDDV 365)  
Prerequisites: ENGL 50, CLDDV 103, or CLDDV 104 and CLDDV 105  
The brain and its connection to motor skill development in young children. Non-competitive group games, movement programs, and educational fitness. Lecture.

**CLDDV 291 – CREATIVE ACTIVITIES FOR YOUNG CHILDREN**  
3 units  
(Formerly listed as CLDDV 364)  
Prerequisites: ENGL 50, CLDDV 103, or CLDDV 104 and CLDDV 105  
Develop, implement, and analyze creative experiences in the young child’s learning process. Lecture.

**CLDDV 292 – MATH AND SCIENCE CURRICULUM FOR YOUNG CHILDREN**  
3 units  
Prerequisites: ENGL 50, CLDDV 103, or CLDDV 104 and CLDDV 105  
Study of math and science exploration by young children. Evaluation and development of appropriate math and science activities and materials. Discussion of variations in developmental levels, inclusion of children with special needs, and respect of cultural differences. Lecture.

**CLDDV 350 – THE YOUNG CHILD**  
2 units  
Basic concepts of growth and development of young children. Evaluating learning experiences for young children based on development. Lecture.
CLDDV 357 – CURRENT ISSUES: CHILD CARE DIRECTORS 1 unit
Study of current issues and planning decisions facing directors of child care programs; examination and analysis of new and proposed state regulations. Lecture.

CLDDV 366 – CURRENT ISSUES: INFANT/TODDLER TEACHERS 1 unit
Study of current issues in creating infant/toddler environments, evaluating development, and parent interaction. Lecture.

CLDDV 367 – CURRENT ISSUES: PRESCHOOL TEACHERS 1 unit
Study of current issues in creating preschool environments, evaluating development, and parent interaction. Lecture.

CLDDV 368 – ADAPTING PRESCHOOL FOR EXCEPTIONAL NEEDS CHILDREN 1 unit
Adapting preschool educational programs to include exceptional needs children. Observation of children with exceptional needs to assess development and plan activities. Lecture.

CLDDV 369 – CHILDREN AT RISK 1 unit
Understanding the impact of prenatal exposure to drugs and violence on children and families. Strategies to assist teachers, family child care providers, foster parents and other professionals in meeting needs of children prenatally exposed to drugs. Lecture.

CLDDV 370 – ISSUES IN CHILDREN’S NUTRITIONAL HEALTH 2 units
Overview of entry level skills in the child nutrition program including sanitation, record keeping, and food production. Role and responsibilities in providing menus for children and youth which comply with budgetary parameters and meet their nutritional, social and emotional needs with sensitivity to culturally diverse foods. Lecture.

Recommended for success: CLDDV 161

In the Communication Graphics program, students learn each phase of printing and receive an overview of industry practices. Most courses offer the student a choice of scheduling laboratory hours among several alternatives. Open access and computer assisted teaching techniques are incorporated with regular instruction. Communication Graphics courses are recommended for students majoring in Advertising, Art, Business, Journalism, and Vocational Printing.

The Printing Industries of America, Inc. (PIA) sponsors PrintED, a viable and realistic industry accreditation process for training in the Graphic Arts. PrintED responds to the need for skilled entry level workers in the printing industry. PIA has given Modesto Junior College Graphics Communication Program accreditation in all nine certificate areas.

**Communication Graphics Program**

**COMPETENCIES (FOR CERTIFICATES ONLY)**

READ 184 3 or
Reading Competency through Placement Exam

MATH 20 3 or
Pre-Algebra

SFCOM 102 3
Introduction to Human Communication

**Certificate: Flexographic Printing**

- To earn a Certificate of Achievement, the student must meet/complete the competencies for the Communication Graphics Program, and complete the coursework as indicated. Each course must be completed with a grade of C or better.

**REQUIRED COURSES - Complete 16 units**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGR 211 [1]</td>
<td>2</td>
<td>Typography 1 (PageMaker and QuarkXpress)</td>
</tr>
<tr>
<td>CGR 212 [1]</td>
<td>3</td>
<td>Electronic Prepress</td>
</tr>
<tr>
<td>CGR 214 [1]</td>
<td>3</td>
<td>Printing Presses and Bindery 1</td>
</tr>
<tr>
<td>CGR 222 [2]</td>
<td>2</td>
<td>Image Assembly and Plate Making</td>
</tr>
<tr>
<td>CGR 223 [1,2]</td>
<td>3</td>
<td>Printing Presses and Bindery 2 (focus on Flexographic Printing)</td>
</tr>
<tr>
<td>CGR 332 [2]</td>
<td>3</td>
<td>Production Presses and Bindery</td>
</tr>
</tbody>
</table>

**TOTAL UNITS FOR CERTIFICATE** 16

**Certificate: Prepress**

- To earn a Certificate of Achievement, the student must meet/complete the competencies for the Communication Graphics Program, and complete the coursework as indicated. Each course must be completed with a grade of C or better.

**REQUIRED COURSES - Complete 15 units**

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<tr>
<td>CGR 221 [1,2]</td>
<td>3</td>
<td>Image Capture and Manipulation</td>
</tr>
<tr>
<td>CGR 222 [2]</td>
<td>2</td>
<td>Image Assembly and Plate Making</td>
</tr>
<tr>
<td>CGR 224 [1,2]</td>
<td>2</td>
<td>Electronic Publishing Systems (Illustrator)</td>
</tr>
<tr>
<td>CGR 331 [2]</td>
<td>2</td>
<td>Typography 2 (PageMaker and QuarkXpress)</td>
</tr>
</tbody>
</table>

**TOTAL UNITS FOR CERTIFICATE** 15
Certificate: Presses and Bindery

- To earn a Certificate of Achievement, the student must meet/complete the competencies for the Communication Graphics Program, and complete the coursework as indicated. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 14 units

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<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CGR 201 [1]</td>
<td>3</td>
<td>Graphic Arts Fundamentals</td>
</tr>
<tr>
<td>CGR 214 [1]</td>
<td>3</td>
<td>Printing Presses and Bindery 1</td>
</tr>
<tr>
<td>CGR 222 [2]</td>
<td>2</td>
<td>Image Assembly and Platemaking</td>
</tr>
<tr>
<td>CGR 223 [1,2]</td>
<td>3</td>
<td>Printing Presses and Bindery 2</td>
</tr>
<tr>
<td>CGR 332 [2]</td>
<td>3</td>
<td>Production Presses and Bindery (Focus on Offset Presses)</td>
</tr>
</tbody>
</table>

**TOTAL UNITS FOR CERTIFICATE** .................................................... 14

Certificate: Printing Maintenance

- To earn a Certificate of Achievement, the student must meet/complete the competencies for the Communication Graphics Program, and complete the coursework as indicated. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 15 units

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</tr>
</thead>
<tbody>
<tr>
<td>CGR 214 [1]</td>
<td>3</td>
<td>Printing Presses and Bindery 1</td>
</tr>
<tr>
<td>CGR 223 [1,2]</td>
<td>3</td>
<td>Printing Presses and Bindery 2</td>
</tr>
<tr>
<td>CGR 332 [2]</td>
<td>3</td>
<td>Production Presses and Bindery</td>
</tr>
<tr>
<td>MACH 301 [NP]</td>
<td>2</td>
<td>Machine Tool Technology (1 or 2)</td>
</tr>
<tr>
<td>ELTEC 265 [NP]</td>
<td>1</td>
<td>Troubleshooting Techniques</td>
</tr>
<tr>
<td>ELTEC 208 [NP]</td>
<td>3</td>
<td>The World of Electricity</td>
</tr>
</tbody>
</table>

**TOTAL UNITS FOR CERTIFICATE** .................................................... 15

*Students completing 2 or more certificates will need to replace the second or third CGR 332 with a 399B Independent Study

Certificate: Communication Graphics Applications

- To earn a Certificate of Achievement, the student must meet/complete the competencies for the Communication Graphics Program, and complete the coursework as indicated. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 21 units

<table>
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<td>Electronic Prepress</td>
</tr>
<tr>
<td>CGR 214 [NP]</td>
<td>3</td>
<td>Printing Presses and Bindery 1</td>
</tr>
<tr>
<td>CGR 221 [NP]</td>
<td>3</td>
<td>Image Capture and Manipulation (Photoshop)</td>
</tr>
<tr>
<td>CGR 222 [NP]</td>
<td>2</td>
<td>Image Assembly and Platemaking</td>
</tr>
<tr>
<td>CGR 224 [NP]</td>
<td>2</td>
<td>Electronic Publishing Systems (Illustrator)</td>
</tr>
<tr>
<td>CGR 331 [NP]</td>
<td>3</td>
<td>Typography 2 (PageMaker and QuarkXpress)</td>
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</tbody>
</table>

**ELECTIVE COURSES** - Complete 15 units

<table>
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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>CGR 223 [2]</td>
<td>3</td>
<td>Printing Presses and Bindery 2</td>
</tr>
<tr>
<td>CGR 224 [2 or 3]</td>
<td>2</td>
<td>Electronic Publishing Systems</td>
</tr>
<tr>
<td>CGR 225 [NP]</td>
<td>2</td>
<td>Production Screen Printing</td>
</tr>
<tr>
<td>CGR 230 [3]</td>
<td>2</td>
<td>Graphic Design 1</td>
</tr>
<tr>
<td>CGR 232 [4]</td>
<td>1</td>
<td>Graphic Design Portfolio Development</td>
</tr>
<tr>
<td>CGR 332 [3,4]</td>
<td>3</td>
<td>Production Presses and Bindery</td>
</tr>
<tr>
<td>CGR 333 [4]</td>
<td>3</td>
<td>Photo Techniques</td>
</tr>
<tr>
<td>CGR 399 [NP]</td>
<td>3</td>
<td>Independent Study (with advisors approval)</td>
</tr>
</tbody>
</table>

**TOTAL UNITS FOR CERTIFICATE** .................................................... 36

**AA Degree:**

**Communication Graphics Applications**

To earn an Associate in Arts Degree, student must complete all Required Courses as listed under the Certificate (21 units), and meet the MJC Graduation Requirements.

**TOTAL UNITS FOR A.A. MAJOR** .................................................... 21

**AS Degree:**

**Communication Graphics Applications**

To earn an Associate in Science Degree, student must complete all Required Courses as listed under the Certificate (21 units), plus 10 units from the Elective Courses and meet the MJC Graduation Requirements.

**TOTAL UNITS FOR A.S. MAJOR** .................................................... 31

**Graphic Design Program**

The Graphic Design Program is structured to develop the capability of the student to creatively solve design problems related to the printed product. The Program incorporates both artistic and technical course work to address the total requirements of the profession.

The Graphic Design field distinguishes itself from the general arts field by emphasizing the application of visual knowledge. Possible job opportunities include: graphic artist, graphic designer, commercial artist, illustrator, and pre-press layout person.

**Certificate: Graphic Design**

- To earn a Certificate of Achievement, the student must meet/complete the following competencies, and complete the coursework as indicated. Each course must be completed with a grade of C or better.
Communication Graphics Courses

REQUIRED COMPETENCIES (FOR CERTIFICATE )

READ 184 Critical Reading ........................................................................ 3 or
Reading Competency through Placement Exam
MATH 20 Pre-Algebra .............................................................................. 3 or
Eligibility for MATH 70 by MJC assessment process
SPCOM 102 Introduction to Human Communication ............................. 3

REQUIRED COURSES - Complete 37 units

ART 120 [1,2] Basic Drawing 1 .................................................................. 3
ART 123 [4] Figure Drawing .................................................................. 3
ART 124 [1,2] Color and Design 1 ............................................................ 3
ART 125 [3] Color and Design 2 ............................................................... 3
CGR 201 [1] Graphic Arts Fundamentals .................................................. 3
CGR 211 [1] Typography 1 (PageMaker and QuarkXpress) .................... 2
CGR 212 [1] Electronic Prepress ................................................................. 3
CGR 221 [2,3] Image Capture and Manipulation (Photoshop) ................. 2
CGR 232 [4] Graphic Design Portfolio Development ............................ 1
CGR 399A [4] Independent Study (with advisors approval) .................. 1

TOTAL UNITS FOR CERTIFICATE ................................................... 37

AA Degree: Graphic Design

• To earn an Associate in Arts Degree, students must complete the 21 units of
Required Courses, and complete the MJC Graduation Requirements.

REQUIRED COURSES - Complete 21 units

ART 120 [1,2] Basic Drawing 1 ................................................................. 3
ART 124 [1,2] Color and Design 1 ............................................................ 3
CGR 201 [1] Graphic Arts Fundamentals .................................................. 3
CGR 211 [1] Typography 1 (PageMaker and QuarkXpress) .................... 2
CGR 212 [1] Electronic Prepress ................................................................. 3
CGR 221 [2,3] Image Capture and Manipulation (Photoshop) ................. 2

TOTAL UNITS FOR A.A. MAJOR ...................................................... 21

AS Degree: Graphic Design

• To earn an Associate in Science Degree, students must complete all Required
Courses for Associate Degree plus the additional units listed below, and meet
the MJC Graduation Requirements.

ADDITIONAL REQUIRED COURSES FOR A.S. DEGREE

ART 125 [3] Color and Design 2 ............................................................. 3
CGR 221 [2,3] Image Capture and Manipulation (Photoshop) ................. 3
CGR 232 [4] Graphic Design Portfolio Development ............................ 1
CGR 331 [3,4] Typography 2 (PageMaker and QuarkXpress) ................. 3
CGR 399A [4] Independent Study (with advisors approval) .................. 1

TOTAL UNITS FOR A.S. MAJOR ..................................................... 32

Communication Graphics Courses

CGR 201—GRAPHIC ARTS FUNDAMENTALS 3 Units
History of major printing process; application of layout and design, hot and cold type
composition, proofreading, paste-up, process photography, offset production procedures,
paper, printing inks, bindery and photographic legal restrictions. Field trips may be required.
Lecture. Material fee required. (CSU, Fall)

CGR 211—TYPOGRAPHY 1 2 Units
Basic fundamentals of typesetting and composition. Includes instruction in the printer’s
point system, type face identification and mark-up procedures. Operation of display
and typesetting equipment. Note: PageMaker software. Field trips may be required.
Lecture/Laboratory. (CSU, Fall)

CGR 212—ELECTRONIC PREPRESS 3 Units
Recommended for Success: Concurrent enrollment in CGR 211.
Terminology, materials, equipment, facilities and methods used in electronic prepress.
Electronic job planning and layout basics, such as: file formats, fonts, imposition, trapping,
screen angle, preflight, postscript output, imagesetters, proofing and output to plates.
Techniques of preparing electronic files for output to: postscript printers, imagesetters,
and direct to plate. Procedures for preparing line art, black and white photos, color photos,
clip art and software created illustration. Scaling graphics to layout specs and working
with single multicolored layouts. Note: Illustrator software. Field trips may be required.
Lecture/Laboratory. (CSU, Fall)

CGR 214—PRINTING PRESSES AND BINDERY 1 3 Units
Formerly listed as GRC 214.
Introduction to bindery work: planning, paper cutting, folding, assembling, finish work and
packaging. Introduction to single color small offset presses. Operations and maintenance
of feeders and printing units. Fundamentals of press chemistry. Use press adjustments
to control ink and water systems. Fundamental use of offset plates. Field trips may be required.
Lecture/Laboratory. (CSU, Fall)

CGR 221—IMAGE CAPTURE AND MANIPULATION 3 Units
Optical and digital methods of image capture and manipulation. Photographic materials
and equipment for the graphic arts. Densitometry, light sources, pin register, film assembly,
expansion, and development control. Contact frame, camera, and scanner theory and
practice. Students will use a variety of flat bed scanners, transparency scanners,
and digital cameras. Photoshop will be used to manipulate the images. Materials fee may be required.
Lecture/Laboratory. (CSU, Spr.)

CGR 222—IMAGE ASSEMBLY AND PLATEMAKING 2 Units
Planning for litho plating; handling and repair of litho negatives; special negative
operations-scribing, opaquing, retouching, flat layout and imposition; step and repeat
stripping; single and multiple negative masking. Lecture/Laboratory. Materials fee
required. (CSU, Spr.)

CGR 223—PRINTING PRESSES AND BINDERY 1 3 Units
Recommended for Success: CGR 214
Formerly listed as GRC 223.
Intermediate skills in bindery work, including those listed in CGR 214 and specialty printing
production to include foil stamping and embossing. Intermediate skills on printing presses
to include two or more colors with light registration. Troubleshooting, maintenance, and
planning for printing of multi color jobs. Field trips may be required. Lecture/Laboratory.
(CSU, Fall)

CGR 224—ELECTRONIC PUBLISHING SYSTEMS 2 Units
Recommended for Success: OFADM 351
Formerly listed as GRC 224.
Introduction to electronic publishing systems, to include text generation, computer-
designed graphics. Typographical applications and typesetting devices, to include
imagesetters and direct to plate devices. Current options for hardware and software
used in the graphic communication industry and the advantages and disadvantages.
Postscript and its role in electronic publishing. Field trips may be required. Two maximum
completions. Lecture/Laboratory. Not offered every semester. (CSU)

CGR 225—PRODUCTION SCREEN PRINTING 2 Units
Fundamentals of production screen printing on multi-media or substrates. Screen printing
with single and multi-color with halftone registration. Field trips may be required. Materials
fee required. Lecture/Laboratory. (CSU, Fall)

CGR 230—GRAPHIC DESIGN 3 Units
Recommended for success: ART 120, ART 124, CGR 211, CGR 212, and CGR 224.
Provides a knowledge of graphic design principles and application in business today.
Note: Illustrator software. Laboratory. Field trips required.

Continued ➤
Communication Graphics - Computer Electronics

CGR 232—GRAPHIC DESIGN PORTFOLIO DEVELOPMENT  1 Unit
Development of a portfolio which orchestrates what is to be seen, how it is to be sequenced and the duration of its exposure. The portfolio will reflect creative ability, technical proficiency and an abundance of ideas. Field trips may be required. Lecture. Materials fee required. (GR, CSU)

CGR 303—PRE-PRESS PRODUCTION  2 Units
Prerequisite: CGR 201 or 211 or 302, or related trade experience.
Course will develop advanced skills in the pre-press techniques required for the preparation of single-color, multiple-color, single-page, multiple-page, line, and continuous tone mechanics. Lecture/Laboratory. (Fall)

CGR 331—TYPOGRAPHY 2  3 Units
Recommended for Success: CGR 211 and 212.
Instruction in advanced typesetting techniques relating to commercial printing. Operation of display, text, and computer assisted typesetting equipment. Advanced methods of form composition. Note: QuarkXPress software. Lecture/Laboratory. (GR, Spr.)

CGR 332—PRODUCTION PRESSES AND BINDERY  3 Units
Recommended for Success: CGR 214, 223 or equivalent training. Fundamentals in care, maintenance and setting of rollers in large press systems. Includes instruction in operational procedures for large presses, including handling of press plates. Special attention given to complex color printing and production printing of all types. Production bindery in all areas to include: folding, stitching, coil binding, fastback binding, and specialty presses for bindery. The emphasis will be on production and quality control. Field trips may be required. Lecture/Laboratory. (GR, Fall)

CGR 333—PHOTO TECHNIQUES  3 Units
Recommended for Success: CGR 211 and 221.
Photo manipulation procedures: Photoshop training, image capture using scanners and digital cameras, output devices (proofing and image setters), special films, proofing methods and materials, and utilizing industry equipment and software. Note: Primary software (Photoshop). Lecture/Laboratory. (GR, Fall)

CGR 342—ADVANCED COPY DESIGN  2 Units
Prerequisite: CGR 212
Instruction in techniques required to design and prepare camera-ready copy for several types of printing media. Emphasis on mechanical skills and procedures required for the production of this artwork. Field trips may be required. Lecture/Laboratory. (GR, Spr.)

CGR 350—GRAPHIC COMMUNICATION INTERNSHIP  2 Units
Prerequisite: Minimum of 15 units completed in Communication Graphics major.

CGR 352—PRODUCTION MANAGEMENT  1 Unit
Prerequisite: Minimum of 15 units completed in Communication Graphics major.
Fundamentals of Graphics Production Management to include: job flow, production work, maintenance schedules, estimating, purchasing, production scheduling, and development of portfolios. Field trips may be required. Laboratory. (Spr.)

Computer Electronics (CMPET)

Computer Electronics Program

Certificate:
Electronics Technology-Computer Electronics

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 16 units
ELTEC 208* [1] The World of Electricity and Electronics .................. 3
CMPET 214 [2,3,4] Microprocessor Programming and Interfacing .................. 4
CMPET 206 [2,3,4] Personal Computer Assembling, Upgrading, and Repair .................. 3
CMSC 204 [2] Introduction to Programming .................. 3

ELECTIVE COURSES - Complete 19 units, at least 6 in each area

Electronics Area

CMPET 210 [3,4] Intermediate Personal Computer Servicing .................. 3
CMPET 232 [NP] Introduction to Programmable Logic Controllers .................. 2
CMPET 234 [2,3,4] Advanced Topics in Programmable Logic Controllers …… 2
CMPET 289 [2,3,4] Network+ Certification Training Lab .................. 1
ELTEC 221 [2,3,4] Instrumentation Devices and Systems .................. 3

Computer Area

CMSC 213 [3,4] Programming with Visual Basic .................. 4
CMSC 263 [3,4] Networking Essentials .................. 3
CMSC 278 [3,4] Spreadsheet Software .................. 3

TOTAL UNITS FOR CERTIFICATE ........................................... 35

AA Degree: Computer Electronics

• To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the coursework below.

REQUIRED COURSES - Complete 16 units
CMSC 204 [2] Introduction to Programming .................. 3
CMSC 206 [2,3,4] Personal Computer Assembling, Upgrading, and Repair .................. 3
CMSC 214 [2,3,4] Microprocessor Programming and Interfacing .................. 4
ELTEC 208 [1] The World of Electricity and Electronics .................. 3

ELECTIVE COURSES - Complete 4 units
CMSC 227 [2,3,4] Introduction to Automated Process Control Systems .................. 2
CMSC 232 [NP] Introduction to Programmable Logic Controllers .................. 2
CMSC 234 [2,3,4] Advanced Topics in Programmable Logic Controllers …… 2
CMSC 289 [2,3,4] Network+ Certification Training Lab .................. 1
CMSC 263 [3,4] Networking Essentials .................. 3
CMSC 278 [3,4] Spreadsheet Software .................. 3

TOTAL UNITS FOR MAJOR ............................................. 20

AS Degree: Computer Electronics

• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the coursework below.

Continued
REQUIRED COURSES - Complete 16 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMPET 206</td>
<td>3</td>
<td>Personal Computer Assembling, Upgrading, and Repair</td>
</tr>
<tr>
<td>CMPET 212</td>
<td>1</td>
<td>Digital Principles and Circuits</td>
</tr>
<tr>
<td>CMPET 214</td>
<td>3</td>
<td>Microprocessor Programming and Interfacing</td>
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<tr>
<td>CMPSC 204</td>
<td>3</td>
<td>Introduction to Programming</td>
</tr>
<tr>
<td>ELTEC 208</td>
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<td>World of Electricity and Electronics</td>
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</tbody>
</table>

Elective Courses Complete 14 units, at least 6 in each area

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<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
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<tr>
<td>CMPET 269</td>
<td>1</td>
<td>Network+ Certification Training Lab</td>
</tr>
<tr>
<td>ELTEC 221</td>
<td>3</td>
<td>Instrumentation Devices and Systems</td>
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</table>

TOTAL UNITS FOR MAJOR .......................... 30

Computer Electronics Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMPET 206</td>
<td>3</td>
<td>PERSONAL COMPUTER ASSEMBLY, UPGRAADING AND REPAIR</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Prerequisite: CMPET 201 or equivalent.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>An introductory course in assembling, upgrading, and repairing of personal computer systems. Emphasis on hands-on laboratory activities with personal computer hardware. Operating principles of computer subsystems and peripheral devices. Use of diagnostic software and hardware tools. Multi-user system setup and maintenance. Lecture/Laboratory. Materials fee required. (CSU).</td>
</tr>
<tr>
<td>CMPET 210</td>
<td>3</td>
<td>INTERMEDIATE PERSONAL COMPUTER SERVICING WITH A+ CERTIFICATION TRAINING</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Prerequisite: CMPET 206 or CMPET/ELTEC 214.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Intermediate principles and practices of personal computer systems maintenance, upgrading and repair with an emphasis on preparation for A+ Computer Technician Certification administered by CompTIA. Contents include hardware and operating system setup, adding peripherals, communication and networking fundamentals, disaster recovery and supporting Windows NT. Lecture/Laboratory. Materials fee required. (CSU).</td>
</tr>
<tr>
<td>CMPET 212</td>
<td>3</td>
<td>DIGITAL PRINCIPLES AND CIRCUITS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Prerequisite: Completion of MATH 70 or concurrent enrollment. Also offered as ELTEC 212.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Introduction to digital circuits. Use and application of digital components in electronic devices and computers. Interfacing input and output devices to digital circuits. Introduction to programmable logic devices. Materials fee required. Lecture/Laboratory. (CSU)</td>
</tr>
<tr>
<td>CMPET 214</td>
<td>4</td>
<td>MICROPROCESSOR PROGRAMMING AND INTERFACING</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Prerequisite: ELTEC 212/CMPET 212 Also offered as ELTEC 214.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Introduction to the structure and operation of microprocessors as controllers for today's electronic devices and systems. Basic microprocessor hardware including memories, registers, counters, input/output ports, decoders, and arithmetic logic using the popular PIC RISC microcontroller. Machine language simulation and development on personal computers. Emphasis on interfacing to electronic hardware. Materials fee required. Lecture/Laboratory. (CSU, GR)</td>
</tr>
</tbody>
</table>

CMPET 227—INTRODUCTION TO AUTOMATED PROCESS CONTROL SYSTEMS 2 Units
<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisite</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ELTEC 234 or equivalent experience</td>
<td>Basic automated control theory and applications. The use of Man-Machine-Interface (MMI) software and hardware to industrial control systems. Software programming and hardware implementation. Two maximum completions. Lecture/laboratory: 6 hours. (CSU)</td>
</tr>
<tr>
<td>CMPET 232</td>
<td></td>
<td>[2] INTRODUCTION TO PROGRAMMABLE LOGIC CONTROLLERS 2 Units</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Also offered as ELTEC 232.  Introduction to the basic concepts of programmable logic controllers. Installation, programming, maintaining, and troubleshooting of microsized programmable logic controller systems. Lecture/Laboratory. (CSU, GR)</td>
</tr>
<tr>
<td>CMPET 234</td>
<td></td>
<td>[2] ADVANCED TOPICS IN PROGRAMMABLE LOGIC CONTROLLERS 2 Units</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Also offered as ELTEC 234. Advanced study of programmable logic controllers and complete controller systems. Emphasis on component selection, design and operation of industry-like controller systems. Lecture/Laboratory. (CSU, GR)</td>
</tr>
</tbody>
</table>

Computer Graphics Applications (CMPGR)

The Computer Graphics Applications Associate Degree and Certificate program is are structured to enable students to pursue a course of study and computer experience in career areas that rely on computer graphics applications. This programs is designed to prepare students for employment, transfer to four year institutions, or to allow employees within these industries to upgrade their skills.

Certificate:

Computer Graphics Applications

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.
REQUIRED COURSES - Complete 34-37 units

CMPSC 201 [1] General Computer Literacy ........................ 3 OR
CMPSC 202 [1] Business Information Systems ..................... 3 OR
CMPSC 274 [1] Microcomputer Applications .......................... 4

CMPGR 262 [NP] Exploring the World Wide Web .................... 1 OR
CMPGR 263 [NP] Internet Literacy ........................................ 3 OR

ART 120 [1] Basic Drawing 1 ............................................. 3
ART 124 [2] Color and Design 1 ......................................... 3
CMPGR 215 [NP] Business Presentation Graphics ..................... 3
CMPGR 235 [NP] Image Manipulation Software ....................... 3
CMPGR 263 [NP] Internet Literacy ........................................ 3
CMPGR 284 [2] Desktop Video Animation ............................... 3

ELECTIVE COURSES - Complete 2-5 units

ART 160 [NP] Appreciation of Art ....................................... 3
ART 170 [NP] Basic Photography .......................................... 3 OR
ART 181 [NP] Basic Photography 1 ...................................... 1½ OR
ART 182 [NP] Basic Photography 2 ...................................... 1½
CGR 201 [NP] Graphic Arts Fundamentals .............................. 3
CGR 211 [NP] Typography 1 (PageMaker and QuarkXpress) ....... 2
CGR 224 [NP] Electronic Publishing ..................................... 2
ART 123 [Figure Drawing] .................................................. 3
CMPGR 287 [NP] Introduction to Multimedia ........................... 3
ELTEC 315 [NP] Introduction to Media Systems ....................... 2
ENSTC 210 [NP] Introduction to C.A.D ................................. 1
CMPGR 262 [NP] Exploring the World Wide Web ..................... 3
CMPGR 263 [NP] Internet Literacy ........................................ 3
CMPGR 285A,B [NP] Special Projects .................................... 1,2
CMPGR 298A,B [NP] Special Topics (with approval) .................. 1,2
RA-TV 134 [NP] Television Studio Operations ....................... 3
ARCH 110 [NP] Descriptive Drawing ..................................... 1
CMPSC 267 [NP] Microsoft Windows - Advanced ..................... 1

TOTAL UNITS REQUIRED FOR CERTIFICATE ......................... 39

* Not required for AS Degree

AS Degree:
Computer Graphics Applications

To earn an Associate in Science Degree, students complete the Required and Elective courses for certificate, with the exception of CMPGR 219, and complete the MJC Graduation Requirements.

TOTAL UNITS REQUIRED FOR AS MAJOR .......................... 39

Computer Graphics Courses

CMPGR 201 -- ANIMATION: A GLOBAL VIEW ......................... 3 Units

History of animation and its relationship to societies and cultures. Explores the development of animation from its earliest attempts in prehistoric times through the present day integration of technology. Strategies for production are presented, including animation techniques, design, layout, editing, timing, composition, color, lighting, music, sound effects, voice, story, concept, content, theme, historical relationship, social context, ethical context, purpose, audience, and philosophy. Field trips may be required. Lecture. (CSU) (CAN CSCI 2)

CMPGR 202—INTRODUCTION TO COMPUTER GRAPHICS .......... 3 Units

Also offered as ART 102.
An introductory course in the field of computer graphics using various applications and tools. Topics explored include, but are not limited to, original image creation, photographic editing, scanning, printing, two-dimensional animation, sound digitizing pens, mouse, and digital camera. Field trips may be required. Materials fee required. Lecture/Laboratory (CSU).

CMPGR 213—APPLIED COMPUTER GRAPHICS ....................... 3 Units

Also offered as ART 103.
Concepts and techniques in computer graphics as related to fine and applied art applications. Field trips may be required. Materials fee required. Lecture/Laboratory. (CSU)

CMPGR 214—DIGITAL CAPTURE FOR COMPUTER GRAPHICS .................. 3 Units

Recommended for Success: Any previous computer graphics course.
Explore digital capture and image editing techniques using such hardware devices as scanners, capture boards, digital cameras and video. Students must have access to a digital camera. Field trips may be required. Materials fee required. Lecture/Laboratory. (CSU)

CMPGR 215—BUSINESS PRESENTATION GRAPHICS ................... 3 Units

Recommended for Success: Any introductory computer science class.
The use of a computer as a vehicle for preparing, producing, and controlling the presentation of visuals within the business environment. Both qualitative and quantitative data and selection of appropriate visual display format and media will be covered. Hardware and peripheral equipment as well as commercially available software will be covered. Emphasis is placed on the use of existing commercially available software with “hands on” experience being provided in an open lab environment. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU)

CMPGR 217—COMPUTER ILLUSTRATION SOFTWARE ................. 3 Units

Recommended for Success: CMPGR 202 or ART 102
Introduction to illustration software as applied to visual and data presentation. Explores the techniques and tools used by artists, designers, and illustrators to produce artwork for print, publishing, multimedia graphics, web page design or illustration. Hands-on experience with microcomputer graphics systems required. Field trips may be required. Materials fee required. Lecture/Laboratory. (CSU).

CMPGR 219—COMPUTER GRAPHICS .............................. 1 Unit

Prerequisite: This course follows the completed courses of the Computer Graphics majors/certificate requirements.
Also offered as ART 119.
Prepares the student majoring in or receiving a certificate in Computer Graphics with the necessary visual and business skills to develop a portfolio; emphasizes the creative and applied business needs for individuals entering the professional field of Computer Graphics. Field trips may be required. Lecture/Laboratory. (CSU, GR)

CMPGR 225—3D GRAPHICS AND ANIMATION ......................... 3 Units

Graphic animation techniques utilizing microcomputers and 3D software. 3D modeling, scene composition, materials editing, object and camera movement, character development and story-boarding will be explored. Students will have intensive hands-on experience with IBM or MAC graphic systems and related peripheral devices. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU)

CMPGR 235—IMAGE MANIPULATION SOFTWARE ..................... 3 Units

Recommended for Success: A previous course in Computer Graphics.
Introduction to the techniques and technology of digital image capture and imaging manipulation software. Field trips may be required. Lecture/Laboratory. Materials fee required. Two maximum completions. (CSU)

CMPGR 236—ADVANCED PHOTOSHOP APPLICATIONS ................ 3 Units

Prerequisite: CMPGR 235 or equivalent skills.
Advanced skills in Adobe Photoshop including layout and publication, image processing, web skills and illustration. Students will have extensive hands-on experience with IBM or MAC graphic systems and related peripheral devices. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU)
CMPGR 262—EXPLORING THE WORLD WIDE WEB  

CMPGR 263—INTERNET LITERACY  
Recommended for Success: Any introductory computer class. Provides the conceptual background and the online skills needed to become Internet literate. Covers internet services: e-mail, listserv, newsgroups, FTP, telnet and the World Wide Web (WWW). Emphasis will be placed on the WWW, types of access (ISP), usage, software (browsers and other support software) and internet etiquette in a global environment. Introduction to publishing and multimedia. Usage of search engines to conduct research and copyright issues and bibliographic style. Reflects on the impact of emerging technologies on the future of commerce and communications as well as societal issues. Lecture/Laboratory. Materials fee required. (CSU).

CMPGR 264—PUBLISHING ON THE WORLD WIDE WEB  

CMPGR 265—MULTIMEDIA ON THE WORLD WIDE WEB  
Prerequisite: CMPGR 264 or 287 Intermediate course covering multimedia components of the World Wide Web. Development with animation, sound and video. Emphasis on further development of programming techniques and skills for advanced features for Web pages. Extensive hands-on lab experience. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU).

CMPGR 266—FLASH: WEB GRAPHICS AND ANIMATION 1  
Prerequisite: CMPGR 262 or ART 102. Introduction to Micromedia’s FLASH. Covers the tools and concepts of FLASH and its many interactive possibilities and functions, including drawing, image, text, animation, sound, and action-scripting integration. Explores the strategies for creating intuitive and accessible FLASH productions from start-to-finish, such as audience considerations, site map, and navigational building, and testing. Lecture/Laboratory. (CSU)

CMPGR 267—DREAMWEAVER IN WEB SITE DESIGN  
Recommended for Success: CMPGR 202 or ART 102. Macromedia’s Dreamweaver web design software, including templates, libraries, Cascading Style Sheets, and FTP Strategies for creating intuitive and accessible web sites such as audience considerations, site map, and navigational building, and testing. Lecture/Laboratory. (CSU)

CMPGR 268—FLASH: WEB GRAPHICS AND ANIMATION 1  
Prerequisite: CMPGR 262 or ART 102. Introduction to Micromedia’s FLASH. Covers the tools and concepts of FLASH and its many interactive possibilities and functions, including drawing, image, text, animation, sound, and action-scripting integration. Explores the strategies for creating intuitive and accessible FLASH productions from start-to-finish, such as audience considerations, site map and navigation building, and the effective use of content and animation, output, optimization and testing. Lecture/Laboratory. Materials fee required. (CSU)

CMPGR 269—FLASH: WEB GRAPHICS AND ANIMATION 2  
Prerequisite: CMPGR 268. In-depth look into how FLASH is effectively used by real-world interactive designers and developers. Explore advanced FLASH concepts and tools such as dynamic text, tell-targeting movie clips, drop-down menus, scrolling text, scriptable masks, embedded video, streaming and event sound, and the integration of FLASH with HTML. Gain an understanding of how to use Action Scripting for more powerful interactivity and animation by exploring the use of variables, properties, expressions, functions, and operators. Bring together the FLASH methods learned into the creation of a final, online portfolio presentation. Lecture/Laboratory. Materials fee required. (CSU)

CMPGR 284—DESKTOP VIDEO ANIMATION  
Recommended for Success: Basic Computer Graphics literacy such as CMPGR 202 or ART 102. Concepts and techniques utilizing computers and related technologies, with the video media. Video image capture enhancement, recording and exportation for use in graphic image production/presentation, computer animation, web and CD will be explored. Students will have intensive “hands on” experience working on the MAC or IBM graphic system and related video peripheral devices. Field trips may be required. Lecture/Laboratory. Materials fee required for special printer/plotter paper, inks, and film. (CSU)

CMPGR 287—INTRODUCTION TO MULTIMEDIA  
Recommended for Success: Basic Computer literacy such as CMPSC 201. Introduction to multimedia software and hardware on microcomputers. Students will have intensive “hands on” experience working with a variety of media such as text, numbers, sound, music, graphics, animation and video. Techniques of media capture, generation and editing and subsequent interactive multimedia development will be explored. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU).

CMPGR 288—INTERMEDIATE MULTIMEDIA  
Prerequisite: CMPGR 287 Continuation of Multimedia concepts and applications. Working with a variety of media forms such as text, numbers, sound, music, graphics, animation and video. Emphasis is placed on further development of scripting and interactive design. Discussion of needs assessment, design issues, implementation and presentation will be combined with “hands on” projects. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU).

CMPGR 298A,B—SPECIAL TOPICS IN COMPUTER GRAPHICS  
Prerequisite: Varies with topic. Participation in discussion, analysis, and evaluation of a special topic in computer graphics, microcomputer applications, and related technologies. Topic to be announced in class schedule. Field trips may be required. Four maximum completions for a maximum of 6 units in any combination. Lecture or Lecture/Lab. (CSU)

The Computer Science A.S. Degree program at Modesto Junior College is designed to meet the needs of non-transfer students who wish to acquire the new computer skills needed in today’s work environment. The Computer Science program provides students with a general knowledge of computer literacy and information systems, microcomputer hardware and software systems, the ability to work with a wide variety of applications software, and an opportunity to develop programming and problem-solving skills.

Students who wish to major in Computer Science and transfer to a four-year institution should ask for program planning assistance from a business program advisor. Modesto Junior College offers a Computer Science transfer major to meet the major requirement for the Associate Degree. Transfer institutions vary in lower division (first two years of college) major department requirements. Meeting the Modesto Junior College Associate Degree major requirements does not necessarily mean the transfer institution’s major requirements have been met. Consult a Computer Science faculty advisor for assistance in determining the appropriate courses for the major you select.
Computer Applications Program

Certificate: Computer Applications Specialist

This certificate is designed for students who will work in a small business performing general computer application procedures such as document preparation, simple calculations using electronic spreadsheets, or simple database management.

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 11 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMPSC 201</td>
<td>General Computer Literacy</td>
<td>3</td>
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<tr>
<td>CMPSC 202</td>
<td>Business Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 274</td>
<td>Microcomputer Applications</td>
<td>4</td>
</tr>
<tr>
<td>CMPGR 262</td>
<td>Exploring the Internet</td>
<td>1</td>
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**REQUIRED OPTION** - Complete one option for 6 units

**Spreadsheets**

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<thead>
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<th>Title</th>
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<tr>
<td>CMPSC 278</td>
<td>Spreadsheet Software (EXCEL)</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 279</td>
<td>Spreadsheet Design and Programming</td>
<td>3</td>
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</table>

**Databases**

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<tbody>
<tr>
<td>CMPSC 275</td>
<td>Database Management Systems (ACCESS)</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 276</td>
<td>Database Programming (VBA)</td>
<td>3</td>
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**Publishing**

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>CMPSC 231</td>
<td>Intermediate Word Processing</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 264</td>
<td>Publishing on the World Wide Web</td>
<td>3</td>
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</table>

**Microsoft Windows**

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<tr>
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<th>Title</th>
<th>Units</th>
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<tr>
<td>CMPSC 265</td>
<td>Beginning Microsoft Windows</td>
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<tr>
<td>CMPSC 266</td>
<td>Intermediate Microsoft Windows</td>
<td>1</td>
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<tr>
<td>CMPSC 267</td>
<td>Advanced Microsoft Windows</td>
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<tr>
<td>CMPSC 271</td>
<td>Inside Microsoft Windows</td>
<td>3</td>
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</tbody>
</table>

**TOTAL UNITS FOR CERTIFICATE** .................................................. 17

Computer Information Systems Program

The Business Computer Information Systems program is designed for students who plan to specialize in business computer applications at a four-year college. Students who wish to declare the transfer major should ask for program planning assistance from a business program advisor. Transfer institutions vary in lower division (first two years of college) major department requirements. Meeting the Modesto Junior College Associate Degree major requirements does not necessarily mean a given transfer institution’s major requirements have been met.

**AA Degree: Computer Information Systems**

Student may earn an Associate in Arts degree in Business Computer Information Systems by completing the coursework below and completing the MJC Graduation Requirements. Students are urged to meet with a Computer Science faculty advisor to assist them plan their specific program for graduation.

**REQUIRED COURSES** - Complete 21 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMPSC 202</td>
<td>Business Information Systems</td>
<td>3</td>
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<tr>
<td>BUSAD 201</td>
<td>Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUSAD 202</td>
<td>Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUSAD 218</td>
<td>Business Law</td>
<td>4</td>
</tr>
<tr>
<td>CMPSC 275</td>
<td>Database Management Systems for Microcomputers</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 276</td>
<td>Database Programming</td>
<td>3</td>
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</table>

**TOTAL UNITS FOR MAJOR** .................................................. 21

Computer Programming Program

Certificate: Computer Programming Specialist

This certificate will prepare students to work as an entry level programmer in the areas of JAVA programming, C++ programming, or Visual BASIC programming.

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 10 units

<table>
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<th>Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>CMPSC 204</td>
<td>Introduction to Programming</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 205</td>
<td>Problem Solving and Programming 1</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 206</td>
<td>UNIX/Linux Systems and Programming</td>
<td>3</td>
</tr>
<tr>
<td>CMPGR 262</td>
<td>Exploring the Internet</td>
<td>1</td>
</tr>
</tbody>
</table>

**REQUIRED OPTION** - Complete one 6-unit option

**Java**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMPSC 216</td>
<td>Java Script Programming</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 262</td>
<td>Object-Oriented Programming w/Java</td>
<td>3</td>
</tr>
</tbody>
</table>

**Programming**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMPSC 261</td>
<td>Problem Solving &amp; Programming 2</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 291</td>
<td>Windows Programming w/Visual C++</td>
<td>3</td>
</tr>
</tbody>
</table>

**Visual Basic**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMPSC 213</td>
<td>Programming with Visual Basic</td>
<td>3</td>
</tr>
<tr>
<td>CMPSC 214</td>
<td>Advanced Visual Basic</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL UNITS FOR CERTIFICATE** .................................................. 16

Computer Science Program

**AA Degree: Computer Science**

- Student may earn an Associate in Arts degree in Computer Science by completing the coursework below and completing the MJC Graduation Requirements. Students are urged to meet with a Computer Science faculty advisor to assist them plan their specific program for graduation.

- IMPORTANT: This program is intended to be a Transfer Program guide only. Graduation requirements, general education patterns, and junior standing requirements are subject to change. It is the student’s responsibility to consult the catalog for the targeted college/university. Students may consult a business division advisor for a sample four-semester plan and more detailed program-planning guidance.

Continued ➤
RECOMMENDED PREPARATION - (Not part of major)

OFADM 301 [1] Beginning Keyboarding........................................11⁄2 OR
Equivalent Keyboarding Skills

REQUIRED COURSES - Complete 13 units

CMPSC 205 [2] Problem Solving and Programming 1.....................3
MATH 122 [1] Functions and Analytical Geometry.........................4 OR
(Higher Math).........................................................4

ELECTIVE COURSES - Complete 3-4 units

CMPSC 262 [NP] Object-Oriented Programming with Java.................3
MATH 144 [NP] Applied FORTRAN........................................4
MATH 173 [NP] Calculus: Third Course.....................................4
MATH 134 [NP] Elementary Statistics........................................3
PHYS 102 [NP] General Physics..............................................4
MATH 174 [NP] Introduction to Linear Algebra and
Ordinary Differential Equations...........................................4
CMPSC 213 [NP] Programming with Visual Basic..........................3

ADDITIONAL ELECTIVE COURSES - Complete 3-4 units

Any course in Business Administration, Computer Science, or Office Administration

TOTAL UNITS FOR MAJOR...................................................20

AS Degree: Computer Science

• Student may earn an Associate in Science degree in Computer Science by completing the coursework below and completing the MJC Graduation Requirements. Students are urged to meet with a Computer Science faculty advisor to assist them plan their specific program for graduation.

• IMPORTANT: This program is intended to be a Transfer Program guide only. Graduation requirements, general education patterns, and junior standing requirements are subject to change. It is the student’s responsibility to consult the catalog for the targeted college/university. Students may consult a business division advisor for a sample four-semester plan and more detailed program-planning guidance.

REQUIRED COURSES - Complete 11 units

CMPSC 271 [1,2] Inside Microsoft Windows.................................3
CMGR 262 [1,2] Exploring the World Wide Web...........................1
CMGR 204 [1,2] Introduction to Programming...............................3
CMGR 263 [1,2] Networking Essentials.......................................3
CMGR 269 [1,2] Network+ Certification Lab.................................1

ELECTIVE COURSES - Complete 19 units

Complete at least 1 unit:
Any course in Business Administration or Computer Science

Complete only one of the following options:

Computer Applications Option - Complete 18 units

CMPSC 202 [3,4] Business Information Systems............................3
CMPSC 220 [3,4] SQL Server Administration...............................3
CMPSC 225 [3,4] SQL Server Programming.................................3
CMPSC 275 [3,4] Database Management Systems (ACCESS).............3
CMPSC 276 [3,4] Database Programming (VBA).............................3
CMPSC 278 [3,4] Spreadsheet Software (EXCEL)..........................3
CMPSC 279 [3,4] Spreadsheet Design and Programming..................3

Computer Programming Option - Complete 18 units

CMPSC 205 [3,4] Problem Solving and Programming 1....................3

CMPSC 206 [3,4] UNIX/Linux Systems and Programming..................3
CMPSC 213 [3,4] Programming with Visual Basic............................3
CMIF 216 [3,4] JAVA Script Programming.................................3
CMPSC 261 [3,4] Problem Solving and Programming 2....................3
CMPSC 262 [3,4] Object Oriented Programming with JAVA................3

Computer Networking Option - Complete 18 units

CMET 210 [3,4] Intermediate Computer Servicing with
A+ Certification Training............................................3

TOTAL UNITS FOR A.S. MAJOR...........................................30

Network Administration Program

Certificate: Computer Network Administration

This certificate is designed for students seeking entry-level job positions in computer network administration, designing networks, installing server and client operating systems, configuring network services, and implementing network security

Note: All of these courses are also preparation for Microsoft certification as a Microsoft Certified Professional (MCP) in the individual subject. A student who has completed the Network Administration Certificate would be eligible to complete the Microsoft Certified Systems Engineer (MCSE) certification with the completion of just one additional course from the options list.

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 14 units


ELECTIVE COURSES - Complete 3 units

CMPSC 220 [2] SQL Server Administration (MCP).......................3

TOTAL UNITS FOR CERTIFICATE........................................17

Certificate: Computer Network Technician

This certificate is designed for students seeking an entry-level position in computer network hardware installation, troubleshooting and repair.

• To earn a Certificate of Achievement, the student must complete the

Continued ➤
following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 14 units

- CMPSC 201 [1] General Computer Literacy ........................................... 3
- CMPET 206 [1] Personal Computer Assembly, Upgrading and Repair ........................................... 3
- CMPGR 262 [1] Exploring the Internet ........................................... 1
- CMPSC 263 [1] Networking Essentials (NETWORK+) ........................................... 3
- CMPSC 269 [2] CompTIA NETWORK + Lab ........................................... 1

**ELECTIVE COURSES** - Complete 3 units

- ELTEC 208 [1] World of Electricity and Electronics ........................................... 3
- CMPSC 271 [1] Inside Microsoft Windows (MCP) ........................................... 3

TOTAL UNITS FOR CERTIFICATE ......................................................... 16

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### Computer Science Courses

**CMPSC 103—SYMBOLIC LOGIC**  
3 Units  
Also offered as PHIL0 103.  
An introduction to modern deductive logic; includes sentential and predicate logic with identity theory and definite descriptions. Lecture. Not offered every semester. (CSU, UC, CAN PHIL 6)

**CMPSC 201—GENERAL COMPUTER LITERACY**  
3 Units  
Survey of the functions and uses of computers in business, education, industry, and science with emphasis on the personal computer; study of computers and peripheral equipment as integrated systems; exploration of the impact of computers on society; introduction to problem-solving and programming techniques; experience with popular internet and application packages on the laboratory microcomputers. Field trips may be required. Lecture. Laboratory arranged. Materials fee required. (CSU, UC, CAN CSCI 2) (CC CMPSC 1)

**CMPSC 202—BUSINESS INFORMATION SYSTEMS**  
3 Units  
Prerequisite: BUSAD 201 or 310 and CMPSC 201.  
Introduction to design, development, and use of information system models to improve managerial decision making. Study of information systems hardware and software; advanced computer codes; systems analysis and planning; systems security; application development using decision support systems; and expert systems. Lab work will focus on Internet research and advanced spreadsheet, database, and word processor functions for solutions to business problems. Field trips may be required. Lecture. Laboratory arranged. Materials fee required. (CSU, UC, CAN BUS 6)

**CMPSC 204—INTRODUCTION TO PROGRAMMING**  
3 Units  
Recommended for Success: SAT satisfactory completion of MATH 90 or qualification by MJC assessment process.  
The first course in computer programming for students with little or no programming experience. General computer literacy issues describing computer hardware, software development, operating systems, and telecommunications will be covered. Beginning problem-solving analysis, documentation, algorithm design, control structures, program coding, using BASIC and C++, file input and output, and program testing and program maintenance will be stressed. Field trips may be required. Lecture/Laboratory. Materials fee required. (CRNC, CSU, UC)

**CMPSC 205—PROBLEM SOLVING AND PROGRAMMING I**  
3 Units  
Prerequisite: CMPSC 204  
Designed for computer science transfer majors but open to all students. Emphasizes algorithm development and problem analysis skills for computer science. Software engineering skills will be developed for both procedural programming and object-oriented programming. Solution algorithms will be implemented using either the C++ or Java programming languages. Extensive programming projects demonstrating problem solving and implementation skills will be assigned throughout the semester. Field trips may be required. Lecture/Laboratory. Materials fee required. (CAN CSCI 22, CSU, UC) (CC CMPSC 22)

**CMPSC 206—INTRODUCTION TO UNIX/LINUX**  
3 Units  
**SYSTEMS AND PROGRAMMING**  
Recommended for Success: CMPSC 204  
Introduction to the UNIX operating system using Linux. Coverage will include using UNIX shells, commands, the role of the system administrator, the UNIX file system, editors, file processing, shell programming utilities, PERL and CGI programming, C and C++ programming, and recent developments in UNIX and the S Windows graphical user interface. Extensive hands-on experience using UNIX operating system and programming within the UNIX environment. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU, UC) (CC CMPSC 206)

**CMPSC 213—PROGRAMMING WITH VISUAL BASIC**  
3 Units  
Prerequisite: CMPSC 204  
Concepts in programming a computer using the language called Visual BASIC. Emphasis on structured design, graphical user interfacing, and documentation. Includes user screen development, control constructs, array processing, elementary file processing, and database access. Extensive interaction with computers will be expected. Lecture/Laboratory. Materials fee required. (CAN CSCI 6, CSU, UC) (CC CMPSC 26)

**CMPSC 214—ADVANCED VISUAL BASIC**  
3 Units  
Prerequisite: CMPSC 213 or equivalent.  
Advanced concepts of computer programming using Microsoft Visual BASIC. Students will program user interfaces with Microsoft Word, Excel and Access. They will also create Internet and general business interfaces. Graphics and game structure applications will be covered. Lecture/Laboratory. (CSU, UC Spr.)

**CMPSC 216—JAVASCRIPT PROGRAMMING FOR THE INTERNET**  
3 Units  
Prerequisite: CMPGR 264 and CMPSC 204  
Developing World Wide Web applications with HTML and Javascript. An introduction to creating interactive HTML documents through manipulation of the WWW.DOM (Document Object Model). Designing Web-based applications, validating and processing user input, creating dynamic documents utilizing DHTML. Extensive programming projects demonstrating problem solving and implementation skills will be assigned throughout the semester. Hands-on computer assignments required. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU, UC)

**CMPSC 220—SQL SERVER ADMINISTRATION**  
3 Units  
Prerequisite: CMPSC 275  
Provides students with the knowledge and skills required to install, configure, administer, and troubleshoot Microsoft SQL Server client/server database management system version 7.0 or higher. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU), Not offered every semester.

**CMPSC 225—SQL DATABASE IMPLEMENTATION**  
3 Units  
Prerequisite: CMPSC 275  
Provides students with the technical skills required to implement a database solution with SQL Server. Topics include: architecture, key features of SQL Server, reviewing SQL Server programming tools, Transact-SQL, creating databases, data integrity, planning and creating indexes, advanced query techniques, summarizing data, managing transactions and locks, implementing views, stored procedures and triggers, working with distributed data, and advanced text queries. Two maximum completions. Lecture. Laboratory arranged. Materials fee required. (CSU), Not offered every semester.

**CMPSC 231—INTERMEDIATE WORD PROCESSING**  
3 Units  
Recommended for Success: OFADM 203 and either OFADM 330 or CMPSC 274.  
Also offered as OFADM 231.  
Intermediate word processing features such as mail merge, macros, styles, graphics, tabs, and sorts. Features will be applied in creating business documents. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU)
CMPSC 241—ASSEMBLY LANGUAGE PROGRAMMING 3 Units
Prerequisite: CMPSC 204
Designed for Computer Science transfer majors, but open to all students. Introduction to microcomputer hardware architecture and assembly language programming. A microprocessor instruction set will be examined in detail. Memory addressing modes, logic and control, data representations and manipulation, table processing, and device I/O control processes will be examined. Macros, program modules, and interrupts will be studied. Extensive hands-on computer projects implementing course objectives will be assigned. Field trips may be required. Lecture/Laboratory. Materials fee required. (CAN CSCI 10, CSU, UC) (CC CMPSC 40)

CMPSC 261—PROBLEM SOLVING AND PROGRAMMING 2 3 Units
Prerequisite: CMPSC 205 or ACM CS 1 equivalent.
Introduction to simple data structures and object-oriented programming. Includes more advanced features of high-level languages such as C++ or Java. Continued emphasis on good programming methodologies and problem solving techniques and analysis. Programming problems implementing lists, stacks, queues, and trees will be emphasized. Field trips may be required. Lecture/Laboratory. Materials fee required. (CAN CSCI 24, CSU, UC) (CC CMPSC 24)

CMPSC 262—OBJECT-ORIENTED PROGRAMMING WITH JAVA 3 Units
Prerequisite: CMPSC 205 or CAN: CSCI 22 course equivalent, or ACM CS 1 course equivalent.
Introduction to object-oriented programming and applications development using the Java language. A study of the features and architecture of the Java language and how it is optimized for object-oriented, distributed, multithreaded computing. Problem solving through classes, multithreading, class libraries, and Java run-time environments. Designed for programmers with a background in C++ programming. Hands-on computer programming projects will be required. Field trips may be required. Lecture/Laboratory. Materials fee required. (CAN CSCI 24, CSU, UC) (CC CMPSC 24)

CMPSC 263—NETWORKING ESSENTIALS 3 Units
Prerequisite: An introductory computer class.
Concepts of networking technologies. Includes design, media, hardware, standards, protocols, architectures, operations, administration, support, distributed networks, WANs, troubleshooting, and the internet. Designed to help individuals prepare for Microsoft Certification Exam #70-058. Hands-on computer assignments required. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU) (CC CMPSC 10)

CMPSC 264—WINDOWS 2000 SERVER 3 Units
Prerequisite: CMPSC 263
Technical study of the Windows 2000 Server operating system. Includes server hardware, installation, configuration, clients, management, network protocols, activity directory and security, remote access and virtual private networks, interoperability, Internet and intranets, monitoring, tuning, and troubleshooting. Designed to help individuals prepare for Microsoft Certification Exam #70-215. Hands-on computer assignments required. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU)

CMPSC 265—BEGINNING MICROSOFT WINDOWS 1 Unit
Formerly listed as CMPSC 268A.
Introduction to Microsoft Windows. Fundamentals of operating systems using a graphical user interface. Presents the desktop metaphor and introduces using the keyboard, a mouse, menus, dialogue boxes, buttons, scrolling, and help. Management of disk drives, program applications, and data files and folders. Lecture/Laboratory. (CSU) (CC CMPSC 4)

CMPSC 266—INTERMEDIATE MICROSOFT WINDOWS 1 Unit
Recommended for Success: CMPSC 265
Intermediate features of Microsoft Windows. Designed to cover intermediate elements of the Desktop, the Windows Explorer, and printer control within Windows. Hands-on experience in using Windows to manage application programs and files. Lecture/Laboratory. (CSU)

CMPSC 267—ADVANCED MICROSOFT WINDOWS 1 Unit
Recommended for Success: CMPSC 266
Advanced features of Microsoft Windows. Covers advanced elements of the system files, telephony, and networking features. Hands-on experience in using Windows to manage application programs, files, and advanced systems tools. Lecture/Laboratory. (CSU)

CMPSC 268—WINDOWS 2000 NETWORK 3 Units
Prerequisite: CMPSC 264 or 266.
Technical study of the Windows 2000 Network infrastructure. Includes network analysis and design, planning network services, TCP/IP and automated IP configuration with DHCP, name resolution with DNS, WINs, NAT, Proxy Server, VPNs, RRAS, RADIUS, and network management services. Designed to help individuals prepare for Microsoft Certification Exam #70-221. Hands-on computer assignments required. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU)

CMPSC 269—NETWORK + CERTIFICATION TRAINING LAB 1 Unit
Concurrent Enrollment: CMPSC 263 Recommended for Success: Any introductory computer course
Also offered as CMPET 269.
Network + is quickly becoming the standard for introductory-level industry certification. Designed for those interested in a career in network support, this vendor-neutral certification takes the student through installing and configuring a network client. This laboratory course along with the CMPSC 263 course provides preparation for CompTIA's Network+ certification exam. Extensive network lab projects will be required. Field trips may be required. Laboratory. Materials fee required. (CSU)

CMPSC 270—UNDERSTANDING DATA COMMUNICATIONS 3 Units
How data communications systems and their various hardware and software components work. Includes communication between personal computer systems, database services, electronic bulletin boards, and the Internet. Hands-on computer assignments required. Lecture/Laboratory. Materials fee required. (CSU)

CMPSC 271—INSIDE MICROSOFT WINDOWS 3 Units
Technical study of the Windows operating system. Includes installation, architecture, customization, setting profiles, networking, disk utilities and management, printer management, system applications, plug and play features, and troubleshooting. Designed to help individuals prepare for Microsoft Certification Exam #70-063. Hands-on computer assignments required. Lecture/Laboratory. Materials fee required. (CSU)

CMPSC 274—MICROCOMPUTER APPLICATIONS 4 Units
Recommended for Success: Minimum touch-keyboarding ability of 30 WPM
Concepts and techniques for using microcomputer applications. Instruction and extensive practice in Windows, word processing, spreadsheets, database management, internet basics, file transfers between applications, and related auxiliary applications. Lecture. Laboratory arranged. Materials fee required. (CSU)

CMPSC 275—DATABASE MANAGEMENT SYSTEMS/MICROCOMPUTERS 3 Units
Introduction to database management systems (DBMS). Instruction on the design, setup and maintenance of a DBMS. Applications in inventory control, mailing lists, report construction and format, sorting and indexing operations, general file relationships and information retrieval. Hands-on experience using a microcomputer. Emphasis on Microsoft Access or similar DBMS software. Lecture/Laboratory. Materials fee required. (CSU)

CMPSC 276—DATABASE PROGRAMMING 3 Units
Prerequisite: CMPSC 274, 275, or comparable experience with Microsoft Access, or similar DBMS software.
Build customized applications for small business database management systems using a database programming language such as Visual Basic for Microsoft Access (VBA). Emphasizes structured programming concepts, program and systems design strategies, programming documentation and presentation style. Two maximum completions. Lecture. Laboratory arranged. Materials fee required. (CSU)
### COURSES AND ACADEMIC PROGRAMS

#### CMPSC 277—WINDOWS 2000 ACTIVE DIRECTORY
*3 Units*
Prerequisite: CMPSC 263

Technical study of the Windows 2000 Active Directory. Includes planning, designing and implementing Active Directory and Active Directory Domain Structures. Additional coverage includes multiple domain structures, directory sites, directory replication, groups, policies, recovery and maintenance, directory connectors, certificates, and upgrading Windows NT domain models to Active Directory. Designed to help individuals prepare for Microsoft Certification Exam #70-217. Hands-on computer assignments required. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU).

#### CMPSC 278—SPREADSHEET SOFTWARE
*3 Units*

Introduction to spreadsheet software. Spreadsheet analysis, design, testing, and documenting will be covered. Data entry, data management, graphing and keystroke macros will be emphasized. Applications in various areas will be explored with emphasis in business, professional and educational use. Hands-on experience using a microcomputer. Emphasis on Microsoft Excel or similar spreadsheet application. Lecture/Laboratory. Materials fee required. (CSU) (CC CMPSC 30).

#### CMPSC 279—SPREADSHEET DESIGN AND PROGRAMMING
*3 Units*
Prerequisite: CMPSC 278

Uses current spreadsheet macros and command languages to build application programs for small businesses. Emphasizes system design concepts, structured programming strategies, and documentation techniques. Graphics and database management capabilities will be explored along with ancillary and related enhancement programs. Lecture. Laboratory arranged. Materials fee required. (CSU).

#### CMPSC 281—WINDOWS 2000 SECURITY
*3 Units*
Prerequisite: CMPSC 264 or 286.

Technical study of security for Windows 2000 networks. Includes assessing security risks, planning administrative access and user accounts, securing communication channels, securing file and print resources, secure access to remote users and offices, secure network access to Internet users, extending the network to partner organizations, designing a public key infrastructure, and developing a security plan. Designed to help individuals prepare for Microsoft Certification Exam #70-220. Hands-on computer assignments required. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU).

#### CMPSC 282—WINDOWS 2000 NETWORKING
*2 Units*
Prerequisite: CMPSC 263

Technical study of the communications protocol on Windows 2000. Includes installation and configuration of networking protocols and services including: TCP/IP, DNS, DHCP, VPN’s and remote access, WINS, IP routing, Gateway Services, RIS security, protocol security, IPSEC, and Certificate Services. Designed to help individuals prepare for Microsoft Certification Exam #70-216. Hands-on computer assignments required. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU).

#### CMPSC 286—WINDOWS 2000 PROFESSIONAL
*3 Units*
Prerequisite: CMPSC 263

Technical study of the Windows 2000 Professional operating system. Includes installation, administrative resources, hardware devices and drivers, optimizing system performance and reliability, the desktop environment, network protocols and services, security, and troubleshooting. Designed to help individuals prepare for Microsoft Certification Exam #70-210. Hands-on computer assignments required. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU).

#### CMPSC 289—WINDOWS 2000 DIRECTORY SERVICES
*3 Units*
Prerequisite: CMPSC 264 or 286.

Technical study of the Windows 2000 Directory Services. Includes analyzing business requirements, information technology structures, software, hardware and network requirements, macro and micro Active Directory design, group policy design, directory services and security design, design topology and locations, replication and disaster recovery. Designed to help individuals prepare for Microsoft Certification Exam #70-219. Hands-on computer assignments required. Field trips may be required. Two maximum completions. Lecture. Laboratory arranged. Materials fee required. (CSU).

#### CMPSC 291—WINDOWS PROGRAMMING WITH VISUAL C++
*3 Units*
Prerequisite: CMPSC 205, or CAN CSCI 22 course equivalent, or ACM CS-1 course equivalent.

Introduction to the Microsoft Visual C++ programming environment. Review of the C++ language and object-oriented programming concepts. Emphasis on using Visual C++ to build user applications, user interfaces, ActiveX applications, Internet programming, and advanced programming techniques. Hands-on computer programming projects will be required. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU, UC).

#### CMPSC 298A,B,C—SPECIAL TOPICS
*1,2,3 Units*

IN COMPUTER SCIENCE
Prerequisite: Varies with topic.
Participation in discussion, analysis, and evaluation of a special topic in computer science, microcomputer applications, and related technologies. Topic to be announced in class schedule. Twelve maximum units in any combination. Field trips may be required. Lecture. Materials fee required. (CSU)

### Construction Management

**See Architecture**

### Correctional Science (CORSC)

The Administration of Justice Program offers an in-service corrections program designed to enhance the skills and knowledge of those employed in correctional agencies. Students directing their program toward an AA/AS degree should refer to the Administration of Justice program.

#### Correctional Science Courses

**CORSC 323—BASIC CORRECTIONS OFFICER TRAINING COURSE**
*3 Units*

Prerequisites: No felony convictions or weapon restrictions.
Professional standards, principles, and procedures in correctional management. Emphasis is on modern principles and procedures utilized in local detention facilities and institutions. Meets the training standards mandated by the California Department of Corrections for local detention facility personnel. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR)
Crop Science - Dairy Industry

Crop Science
See Plant Science

Culinary Arts (CLART)

Certificate of Completion: CLART 301

- This Certificate of Completion is awarded through the Culinary Arts program. Upon completion, certificate will be granted by the instructor.

REQUIRED COURSE - Complete 14 units
CLART 301 [NP] Culinary Academy 1.........................14

TOTAL UNITS FOR CERTIFICATE OF COMPLETION...........14

Culinary Arts Program

Certificate: Culinary Arts

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 28 units
CLART 301 [NP] Culinary Academy 1.........................14
CLART 302 [NP] Culinary Academy 2.........................14

TOTAL UNITS FOR CERTIFICATE.................................28

AS Degree: Culinary Arts

- To earn an Associate in Science Degree in Culinary Arts, student must complete the coursework below, in addition to meeting the MJC Graduation Requirements.

REQUIRED COURSES - Complete 28 units
CLART 301 [NP] Culinary Academy 1.........................14
CLART 302 [NP] Culinary Academy 2.........................14

ELECTIVE COURSES - Complete 2 units
FDTR 219 [NP] Nutrition........................................3
FDTR 351 [NP] Practical Nutrition..........................3
FDTR 323 [NP] Catering...........................................2

TOTAL UNITS FOR MAJOR........................................30

Culinary Arts Courses

CLART 301—CULINARY ACADEMY 1 14 Units

An introductory course designed to familiarize the student with basic culinary skills development. The daily production will emphasize techniques of roasting, grilling, and braising utilizing menus that reflect American regional cuisine. Students will be introduced to stocks, soups, mother sauces, sauce derivatives, thickening agents, and flavoring agents. Identification and function, purchasing and receiving, and proper storage procedures of ingredients and products will be discussed. The baking module will provide students with the opportunity to prepare breads, rolls, biscuits, muffins, pies, tarts, and cookies. Field trips may be required. Lecture/Laboratory. Fee for food supplies. Not offered every semester.

CLART 302—CULINARY ACADEMY 2 14 Units
Prerequisite: CLART 301

Daily production will emphasize techniques of specialty desserts, pastries, garde manger, and advanced cooking techniques that reflect modern American and international cuisine. Areas of specialized studies include management and supervision, cost control, computers, menu planning and facility planning. Field trips may be required. Lecture/Laboratory. Fee for food supplies. Not offered every semester.

CLART 311—FOOD SAFETY AND SANITATION 2 Units

Law and practices related to sanitation and safety in the food preparation industry. Field trips may be required. Three maximum completions. Not offered every semester. Lecture/Laboratory (CC HPMGT 120)

Dairy Industry (DAIND)

This program will develop skills and knowledge to work in the dairy industry or to transfer to a university. Contact the division office in the Agriculture Building for advising assistance.

Dairy Industry Program

Certificate: Dairy Industry Technician

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

I. Agriculture Career Courses - Complete 2 units
AG 349 B [NP] Dairy Processing Work Experience...........2

II. Agriculture Breadth Courses - Complete 12 units
DAIND 301 [NP] Good Management Practices/Sanitation........1
DAIND 302 [NP] Fluid Stream......................................1
DAIND 303 [NP] Industrial Safety.................................1
DAIND 304 [NP] Sensory Evaluation & Grading...................1
DAIND 305 [NP] Food Safety/HACCP............................1
DAIND 306 [NP] Dairy Industry Employability Skills.............1
DAIND 307 [NP] Process Equipment & Engineering.............1
DAIND 308 [NP] Laboratory Skills................................1
DAIND 309 [NP] Dairy Products & Marketing...................1
DAIND 310 [NP] Transportation of Dairy Products.............1
DAIND 311 [NP] Cheese and Whey Processing..................1
DAIND 312 [NP] Warehousing/Dry & Refrigerated.............1

III. Agriculture Major Elective Units - Complete 3 units
AG-EC 225 [NP] Agriculture Computer Applications...........3

TOTAL UNITS FOR CERTIFICATE...............................17

AS Degree: Dairy Industry

The student may earn an Associate in Science degree in Dairy Industry by completing the coursework below and completing the MJC Graduation Requirements.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers....1
AG 349 A-D [NP] Work Experience..............................4 OR
AG 249 [NP] Agriculture Internship.............................4

II. Agriculture Science Breadth Courses - Complete 9 units
AN-SC 200 [NP] Introduction to Animal Science................3
PL-SC 200 [NP] Introduction to Plant Science.....................3
NR 200 [NP] Soils..................................................3
COURSES AND ACADEMIC PROGRAMS

Dairy Industry - Dental Assisting

Dairy Industry Courses

DAIND 301—GOOD MANUFACTURING PRACTICES AND SANITATION 1 Unit
Introduction to dairy plant sanitation, good manufacturing practices, guidelines and implementation. Introduction to chemicals, pH and their roles in functional cleaning of the dairy plant and associated equipment. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 302—FLUID STREAM 1 Unit
Introduction to the basic elements of routing and uses of fluid milk throughout the dairy plant. Demonstration of how fluids are utilized. Process flow from incoming raw milk throughout the plant to pasteurized finished products. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 303—INDUSTRIAL SAFETY 1 Unit
Introduction to the elements of industrial safety as it relates to a dairy processing facility. Topics to be covered: illness and injury prevention, confined space entry, lock-out, tag-out programs, hazard communication programs, and industrial lift programs. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 304—SENSORY EVALUATION 1 Unit
Develop skills for sight, taste, smell and touch in the evaluation of various dairy products. Course content follows the California Agriculture Teaching Association Curricular Code for Career Development Events—dairy product evaluation. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 305—HAZARDOUS ANALYSIS CRITICAL CONTROL POINT AND FOOD SAFETY 1 Unit
Introduction to hazardous analysis critical control point programs including the importance of HACCP and the identification of critical control points. The class will demonstrate how to design and implement an HACCP program. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 306—DAIRY INDUSTRY EMPLOYABILITY SKILLS 1 Unit
Resume preparation, interviewing skills, and job search techniques that are unique to the dairy processing industry. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 307—PROCESS EQUIPMENT AND ENGINEERING 1 Unit
Introduction and identification of equipment used in the processing facility. Cleaning, sanitizing and maintenance of processing equipment. Performance of equipment breakdowns for inspection. Discussion of required regulatory licensing. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 308—LABORATORY SKILLS 1 Unit
Demonstration and analysis of common laboratory tests. Identification of various equipment used in the dairy lab, proper safety, and chemical disposal. Designed for the plant technician, not a laboratory technician. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 309—DAIRY PRODUCTS AND MARKETING 1 Unit
Introduction to the standards of identifying milk, dairy foods and elementary dairy products. Marketing and handling will be covered. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 310—TRANSPORTATION OF DAIRY PRODUCTS 1 Unit
Introduction to aspects of raw milk pick-up, routing, transportation to the milk plant, loading and transporting of finished packaged dairy products. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 311—CHEESE AND WHEY PROCESSING 1 Unit
Introduction to aspects in the art of cheese making. Elementary techniques of whey processing. Field trips required. Two maximum completions. Lecture. (GR)

DAIND 312—WAREHOUSING/DRY AND REFRIGERATED 1 Unit
Introduction to aspects in routing, storage and rotation of finished packaged dairy products. Outline of pest control management essentials. Introduction of quality issues surrounding all raw material receiving. Field trips required. Two maximum completions. Lecture. (GR)

Dairy Science Program

See Animal Science

Data-Processing

See Computer Science

Debate

See Speech Communications

Dental Assisting (DSTAS)

The Dental Assisting Program at Modesto Junior College prepares students to take the Dental Assisting National Board Examination (DANB) to become a Certified Dental Assistant (CDA) and the California State Board Examination leading to licensure as a Registered Dental Assistant (RDA). A Radiation Safety certificate is issued by Modesto Junior College. This Program is accredited nationally by the American Dental Association’s Commission on Dental Accreditation and on a state level by the Dental Board of California.

The Dental Assisting Program begins in September of each year. It is a full-time, 10-month program. An A.S. Degree in Dental Assisting is also available. For additional Program information, contact Allied Health, 575-6362. For academic advising, contact the Counseling Office, 575-6080. Please note: The MJC Catalog is the official document for program requirements. Program brochures are also available.
Eligibility for the Dental Assisting Program

PROGRAM SPECIFIC REQUIREMENTS

If students are enrolled at MJC and have completed all steps necessary to attend MJC, they may submit a Dental Assisting Program Application to Allied Health between the first day of the spring semester and April 15. If space is still available after April 15, applications will continue to be accepted until all spaces are filled or August 15, whichever comes first.

REQUIRED COMPETENCIES

ENGL 50 [NP] Basic Composition and Reading ................. 5 or English 50 Eligibility on placement exam ................. or
ENGL 101 [NP] Composition and Reading ...................... 3
MATH 10 [NP] Introduction to Mathematics ...................... 2 or MATH 20 Eligibility through placement exam
READ 184 [NP] Critical Reading .................................... 3 or Reading competency (12) on placement exam
AND CPR Certification (Basic Life Support) that meets the standards of the American Heart Association or the American Red Cross. CPR certification must be valid throughout from August 2003 - June 2004.

PROOF OF HEALTH AND IMMUNIZATIONS

Students will need to submit proof of the following to the Allied Health division office.
1. A medical history and physical examination completed by a physician, physician’s assistant or nurse practitioner within 3 months prior to program start date. The physical must state that the applicant does not have any health conditions that would create a hazard to self, employees or patients.
2. Documentation of required immunizations.
3. A negative PPD skin test. A negative result must be obtained. If a positive reaction is obtained, or has previously been obtained, a chest x-ray must be taken unless medically contraindicated.

RECOMMENDED PREPARATION

Though no prerequisites are required for the Dental Assisting program, students are strongly advised to complete a computer literacy course (high school or college level) and the following required courses prior to entering the Dental Assisting program.
ENGL 50* [1,2] Basic Composition and Reading ..................... 3 OR
ENGL 101* [1,2] Composition and Reading ......................... 3
PSYCH 51* [1,2] Psychology in Everyday Life ....................... 3

*Required for Certificate

Certificate: Dental Assisting

To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 38 units

ENGL 50 [1,2] Basic Composition and Reading ..................... 3 OR
ENGL 101 [1,2] Composition and Reading ......................... 3
PSYCH 51 [1,2] Psychology in Everyday Life ....................... 3
DTAST 360 [1] Introduction to Dental Assisting ................... 3
DTAST 361 [1] Prevention of Disease Transmission ............... 2
DTAST 362 [1] Dental Science ........................................... 3
DTAST 363 [1] Introduction to Clinical Dentistry ................. 2
DTAST 364 [1] Dental Materials ........................................ 2

DTAST 367 [2] Expanded Functions ............................... 2
DTAST 370 [2] Clinical 1 ................................................... 6
DTAST 371 [3] Clinical 2 .................................................. 1

TOTAL UNITS FOR CERTIFICATE ........................................... 38

AS Degree: Dental Assisting

To earn an Associate of Science Degree in Dental Assisting, students must complete the courses required for a dental assisting certificate AND complete the MJC Graduation Requirements for 60 units.

TOTAL UNITS FOR A.S. MAJOR ........................................... 38

DENIAL OF CERTIFICATION/LICENSURE

The Dental Board of California and the Dental Assisting National Board reserve the right to deny application of certification/licensure for specific crimes and/or actions. Anyone considering a career in dental assisting, who might be denied certification/licensure, is advised to discuss this issue with the respective boards, prior to entering the Dental Assisting Program.

Dental Assisting National Board, Inc.
676 N. St. Clair Street, Suite 1880
Chicago, Illinois 60611-9796
1-800-367-3262
www.danb.org

Dental Board of California
1428 Howe Avenue, Suite #58
Sacramento, CA 95825-3241
(916) 262-2595 (x 207)
www.comda.ca.gov

Dental Assisting Courses

DTAST 360 – INTRODUCTION TO DENTAL ASSISTING 3 Units
Prerequisite: High school graduation or equivalent; proof of completion of CPR for the Professional Rescuer from the American Red Cross or the Health Care Provider CPR course from the American Heart Association, which must be valid through the end of the program.
An introduction to the profession of dentistry including the educational requirements, legal and ethical responsibilities of each member of the dental team. Discussion of current issues facing the dental profession. Overview of the career opportunities available to the registered dental assistant. Introduction to data gathering on dental patients, including oral diagnosis and treatment planning. Instruction in evaluating the medically compromised dental patient and preparing for medical emergencies. Field trips may be required. Lecture. Materials fee required (GR, Fall)

DTAST 361 – PREVENTION OF DISEASE TRANSMISSION 2 Units
Prerequisite: High school graduation or equivalent; proof of completion of CPR for the Professional Rescuer from the American Red Cross or the Health Care Provider CPR course from the American Heart Association, which must be valid through the end of the program.
This course covers the knowledge and skills required for dental health care professionals to control, prevent the spread of disease, properly manage hazardous chemicals and maintain a safe dental office environment. Protocols established by the American Dental Association, Dental Board of California, California Dental Association, Center for Disease Control and Prevention, OSAP, and OSHA regulations with emphasis on Bloodborne Pathogen Standard and the Hazard Communication Standard. Field trips may be required. Lecture/ Laboratory. Materials fee required (GR, Fall)
DTAST 362 – DENTAL SCIENCE  
Concurrent Enrollment: DTAST 360, 361, 362, 364 and 365  
3 Units
An overview of human anatomy and physiology with an emphasis on the head and neck. The knowledge of the structures of the head and oral cavity including identification of oral landmarks and to recognize whether any abnormalities or lesions exist. The study of tooth morphology and the relationship to form and function of the dentition. Recognize conditions that are variations of normal but not considered pathological. Field trips may be required. Lecture. Materials fee required (GR, Fall).

DTAST 363 – INTRODUCTION TO CLINICAL DENTISTRY  
2 Units
Concurrent Enrollment: DTAST 360, 361, 362, 364 and 365
Introduction to dental assisting, role of the chairside assistant, basic skills for preparing the dental patient for treatment. Intraoral tasks delegated to qualified dental assistants which are related to operative dentistry. Field trips may be required. Lecture/Laboratory. Materials fee required (GR, Fall).

DTAST 364 – DENTAL MATERIALS  
Concurrent Enrollment: DTAST 360, 361, 362, 363 and 364  
2 Units
The dental assistant’s role in the manipulation of dental materials used in the oral environment. Instruction in the properties, characteristics, and manipulation of dental materials. Identification of government regulations and compliance with health and safety procedures when using dental materials. The study of drugs, their composition, uses, effects and contraindications as applied to the dental patient. Identification of laws regulating safe use of medication for the dental patient. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR). 

DTAST 365 – THEORY OF DENTAL RADIOLOGY  
3 Units
Prerequisite: High school graduation or equivalent; proof of completion of CPR for the Professional Rescuer from the American Red Cross or the Health Care Provider CPR course from the American Heart Association, which must be valid through the end of the program. 
Introduction to the principles of dental radiology, basic concepts of x-ray generation, occupational safety procedures, materials and equipment used in producing dental x-rays. Theory of dental radiological techniques. DTAST 365 (Fall) and DTAST 369 (Spring) have been designed to meet the standards set forth by the Dental Board of California for the California Radiation Safety Licensure. Both courses must be completed with a grade of C or better in order to qualify for licensure. Field trips may be required. Lecture. Materials fee required. (GR, Fall).

DTAST 366 – ADMINISTRATIVE DENTAL ASSISTING  
Concurrent Enrollment: DTAST 367, 368, 369 and 370  
2 Units
Basic dental office business concepts and procedures including communication skills, patient relations, record management, risk management and application of current technology. Employment skills necessary to obtain a position as an administrative dental assistant. Field trips may be required. Lecture. Materials fee required. (GR, Spr.)

DTAST 367 – EXPANDED FUNCTIONS  
Prerequisite: DTAST 360, 361, 362, 363, 364 and 365 with a C or better.  
Concurrent Enrollment: DTAST 366, 368, 369 and 370.  
2 Units
Achievement of a healthy and functional dentition through the prevention of new and recurring diseases by the means of dental plaque control techniques. Procedures in which plaque and stains on the surface of the teeth are removed from the coronal surfaces. Specific intraoral tasks that are completed as a procedure delegated to the expanded function dental assistant. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR, Spr.)

DTAST 368 – ADVANCED DENTAL ASSISTING  
Prerequisite: DTAST 360, 361, 362, 363, 364 and 365 with a C or better.  
Concurrent Enrollment: DTAST 366, 367, 369 and 370.  
3 Units
Advanced training in the areas of dental specialties including prosthodontics, endodontics, periodontics, pediatric dentistry, orthodontics and oral surgery. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR, Spr.)

DTAST 369 – CLINICAL DENTAL RADIOLOGY  
Prerequisite: DTAST 360, 361, 362, 363, 364 and 365 with a C or better.  
Concurrent Enrollment: DTAST 366, 367, 368 and 370.  
3 Units
Applied advanced dental radiography techniques. Identification and interpretation of anatomical landmarks related to dental radiography, exposure, processing and evaluation techniques, and applied quality assurance techniques. Emphasis on infection control as applied to dental radiography, evaluation of the exposed and processed dental radiograph used for diagnostic interpretation using manual and automatic processing. DTAST 365 (Fall) and DTAST 369 (Spring) have been designed to meet the standards set forth by the Dental Board of California for the California Radiation Safety Licensure. Both courses must be completed with a grade of C or better in order to qualify for licensure. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR, Spr.)

DTAST 370 – CLINICAL 1  
Prerequisite: DTAST 360, 361, 362, 363, 364 and 365 with a C or better.  
Concurrent Enrollment: DTAST 366, 367, 368, and 369.  
6 Units
Role of the chairside dental assistant; basic skills for preparing the dental patient for treatment including knowledge and skills essential to the functions of the registered dental assistant during clinical experience. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR, Spr.)

DTAST 371 – CLINICAL 2  
Prerequisite: DTAST 366, 367, 368, 369 and 370 with a C or better.  
1 Unit
Role of the chairside dental assistant; advanced skills for preparing the dental patient for treatment including knowledge and skills essential to the functions of the registered dental assistant. Field trips may be required. Laboratory. Materials fee required. (GR, Summer).

**Dentistry**

This is a four-year college transfer program which calls for additional schooling following completion of a four-year degree. Interested students should contact the MJC Counseling Center for program requirements.

**Desktop Publishing**

See Communication Graphics for related programs

**Drama**

See Theatre

**Earth Science (EASCI)**

EASCI 161—EARTH SCIENCE  
4 Units
Designed to bring together geology, oceanography, meteorology and astronomy areas with rocks and minerals, mountain building, earthquakes and volcanoes, sea floor spreading, ocean and shoreline features, planets and stars. Field trips may be required. Lecture/Laboratory. Materials fee may be required. (CSU, UC)
Economics (ECON)

ECON 101—ECONOMIC PRINCIPLES: 3 Units

MACROECONOMICS
Recommended for Success: High school algebra or MATH 70.
Introduction to macroeconomic theory in the context of a managed market economy. Covers basic concepts in economics, particularly those relating to macroeconomics. Concepts include scarcity, trade-offs, and opportunity costs. The role of government in the macroeconomy is defined and evaluated. Discusses business cycles, fiscal and monetary policy, international trade and finance. Lecture. (CAN ECON 2, CSU, UC) (CC ECON 10)

ECON 102—ECONOMIC PRINCIPLES: 3 Units

MICROECONOMICS
Recommended for Success: High school algebra or MATH 70.
An introductory course focusing on individual economic units. Topics include scarcity, opportunity costs, comparative advantage, supply, demand, elasticity, cost theory, price and output determination under various market structures and factor markets. Related topics such as international trade, public choice, income distribution, externalities and government regulation may be included. Lecture. (CAN ECON 4, CSU, UC) (CC ECON 11)

ECON 115—ECONOMIC HISTORY OF THE UNITED STATES 3 Units

Recommended for Success: ENGL 101
Also offered as HIST 115.
Analysis of origins and development of business, labor and agriculture from the colonial period to the present. Emphasis on the federal government’s part in the development and regulation of business, labor and agriculture; the government’s role in the national economic process. Lecture. (CSU, UC)

Electronics Technology (ELTEC)

The Electronics Technology Program prepares students to enter industry as Electronics Technicians or to transfer to a four-year university program. An Industrial Electronics study option and a Computer Electronics study option are available. Students receive theoretical and laboratory instruction in electrical/electronic principles, analog and digital devices, electrical/electronic systems, computer hardware, industrial equipment and control systems. Consult with an Electronics Advisor for selection of courses and options.

Classes in Electronics Technology are offered in theoretical and manipulative skills leading to the associate degree. Students may also select a program for transfer to a state university.

Industrial Electronics Program

Certificate: Industrial Electronics

• To earn a Certificate of Achievement, the student must meet/complete the following competencies, and complete the coursework as indicated. Each course must be completed with a grade of C or better.

REQUIRED COMPETENCIES

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>READ 184</td>
<td>Critical Reading</td>
<td>3 or</td>
</tr>
<tr>
<td>MATH 70</td>
<td>Elementary Algebra</td>
<td>5 or</td>
</tr>
</tbody>
</table>

AS Degree: Industrial Electronics

• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

REQUIRED COURSES - Complete 27 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELTEC 205</td>
<td>Electronics Fabrication and Assembly Techniques</td>
<td>3</td>
</tr>
<tr>
<td>ELTEC 208</td>
<td>The World of Electricity and Electronics</td>
<td>3</td>
</tr>
<tr>
<td>ELTEC 221 [3]</td>
<td>Instrumentation Devices and Systems</td>
<td>3</td>
</tr>
<tr>
<td>ELTEC 223 [2]</td>
<td>Industrial Electrical Components and Control Devices</td>
<td>3</td>
</tr>
<tr>
<td>ELTEC 232 [2]</td>
<td>Introduction to Programmable Logic Controllers</td>
<td>2</td>
</tr>
<tr>
<td>ELTEC 265 [1]</td>
<td>Troubleshooting</td>
<td>1</td>
</tr>
<tr>
<td>CMPET 206 [2,3,4]</td>
<td>Personal Computer Assembling, Upgrading, and Repairing</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR CERTIFICATE ............................................. 35

ELECTIVE COURSES - Complete 8 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELTEC 214 [2,3,4]</td>
<td>Microprocessor Programming and Interfacing</td>
<td>4</td>
</tr>
<tr>
<td>ELTEC 228 [NP]</td>
<td>Integrated Automatic Process Control Systems</td>
<td>2</td>
</tr>
<tr>
<td>INTEC 202 [NP]</td>
<td>Fundamentals of Industrial Technology</td>
<td>2</td>
</tr>
<tr>
<td>INTEC 203 [NP]</td>
<td>Industrial Mechanical Components &amp; Equip</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.S. MAJOR ............................................. 30

Electronics Technology Courses

ELTEC 205—ELECTRONICS FABRICATION AND ASSEMBLY TECHNIQUES 3 Units

Introduction to current fabrication and assembly techniques used in the electronics industry. Manual and automated techniques used in component manufacturing, circuit assembly, and system integration. Materials fee required. Lecture/Laboratory. (CSU)

ELTEC 208—THE WORLD OF ELECTRICITY 3 Units

Recommended for Success: MATH 20
Also offered as INTEC 208.
An overview of electrical and electronic phenomena as applied to common consumer and industrial devices. The course examines the physical nature of electricity and magnetism and the application of the scientific method. The historical development and the socioeconomic aspects of the “electronic age” are examined. Lecture/Laboratory. Materials fee required. (CSU).
ELTEC 212—DIGITAL PRINCIPLES AND CIRCUITS 3 Units
Prerequisite: Completion of MATH 70 or concurrent enrollment. Also offered as CMPET 212.
Introduction to digital circuits. Use and application of digital components in electronic devices and computers. Interfacing input and output devices to digital circuits. Introduction to programmable logic devices. Materials fee required. Lecture/Laboratory. (CSU)

ELTEC 213—INTRODUCTION TO SEMICONDUCTOR DEVICES AND CIRCUITS 4 Units
Prerequisite: ELTEC 211
Introduction to semiconductor devices and circuits. Use of diodes, transistors, operational amplifiers, thyristors in electronic circuits. Materials fee required. Lecture/Laboratory. (CSU, GR)

ELTEC 214—MICROPROCESSOR PROGRAMMING AND INTERFACING 4 Units
Prerequisite: ELTEC 212/CMPET 212 Also offered as CMPET 214.
Introduction to the structure and operation of microprocessors as controllers for today's electronic devices and systems. Basic microprocessor hardware including memories, registers, counters, input/output ports, decoders, and arithmetic logic using the popular PIC RISC microcontroller. Machine language simulation and development on personal computers. Emphasis on interfacing to electronic hardware. Materials fee required. Lecture/Laboratory. (CSU, GR)

ELTEC 221—INSTRUMENTATION DEVICES AND SYSTEMS 3 Units
Prerequisite: ELTEC 211 or 208. Also offered as INTEC 221.
An introduction to industrial instrumentation devices and systems. The principles and operation of mechanical and electrical transducers. Analysis of industrial instrumentation systems. Lecture/Laboratory. Materials fee required. (CSU, GR)

ELTEC 222—INDUSTRIAL ELECTRICAL COMPONENTS AND CONTROL DEVICES 3 Units
Also offered as INTEC 222.
An introduction to common components and control devices found in the manufacturing and processing industry. Content includes basic terminology, component identification, manufacturer's specifications, and maintenance procedures for the components and devices. Lecture/Laboratory. Materials fee required. (CSU, GR)

ELTEC 226—MOTORS, CONTROLS AND CONTROLLERS 3 Units
Prerequisite: ELTEC 211 and 208. Also offered as INTEC 226.
An introduction to AC and DC motors and the circuits which control them. Use and programming of variable frequency drive motor controllers. Lecture/Laboratory. Materials fee required. (CSU, GR)

ELTEC 227—INTRODUCTION TO AUTOMATED PROCESS CONTROL SYSTEMS 2 Units
Prerequisite: ELTEC 234 or equivalent experience Also offered as CMPET 227
Basic automated control theory and applications. The use of Man-Machine-Interface (MMI) software and hardware to industrial control systems. Software programming and hardware implementation. Two maximum completions. Lecture/laboratory: 6 hours. (CSU)

ELTEC 232—INTRODUCTION TO PROGRAMMABLE LOGIC CONTROLLERS 2 Units
Also offered as CMPET 232.
Introduction to the basic concepts of programmable logic controllers. Installation, programming, maintaining, and troubleshooting of microsized programmable logic controller systems. Lecture/Laboratory. (CSU)

ELTEC 234—ADVANCED TOPICS IN PROGRAMMABLE LOGIC CONTROLLERS 2 Units
Recommended for Success: ELTEC 232/CMPET 232 or equivalent course. Also offered as CMPET 234.
Advanced study of programmable logic controllers and complete controller systems. Emphasis on component selection, design, and operation of industry-like controller systems. Lecture/Laboratory. (CSU)

ELTEC 265—TROUBLESHOOTING TECHNIQUES 1 Unit
Also offered as INTEC 265.
Common troubleshooting methodologies used in manufacturing today. One-solution and multiple-solution problems commonly found in everyday life through industrial processes. Prepares students to actively solve problems in personal and professional life. Lecture. (CSU)

ELTEC 320—ELECTRICAL SAFETY 1 Unit

Emergency Medical Service (EMS)
EMS 350—FIRST RESPONDER 2 Units
An entry-level course designed for firefighters and other emergency workers who will respond to medical emergencies ahead of ambulance transportation. Focuses on stabilization of ill or injured patients prior to arrival of more advanced life support. This course meets the basic requirements for most volunteer fire agencies as well as some paid fire departments. Unlimited completions. Lecture/Laboratory.

Emergency Medical Technician (EMT)

The Emergency Medical Technician 1 (EMT-1) Certificate of Achievement is awarded after completion of a one-semester (4 unit) core course. This comprehensive course prepares students to take the EMT certification exam. The course includes classroom instruction, laboratory and clinical experience. Students are trained to provide emergency care (basic life support level) as an emergency medical service responder (police, fire, ambulance, ranger, rescue squad or industrial emergency operations).

Emergency Medical Technician Program
PREREQUISITES
All of the following must all be valid through the end of the course and EMT certification examination. With instructor approval, these prerequisites may be completed concurrently with EMT 390.

HE 101 Advanced First Aid/CPR for the Professional 1, OR Proof of completion of a Basic First Aid course from the American Heart Association or the National Safety Council OR “CPR for the Professional Rescuer” card from the American Red Cross

Certificate: Emergency Medical Technician
• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

Continued ➤
Emergency Medical Technician - Engineering

REQUIRED COURSES - Complete 4 units
EMT 390 [NP] Emergency Medical Technician 1 .........................4

TOTAL UNITS FOR CERTIFICATE ............................................4

POLICY FOR DENIAL OF CERTIFICATION

The law provides for denial of certification for crimes or acts which may in any way be related to pre-hospital medical care i.e., sex crimes, drug crimes and crimes of violence or dishonesty. In such cases it is the applicant’s responsibility to present sufficient evidence of rehabilitation to the Mountain-Valley Emergency Medical Services Agency prior to applying for certification. The Mountain-Valley EMS Agency will evaluate applicants individually. Any student considering a career as an Emergency Medical Technician, who might be denied certification, is advised to address this issue with the Agency prior to taking this course.

Mountain-Valley Emergency Medical Services Agency
1101 Standiford Avenue, Suite D1
Modesto, California 95350
(209) 529-5085

Emergency Medical Technician Courses

EMT 390 —EMERGENCY MEDICAL TECHNICIAN 1 4 Units
Prerequisite: HE 101 or proof of equivalent basic first aid course completion and CPR card, both valid through the course.
Prepares students for certification as an Emergency Medical Technician 1. Classroom instruction involves laboratory and clinical experience. Trained to provide emergency care (basic life support level) as an emergency medical service responder (police, fire, ambulance, ranger, rescue squad or industrial emergency operations). Lecture/Laboratory. Materials fee required (for infection control items and/or malpractice liability insurance). (GR)

EMT 391 —EMERGENCY MEDICAL TECHNICIAN 1 1 Unit
REFRESHER COURSE
Prerequisite. EMT 390 with a grade of "C" or better or equivalent.
Provides new and updated information for the Emergency Medical Technician, as well as reinforcement of basic knowledge and skills. Meets requirements for re-certification as an EMT in California. Unlimited completions. Lecture. (GR)

Engineering (ENGR)

The Engineering program prepares students to transfer to four-year college and university programs. Most universities have a common undergraduate core of classes regardless of the student’s eventual area of specialization (i.e., civil, mechanical, electrical/electronic, aeronautical, agricultural, ceramic, chemical, industrial, metallurgical, mining, etc.) The student should consult closely with the engineering staff to ensure that required transfer courses are completed for the specific college that the student selects.

The program is for students interested in preparing for a career in the engineering profession. The course work will present a foundation of engineering and scientific knowledge necessary for the transfer student.

Engineering Program

AS Degree: Engineering

• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the coursework below.

REQUIRED COURSES - Complete 12 units
ENGR 127 [1] Engineering Design and Graphics .........................4
MATH 171 [1] Calculus: First Course ..................................4
MATH 172 [2] Calculus: Second Course ..............................4

ELECTIVE COURSES - Complete 18 units
Engineering - Student may complete one of the following pairs of courses
ENGR 130 [2] Properties of Materials ..................................3 AND
OR
ENGR 130 [2] Properties of Materials ..................................3 AND
OR
ENGR 140 [4] Introduction. to Circuit Analysis (w/o Lab) ............3

Physics - Student may complete one of the following pairs of courses
PHYS 102 [3] General Physics ...........................................4
OR
PHYS 103 [4] General Physics ...........................................4

Student may complete 4 or more units from the following
ENGR 100 [1] Introduction to Engineering & Architecture ...........1
ENGR 101 [NP] Introduction to Surveying and Technology ...........3
MATH 173 [3] Calculus: Third Course ..................................4
MATH 174 [4] Introduction to Linear Algebra and Ordinary Differential Equations .......................................4
CHEM 101 [1] General Chemistry 1 ....................................5

TOTAL UNITS FOR A.S. MAJOR ........................................... 30

Engineering Courses

ENGR 100—INTRODUCTION TO ENGINEERING AND ARCHITECTURE 1 Unit
Also offered as ARCH 100.
Introduction to the vocational and academic opportunities at MJC with special emphasis on engineering, architecture and related technologies. Topics include models of student success, characteristics of the professions, development of educational plans, graduation requirements, importance of teamwork, and self-assessment. Activities include field trips, practice labs, and presentations by MJC counselors and practicing engineers and architects. Lecture. Materials fee may be required. (CSU, UC, Fall)

ENGR 101—INTRODUCTION TO SURVEYING AND TOPOGRAPHY 3 Units
Prerequisite: Successful completion of MATH 115 or MATH 122.
Introduction to principles and techniques for measurement of distances, directions, and angles. Additional topics include measurement errors, traverse computations, global positioning systems, Total Station, topographic surveys, and building and curve layout. Lecture/Laboratory. Field trips may be required. (CSU, UC) (CAN ENGR 10)

ENGR 121—INTRODUCTION TO ENGINEERING DRAFTING 4 Units AND DESIGN
Development of drafting and computer-assisted drafting (CAD) skills for engineering drafting. Topics include geometric construction, sketching, solids modeling, orthographic projection, sectional drawings, auxiliary views, dimensioning, tolerancing, threaded fasteners, and working drawings. Lecture/Laboratory. Field trips may be required. (CSU, UC)

ENGR 127—ENGINEERING DESIGN AND GRAPHICS 4 Units
Recommended for Success: Previous drafting and CAD experience or ENGR 121 and successful completion of MATH 50 or equivalent.
Introduction to engineering design. Graphical solution of problems involving points, lines, and planes in three-dimensional space. Graphical representation and analysis of various types of engineering data. Solids modeling and analysis. Design project required. Field trips may be required. Lecture/Laboratory/Discussion. Materials fee may be required. (CAN ENGR 2, CSU, UC)
ENGR 130—PROPERTIES OF MATERIALS 3 Units
Prerequisite: CHEM 101 and PHYS 101.
Investigation of the internal structure of metals, ceramics, polymers, composites and semiconducting materials and their effect on mechanical, electrical, magnetic and thermal properties. Laboratory investigations include metallography, tensile/compression and heat treatment analysis. Field trips required. Lecture/Laboratory. Materials fee required. (CAN ENGR 4, CSU, UC, Spr.)

ENGR 135—ENGINEERING MECHANICS — STATICS 3 Units
Prerequisite: PHYS 101 and MATH 172.
Statics of particles and rigid bodies; vector notation; analytical solutions of two- and three-dimensional structures in equilibrium; centroids, center of gravity, moments of inertia and friction. Lecture/Laboratory. Materials fee may be required. (CAN ENGR 8, CSU, UC)

ENGR 140—INTRODUCTION TO CIRCUIT ANALYSIS (WITHOUT LAB) 3 Units
Prerequisite: MATH 173 and PHYS 102 or equivalent.
Concurrent Enrollment: PHYS 103 and MATH 174
Direct-current and alternating-current circuit analysis; steady and transient phenomena in RLC circuits; circuit theorems; single-phase and polyphase alternating-current circuits. Field trips may be required. Lecture/Discussion. Materials fee may be required. (CAN ENGR 12, CSU, UC, Spr.)

ENGR 141—INTRODUCTION TO CIRCUIT ANALYSIS (WITH LAB) 4 Units
Prerequisite: MATH 173 and PHYS 102 or equivalent.
Concurrent Enrollment: PHYS 103 and MATH 174
Direct-current and alternating-current circuit analysis; steady and transient phenomena in RLC circuits; circuit theorems; single-phase and polyphase alternating-current circuits and laboratory demonstrations/exercises emphasizing circuit construction analysis and instrumentation. Field trips may be required. Lecture/Laboratory/Discussion. Materials fee may be required. (CAN ENGR 6, CSU, UC, Spr.)

ENGR 220—BASIC ENGINEERING DRAFTING 1 2 Units
Introduction to engineering drafting utilizing freehand sketching and computer-assisted drafting (CAD). Topics include geometric construction, pictorial sketching, orthographic projection and sectional drawings. ENGR 220 and 221 are the two-semester equivalent of ENGR 121. Lecture/Laboratory. Materials fee may be required. (CU)

ENGR 221—BASIC ENGINEERING DRAFTING 2 2 Units
Prerequisite: Satisfactory completion of ENGR 220.
Continuation of ENGR 220 to include dimensioning, tolerancing, threaded fasteners, and working drawings. ENGR 220 and 221 are the two-semester equivalent of ENGR 121. Field trips may be required. Lecture/Laboratory. Materials fee may be required. (CU, Spr.)

ENGR 230—FIELD SURVEYING 2 Units
Recommended for success: Math 70 or AG 280.
Also offered as AG-M 230.
Selection, care and checking of tapes, levels, GPS and laser systems. Introduction to total station care and use. Field observations, note taking and office computations; use of surveying instruments and equipment for land measurement and mapping; practice in differential, profile, and contour leveling; horizontal angles, traverses, and construction problems used in public lands surveying, legal descriptions, and county records. Lecture/Laboratory. Field trips required. (CSU) (GR)

Engineering Technology

The Engineering Technology program prepares students to transfer to four-year college and university programs. It is for students interested in learning the more pragmatic and applications aspects of engineering, and is directed to the application of established scientific and engineering knowledge and methods. Consult with an engineering advisor for selection of courses.

Engineering Technology Program

AS Degree: Engineering Technology

• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the coursework below. Consult with an advisor for selection of courses.

REQUIRED COURSES - Complete 23 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 121</td>
<td>4 OR</td>
<td>Introduction to Engineering Drafting &amp; Design</td>
</tr>
<tr>
<td>ENGR 220</td>
<td>1</td>
<td>Basic Engineering Drafting 1</td>
</tr>
<tr>
<td>ENGR 221</td>
<td>2</td>
<td>Basic Engineering Drafting 2</td>
</tr>
<tr>
<td>ENGR 127</td>
<td>2</td>
<td>Engineering Design and Graphics</td>
</tr>
<tr>
<td>ENGT 250</td>
<td>3</td>
<td>Materials in Engineering 1</td>
</tr>
<tr>
<td>ENGT 251</td>
<td>4</td>
<td>Properties of Materials 1</td>
</tr>
<tr>
<td>ENGT 255</td>
<td>3</td>
<td>Statics and Strength of Materials</td>
</tr>
<tr>
<td>MATH 90*</td>
<td>1</td>
<td>Intermediate Algebra 1</td>
</tr>
<tr>
<td>MATH 115*</td>
<td>2</td>
<td>Plane Trigonometry</td>
</tr>
<tr>
<td>Physical Science (with Lab)</td>
<td>4 Minimum units</td>
<td></td>
</tr>
</tbody>
</table>

*OR MATH above MATH 115 (9 maximum units)

ELECTIVE COURSES - Complete 7 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 100</td>
<td>1</td>
<td>Introduction to Engineering Architecture</td>
</tr>
<tr>
<td>ENGT 212</td>
<td>NP</td>
<td>Advanced Topics in CAD</td>
</tr>
<tr>
<td>ENGR 222</td>
<td>3</td>
<td>Engineering Drafting and Design 1</td>
</tr>
<tr>
<td>MACH 211D-F</td>
<td>NP</td>
<td>Machine Tool Technology 1</td>
</tr>
<tr>
<td>WELD 200</td>
<td>NP</td>
<td>Arc and Gas Welding</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.S. MAJOR: 30

Engineering Drafting Technology Program

The Engineering Drafting Technology program prepares students to enter the field of engineering drafting at the entry level as a drafter, plans checker, engineering aide, estimator, etc.

The program is for students interested in the mechanical, electrical, and technical systems, and provides the student with course work in drawing, mathematics, and engineering.

AS Degree: Engineering Drafting Technology

• Including the Required Units, a minimum of 30 units must be completed from required mathematics, science, and Elective Courses for an Associate in Science Degree. MJC Graduation Requirements must also be completed. Consult with an advisor for selection of courses.

REQUIRED COURSES - Complete 16-19 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGR 121</td>
<td>1</td>
<td>Introduction to Engineering Drafting &amp; Design</td>
</tr>
<tr>
<td>ENGR 220</td>
<td>1</td>
<td>Basic Engineering Drafting 1</td>
</tr>
<tr>
<td>ENGR 221</td>
<td>2</td>
<td>Basic Engineering Drafting 2</td>
</tr>
<tr>
<td>ENGR 127</td>
<td>2</td>
<td>Engineering Design and Graphics</td>
</tr>
<tr>
<td>ENGT 222</td>
<td>NP</td>
<td>Engineering Drafting and Design 1</td>
</tr>
<tr>
<td>Physical Science</td>
<td>NP</td>
<td>(with lab)</td>
</tr>
<tr>
<td>MATH 90</td>
<td>NP</td>
<td>(or higher)</td>
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</tbody>
</table>

COURSES AND ACADEMIC PROGRAMS 117
ELECTIVE COURSES - Complete 11-14 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 131</td>
<td>Architectural Drafting 1</td>
<td>4</td>
</tr>
<tr>
<td>ARCH 132</td>
<td>Architectural Drafting 2</td>
<td>3</td>
</tr>
<tr>
<td>ENGR 100</td>
<td>Introduction to Engineering and Architecture</td>
<td>1</td>
</tr>
<tr>
<td>ENGTC 223</td>
<td>Engineering Drafting and Design</td>
<td>3</td>
</tr>
<tr>
<td>ENGTC 212</td>
<td>Advanced Topics in CAD</td>
<td>1</td>
</tr>
<tr>
<td>ENGR 220</td>
<td>Basic Engineering Drafting 1</td>
<td>2</td>
</tr>
<tr>
<td>ENGR 221</td>
<td>Basic Engineering Drafting 2</td>
<td>2</td>
</tr>
<tr>
<td>ENGTC 250</td>
<td>Materials in Engineering</td>
<td>3</td>
</tr>
<tr>
<td>ENGTC 251</td>
<td>Properties of Materials</td>
<td>1</td>
</tr>
<tr>
<td>ENGT 255</td>
<td>Statics and Strength of Materials</td>
<td>3</td>
</tr>
<tr>
<td>ENGT 375</td>
<td>Construction Blueprint Reading</td>
<td>2</td>
</tr>
<tr>
<td>CMPSC 201</td>
<td>General Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>MATH 115</td>
<td>Plane Trigonometry</td>
<td>3</td>
</tr>
</tbody>
</table>

MATH above MATH 90 (9 Maximum Units)

MACH 211D, E or F, 212D, E or F, WELD 200 (6 Maximum Units)

TOTAL UNITS FOR A.S. MAJOR .................................................. 30

Engineering Technology Courses

ENGTC 210—INTRODUCTION TO COMPUTER-ASSISTED DRAFTING 1 Unit
Introduction to the use of the computer as a drafting tool. Topics include basic drawing, editing and utility commands of AUTOCAD. Three maximum completions. Field trips may be required. Lecture/Laboratory. Materials fee may be required. (CSU) (CC DRAFT 50A)

ENGTC 211—INTERMEDIATE TOPICS IN COMPUTER-ASSISTED DRAFTING 1 Unit
Prerequisite: Previous experience with PC based CAD or ENGTC 210.
Continuation of ENGTC 210 to include topics on the use of layers, blocks, inserts, attributes, dimensioning, three-dimensional applications, and system management. Three maximum completions. Field trips may be required. Lecture/Laboratory. Materials fee may be required. (CSU) (CC DRAFT 50A)

ENGTC 212—ADVANCED TOPICS IN COMPUTER-ASSISTED DRAFTING 1 Unit
Prerequisite: ENGTC 211, or previous experience with PC based CAD.
Advanced topics in computer-assisted drafting including solids modeling, file management, and customization. Three maximum completions. Field trips may be required. Lecture/Laboratory. Materials fee may be required (CSU)

ENGTC 214—3D CAD APPLICATIONS FOR ARCHITECTS AND ENGINEERS 1 Unit
Recommended for Success: Previous CAD experience, preferably Autocad.
Introduction to the use of the computer for 3D imaging. Topics include: creating wireframe and surface models from 2D data, creating 3D images and walk-through animations, and efficient techniques for use of software and hardware. Field trips may be required. Three maximum completions. Lecture/Laboratory. Materials fee may be required. (CSU, CR/NC).

ENGTC 215—INTRODUCTION TO SOLID MODELING 1 Unit
Recommended for Success: Previous CAD or drafting experience.
Formerly listed as ENGR 215.
Introduction to use of the computer as a Solid Modeler. Topics include working in the draft environment, solids construction, solids editing, drawing views, dimensioning, and assembly drawings. Field trips may be required. Lecture/Laboratory. Materials fee may be required. (CSU, Spr.)

ENGTC 222—ENGINEERING DRAFTING AND DESIGN 2 Units
Prerequisite:满意 completion of ENGR 220 and ENGTC 221 and experience with CAD.
Mechanical drafting using computer (CAD) with emphasis on mechanical design. Specific topics include geometric dimensioning and tolerancing per ANSI 14.5, threads, fasteners, weldments, and assembly drawings. Lecture/Laboratory/Discussion. Materials fee may be required. (CSU)

ENGTC 223—ENGINEERING DRAFTING AND DESIGN 2 2 Units
Prerequisite: ENGTC 222
A continuation of ENGTC 222. Topics include multicomponent assemblies, piping, sheet metal, materials selection and design. Lecture/Laboratory. Materials fee may be required. Not offered every semester. (CSU).

ENGTC 250—MATERIALS IN ENGINEERING 3 Units
A study of the structure of metals, ceramics, polymers, composites, and semiconducting materials and their effect on mechanical, electrical, magnetic, and thermal properties. Methods used in manufacture and processing. Field trips may be required. Lecture. Materials fee may be required. (CSU)

ENGTC 251—PROPERTIES OF MATERIALS 1 Unit
Recommended for Success: Completion of ENGTC 250 or concurrent enrollment.
Materials testing, analysis, and evaluation of response models of metals, ceramics, polymers, and composites. Field trips required. Laboratory. Materials fee may be required. (CSU)

ENGTC 255—STATICS AND STRENGTH OF MATERIALS 3 Units
Recommended for Success: MATH 115 or MATH 122 or placement by MJC assessment process.
Study of force and moment systems. Concept of equilibrium stresses, and deformation. Effects of forces and moments acting on beams, structures, and shafts. Field trips may be required. Lecture. Material fees may be required. (CSU)

ENGTC 375—CONSTRUCTION BLUEPRINT READING 2 Units
Reading and interpreting basic two-dimensional blueprints, sketching. Terminology symbols, notes, and building code practices for building trades. Field trips may be required. Lecture/Laboratory. Not offered every semester.

ENGTC 376—MECHANICAL BLUEPRINT READING 2 Units
Reading and interpreting basic two-dimensional mechanical drawings; sketching. Terminology symbols, notes, and practices for manufacturing and fabrication trades. Field trips may be required. Lecture/Laboratory. Not offered every semester.

English (ENGL)

For those who love to read, write, interpret, and create, majoring or minoring in English is the right choice. English courses are designed to give proficiency in skills that are highly regarded by society: the ability to read with comprehension and critical judgment; to communicate accurately and effectively both orally and in writing; to think logically; to do research and organize materials; and to interpret and appreciate literature.

The English major can lead to a career in teaching as well as in professional fields such as law, publishing, information science, and business. In addition to pre-collegiate composition courses (English 49 and English 50) and transfer-level courses (English 101, 102, and 103), the English program includes survey courses in English, American and world literature; introductory genre courses in poetry, fiction, and drama; and a number of topical courses such as Shakespeare, Bible as literature, ethnic literatures, folklore, and children's literature. The program also offers creative writing courses in poetry, fiction, and script writing. English majors choose to take survey, writing, and literature courses based upon their areas of interest, but they should include a balanced load of genre and survey courses. Many students who become English majors at four-year colleges and universities are required to take introductory survey courses in American and British literature (English 135, English 136, English 137, and English 138). However, prospective English majors and minors are strongly urged to discuss their plans with MJC counselors and English faculty advisors regarding the specific lower-division requirements at the four-year colleges and universities they plan to attend.
Placement in English Courses

For students who have not already completed an English composition course at Modesto Junior College or at any other college, placement in English 49, 50, and 101 requires the English Placement Examination.

PLACEMENT REQUIREMENTS FOR ENGLISH COURSES

English 49: Placement by examination or successful completion of ESL 47 or ESL 48. Completion of ENGL 44 or 49 does not guarantee readiness for ENGL 49.

English 50: Placement by examination or completion of English 49 with a grade of C or better.

English 101: Placement by examination or completion of ENGL 50 with a grade of C or better.

English 102: Completion of ENGL 101 with a grade of C or better.

English 103: Completion of ENGL 101 with a grade of C or better.

English Program

AA Degree: English

• To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

REQUIRED COURSES - Complete 9 units
ENGL 101 [NP] Composition and Reading .................. 3
ENGL 102 [NP] Advanced Composition and Introduction to Literature . 3
ENGL 103 [NP] Advanced Composition and Critical Thinking .... 3

ELECTIVE COURSES - Complete 11 units
ENGL 105 [NP] Creative Writing: Poetry ...................... 3
ENGL 106 [NP] Creative Writing: Short Fiction .............. 3
ENGL 109 [NP] Scriptwriting: Dramatic Writing for Film, Television, and Theater .......... 3
ENGL 110 [NP] Novel Writing .................................. 3
ENGL 112 [NP] Introduction to the Novel and Short Story .... 3
ENGL 114 [NP] Introduction to Poetry ......................... 3
ENGL 116 [NP] Introduction to Drama.......................... 3
ENGL 131 [NP] Introduction to World Literature to 1500 .... 3
ENGL 132 [NP] Introduction to World Literature from 1500 to Present .. 3
ENGL 135 [NP] American Literature: to 1850 ............... 3
ENGL 136 [NP] American Literature: 1850 to Present .......... 3
ENGL 137 [NP] Survey of English Literature to the 18th Century .... 3
ENGL 138 [NP] Survey of English Literature: 18th Century to the Present .......... 3
ENGL 151 [NP] Folklore ........................................ 3
ENGL 156 [NP] The Bible as Literature – The Hebrew Canon and Intertestamental Writings .................. 3
ENGL 161 [NP] Film Appreciation .............................. 3
ENGL 162 [NP] History of Cinema ................................ 3
ENGL 163 [NP] Introduction to Shakespeare .................. 3
ENGL 168 [NP] Adolescent Literature ......................... 3
ENGL 169 [NP] Children's Literature ......................... 3
ENGL 171 [NP] Introduction to African-American Literature .... 3
ENGL 172 [NP] Introduction to Chicano Literature ............. 3
ENGL 173 [NP] Introduction to Latin American Literature .......... 3
ENGL 175 [NP] Women in Literature .......................... 3
ENGL 178 [NP] Mass Media and the Public .................... 3
ENGL 179 [NP] Introduction to Native American Literature, Mythology, and the Oral Tradition .......... 3
ENGL 183 [NP] Introduction to Tutoring Composition ............ 2
ENGL 184 [NP] Advanced Tutoring of Composition .......... 2
ENGL 198 [NP] Special Topics in English ...................... 3

TOTAL UNITS FOR A.A. MAJOR ..................................... 20

Shakespeare Academy Program

Certificate: Shakespeare Academy

• To earn a Certificate of Achievement, the student must complete the coursework that follows. Each course must be completed with a C or better.

REQUIRED COURSES - Complete 6 units
ENGL 163 [2] Introduction to Shakespeare ................. 3
THETR 100 [1] Introduction to Theatre Arts ............... 3

ELECTIVE COURSES - Complete 11 units
HUMAN 101 [1] Introduction to the Humanities ............... 3
ENGL 102 [1] Advanced Composition and Introduction to Literature .. 3
ENGL 116 [3] Introduction to Drama.......................... 3
ENGL 137 [4] Survey of English Literature to the 18th Century .... 3
THETR 120 [2] Oral Reading and Interpretation ............... 3

TOTAL UNITS FOR CERTIFICATE ..................................... 17

English Courses

ENGL 25—COMPUTER-ASSISTED ESL WRITER’S WORKSHOP 1 Unit
Non-degree course.
Recommended for Success: Completion of ESL 45 and/or enrollment in ESL 46, 47
48, 70.
Formerly listed as ENGL 25A.
Independent study for any upper level ESL student who needs supplemental instruction in vocabulary, grammar, writing techniques, and proofreading. Students may enroll any time during the semester. Two maximum completions. Laboratory.

ENGL 26—COMPUTER-ASSISTED WRITER’S WORKSHOP 1 Unit
Non-degree course.
Recommended for Success: Completion of ESL courses and/or enrollment in
ENGL 49, 50 or 101.
Formerly listed as ENGL 25B.
Independent study for any student who needs supplemental instruction in focus, organization, development, voice, audience, and MLA convention, from sentence level to essay length prose. Student may enroll any time during semester. Two maximum completions. Laboratory.

Continued ➤
ENGL 44—FUNDAMENTALS OF GRAMMAR 1 Unit

Non-degree course.
A computer-based and workshop-based course for student who want to review English. Offered in the Center for Learning Assistance. Orientation required. Recommended for students who need preparation to succeed in English 49. Open-entry/Open-exit. (CR/NC)

ENGL 46 – COMPUTER-ASSISTED FUNDAMENTALS OF WRITING 1 Unit

Recommended for Success: Concurrent enrollment in PEAK (Pre-collegiate Education for Academic Success, ENGL 48 course cluster and/or concurrent enrollment in ENGL 44 and READ 45.
A computer-based course in the fundamentals of writing, focusing on basic written expression. Students must complete self-paced modules on selected topics. Students must log in for a minimum of three hours each week at the Center for Learning Assistance, complete the required writing exercises and computer-based modules, and meet with the Center for Learning Assistance instructor and tutors at specified times to receive credit for the course. Recommended for students whose English placement scores fall below entrance into ENGL 50. Open entry/open exit. (CR/NC).

ENGL 48—GRAMMAR REVIEW 1 Unit

Non-degree course.

ENGL 49—BASIC ENGLISH SKILLS 5 Units

Prerequisite: Satisfactory completion of ESL 47 or ESL 48 or qualification by the MJC English assessment process
Recommended for Success: Satisfactory completion of READ 40 or Reading Graduation Competency satisfied by the MJC assessment process.
Non-degree course.
Fundamentals of writing. Students will write and receive individual guidance on specific skills. Emphasis on improving writing fluency, developing sentence structure, and learning to edit for spelling, punctuation, and usage. Credit in this course may not be used to satisfy English requirements for graduation from Modesto Junior College. Field trips may be required. Lecture. (CC ENGL 250)

ENGL 50—BASIC COMPOSITION AND READING 5 Units

Prerequisite: Recommendation of the English Placement Examination or completion of ENGL 49 with a grade of "C" or higher.
Practice in reading intelligently and writing effectively. The course focuses equally on improving critical reading and writing skills. Meets English composition requirements for graduation but does not meet the English requirements for college or university transfer. Field trips may be required. Lecture. (CC ENGL 151)

ENGL 90—WRITING THE RESEARCH PAPER 1 Unit

Prerequisite: Eligibility for English 101 or concurrent enrollment in English 50.
Practice in the fundamentals of research and the writing of the research paper in both MLA and APA formats. Lecture.

ENGL 101—COMPOSITION AND READING 3 Units

Prerequisite: Satisfactory completion of ENGL 50 or qualification by the MJC English assessment process.
Recommended for success: Satisfactory completion of READ 184 or Reading Graduation Competency requirements.
Practice in reading intelligently and writing effectively. The main focus is on improving writing with emphasis on exposition, argument, research, and information competency. Students must write a minimum of 3000 words, at least 6000 of which will be in papers that have a developed thesis. A 2000-3000 word research paper using current MLA guidelines is required. Field trips may be required. Lecture. (CAN ENGL 2, CAN ENGL SEQ A, CSU, UC) (CC ENGL 1A)

ENGL 102—ADVANCED COMPOSITION AND INTRODUCTION TO LITERATURE 3 Units

Prerequisite: ENGL 101 with a “C” grade or better.
Intended primarily for university transfer students, but open to any qualified student. Advanced composition with an introduction to methods used in the analysis of literary texts. Field trips may be required. Lecture. (CAN ENGL 4, CAN ENGL SEQ A, CSU, UC) (CC ENGL 1B)

ENGL 103—ADVANCED COMPOSITION AND CRITICAL THINKING 3 Units

Prerequisite: ENGL 101
Advanced composition course that focuses on critical inquiry and the techniques and principles of effective writing argument. Examines style, diction, inference, evidence, reasoning, and rhetorical strategies in written argument. Field trips may be required. Lecture. (CSU, UC) (CC ENGL 1C)

ENGL 105—CREATIVE WRITING: POETRY 3 Units

Prerequisite: ENGL 101
Instruction and practice in writing poetry. Two maximum completions. Lecture. (CSU, UC)

ENGL 106—CREATIVE WRITING: SHORT FICTION 3 Units

Prerequisite: ENGL 101
Instruction and practice in writing shorter forms of fiction. Two maximum completions. Lecture. (CAN ENGL 6, CSU, UC) (CC ENGL 10)

ENGL 108—CREATIVE WRITING: AUTOBIOGRAPHY 3 Units

Instruction and practice in the writing of an autobiography. Two maximum completions. Lecture. (CSU)

ENGL 109—SCRIPTWRITING: DRAMATIC WRITING FOR FILM, TELEVISION, AND THEATER 3 Units

Prerequisite: ENGL 101
Instruction and practice in the writing of dramatic scripts for film, television, and theater. Field trips may be required. Two maximum completions. Lecture. (CSU, UC)

ENGL 110—NOVEL WRITING 3 Units

Prerequisite: ENGL 101
Instruction and practice in writing a novel. Two maximum completions. Lecture. (CSU, UC)

ENGL 112—INTRODUCTION TO THE NOVEL AND SHORT STORY 3 Units

Recommended for Success: ENGL 101
Introduction to the novel and short story with emphasis on intelligent reading, analysis and discussion of a range of fiction representing various types and traditions. Field trips or alternate experiences may be required. Lecture. (CSU, UC)

ENGL 114—INTRODUCTION TO POETRY 3 Units

Recommended for Success: ENGL 101
Analysis and discussion of poetry. Field trips may be required. Lecture. (CSU, UC, CAN ENGL 20)

ENGL 116—INTRODUCTION TO DRAMA 3 Units

Recommended for Success: ENGL 101
Analysis and discussion of selected plays from classical Greek period to present. Field trips may be required. Lecture. (CSU, UC, CAN ENGL 22)

ENGL 118 – WRITING TECHNIQUES FOR THE WORLD WIDE WEB 3 Units

Prerequisite: Eligibility for ENGL 101
Recommended for Success: Satisfactory completion of READ 184 or Reading Graduation Competency satisfied. Satisfactory completion of CMPGR 263. Introduction to writing for the world wide web through rhetorical study and practical experience. Emphasizes conscientious reading of on-line materials and excellence in on-line writing. Intended for students who are interested in on-line reading and writing beyond the casual use of the web for browsing or who would like some preparation for positions that may demand web writing. Lecture. Field trips may be required. Not offered every semester. (CSU)

ENGL 131—INTRODUCTION TO WORLD LITERATURE TO 1500 3 Units

Recommended for Success: ENGL 101.
Classical and medieval literature including historical backgrounds and reading in Asian, Greek, Roman, Teutonic, and Italian literature. Lecture. (CSU, UC)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisites/Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 132</td>
<td>INTRODUCTION TO WORLD LITERATURE FROM 1500 TO PRESENT</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>ENGL 132 is a continuation of English 131, reading from the Renaissance to contemporary literature of Italy, Spain, France, Germany, Russia and Scandinavia. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 135</td>
<td>AMERICAN LITERATURE: TO 1850</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>Survey of American literature from its beginning to mid-nineteenth century. Lecture. (CAN ENGL 14, CAN ENGL SEQ C, CSU, UC) (CC ENGL 17)</td>
</tr>
<tr>
<td>ENGL 136</td>
<td>AMERICAN LITERATURE: 1850 TO THE PRESENT</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>Survey of American literature from mid-nineteenth century to the present. Lecture. (CAN ENGL 16, CAN ENGLISH SEQ C, CSU, UC) (CC ENGL 18)</td>
</tr>
<tr>
<td>ENGL 137</td>
<td>SURVEY OF ENGLISH LITERATURE: TO THE 18TH CENTURY</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101 and 102.</td>
<td></td>
<td>Survey of English literary history from the Anglo-Saxons to the 18th century with detailed study of the writings of Chaucer, Marlowe, Spenser, Shakespeare, Milton, and others. Lecture. (CAN ENGL 8, CAN ENGL SEQ B, CSU, UC) (CC ENGL 46)</td>
</tr>
<tr>
<td>ENGL 138</td>
<td>SURVEY OF ENGLISH LITERATURE: 18TH CENTURY TO THE PRESENT</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>Literary history of the 18th and 19th centuries with detailed study of the writings of Pope, Wordsworth, Coleridge, Byron, Keats, Shelley, Tennyson, and others. Lecture. (CAN ENGL 10) (CC ENGL 47)</td>
</tr>
<tr>
<td>ENGL 151</td>
<td>FOLKlore</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
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<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>Interrelationships of people throughout the world through discussion and analysis of our folk heritage. Folk themes and symbolism in literature also will be discussed. Field trips may be required. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 156</td>
<td>THE BIBLE AS LITERATURE: THE HEBREW CANON AND INTERTESTAMENTAL WRITINGS</td>
<td>3</td>
<td>Recommended for success: Eligibility for ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for success: Eligibility for ENGL 101)</td>
<td></td>
<td>Literary criticism and an appreciation of historical background and textual transmission of selected books of the Hebrew Bible (Old Testament) and Intertestamental Writings (also known as the Apocrypha) in translation. Lecture. Field trips may be required. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 157</td>
<td>THE BIBLE AS LITERATURE: THE NEW TESTAMENT</td>
<td>3</td>
<td>Recommended for success: Eligibility for ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for success: Eligibility for ENGL 101)</td>
<td></td>
<td>Literary criticism and an appreciation of historical background and textual transmission of selected books of the New Testament. Lecture. Field trips may be required. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 161</td>
<td>FILM APPRECIATION</td>
<td>3</td>
<td>An introductory course in film appreciation, emphasizing the development of sensitivity and critical judgment in audience response to film. Field trips may be required. Lecture/Viewing. (CSU, UC) (CC ENGL 11)</td>
</tr>
<tr>
<td>ENGL 162</td>
<td>HISTORY OF CINEMA</td>
<td>3</td>
<td>Also offered as INDIS 162.</td>
</tr>
<tr>
<td></td>
<td>(Also offered as INDIS 162)</td>
<td></td>
<td>Examines the international development of cinema from 1895 to the present. Covers a wide range of both American and foreign films and offers a broad survey of major movements, styles, and genres in the history of motion pictures. Focuses specifically on the social, historical, technical, and technological factors that have shaped the film industry and the films produced by it. Field trips may be required. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 163</td>
<td>INTRODUCTION TO SHAKESPEARE</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>A reading of six to nine representative comedies, histories, and tragedies; designed to introduce the student to Shakespeare’s art. Field trips may be required. Lecture. (CSU, UC) (CC ENGL 50)</td>
</tr>
<tr>
<td>ENGL 165</td>
<td>INTRODUCTION TO WORLD LITERATURE FROM 1500 TO PRESENT</td>
<td>3</td>
<td>(Recommended for Success: ENGL 101)</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>ENGL 165 is a continuation of English 131, reading from the Renaissance to contemporary literature of Italy, Spain, France, Germany, Russia and Scandinavia. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 166</td>
<td>ADOLESCENT LITERATURE</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>Introduction to literature for adolescents (ages 9-16). Includes types of literature, and forms drawn from a variety of ethnic and cultural sources, ways to promote interest, themes, and criteria for choosing materials. Field trips may be required. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 169</td>
<td>CHILDREN’S LITERATURE</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>Introduction to literature for children. Includes types of literature and forms drawn from a variety of ethnic and cultural sources, storytelling, ways to promote interest, and criteria for choosing materials. Field trips may be required. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 171</td>
<td>INTRODUCTION TO AFRICAN-AMERICAN LITERATURE</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>An introduction to the contributions of black Americans in American literature from the slave era through the present. The emphasis will be upon a chronological study of major works including the following: slave narratives, folk tales, poetry, short story, novel and drama. Field trips may be required. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 172</td>
<td>INTRODUCTION TO CHICANO LITERATURE</td>
<td>3</td>
<td>Recommended for Success: English 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: English 101)</td>
<td></td>
<td>Survey of Chicano literature in English from its beginnings to its contemporary form. Emphasis on influences that have shaped the literature and critical skills needed to evaluate and appreciate Chicano poetry, theater, fiction, and essay. Field trips may be required. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 173</td>
<td>INTRODUCTION TO LATIN AMERICAN LITERATURE</td>
<td>3</td>
<td>Recommended for Success: English 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: English 101)</td>
<td></td>
<td>An introduction to Latin American literature from its Colonial Period to the present. Emphasis on chronological survey of major works of Latin American writers studied in English translation and selected from the following: indigenous legends, chronicles, epistles, poetry, novel, drama, and short story. Field trips may be required. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 175</td>
<td>WOMEN IN LITERATURE</td>
<td>3</td>
<td>Recommended for Success: English 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: English 101)</td>
<td></td>
<td>An introduction to literature by and about women, including an historical overview, archetypes, stereotypes, cultural impediments to women’s writing, methods of criticism, and recent literary achievements. Lecture. Field trips may be required. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 178</td>
<td>MASS MEDIA AND THE PUBLIC</td>
<td>3</td>
<td>A non-technical course for the consumer of the mass media dealing with the way information is gathered and processed by the mass media, and the history of the mass media in the United States, theories of its role in society, and current problems and criticisms. Field trips may be required. Lecture. (CAN JOUR 4, CSU, UC)</td>
</tr>
<tr>
<td>ENGL 179</td>
<td>INTRODUCTION TO NATIVE AMERICAN LITERATURE, MYTHOLOGY, AND THE ORAL TRADITION</td>
<td>3</td>
<td>Recommended for Success: ENGL 101</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>Study of traditional and contemporary Native American literature from a variety of nations, including some local Native American peoples. Traditional chronicle, oral tale, and myth. Relationship of contemporary writing to earlier cultural heritage. Place of Native American literature in the American literary tradition and canon. Close reading of contemporary autobiography, novels, short fiction, and poetry. Field trips may be required. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>ENGL 183</td>
<td>INTRODUCTION TO TUTORING COMPOSITION</td>
<td>2</td>
<td>Prerequisite: ENGL 101 with a grade of “C” or better.</td>
</tr>
<tr>
<td></td>
<td>(Recommended for Success: ENGL 101)</td>
<td></td>
<td>introductory course in the tutoring process of English composition. Students will learn strategies for tutoring developmental to advanced writers. Specific focus will be on techniques for improvement of fluency, structure, revision, proofreading, and reading. Intended for students selected as tutors for the Division of Literature and Language Arts’ learning centers. Lecture. (CSU, UC) (GR)</td>
</tr>
</tbody>
</table>
ENGL 184—ADVANCED TUTORING OF COMPOSITION  2 Units
Prerequisite: Successful completion of ENGL 183 with a grade of “C” or higher. Course in the advanced techniques of tutoring processes of English composition. Students will further develop strategies for tutoring developmental to advanced writers. Specific focus will be on advanced techniques for improvement of fluency, structure, revision, proofreading, and reading and on the study of timely issues affecting tutors and students. Intended for students selected as tutors for the Division of Literature and Language Arts’ learning centers. Field trips may be required. Lecture.  (CSU, GR).

ESL courses. Continuation of ESL 24. Field trips may be required. Lecture/Laboratory.

Practice in reading and writing for students at the high beginning (third semester) level of ESL. 5 Units
Prerequisite: Successful completion of ESL 20 through assessment process or satisfactory completion of ESL 23 or equivalent course. Non-degree course.

The division offers two programs in ESL: a non-credit, adult basic education program of courses on four levels, and a six-level credit program intended for students who plan to pursue other academic and vocational study at the college. Most ESL courses are not degree applicable; no major is offered.

English as a Second Language Courses

ESL 10—ENGLISH LANGUAGE 1  10 Units
Non-degree course.
Elementary course in speaking, listening, reading, and writing for persons learning English as another language. Field trips may be required. Lecture.

ESL 20—ENGLISH LANGUAGE 2  5 Units
Prerequisite: Placement in ESL 20 through assessment process or satisfactory completion of ESL 10 or equivalent course.
Non-degree course.
Continuation of ESL 10. Elementary English for persons learning English as another language. Emphasis on vocabulary and sentence structure for practical communication in school, community and work. Field trips may be required. Lecture/Laboratory.

ESL 23—SPOKEN ENGLISH 1  5 Units
Recommended for Success: Placement in ESL 20 or above. Concurrent enrollment in ESL 20 or 30 recommended.
Non-degree course.
Elementary speaking improvement for students of English as a second language. Field trips may be required. Two maximum completions. Lecture/Laboratory.

ESL 24—ESL COMPOSITION AND READING 1  5 Units
Prerequisite: Placement in ESL 20 through assessment process or satisfactory completion of ESL 10 or equivalent course.
Concurrent enrollment in ESL 20 recommended.
Non-degree course.
Practice in reading and writing for students at the beginning (second semester) level. Field trips may be required. Lecture/Laboratory.

ESL 30—ENGLISH LANGUAGE 3  5 Units
Prerequisite: Placement in ESL 30 through assessment process or satisfactory completion of ESL 20 or equivalent course.
Non-degree course.
Continuation of ESL 20. Emphasis on more advanced elementary vocabulary and sentence structures. Practice in more fluent, accurate use of elementary English. Field trips may be required. Lecture/Laboratory.

ESL 34—ESL COMPOSITION AND READING 2  5 Units
Prerequisite: Placement in ESL 30 through assessment process or satisfactory completion of ESL 24 or equivalent course.
Concurrent enrollment in ESL 30 recommended.
Non-degree course.
Practice in reading and writing for students at the high beginning (third semester) level of ESL courses. Continuation of ESL 24. Field trips may be required. Lecture/Laboratory.

ESL 34A—SKILLS FOR SUCCESS IN INTERMEDIATE GRAMMAR  .5 Units
Designed to provide further practice on grammar points needed for success in ESL 40 or higher; in particular, for students who are weak in prerequisite skills and/or who have failed ESL 40. These courses do not serve as prerequisites for ESL 45. Lecture/Laboratory/Other.

ESL 40—ENGLISH LANGUAGE 4  5 Units
Prerequisite: Placement in ESL 40 through assessment process or satisfactory completion of ESL 30 or equivalent course.
Non-degree course.
Intermediate course in English for persons learning English as another language. Introduction to more difficult structures in English sentences. Review of elementary English. Field trips may be required. Lecture/Laboratory.

ESL 43—SPOKEN ENGLISH 2  5 Units
Recommended for Success: Placement in ESL 40 or above. Concurrent enrollment in ESL 40 or 45 recommended.
Non-degree course.
Speaking improvement for students of English as a second language. Field trips may be required. Two maximum completions. Lecture/Laboratory.

ESL 44—ESL COMPOSITION AND READING 3  5 Units
Prerequisite: Placement in ESL 40 through assessment process or satisfactory completion of ESL 30 and ESL 34 or equivalent course.
Concurrent enrollment in ESL 40 recommended.
Non-degree course.
Continuation of ESL 34. Field trips may be required. Lecture/Laboratory.

ESL 45—ENGLISH LANGUAGE 5  5 Units
Prerequisite: Placement in ESL 45 through assessment process or satisfactory completion of ESL 40 or equivalent course.
Non-degree course.
Continuation of ESL 40. Introduction of structures and vocabulary common to academic and business writing. Continued speaking and writing practice with previously learned forms. Field trips may be required. Lecture/Laboratory.

ESL 46—ESL COMPOSITION AND READING 4  5 Units
Prerequisite: Placement in ESL 45 through assessment process or satisfactory completion of ESL 40 and ESL 44 or equivalent course.
Concurrent enrollment in ESL 45 recommended.
Non-degree course.
Practice in composition and reading for students at the higher intermediate level of ESL. Field trips may be required. Lecture/Laboratory.

ESL 47—ENGLISH LANGUAGE 6  5 Units
Prerequisite: Placement in ESL 47 through assessment process or satisfactory completion of ESL 45 and ESL 46 or equivalent course.
Non-degree course.
Advanced course in English for persons learning English as another language. Emphasis on forms of written English and English used in business or academic settings. Advanced review of selected topics in English grammar. Field trips may be required. Lecture/Laboratory.

ESL 48—ESL COMPOSITION AND READING 5  5 Units
Prerequisite: Placement in ESL 47 through assessment process or satisfactory completion of ESL 45 and ESL 46 or equivalent course.
Concurrent enrollment in ESL 47 recommended.
Non-degree course.
Practice in composition and reading for advanced ESL students who plan to continue in college. Preparation for reading and writing in various academic and vocational disciplines. Emphasis on writing in response to reading. Field trips may be required. Lecture/Laboratory.

Continued ➤
Environmental Horticultural Science Program

AS Degree:
Environmental Horticultural Science

To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Core – Complete 5 units
   AG 115 [1]  Introduction to Agricultural Education and Careers............1
   AG 349A-D [NP] Work Experience.........................................................4 OR
   AG 249  Agriculture Internship.........................................................4

II. Agriculture Science Breadth Core – Complete 9 units
   AN-SC 200 [1]  Introduction to Animal Science.................................3
   NR 200 [2]  Soils.............................................................................3
   AG-M 200 [1]  Introduction to Mechanical Technology..........................3
   AG-EC 225 [1,2]  Agriculture Computer Applications...............................3 OR
   AG-EC 210 [1]  Elements of Agricultural Economics...............................3 OR
   AG-EC 200 [2,3]  Agricultural Accounting and Analysis............................3

III. Agriculture Major Courses– Complete 9 units
   PL-SC 200 [1,2]  Introduction to Plant Science......................................3
   EHS 201 [1,2]  Plant Materials and Usage ............................................3
   EHS 202 [1,2]  Plant Materials and Usage ............................................3
   EHS 210 [1]  Introduction to Environmental Horticulture.......................3

IV. Agriculture Major Electives – Complete 7 units
   AG-M (ANY)  Any class listed in Agricultural Mechanics.........................1-4
   EHS 200 [NP]  Ornamental Gardening.....................................................2
   EHS 212 [3,4]  Floriculture Crop Production..........................................3
   EHS 220 [3,4]  Turfgrass Management....................................................3
   EHS 235 [NP]  Plant Propagation/Production............................................3
   EHS 250 [NP]  Landscape Irrigation.......................................................3
   EHS 276 [1,2]  Landscape Maintenance....................................................3
   EHS 278 [3,4]  Landscape Construction and Installation............................3
   EHS 280 [1]  Beginning Floral Design....................................................3
   NR 222 [3]  Native Plants Identification..................................................3
   PL-SC 250 [2,3]  Plant Nutrition & Fertilizers............................................3
   PL-SC 255 [2,3]  Plant Pest Control .........................................................3
   PL-SC 260 [2,3]  Plant Disease Control.....................................................3

TOTAL UNITS FOR A.S. MAJOR.............................................................30

Landscape and Park Maintenance Program

In this program the student will develop skills in recognizing, using, propagation, planting and maintenance of ornamental plants and materials used in landscaping. Contact the division office in the Agriculture Building for advising assistance.
Certificate: Landscape and Park Maintenance

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

I. Agriculture Career Required Units - Complete 5 units
   AG 115 [1] Introduction to Agricultural Education and Careers.....1
   AG 349-A-D [NP] Work Experience........................................4 OR
   AG 249 [NP] Agriculture Internship.........................................4

II. Agriculture Breadth Core Units - Complete 9 units
   AG-M 200 [NP] Introduction to Mechanical Technology...........3
   NR 200 [NP] Soils ....................................................................3
   PL-SC 200 [1] Introduction to Plant Science..............................3
   AG-EC 200 [2] Agricultural Accounting and Analysis..............3 OR
   AG-EC 225 [NP] Agriculture Computer Applications..............3

III. Agriculture Major Courses - Complete 21 units
   EHS 201 [1,2] Plant Materials and Usage 1...............................3
   EHS 202 [1,2] Plant Materials and Usage 2...............................3
   EHS 210 [1] Introduction to Environmental Horticulture...........3
   EHS 220 [2,3,4] Turfgrass Management....................................2
   EHS 276 [1] Landscape Maintenance.......................................3
   EHS 278 [2,3,4] Landscape Construction and Installation........3
   EHS 215 [3,4] Landscape Design.............................................3
   AG-M 222 [1] Ornamental Horticulture Machinery..................1

IV. Agriculture Major Electives - Complete 7 units
   AG 280 [NP] Agricultural Computations..................................3
   AG 285 [NP] Communications in Agriculture...........................3
   NR 222 [3] Native Plants Identification...................................3
   AG-EC 280 [2,3,4] Agricultural Sales and Service....................3
   AG-M 230 [3,4] Field Surveying.............................................2
   NR 230 [2,3] Recreational Land Management..........................3
   AG-M 215 [2,3] Farm Tractors................................................2
   EHS 250 [3,4] Landscape Irrigation.........................................3
   PL-SC 255 [3,4] Plant Pest Control.........................................3

TOTAL UNITS FOR CERTIFICATE .................................................... 42

Landscape Architecture Program

The Landscape Architecture program prepares students to transfer to four-year college and professional programs. Landscape architecture encompasses a broad base of opportunity and service including environmental and resource conservation concerns. These concerns have created a need for more careful planning between man, his built environment, and his natural surroundings

AS Degree: Landscape Architecture

• In addition to meeting the requirements below, student must complete the MJC Graduation Requirements. Consult with an advisor for selection of courses.

REQUIRED COURSES - Complete 22 units
   ARCH 100 [1] Introduction to Engineering & Architecture........1
   ARCH 121 [1] Beginning Graphics & Design 1..........................4
   ARCH 131 [1] Architectural Drafting 1.................................4

   NR* 200 [NP] Soils .................................................................3
   EHS* 201 [NP] Plant Materials and Usage 1............................3
   EHS* 202 [NP] Plant Materials and Usage 2............................3

ELECTIVE COURSES - Complete 8 units
   ARCH 117 [NP] History of Architecture..................................3
   ARCH 118 [NP] History of Architecture 2...............................3
   ENGR* 230 [3] Field Surveying.............................................2
   ENGTC 210 [NP] Introduction to CAD.....................................1
   ENGTC 211 [NP] Intermediate Topics in CAD.........................1
   EHS 210 [NP] Introduction to Environmental Horticulture........3

TOTAL UNITS FOR A.S. MAJOR ...................................................... 30

Landscape Design Program

The Landscape Design technician program prepares students to enter the field of landscape design at the entry level. The program is for students interested in learning the more pragmatic and applications aspect of landscaping and is directed to the application of established scientific and engineering knowledge and methods.

Certificate: Landscape Architecture/Landscape Design

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 28 units
   NR 200 [2] Soils .................................................................3
   EHS 201 [1,2] Plant Materials and Usage 1............................3
   EHS 202 [1,2] Plant Materials and Usage 2............................3
   EHS 210 [1] Introduction to Environmental Horticulture........3
   ARCH 110 [1] Descriptive Drawing.......................................1
   ARCH 111 [1] Perspective Drawing.......................................2
   AG 349-A-D [NP] Agricultural Work Experience..................4
   NR 222 [NP] Native Plants Identification..............................3

ELECTIVE COURSES - Complete 19 units
   ARCH 100 [1] Introduction to Engineering & Architecture......1 OR
   AG 115 [1] Introduction to Agricultural Education and Careers.....1
   ARCH 131 [3] Architectural Drafting 1....................................4 OR
   ARCH 331 [3] Basic Architectural Drafting 1............................2

Complete 15 units from list below:
   EHS 276 [NP] Landscape Maintenance..................................3
   EHS 278 [NP] Landscape Construction and Installation...........3
   ARCH 106 [NP] Materials of Construction..............................2 OR
   ARCH 107 [NP] Materials of Construction Lab........................1
   ARCH 151 [NP] Basic Design/Architecture...............................4
   ARCH 152 [NP] Architectural Design 1....................................4
   AG-M 230 [NP] Field Surveying.............................................2
   ENGTC 210 [NP] Introduction to CAD.....................................1
   BOT 110 [NP] Plant Biology..................................................3

Continued ➤
**Environmental Horticultural Science**

**COURSES AND ACADEMIC PROGRAMS**

**Nursery Production Program**

In this program, the student will develop skills relating to plant identification, propagation and growing for sale, operations and maintenance of plant nursery equipment and structures. Contact the division office in the Agriculture Building for advising assistance.

**Certificate: Nursery Production**

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**I. Agriculture Career Core** - Complete 5 units
- AG 115 [1] Introduction to Agricultural Education and Careers..............1
- AG 349A-D [NP] Work Experience.................................................4 OR
- AG 249 [NP] Agriculture Internship ...........................................4

**II. Agriculture Science Breadth Core** - Complete 9 units
- PL-SC 200 [NP] Introduction to Plant Science.................................3
- AN-SC 200 [NP] Introduction to Animal Science.............................3
- NR 200 [2] Soils .................................................................3
- AG-M 200 [NP] Introduction to Mechanical Technology....................3
- AG-EC 225 [NP] Agriculture Computer Applications .........................OR
- AG-EC 210 [1] Elements of Agriculture Economics ........................OR
- AG-EC 200 [2,3,4] Agriculture Accounting and Analysis...................3

**III. Agriculture Major Courses** - Complete 21 units
- AG 280 [NP] Agricultural Computations....................................3
- AG 285 [NP] Communications in Agriculture................................3
- AG-M 222 [2,3,4] Ornamental Horticulture Machinery.........................3
- EHS 210 [1] Introduction to Environmental Horticulture................3
- EHS 201 [1,2] Plant Materials and Usage 1 ................................2
- EHS 202 [1,2] Plant Materials and Usage 2 ................................2
- EHS 215 [3,4] Landscape Planning & Design................................3
- NR 222 [3,4] Native Plants Identification................................2

**IV. Agriculture Major Electives** - Complete 6 units
Any course in Plant Science, Agriculture Economics, or Agricultural Economics..........................3
- EHS 212 [2,3,4] Floriculture Crop Production OR
- EHS 276 [1,2] Landscape Maintenance OR
- EHS 278 [2,3] Landscape Construction and Installation..................3
- PL-SC 255 [3,4] Plant Pest Control.............................................3

**TOTAL UNITS FOR CERTIFICATE**..............................................41

**Environmental Horticultural Science Courses**

- EHS 50—BEGINNING ORNAMENTAL GARDENING 2 Units
  Formerly listed as OH 50.
  Preparation for the fundamentals of indoor and outdoor gardening, planting for patios and balconies, gardening in containers and simple landscaping. Designed for anyone interested in gardening, regardless of prior experience or size of garden. A series of 30 television programs supported by coordinating textual material and by additional printed materials that are optional. Field trips may be required.

- EHS 51—ENVIRONMENTAL HORTICULTURE PREPARATION 3 Units
  Formerly listed as OH 51 - Ornamental Horticulture Preparation.
  A preparatory course in environmental horticulture, emphasis on nursery operation including structures and layout, seeding, transplanting, planting, balling, canning, fertilizing, pest control, plant diseases and abnormalities. Preparation and use of propagating and planting mediums. Use and maintenance of common tools and equipment. Saturday field laboratory may be required. Field trips required. Lecture/Laboratory.

- EHS 52, 53, 54—ORNAMENTAL HORTICULTURE PREPARATION—A, B, C
  Each is one of a series of introductory courses that prepare students for gainful entry level employment in the nursery industry. Topics in this course include the Nursery and Landscape Industry, plant identification, the anatomy and physiology of plants and the requirements for plant growth (light, water, air, temperature, minerals, anchorage). Practical hands-on reinforcement will be augmented through practical work experience in a commercial nursery. Upon completion of the entire series of modules (EHS 52, 53, 54, 56, 67, 68), students will receive a Certificate of Completion. Modules are organized into six-week blocks. Field trips required. Lecture/Laboratory.

- EHS 56—PREPARATORY PARK AND LANDSCAPE MAINTENANCE 3 Units
  Formerly listed as OH 56.
  Preparation for training in installation of plant materials and materials of parks and other planted areas and in skills required for students to qualify as technicians. Special interest directed to provide specific skills in such areas as forestry, highway maintenance, city, and state and federal parks. Field trips required. Lecture/Laboratory.

- EHS 58—PREPARATORY FLORAL DESIGN 3 Units
  Formerly listed as OH 58.
  A preparatory course in commercial floristry teaching basic theory, techniques, and skills currently practiced in the floral design industry. Construction of basic floral products for resale; cut flower processing and industry sales practices. Field trips required. Lecture/Laboratory. Materials fee required.

- EHS 61—PREPARATORY ORNAMENTAL PLANT IDENTIFICATION 3 Units
  Formerly listed as OH 61.
  Preparation in the identification, growth habits, culture and ornamental use of house plants, vines, ground covers, annuals, perennials and small shrubs adapted to climates of California central valleys. One Saturday laboratory required. Field trips required. Lecture/Laboratory.

- EHS 62—PREPARATORY ORNAMENTAL SHRUB AND TREE IDENTIFICATION 3 Units
  Formerly listed as OH 62.
  Preparation in the identification, growth habits, culture and use of large shrubs and trees adapted to climates of California central valleys. Field laboratories, including some on Saturdays, are required. Field trips required. Lecture/Laboratory.

- EHS 65—INTRODUCTORY LANDSCAPE PLANNING AND DESIGN 3 Units
  Formerly listed as OH 65.
  Preparation in the planning and designing of landscaped areas. Emphasis on location of lawns, trees, shrubs, walks, driveways, patios, planters and other landscape structures for home and park. Field trips required. Lecture/Laboratory.

- EHS 66, 67, 68—PREPARATORY LANDSCAPE MANAGEMENT - A, B, C
  One of a series of introductory courses that prepare students for gainful entry-level employment in the landscape maintenance industry. Topics in this course include: planting, care and selection of various plant materials utilized in landscapes, identifying and correcting abnormalities, and pruning and training techniques. Employee expectations of the landscape industry are also discussed. Practical hands-on reinforcement will be augmented through practical work experience in landscape settings. Upon completion of the entire series of modules (EHS 52, 53, 54, 66, 66, 67, 68), students will receive a Certificate of Completion. Modules are organized into six-week blocks. Field trips required. Lecture/Laboratory.
EHS 100—ENVIRONMENTAL GARDENING 3 Units
Formerly listed as OH 100.
Plants used in the landscape; basic landscape design principles and plant propagation techniques. Emphasis on the place of horticultural crops in the economy and the role of plants in the environment. Discussion will center on the physiology of plants and their use and care. Emphasis will be on the practical application of horticultural principles. Field trips required. Lecture/Laboratory. (CSU, UC, GR)

EHS 200—ORNAMENTAL GARDENING 2 Units
Formerly listed as OH 200.
Fundamentals of indoor and outdoor gardening, planting for patios and balconies, gardening in containers and simple landscaping. Designed for anyone interested in gardening, regardless of prior experience or size of garden. A series of 30 television programs supported by coordinating textual material and by additional printed materials that are optional. Field trips may be required. (CSU)

EHS 201—PLANT MATERIALS AND USAGE 1 3 Units
Formerly listed as OH 201 - Ornamental Plant Identification.
Identification, growth habits, culture and ornamental use of landscape and indoor plants adapted to climates of California. Plants emphasized will come from the current California Association of Nurserymen (CAN) and California Landscape Contractors Association (CLCA) Certification Tests Plant Lists. Covers those plants best observed and studied in the spring of the year. Field trips required. May require Saturday labs. Lecture/Laboratory. (CSU, UC, GR)

EHS 202—PLANT MATERIALS AND USAGE 2 3 Units
Formerly listed as OH 202 - Ornamental Shrub and Tree Identification.
Identification, growth habits, culture and ornamental use of landscape and indoor plants adapted to climates of California. Plants emphasized will come from the current California Association of Nurserymen (CAN) and California Landscape Contractors Association (CLCA) Certification Tests Plant Lists. Covers those plants best observed and studied in the fall of the year. Field trips required. May require Saturday labs. Lecture/Laboratory. (CSU, UC, GR)

EHS 210—INTRODUCTION TO ENVIRONMENTAL HORTICULTURE 3 Units
Formerly listed as OH 210 - Introduction to Ornamental Horticulture.
A general course in environmental horticulture with emphasis on nursery operations, landscaping, turf management, and floral industries. Topics include basic botany, cultural practices, propagation, structures and layout, pest management, planting, container gardening and house plants, floral design, plant identification, turfgrass installation and care, and survey of career opportunities. Field trips required. May require Saturday labs. Lecture/Laboratory. (CSU, UC, GR)

EHS 212—FLORICULTURE CROP PRODUCTION 3 Units
Recommended for Success: EHS 201, 202 and 210.
Formerly listed as OH 212.
Analysis, description and operation of greenhouses and other structures and facilities as they relate to floriculture. Included are: relationships of light, temperature, moisture, aeration, humidity, and fertility of floricultural crops; identification and investigation of major greenhouse grown crops including foliage plants, flowering potted plants, bedding plants, cut flowers, color and specialty crops; and planning and implementing several cropping plans for floriculture plants and products. Field trips required. May require Saturday labs. Lecture/Laboratory. (CSU, UC, GR)

EHS 215—LANDSCAPE DESIGN 3 Units
Recommended for Success: EHS 201 and 202.
Formerly listed as OH 215 - Landscape Planning and Design.
The study and implementation of the art and science of landscape design, including principles of the design process, drafting, graphics, and presentation methods. Project emphasis is placed upon residential and small commercial sites. Field trips required. Lecture/Laboratory. (CSU, UC, GR)

EHS 220—TURFGRASS MANAGEMENT 3 Units
Maintenance and management of turfgrasses that include sports athletic fields, golf courses, parks, cemeteries, commercial, and residential lawns. Discussion will focus on identification, installation, cultural requirements and maintenance practices. Field trips required. Lecture/Laboratory. (CSU, UC, GR)

EHS 225—PLANT PROPAGATION/PRODUCTION 3 Units
Also offered as PL-SC 225.
Plant propagation and production practices with emphasis on nursery operations including sexual and asexual reproduction, planting, transplanting, fertilizing, pest control and disease control, structures and site layout. Preparation and use of propagating and planting mediums. Use and maintenance of common tools and equipment. Regulations pertaining to plant production. Field trips required. Lecture/Laboratory. (CSU, UC, GR)

EHS 250—LANDSCAPE IRRIGATION 3 Units
Recommended for Success: EHS 201, 202, 215 and 220.
Formerly listed as OH 250 - Urban Irrigation Practices.
Prepare students to design, install and maintain a water efficient landscape irrigation system. Topics include water supply, basic hydraulics, component identification and terminology, system layout, pipe sizing; types of heads, valves, controllers. Field trips may be required. Lecture/Laboratory. (CSU, UC, GR)

EHS 276—LANDSCAPE MAINTENANCE 3 Units
Recommended for Success: EHS 201, 202, 210, NR 220 or NR 222.
Formerly listed as OH 276 - Park and Landscape Maintenance.
Prepares students to enhance the function and aesthetic value of public and private landscapes by applying appropriate maintenance techniques. Topics include planting, pruning, watering, weed fertility, pest management, weed control and landscape maintenance business practices. Field trips required. Lecture/Laboratory. (CSU, UC, GR)

EHS 280—BEGINNING FLORAL DESIGN 3 Units
Formerly listed as OH 280.
Introduction to the fundamentals of theory, techniques and skills currently practiced in the floral industry. Includes applied art principles, cut flower care, handling practices, proper use of florist tools and materials, pricing of floral products and use of current floral business technology. Includes constructing corsages, floral arrangements, foliage plant items, which meet floral industry standards. Field trips required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU, UC, GR)

EHS 281—ADVANCED FLORAL DESIGN 3 Units
Prerequisite: EHS 280.
Formerly listed as OH 281 - Commercial Floristry Advanced Floral Design
Advanced floral design theory, techniques and skills in the floral industry, including wedding, sympathy, party, holiday, high style and advanced floral designs. Techniques include working with the customer, consultations, pricing and use of computers and other business machines. Construction and servicing of weddings, funerals, party and holiday floral displays. Field trips required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU, UC, GR)

EHS 282—FLORAL SHOP MANAGEMENT 4 Units
Prerequisites: EHS 280 and EHS 281.
Formerly listed as OH 282.
Provides insight into the business and management skills needed to run a successful floral shop. Flower shop involvement required. Field trips required. Two maximum completions. Lecture/Laboratory/Other. Materials fee required. (CSU, UC, GR)

EHS 291—ENVIRONMENTAL HORTICULTURE SCIENCE TEACHING STRATEGIES 2 Units
Exploration of science curriculum standards as they relate to teaching strategies applied in the classroom. Field trips required. Two maximum completions. Lecture. (CSU)
### Environmental Horticultural Sciences (ENSCI)

- **ENSCI 108—ENVIRONMENTAL CONSERVATION**  
  3 Units  
  Study of the world’s environment to sustain the highest quality of life. Includes study of ecology, populations, environmental pollution, conservation of natural resources including: energy, water, soils, forests, rangelands, and wildlife. Field trips required. Lecture. (CSU, UC)

- **ENSCI 108L—ENVIRONMENTAL CONSERVATION LABORATORY**  
  1 Unit  
  Prerequisite: ENSCI 108 or concurrent enrollment in ENSCI 108. Study of environmental conservation management concepts in an experiential format. Laboratory study will encompass environmental pollution controls, population studies; energy use and alternatives; water quality use and conservation; soil analysis and land-use planning; wildlife habitat restoration; and hazardous materials analysis and alternatives. Field trips required. Laboratory. (CSU, UC)

- **ENSCI 109—INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS**  
  3 Units  
  Introduction to Geographical Information Systems (GIS) focusing upon the creation, application and evaluation of computer-linked database systems. GIS centers upon mapping discrete spatial characteristics as a tool for identifying and assessing spatial relationships of human activity. Applications to business, economics, geology, agriculture and many more. Field trips required. Lecture/Laboratory. Materials fee required. (CSU, UC, GR)

- **ENSCI 110—CALIFORNIA WATER**  
  3 Units  
  An interdisciplinary examination of California’s water use and management with an historical emphasis on the politics and conflicts arising from water scarcity. Field trips may be required. Lecture/Laboratory. Materials fee may be required. (CSU, UC, GR)

### Family and Consumer Sciences (FAMLF)

- **FAMLF 131—FAMILY RELATIONSHIPS**  
  3 Units  
  The family and its interpersonal relationships; the formation and development of the family, adjustments within the family, the family cycle, parenthood, marriage enrichment, dissolution of marriage and remarriage, exploration of resources to strengthen the family. Lecture. (CAN FCS 12, CSU, UC)

- **FAMLF 143—LIFE MANAGEMENT**  
  3 Units  
  Current changes in society which influence life management skills including: changing family structures, values, conflicts, and multiple role issues. Decision making and resource management skills are required to successfully meet the challenges facing society today. Field trips may be required. Lecture. (CSU) (Spr.)

- **FAMLF 160—FAMILIES IN SOUTHEAST ASIAN CULTURES**  
  1 Unit  
  A survey of basic value concepts of Southeast Asian cultures; their origin, and resulting impact on family structure, child rearing, marriage practices, religion, folk medicine and education. Overview of the interplay between Southeast Asian social and cultural values and their counterparts in American society. Continuity and change in the Southeast Asian family. Lecture. (CSU)

### Environmental Resources

This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

### Ethnic Studies

See Interdisciplinary Studies

### AA Degree: Family & Consumer Sciences

- To earn an Associate in Arts Degree, student must complete the 20 Required Units and meet the MJC Graduation Requirements.

#### REQUIRED COURSES - Complete 20 units

- Child Development
- Family Life
- Interior Design
- Fashion Merchandising

### TOTAL UNITS FOR A.A. MAJOR .......................................................... 20

### AS Degree: Family & Consumer Sciences

- To earn an Associate in Science Degree, student must complete the 30 Required Units and meet the MJC Graduation Requirements.

#### REQUIRED COURSES - Complete 30 units

- Child Development
- Family Life
- Interior Design
- Fashion Merchandising

### TOTAL UNITS FOR A.S. MAJOR .......................................................... 30
### COURSES AND ACADEMIC PROGRAMS

**FAML 161—FAMILIES IN LATIN AMERICAN CULTURES**  
1 Unit  
*Also offered as ANTHR 161.*

A survey of basic value concepts of Latin American cultures; their origin, and resulting impact on family structure, child rearing, marriage practices, religion, folk medicine, and education. Overview of the interplay between Latin American social and cultural values and their counterparts in American society. Continuity and change in the Latin American family. Lecture. (CSU)

**FAML 242—PARENT INVOLVEMENT**  
3 Units  
*Recommended for Success: CLDIV 245*

Experience in promoting increased parent involvement and parent education in community programs. Field trips required. Lecture/Other. (CSU, Fall)

**FAML 355A,B—THE CHILD IN THE FAMILY**  
½, 1 Unit  

Influences of the family and school on the growth and development of the child from the prenatal stage through the early childhood years. Community resources that impact children. Two maximum units. Lecture.

**FAML 390—THE PROCESS OF PARENTING**  
½ Unit  

Discussion of child growth and development related to parenting. Background for understanding parent-child relationships. Required of parents whose children are enrolled in the MJC Child Development Lab. Four maximum completions. Lecture.

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**Fashion Merchandising (FASMR)**

The Fashion Merchandising program prepares students for entry into one of the nation's largest industries as merchandising assistants, buyers, department store managers, and visual merchandisers. Associate degrees and certificates are available with these emphases. Students may also earn a certificate in modeling which provides background in techniques and appearance that are assets in becoming a poised and self-confident person in one's professional and social environment.

The Fashion Merchandising program is realistic, with a lab that provides a store-like atmosphere. Display windows, a workshop, and modeling and grooming areas all support the development of hands-on experience.

### Certificate: Fashion Merchandising, General

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

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<th>REQUIRED COURSES</th>
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<td>FASMR 373</td>
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<td>FASMR 365</td>
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<td>CPRSC 203</td>
<td>[NP]</td>
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**TOTAL UNITS FOR CERTIFICATE**  
30

### AA Degree: Fashion Merchandising/General

- To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

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<th>REQUIRED COURSES</th>
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<td>FASMR 264B</td>
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<td>FASMR 361</td>
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**TOTAL UNITS FOR A.A. MAJOR**  
24

### AS Degree: Fashion Merchandising/General

- To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

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<td>FASMR 361</td>
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**TOTAL UNITS FOR A.S. MAJOR**  
31

### Image Consultant/Personal Shopper Program

**Certificate: Image Consultant/Personal Shopper**

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

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<th>REQUIRED COURSES</th>
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<td>FASMR 373</td>
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<td>FASMR 374</td>
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**TOTAL UNITS FOR CERTIFICATE**  
Continued ➤
Modeling Program

Certificate: Fashion Merchandising/Modeling

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 10 units

ELECTIVE COURSES - Complete 3 units
FASM 368 [3]  Fashion Field Work (S.F.) .............................. 1
FASM 374 [2]  Personal Shopper/Wardrobe Consultant ........... 4

TOTAL UNITS FOR CERTIFICATE ........................................... 13

Visual Merchandising Program

Certificate:
Fashion Merchandising/Visual Merchandising

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 21 units
FASM 258 [1]  Visual Merchandising 1 ................................. 3

TOTAL UNITS FOR CERTIFICATE ........................................... 28

TOTAL UNITS FOR MAJOR .................................................. 20
FASMR 259—VISUAL MERCHANDISING 2 4 Units
Prerequisite: FASMR 258
Study of the ever-changing consumer; impact of visual merchandising on consumer.
Display problems solved with training in speed and efficiency; fashion coordination
projects. Field trips required. Lecture/Laboratory. Materials fee required. (CSU, GR)

FASMR 264B,C,D—FASHION MERCHANDISING INTERNSHIP 2,3,4 Units
Prerequisite: FASMR 254 or concurrent enrollment.
Supervised field experience in fashion merchandising. Study and research related to job
training. Current developments in fashion merchandising. Maximum completions up to 8
units in any combination. Field trips required. Lecture/Field experience. (CSU)

FASMR 361—WORKSHOP IN VISUAL MERCHANDISING 1 Unit
Workshop in solving visual merchandising problems. Emphasis on developing practical
skills for displaying merchandise to promote its appeal. Designed for those who have
had some experience with visual merchandising but open to all. Field trips required. Two
maximum completions. Lecture/Laboratory/Other. Materials fee required. (Fall)

FASMR 363—FASHION PROMOTION AND COORDINATION 3 Units
Principles of fashion promotion and coordination, including a study of the psychology of
fashion, functions of the coordinator, and techniques and procedures for presenting
fashion. Emphasis on function of fashion coordination and fashion show promotion. Field
trips required. Lecture/Laboratory. (GR, Spr.)

FASMR 364—FASHION AND INTERIOR DESIGN TOUR 2 Units
Intensive study of the fashion and interior design industries on site in New York including
design, production and merchandising. Introduction and evaluation in class sessions on
campus. Two maximum completions. Lecture/Laboratory. Travel Cost (prevailing travel
rates.) (Spr.)

FASMR 365—COLOR IN FASHION AND INTERIORS 3 Units
A survey of color theories, color combinations, and the use of color in the fashion and
interiors industries. Students will learn basic color harmony, psychological associations,
personal coloration, and current trends in color. Projects will include the application of color
in promotional techniques and sales appeals. Field trips required. Lecture. (Fall)

FASMR 367—MODELING 3 Units
Study of the modeling industry and the role of models. Evaluation and analysis of
individual. Diet, nutrition, and proper skin care are studied. Techniques of photographic
makeup, proper fashion, and runway are covered. Performance in fashion shows as a
professional model. Field trips may be required. Two maximum completions. Materials
fee required. Lecture/Laboratory.

FASMR 368—FASHION FIELD WORK 1 1 Unit
Acquaint students with the world of fashion through field trips to manufacturers, designers,
San Francisco Market, shopping centers, retail stores, museums and fashion promotional
activities in the San Francisco and Northern California area. Field trips are required. Three
maximum completions. Fee for travel expenses. Forty hours total. Nine hours lab per day for
4 days: one hour lecture per day for 4 days.

FASMR 369—FASHION FIELD WORK 2 1 Unit
Acquaint students with the world of fashion through field trips to manufacturers, designers,
California Mart, shopping centers, retail stores, museums, and fashion promotional
activities in the Los Angeles area. Field trips are required. Three maximum completion
units. Forty hours total. Nine hours lab per day for 4 days; one hour lecture per day for 4 days.
Fee for travel expenses and accommodations.

FASMR 373—SALES IN FASHION AND INTERIORS 3 Units
Analysis of effective selling to specific fashion and interior groups. Recognition of their
individual purchasing motives and considerations. Emphasis is placed on identifying
specific fashion and interior expectations, personality attributes and application of
appropriate sales and service techniques. Stresses fashion and interior sales contribution
to the total promotional effort of wholesale and retail operations. Field trips may be
required. Lecture.

FASMR 374—PERSONAL SHOPPERS/WARDROBE CONSULTANTS 4 Units
A study of the role of the Personal Shopper, Wardrobe Consultant and Image Consultant,
and the function of the consultant in multiple roles: research analyst promoter, showperson,
public relations specialist and fashion expert. Focus is placed on wardrobe coordination,
color, accessorizing and personal style. Field trips required. Lecture/Laboratory.

Film Program

- To earn a Certificate of Achievement, the student must complete the coursework as indicated below. Each course must be completed with a grade of C or better.

Certificate: Film

REQUIRED COURSES - Complete 12 units
RA-TV 142 [2] Light, Sound, Camera & Editing Workshop…………………3
RA-TV 150 [1] Introduction to Mass Communications…………………3
FILM 150 [1] Film Production………………………………………3
FILM 151 [1] Advanced Film Production 1……………………………3

ELECTIVE COURSES - Complete 4 or more units
Complete 1-2 units
FILM 199A [2,3] Film Internship………………………………………1-2
RA-TV 199A [NP] MJC Video Productions……………………………3

Complete 3 units
ENGL 109 [NP] Scriptwriting………………………………………3
ENGL 161 [NP] Film Appreciation……………………………………3
FILM 153 [NP] Contemporary Film…………………………………3
FILM 154 [1,2] Movies with a Message: Social Topics in Film…………3

TOTAL UNITS REQUIRED FOR CERTIFICATE …………………… 16

Film Courses

FILM 150—FILM PRODUCTION 3 Units
Techniques of motion picture production. Students write scripts; operate camera, sound,
lighting, and editing equipment to produce basic film projects. This class will focus on
single camera “film style” techniques utilizing video production equipment. Field trips may
be required. Lecture/Laboratory. Materials fee required. (CSU, UC)

FILM 151—ADVANCED FILM PRODUCTION 1 3 Units
Recommended for Success: FILM 150, RA-TV 142.
Practical applications in film production. Creative use of camera, sound, editing, and
production planning. Students will produce, direct, and edit individual projects. This class
will provide intermediate experience in group filmmaking, affording expanded areas of
responsibility. Each group will produce a 20-minute feature film. Field trips may be required.
Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU, UC)

FILM 152—ADVANCED FILM PRODUCTION 2 3 Units
Recommended for Success: FILM 151, RA-TV 142.
Continuation of FILM 151. Development of leadership skills, directing techniques, and
the producing process for the film industry. Field trips may be required. Two maximum
completions. Lecture/Laboratory. Materials fee required. (CSU, UC)

FILM 153—CONTEMPORARY FILM 3 Units
Also offered as INDIS 153.
Introductory course examines the film industry from a creative, technical and business
perspective. Samples of topics explored include the business behind today’s film
industry, artistic effects of cinematic composition and film as it relates to popular culture.
Attendance of first run feature films at local movie theatres is required. Two maximum
completions. Cost of theatre tickets and admission fee into theatre to view 16-17 films.
Lecture. Materials fee required. (CSU, UC).
FILM 154 – MOVIES WITH A MESSAGE: 3 Units
SOCIAL TOPICS IN FILM
Also offered as SOCS 154.
A thematic film course aimed at using the medium of film to broaden the awareness of current societal and global issues, focusing on different topics semester to semester. Selected sequences of feature films, documentaries, unusual foreign and domestic releases will explore how film makers depict aspects of history, culture, religion, race, gender, class, ideology and other issues in a global perspective. Course will cover related elements of film style and theory, such as the relationship of subject to style, form and function. Field trips may be required. Lecture. (CSU, UC)

Fine Arts
See Art

Fire Science

The Fire Science curriculum prepares the student for a career in fire service. Students will learn about the organization and operations of fire service, proper use of fire equipment, tactics and strategies of fire fighting, specialized job skills, and management techniques. Fire Science courses dropped or inactivated Fall 1987 to Fall 1988 are valid for students completing those courses prior to deletion from the catalog.

Fire Academy Program

Certificate of Completion: Fire Academy
The Fire Academy Completion Certificate verifies the successful completion of the educational standards for Fire Fighter 1. The Academy does not meet the experience requirement for State Fire Marshal certification, but it does meet the educational and training requirements. Completion Certificate will be provided by the Public Safety division.

REQUIRED PREPARATION
• Successful completion of written test provided by Fire Science Department
• Successful completion of agility test provided by Fire Science Department
• Physician's statement of student health

REQUIRED COURSE - Complete 15 units
FSCI 362 [2] Basic Fire Academy .................................................. 15

Fire Science Program

Certificate: Fire Science
• To earn a Certificate of Achievement, the student must complete the coursework as indicated below. Each course must be completed with a grade of C or better.

REQUIRED COURSE - Complete 3 units

ELECTIVE COURSES - Complete 27 units

FSCI 305 [1] Fire Behavior and Combustion ...................................... 3
FSCI 346 [NP] Instructional Methods for Fire Training Officers ............ 2
FSCI 347 [NP] Fire Prevention 1 ...................................................... 2
FSCI 348 [NP] Public Fire Education .................................................. 2
FSCI 350 [NP] Fire Command 1A .................................................... 2
FSCI 351 [NP] Fire Command 1B ..................................................... 2
FSCI 352 [NP] Fire Instructor 1A ...................................................... 2
FSCI 353 [NP] Fire Instructor 1B ...................................................... 2
FSCI 354 [NP] Fire Prevention 1A .................................................... 2
FSCI 355 [NP] Fire Prevention 1B .................................................... 2
FSCI 356 [NP] Fire Management ...................................................... 2
FSCI 357 [NP] Fire Investigation ...................................................... 2
FSCI 362 [2] Basic Fire Academy ..................................................... 15
FSCI 364 [NP] Driver Operator 1 ..................................................... 2
FSCI 365 [NP] Emergency Aid First Responder ................................ 1
FSCI 371 [NP] Fire Command 2A .................................................... 2
FSCI 373 [NP] Fire Instructor 2A ..................................................... 2
FSCI 374 [NP] Fire Instructor 2B ..................................................... 2
FSCI 398 [NP] Fire Science Special Topics ....................................... 3
EMT 390 [1] Emergency Medical Technician 1 .............................. 3
EMT 391 [NP] Emergency Medical Tech. 1 (Refresher) .................... 1
NR 379 [NP] Wildland Fire Control ................................................. 1

Student may complete a maximum of 6 units from the following LENF courses
LENF 308 [NP] Standard First Aid and Personal Safety ....................... 1
LENF 309 [NP] PC 832 Arrest Course ............................................... 2
LENF 310 [NP] PC 832 Firearms Course .......................................... ½
LENF 312 [NP] Law Enforcement Reserve Level 2 ........................... 3
LENF 313 [NP] Law Enforcement Reserve Level 1 ........................... 3
LENF 344 [NP] Hazardous Materials/First Responder .................... 1
LENF 352 [NP] Defensive Driving/Emer. Vehicle Operation ............. ½
LENF 365 [NP] Emergency Medical Dispatcher Training ............... 1
LENF 376 [NP] Basic Public Safety Dispatcher Course .................... 2
LENF 377 [NP] Complaint Dispatch .............................................. 1
LENF 388 [NP] Basic Police Orientation .......................................... 15

TOTAL UNITS FOR CERTIFICATE ................................................. 30

AS Degree: Fire Science
• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the coursework for the Certificate.

TOTAL UNITS FOR A.S. MAJOR .................................................. 30
Fire Science Courses

FSCI 301—FIRE PROTECTION ORGANIZATION 3 Units
Formerly listed as FSCI 321.
Introduction to the fire service and fire protection; career opportunities in fire protection and related fields; history of fire protection; fire loss analysis; public, quasi-public and private fire protection services; specific fire protection functions. Field trips may be required. Lecture. (GR) (CC FIRE 1)

FSCI 302—FIRE PREVENTION TECHNOLOGY 3 Units
Prerequisite: FSCI 301 or concurrent enrollment.
Provides fundamental information regarding the history and philosophy of fire prevention organization, operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards. Identifies the relationship of fire prevention, fire safety education, fire detection, and suppression systems. Field trips may be required. Lecture. (GR) (CC FIRE 2)

FSCI 303—FIRE PROTECTION EQUIPMENT AND SYSTEMS 3 Units
Formerly listed as FSCI 329.
Portable fire extinguishing equipment; sprinkler systems; protection systems for special hazards; fire alarm and detection systems. Field trips required. Lecture. Not offered every semester. (GR) (CC FIRE 3)

FSCI 304—BUILDING CONSTRUCTION FOR FIRE PROTECTION 3 Units
Prerequisite: FSCI 301
Formerly listed as FSCI 326.
Fundamentals of building construction as it relates to fire protection. Classification by occupancy and types of construction with emphasis on fire protection features including: building equipment, facilities, fire resistive materials and high rise considerations. Field trips may be required. Lecture. (GR) (CC FIRE 4)

FSCI 305—FIRE BEHAVIOR AND COMBUSTION 3 Units
Prerequisite or concurrent enrollment: FSCI 301
Formerly listed as FSCI 321B.
Theory and fundamentals of how and why fires start, spread, and are controlled; an in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents, and fire control techniques. Field trips may be required. Lecture. (GR) (CC FIRE 5)

FSCI 322—FIRE SCIENCE CAREER DEVELOPMENT/PROMOTIONS 3 Units
Fire Service career development, promotion skills and techniques including mental attitude, resume, written tests, oral interviews, strategies, value and confidence building. Field trips may be required. Lecture. (GR)

FSCI 323—FIRE HYDRAULICS 3 Units
Recommended for Success: FSCI 301
Review of applied mathematics; hydraulics laws as applied to the fire service; application of formulas and mental calculation to hydraulics and water supply problems. Field trips may be required. Not offered every semester. Lecture. (GR)

FSCI 327—FIRE APPARATUS AND EQUIPMENT 3 Units
Recommended for Success: FSCI 301
Fire apparatus design, specifications and performance capabilities; effective utilization of apparatus in fire service emergencies. Field trips may be required. Not offered every semester. Lecture. (GR)

FSCI 328—INVESTIGATION OF FIRES 3 Units
Prerequisite: FSCI 301
Determining cause of fires (accidental, suspicious and incendiary); types of fires; related laws; introduction to arson and incendiarism; recognizing and preserving evidence; interviewing witnesses and suspects; arrest and detention procedures; court procedures and giving court testimony. Field trips may be required. Not offered every semester. Lecture. (GR)

FSCI 332—FIRE FIGHTING TACTICS AND STRATEGY 3 Units
Prerequisite: FSCI 301
Principles of fire control through the utilization of manpower, equipment, and extinguishing agents on the fireground. Field trips may be required. Not offered every semester. Lecture. (GR)

FSCI 336—RESCUE PRACTICES 3 Units
Recommended for Success: FSCI 301
Rescue problems and techniques; emergency rescue equipment; toxic gases; chemicals and diseases; radiation hazards; care of victims, including respiration and resuscitation, extrication, and other emergency conditions. Field trips may be required. Not offered every semester. Lecture. (GR)

FSCI 337—WILDLAND FIRE CONTROL 3 Units
Prerequisite: FSCI 301
Designed to provide a fundamental knowledge of the factors affecting wildland fire prevention, fire behavior, and control techniques. Field trips may be required. Not offered every semester. Lecture. (GR)

FSCI 346—INSTRUCTIONAL METHODS FOR FIRE TRAINING OFFICERS 2 Units
Prerequisite: FSCI 301
Provides a variety of methods and techniques to assist a fire training officer in selecting, developing, and organizing materials for in-service training programs. Not offered every semester. Lecture. (GR)

FSCI 347—FIRE PREVENTION 1C 2 Units
Prerequisites: FSCI 354 and 355.
Designed to provide fire service personnel with the third phase of State Certified Fire Prevention instruction. Includes instruction on flammable and combustible liquid hazards, storage, and extinguishment. Field trips may be required. Lecture. Materials fee will be required to pay for student’s certificate and manual. Not offered every semester. (GR)

FSCI 350—FIRE COMMAND 1A 2 Units
Prerequisite: FSCI 301 or equivalent.
Designed to provide the prospective or active fire company officer with information and experience in command techniques. Emphasizes decision making, act of commanding, authority to command, organization structure. Planning and training for effective performance of a fire company officer at the scene of an emergency. Lecture/Laboratory. Materials fee required for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)

FSCI 351—FIRE COMMAND 1B 2 Units
Prerequisites: FSCI 301 and 350.
Prepares fire officers for command of various emergency incidents. Emphasizes development of management and decision-making practices required for success. Topics include use of the incident command system to manage major disasters, wildland fires, multi-casualty and hazardous materials incidents. Field trips may be required. Lecture/Laboratory. Materials fee required for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)

FSCI 352—FIRE INSTRUCTOR 1A 2 Units
Prerequisite: FSCI 301
Designed to provide the prospective or active fire company officer with a variety of methods and techniques for training fire service personnel in accordance with latest concepts in vocational education. Emphasizes teaching technical lessons, evaluating teaching and learning efficiency and the application of principles of learning through practice teaching demonstrations. Lecture/Laboratory. Materials fee required for State Fire Marshal’s Certificate and student manual. Not offered every semester. (GR)

FSCI 353—FIRE INSTRUCTOR 1B 2 Units
Prerequisite: FSCI 352
Designed to provide the prospective or active fire company officer with knowledge of the selection, development, organization and utilization of instructional materials for teaching technical lessons. Structured to provide fire service personnel with the professional preparation leading to standard-designated subjects instructor qualification. Lecture/Laboratory. Materials fee required for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)
FSCI 354—FIRE PREVENTION 1A  2 Units
Prerequisite: FSCI 301.
Designed to provide prospective or active Fire Company Officer and Fire Prevention personnel with basic fire prevention information. Structured to prepare the student for responding to a variety of fire prevention situations in a professional and effective manner. Field trips may be required. Lecture/Laboratory. Materials fee required for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)

FSCI 355—FIRE PREVENTION 1B  2 Units
Prerequisites: FSCI 301 and 354.
Designed to provide fire service personnel with the second phase of state certified fire prevention instruction. Includes instruction on private water systems, fixed fire extinguishing, detection and alarm systems. Field trips required. Lecture/Laboratory. Materials fee required for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)

FSCI 356—FIRE MANAGEMENT 1  2 Units
Prerequisite: FSCI 301.
Designed to provide the fire service student with instruction in the elements of organizational process, demonstration of growth and development in the use of managerial skills, applications of the course content to fire service work and personal life, location and use of managerial resources, and development of an action plan. Field trips may be required. Lecture/Laboratory. Materials fee will be required to pay for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)

FSCI 357—FIRE INVESTIGATION 1  2 Units
Prerequisite: FSCI 301.
Examines the national arson problem, fire investigation responsibilities, conduct of the investigator, fire chemistry, heat energy sources and explosive conditions; fire investigation techniques and legal aspects of fire investigation. Field trips required. Lecture/Laboratory. Materials fee will be required to pay for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)

FSCI 358—FIRE MANAGEMENT 2A  2 Units
Prerequisite: FSCI 301.
Provides fire service instructor with the techniques of evaluation. Construction of written and performance tests, as well as test planning, analysis, security and evaluation of results. Lecture/Laboratory. Materials fee required for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)

FSCI 375—FIRE INSTRUCTOR 2C  2 Units
Prerequisites: FSCI 352 and 353.
Designed to develop leadership skills. Group dynamics, problem solving techniques and inter-personal relations development to utilize in staff meetings and brainstorming sessions. Skills for public meetings such as panel discussions and forums. Interactive team teaching is also included. Lecture/Laboratory. Materials fee required for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)

FSCI 376—FIRE ACADEMY  15 Units
Prerequisites: FSCI 301. An English skills test and a physical agility test must be taken prior to enrollment. Students must also submit a letter of health to the Fire Training Center.
Basic knowledge and skills of a fire fighter as set by the State Fire Marshal. Successful completion of the course fulfills educational requirements for Fire Fighter I. Materials fee required. Field trips required. Lecture/Laboratory. Not offered every semester. (GR)

FSCI 377—FIRE COMMAND 2A  2 Units
Prerequisite: FSCI 350
Formerly listed as FSCI 371A.
Prepares fire officers to use management techniques and incident command system when commanding multiple alarms or large combat forces. Field trips may be required. Lecture/Laboratory. Materials fee required for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)

FSCI 378—FIRE COMMAND 2B  2 Units
Prerequisite: FSCI 356.
Covers the purpose of budgeting, budget controls, types of budgets and budget systems and justifying budgets. Field trips may be required. Lecture. Materials fee required for State Fire Marshal Certificate and student manual. Not offered every semester. (GR)

FSCI 379—FIRE SCIENCE SPECIAL TOPICS  ½ Unit
Prerequisite: FSCI 301 or equivalent.
These special topics consist of short courses on specific fire agency training needs. Emphasis is on updating recently available skills, information or technology that has a direct impact on specific agency or fire problems. Course content varies with the agency training needs studied. Four maximum completions. Lecture/Laboratory depending on topic. Not offered every semester. (GR)

The student will acquire skills sufficient for technical employment in the food processing industry. The student may also prepare for transfer to a university food science major by adapting this program in consultation with an advisor. Contact the division office in the Agriculture Building for advising assistance.

Food Processing Program

Certificate: Food Processing

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

I. Agriculture Career Curriculum - Complete 5 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG 115</td>
<td>1</td>
<td>Introduction to Agricultural Education and Careers</td>
</tr>
<tr>
<td>AG 349 A-D*</td>
<td></td>
<td>Work Experience</td>
</tr>
<tr>
<td>AG 249* [NP]</td>
<td>4</td>
<td>Agriculture Internship</td>
</tr>
</tbody>
</table>

* Work experience internship must be associated with food processing industry.

II. Agriculture Science Curriculum - Complete 9 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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</tr>
</thead>
<tbody>
<tr>
<td>PL-SC 200</td>
<td>1.2</td>
<td>Introduction to Plant Science OR</td>
</tr>
<tr>
<td>AN-SC 200</td>
<td>1</td>
<td>Introduction to Animal Science</td>
</tr>
<tr>
<td>NR 200</td>
<td>1</td>
<td>Soils</td>
</tr>
<tr>
<td>AG-M 200**</td>
<td>3</td>
<td>Introduction to Mechanical Technology</td>
</tr>
<tr>
<td>AG-EC 225**</td>
<td>1.2</td>
<td>Agriculture Computer Applications OR</td>
</tr>
<tr>
<td>AG-EC 210</td>
<td>1.2</td>
<td>Elements of Agriculture Economics OR</td>
</tr>
</tbody>
</table>

AG-EC A-D*, II, III, IV: \*Work experience internship must be associated with food processing industry.
### Food Processing

#### III. Agriculture Major Curriculum - Complete 15 units as specified.

<table>
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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>FD-P 200 [1]</td>
<td>3</td>
<td>Basic Food Processing</td>
</tr>
<tr>
<td>AG 376 [2]</td>
<td>3</td>
<td>Basic Science and Laboratory Techniques</td>
</tr>
<tr>
<td>AG 280 [NP]</td>
<td>3</td>
<td>Agricultural Computations**</td>
</tr>
</tbody>
</table>

** AND Complete a minimum of 6 units from the list below

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<tr>
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<tbody>
<tr>
<td>FD-P 300 [NP]</td>
<td>1.5</td>
<td>Certified Professional Food Manager Training</td>
</tr>
<tr>
<td>FD-P 301 [NP]</td>
<td>1.5</td>
<td>Certified HACCP Manager Training</td>
</tr>
<tr>
<td>FD-P 376 [NP]</td>
<td>1</td>
<td>Basic Food Plant Laboratory Procedures</td>
</tr>
<tr>
<td>FD-P 378 [NP]</td>
<td>1</td>
<td>Food Laboratory Instruments</td>
</tr>
<tr>
<td>FD-P 379 [NP]</td>
<td>1</td>
<td>Food Products Grading</td>
</tr>
<tr>
<td>FD-P 380 [NP]</td>
<td>1</td>
<td>Food Products Microanalysis-A</td>
</tr>
<tr>
<td>FD-P 381 [NP]</td>
<td>1</td>
<td>Food Products Microanalysis-B</td>
</tr>
<tr>
<td>FD-P 382 [NP]</td>
<td>2</td>
<td>Mold Counting</td>
</tr>
<tr>
<td>FD-P 383 [NP]</td>
<td>1</td>
<td>Enzymes in the Food Industry</td>
</tr>
<tr>
<td>FD-P 386 [NP]</td>
<td>1</td>
<td>Food Laboratory Chemistry Procedures</td>
</tr>
<tr>
<td>FD-P 387 [NP]</td>
<td>1</td>
<td>Food Processing Sanitation &amp; Cleanup</td>
</tr>
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</table>

### IV. Agriculture Major Electives - Complete 6 units

<table>
<thead>
<tr>
<th>Course Code</th>
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</thead>
<tbody>
<tr>
<td>AG 285 [NP]</td>
<td>3</td>
<td>Communications in Agriculture</td>
</tr>
<tr>
<td>MICRO 101 [NP]</td>
<td>1</td>
<td>Microbiology</td>
</tr>
<tr>
<td>AN-SC 316 [NP]</td>
<td>2</td>
<td>Farm Processing of Meat Animals</td>
</tr>
</tbody>
</table>

Any courses not taken in II. and III. may be used to complete IV.

** TOTAL UNITS FOR A.S. MAJOR .......................................................... 30 **

### AS Degree: Food Processing

#### I. Agriculture Career Courses - Complete 5 units

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#### II. Agriculture Science Breadth Courses - Complete 9 units

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<tr>
<td>AG-EC 200 [1,2]</td>
<td>3</td>
<td>Agriculture Accounting and Analysis</td>
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</tbody>
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#### III. Agriculture Major Courses - Complete 10 units

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<tr>
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</thead>
<tbody>
<tr>
<td>FD-P 200 [1]</td>
<td>3</td>
<td>Basic Food Processing</td>
</tr>
<tr>
<td>AG 376 [2,3]</td>
<td>3</td>
<td>Basic Science and Laboratory Techniques</td>
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</table>

** AND Complete a minimum of 4 units from the list below

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#### IV. Agriculture Major Courses - Complete 6 units

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<tbody>
<tr>
<td>AG 280*** [1,2]</td>
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<tr>
<td>AG 285 [1,2]</td>
<td>3</td>
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Any courses not taken in II. and III. may be used to complete IV.

** TOTAL UNITS FOR A.S. MAJOR .......................................................... 30 **

### Food Processing Courses

#### FD-P 200—BASIC FOOD PROCESSING 3 Units

Introductory course for work in food processing industry. Methods of food preservation, assurance of quality, laws related to food processing, skills and techniques used by the industry. Field trips required. Lecture/Laboratory. (CSU, GR)

#### FD-P 300 – CERTIFIED PROFESSIONAL FOOD MANAGER TRAINING 1½ Units

Develops a working knowledge and familiarity with technology and strategies to manage food safety from production to consumption. Field trips may be required. Two maximum completions. Lecture. Materials fee required. (GR)

#### FD-P 301 – CERTIFIED HACCP MANAGER TRAINING 1½ Units

Recommended for Success: An understanding of basic food safety program: i.e., GMP’s, SSPO’s, and fundamentals of sanitation procedures. Elements of hazard analysis and critical control points and how they integrate into a successful food safety program for manufacturers, wholesalers, distributors and food establishment operations with the goal of HACCP certification. Field trips required. Two maximum completions. Lecture. Materials fee required. (GR)

#### FD-P 342—INTRODUCTORY WINE EVALUATION 1 Unit

Prerequisite: Limited to persons 21 years of age and older. Formerly listed as PL-SC 242. The scientific study of wines, with an emphasis on using precise descriptive language for sensory evaluation: the use of the senses of sight, smell, taste and touch in a disciplined, systematic way to learn about some of the chemical and physical properties of wine. Emphasizes California varietal wines as a basis for learning about varietal wine characteristics to build a foundation for understanding the great wines of the world. Field trips may be required. Lecture/Demonstration. Two maximum completions. Materials fee required. CR/NC only.

#### FD-P 343—COMMERCIAL WINEMAKING PRACTICUM 1 Unit

Formerly listed as PL-SC 243. Introduction to current commercial winemaking practices through lecture, observation and practical experience. Experiential component delivered at CSU, Fresno enology faculty and students. Field trips required. Lecture/Laboratory. Four maximum completions. (Fall)

#### FD-P 344 — SENSORY EVALUATION OF RED TABLE WINES 1 Unit

Prerequisite: Limited to persons 21 years of age and older. Recommended for Success: FD-P 342. Sensory evaluation of red table wines, with an emphasis on premium California red table wines. Field trips may be required. Two maximum completions. Lecture/Demonstration. Materials fee required. Not offered every semester. (Fall)

#### FD-P 376—BASIC FOOD PLANT LABORATORY PROCEDURES 1 Unit

Details of food plant laboratory procedures; emphasis on net weight, fill weight, syrup checking, and statistical quality control. Lecture/Laboratory. (GR)

#### FD-P 378—FOOD LABORATORY INSTRUMENTS 1 Unit

Operation, principles, importance and care of basic food laboratory instruments. Lecture/Laboratory. (GR)
COURSES AND ACADEMIC PROGRAMS

FD-P 379—FOOD PRODUCTS GRADING 1 Unit
Fundamentals of food products grading. Lecture/Laboratory. (GR)

FD-P 380—FOOD PRODUCTS MICROANALYSIS-A 1 Unit
Training in insect part and fly egg determination in food products. Lecture/Laboratory. (GR)

FD-P 381—FOOD PRODUCTS MICROANALYSIS-B-MOLD COUNTING 2 Units
Instruction in mold count procedures as applied to fruit and tomato products and food plant sanitation. Includes Howard Mold, Geotrichum Mold, and Rot Count methods. Lecture/Laboratory/Other. (GR)

FD-P 382—FOOD PRODUCTS MICROANALYSIS-C 1 Unit
Principles of food bacteriology; use of materials and equipment; tests that identify the presence and number of bacteria important in the food industry. Lecture/Laboratory. (GR)

FD-P 383—ENZYMES IN THE FOOD INDUSTRY 1 Unit
Fundamentals of food enzymes and their use in the food industry; classification, production, activity, use, immobilization and inhibition, modification of food by endogenous enzymes, and the major classes of industrial enzymes. Lecture. (GR)

FD-P 386—FOOD LABORATORY CHEMISTRY PROCEDURES 1 Unit
Basic chemical principles and techniques as they are applied to chemical analysis of foods. Field trips may be required. Lecture/Laboratory. (GR)

FD-P 387—FOOD PROCESSING SANITATION AND CLEANUP 1 Unit
Introduction to the fundamentals of food processing equipment, cleanup and sanitation, types of cleaning agents, residue problems, cleanup methods and techniques. Two maximum completions. Field trips may be required. Lecture. (GR)

FDNTR 219—NUTRITION 3 Units
Recommended for Success: Laboratory chemistry course in high school or college, or concurrent enrollment.
Concepts of nutrient requirements of the body in relation to growth maintenance, and repair at different stages of a normal life cycle; factors influencing normal metabolism; construction of an adequate diet at different ages and food safety and hunger will be examined. Lecture. (CAN FCS 2, CSU, UC) (CC BIOL 50)

FDNTR 320—DIET IN HEALTH AND DISEASE 3 Units
Recommended for Success: FDNTR 219 or 351 or concurrently enrolled.
Collecting data for assessing nutrition status and planning modified diets to meet individual patient needs. Emphasis placed upon application in health care facilities. Field trips may be required. Lecture. Not offered every semester.

FDNTR 321—FAMILY FOODS AND NUTRITION 3 Units
Nutritional assessments, food selection, preparation and service of cost effective, nutritious meals in the home. Emphasis on the needs for the entire spectrum of the life cycle, stressing good nutrition and preparation principles. A non-technical course open to all students. Field trips may be required. Lecture/Laboratory. Lab fees required.

FDNTR 351—PRACTICAL NUTRITION 3 Units
Recommended for Success: Laboratory chemistry course in high school or college, or concurrently enrolled.
Basic principles of nutrition and their application. Hunger, food safety and current nutritional controversies will be examined. Field trips may be required. Lecture.

FDNTR 370—ISSUES IN CHILDREN’S NUTRITIONAL HEALTH 2 Units
Also offered as CLDDV 370.
Overview of entry level skills in the child nutrition program including sanitation, record keeping and food production. Role and responsibilities in providing menus for children and youth which comply with budgetary parameters and meet their nutritional, social and emotions needs with sensitivity to culturally diverse foods. Field trips required. Lecture. (Fall)

Food Service (FDSER)

FDSER 323—CATERING 2 Units
A study of catering principles and application in the production of cold and hot hors d’oeuvres, including vegetables, ham, pork, poultry, seafood, fruit, cheese, mousse and sauces for buffet service. Stresses quality and quantity control and artistic presentation. Two maximum completions. Lecture/Laboratory. (Spr.)

Foods and Nutrition (FDNTR)

AA Degree: Foreign Language

The division offers a complete lower-division transfer-level program in French, German, and Spanish. Non-transfer conversational courses in French, German, Italian, Portuguese, and Spanish are also offered. Students may earn an Associate degree based on completion of 20 units of foreign language study. Transfer majors in foreign language or in specific language may complete their lower division requirements. Prospective transfer majors should consult with a foreign language advisor about specific requirements of the baccalaureate institution.

Foreign Language Program

Foreign Language

• To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the coursework below.

REQUIRED - Complete 20 units
20 units of coursework in one or more foreign languages

TOTAL UNITS FOR A.A. MAJOR......................................................... 20

Forensics

See Speech Communications

Forestry Program

See Natural Resources

French (FREN)

FREN 51—INTRODUCTION TO PRACTICAL FRENCH 1 3 Units
Basic conversational French for those who need it for their work, travel, or to prepare for French 101. Field trips may be required. Lecture. Laboratory arranged. (Fall)

FREN 52—INTRODUCTION TO PRACTICAL FRENCH 2 3 Units
Prerequisite: Successful completion of FREN 51.
Continuation of FREN 51. Review and expansion of essentials of French grammar and vocabulary through oral expression. Field trips may be required. Lecture. Laboratory arranged. (Spr., Eve.)
French - Geology

FREN 101—FRENCH 1  4 Units
Essentials of French grammar and pronunciation; simple composition, conversation, reading. Field trips may be required. Lecture/Laboratory. (CAN FREN 2, CAN FREN SEQ A, CSU, UC)

FREN 102—FRENCH 2  4 Units
Prerequisite: FREN 101 or two years of high school French. Continuation of FREN 101. Review and expansion of tenses, vocabulary, and commonly used expressions. Field trips may be required. Lecture/Laboratory. (CAN FREN 4, CAN FREN SEQ A, CSU, UC)

FREN 103—FRENCH 3  4 Units
Prerequisite: FREN 102 or three years of high school French. Review of French grammar; reading and conversational practice. Includes reading and discussion in French of selections from literary works of French writers. Field trips may be required. Lecture/Laboratory. (CAN FREN 8, CAN FREN SEQ B, CSU, UC)

FREN 104—FRENCH 4  4 Units
Prerequisite: FREN 103 or four years of high school French. Continuation of FREN 103. Includes reading and discussion in French of literary works of French writers. Field trips may be required. Lecture/Laboratory. (CAN FREN 10, CAN FREN SEQ B, CSU, UC)

FREN 190A,B,C—ADVANCED FRENCH  1,2,3 Units
Prerequisite: FREN 104 with grade “C” or better. Advanced reading of unedited French authors; emphasis on understanding of the texts and oral-aural performance. Individual or group meetings. Field trips may be required. 190A, C, six maximum units allowed. 190B, C, four maximum units allowed. Lecture. (CSU, UC)

GEOG 101—CULTURAL GEOGRAPHY  3 Units
Recommended for Success: ENGL 101
Introduction to origins and global distribution of cultures. Examines cultural adaptations to the earth, human modifications of the landscape, and patterns of human organization as exemplified in population, agriculture, language, religion, political organization, popular culture, and economic development. Issues addressed include famine, political conflict, multiculturalism, suburban sprawl, industrial relocation and third world development. Lecture. (CAN GEOG 4, CSU, UC) (CC GEOGR 12)

GEOG 104—CALIFORNIA GEOGRAPHY  3 Units
Recommended for Success: ENGL 101, GEOG 101 or 102
Introduction to California’s unique geography; examining political, economic, cultural, physical, and historical processes and characteristics. Field trips may be required. Lecture. Not offered every semester (CSU).

GEOG 105—ECONOMIC GEOGRAPHY  3 Units

GEOG 109—INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS  3 Units
Also offered as ENSCI 109.
Introduction to Geographical Information Systems (GIS) focusing upon the creation, application and evaluation of computer-linked data base systems. GIS centers upon mapping discrete spatial characteristics as a tool for identifying and assessing spatial relationships of human activity. Applications to business, economics, geology, agriculture and many more. Field trips required. Lecture/Laboratory. Materials fee required. (CSU, UC, GR) (CC GEOGR 60)

GEOG 110—WORLD REGIONAL GEOGRAPHY  3 Units
Survey of the world’s major geographical regions and their physical, economic, political, and cultural characteristics. Emphasis is placed upon historical influences which explain current problems and conditions. Lecture. (CSU, UC) (CC GEOGR 18)

Geology (GEOL)

GEOL 64—GEOLOGY OF NATIONAL PARKS  3 Units
The interpretation of geologic features of the United States National Parks and Monuments and an introduction to the geologic processes responsible for their formation. Field trips may be required. Lecture.

GEOL 160—INTRODUCTION TO GEOLOGY  3 Units
Study of the composition of the earth, and the physical and chemical processes which shape it. Topics include plate tectonics, volcanism, earthquakes, rocks and minerals, weathering, and erosion. Credit will be granted for either GEOL 160 or 161. Field trips may be required. Lecture. Material fees may be required. Not offered every semester. (CSU, UC)

GEOL 161—PHYSICAL GEOLOGY  4 Units
Formerly listed as GEOL 160.
Study of the physical and chemical processes that shape the earth, including plate tectonics, volcanism, weathering, and erosion; the composition of the earth; and geologic hazards, such as mass wasting, flooding and earthquakes. Laboratory topics include rock and mineral identification, and the use of maps and aerial photographs to understand erosional and tectonic processes. Field trips may be required. Lecture/Laboratory. (CAN GEOL 2, CSU, UC) (CC ESC 5)

GEOL 165—GEOLOGY OF CALIFORNIA  3 Units
The geologic setting and evolution of California’s geomorphic provinces. Emphasis is on processes that have and are still acting to shape the landscape: volcanism, earthquakes, and erosion. Field trips may be required. Lecture. (CSU, UC)

GEOL 166—HISTORICAL GEOLOGY  4 Units
Formerly listed as GEOL 163.
Introduction to the origin, development and evolution of the earth and its inhabitants. Topics include the study of fossils and rocks, continents and ocean basins, geologic time, plate tectonics, climate change and mass extinctions. Laboratory utilizes rocks, fossils and stratigraphic principles to decipher ancient environments. Field trips may be required. Lecture/Laboratory. CR/NC. (CAN GEOL 4, CSU, UC)
GEOL 168—MINERALOGY AND CRYSTALLOGRAPHY 4 Units
Study and classification of minerals, their physical properties, chemical composition, and optical properties. Laboratory emphasizes physical and optical properties of rock-forming minerals. Field trips required. Lecture/Laboratory. Materials fee may be required. (CSU)

GEOL 171,A,B,—GEOLGY FIELD STUDIES 1⁄2,1,2, Units
Prerequisite: Concurrent enrollment or previous completion of any geology or earth science course.
Field trips to areas of geologic significance. Emphasis on the geologic phenomena, history, and evolution of the regions visited. Four maximum completions. Lecture/Laboratory. (CSU, UC)

GEOL 174—GEOLGY SUMMER FIELD STUDIES 3 Units
Recommended for Success: Previous course in geology or earth science.
Application of principles of geology through extended field studies at selected sites in the western United States. Skills developed in rock, mineral, and fossil identification, and use of geological field equipment. Requires ability to work and study under rigorous conditions. Lecture/Laboratory. Field trips required. Two maximum completions. Materials and field trip fees as appropriate. (CSU)

GERM 51—INTRODUCTION TO PRACTICAL GERMAN 1 3 Units
Introduction to the essentials of spoken and written German for application in travel, occupation and daily life. Field trips may be required. Lecture/Laboratory. Not offered every semester.

GERM 52—INTRODUCTION TO PRACTICAL GERMAN 2 3 Units
Prerequisite: GERM 51
Continuation of GERM 51. Review and expansion of essentials of German grammar and vocabulary through oral expression. Field trips may be required. Lecture/Laboratory. Not offered every semester.

GERM 101—GERMAN 1 4 Units
Essentials of written and spoken German, simple composition, conversation and reading. Field trips may be required. Lecture/Laboratory/Other. (CAN GERM 2, CAN GERM SEQ A, CSU, UC)

GERM 102—GERMAN 2 4 Units
Prerequisite: GERM 101 or two years of high school German.
Continuation of GERM 101. Review and expansion of tenses, vocabulary, and commonly used expressions. Field trips may be required. Lecture/Laboratory. (CAN GERM 4, CAN GERM SEQ A, CSU, UC)

GERM 103—GERMAN 3 4 Units
Prerequisite: GERM 102 or three years of high school German.
Review of German grammar; reading and conversational practice. Includes reading and discussion in German of selections from literary works of German writers. Field trips may be required. Lecture/Laboratory. (CAN GERM 5, CAN GERM SEQ B, CSU, UC)

GERM 104—GERMAN 4 4 Units
Prerequisite: GERM 103 or four years of high school German.
Continuation of GERM 103. Includes reading and discussion in German of literary works of German writers. Field trips may be required. Lecture/Laboratory. (CAN GERM 10, CAN GERM SEQ B, CSU, UC)

GERM 190A,B,C—ADVANCED GERMAN 1,2,3 Units
Prerequisite: GERM 104
Advanced reading of German authors; emphasis on understanding of the texts and oral-aural performance. Course may not be substituted for GERM 101, 102, 103 or 104. 190A, four maximum units allowed. 190B,C, six maximum units allowed. Field trips may be required. Lecture. (CSU)

GERON 101—AGING IN AMERICA 3 Units
Formerly listed as HUMSR 104.
Analysis of the aging process from a multidisciplinary approach, including sociology, psychology, and physiology. Students will have an opportunity to explore their beliefs, feelings and values regarding the aged population. Field trips may be required. Lecture. (CSU)

Guidance (GUIDE)

The Guidance program is an integral part of the counseling services. Students who take guidance skills courses will learn to:
Acquire, organize and demonstrate problem-solving and decision-making skills; explore, evaluate and pursue career and educational options; develop social, intellectual and emotional competencies; develop needed skills and strategies to maximize the educational experience; understand themselves, others and their environment in order that they may develop individual value systems and life styles.

One of the following courses must be taken to fulfill the guidance graduation requirement: GUIDE 109, 110, 111, 112, 116, or 120. All students pursuing a degree are required to complete one of these courses. Students should enroll in a Guidance class their first semester of attendance at MJC.

Guidance Courses

GUIDE 109—ORIENTATION FOR FOREIGN STUDENTS 1 Unit
Education and career planning for students whose previous education has been outside the United States. Acquaints students with the college, its curriculum, facilities, services, academic regulations, vocational and certificate programs, degree and transfer requirements. Reviews extra curricular activities, personal adjustment, American customs, culture shock, survival techniques and immigration regulations. A detailed educational plan is developed. Lecture. Students must meet with a counselor one hour per semester. (CSU, CR/NC)

GUIDE 110—EDUCATIONAL PLANNING 1⁄2 Unit
Acquaints students with the college, its curriculum, facilities, services, academic regulations, vocational and certificate programs, degree and transfer requirements. Students review the role and function of higher education, community college education, and the MJC curriculum. Students analyze their educational needs and goals and choose the best alternative. The students will understand the institutional and curriculum requirements that pertain to them and formulate a detailed educational plan. Lecture. Students must meet with a counselor one hour per semester. (CSU, CR/NC) (CC GUIDE 107)

GUIDE 111—CAREER AWARENESS 1 Unit
Assists students in exploring career alternatives through development of skills necessary for the research, selection and planning of a lifelong career. The role of aptitudes, interests, values, and skills will be addressed. Interests, aptitude and values tests may be used. Important aspects of occupational choice will be covered along with occupational information. An educational plan will be developed. Lecture. Text fee required. Students must meet with a counselor one hour per semester. (CSU, CR/NC) (CC GUIDE 101)

Continued ➤
GUIDE 112—JOB DEVELOPMENT SKILLS  ½ Unit
The realities of the job market and the techniques for conducting a successful job search will be taught and explored. Emphasis will be placed on learning job application procedures, resume writing, and interview techniques. Included in the course is educational planning and an individual conference with a counselor. Two maximum completions. Lecture. (CSU, CR/NC) (CC GUIDE/BUSAD 25)

GUIDE 116—ORIENTATION FOR RE-ENTRY ADULTS  2 Units
For the adult student who is re-entering the educational system. The conflicts and opportunities of modern society are examined as they affect the student. Personal, educational, and career goals are reviewed in the context of aptitudes, interests and values. Decision making is examined as it relates to achieving personal goals. Students review the role and function of higher education, community college education and the MJC curriculum, and develop an educational plan. Conducted in an informal group setting. Includes guest speakers and audio visual presentations. Lecture. Students must meet with a counselor one hour per semester. (CSU, CR/NC)

GUIDE 120—SUCCESS STRATEGIES FOR TRANSFER STUDENTS  3 Units
Recommended for Success: Eligibility for ENGL 101 and a reading score of 10 (35th percentile or higher).
Also offered as ST-SK 120
Increases success in college by assisting students in obtaining skills and techniques necessary to reach their educational objectives. Topics include educational planning, motivation and learning styles, research strategies, note-taking, subject-specific study techniques, time management and textbook study methods. Lecture. (CSU) (CC GUIDE 7)

GUIDE 122—CAREER AWARENESS FOR ADULTS WITH DISABILITIES  1 Unit
Assists students with disabilities in exploring career alternatives through development of skills necessary for the research, selection and planning of a life-long career. The role of attitudes, interests, coping skills, self-concept, communication, values and skills will be addressed. Interests, aptitude and value tests may be used. Important aspects of occupational choice will be covered along with occupational information. An educational plan will be developed. Lecture. (CSU, CR/NC).

Health Education (HE)

The expanding field of health education through public or community agencies and the schools will require trained professionals for positions of leadership and supervision. The professionals will be dealing with such complex issues as physical and mental well-being, substance abuse, exercise, environmental and consumer health, disease control, human sexuality, family relations, death and dying, first aid and emergency care. Since careers in the Health Education field usually require a minimum of a four-year degree, health education majors at MJC are given an introduction to health through basic health and safety courses and are advised to follow general education and transfer requirements for universities.

Health Education Courses

HE 100—STANDARD FIRST AID/CPR  1 Unit
A basic course for an Emergency Services professional or the citizen who wishes to maintain or acquire Cardio-Pulmonary Resuscitation (CPR) and Basic First Aid Certification, or who wishes to learn CPR and Basic First Aid techniques. Successful course completion results in National Safety Council Certification in CPR and Basic First Aid. May be repeated four times for card renewal. Lecture. (CSU, UC)

HE 101—ADVANCED FIRST AID/CPR FOR THE PROFESSIONAL  3 Units
Course designed to provide the First Responder with advanced first aid capabilities necessary in an emergency to help sustain life, reduce pain, minimize the consequences of injury or sudden illness and to provide emergency care and transportation of the sick and injured. National Safety Council certification issued upon satisfactory completion. May be repeated four times for card renewal. Lecture. (CSU, UC) (CC EMS 13)

HE 110—HEALTHFUL LIVING  3 Units
Consideration of factors in selection of a plan for healthful living. Emphasis on self-assessment through gathering and analyzing information to take charge of life while setting new goals. Focus on emotional, physical, and social wellness in achieving human potential. Lecture. (CSU, UC)

HE 111—WOMEN’S HEALTH ISSUES  3 Units
Focus on women’s issues in selection of a plan for healthful living. Exploration of the interrelationship of health concerns for African American, Chicana/Latina, American Indian, Asian American, and European American women. Lecture. (CSU, UC)

HE 118—EXERCISE AND NUTRITION  3 Units
FOR HEALTHY LIVING
Theories of exercise including techniques of endurance, methods of strength attainment, flexibility training, Nutrition concepts and influences on exercise and weight management. Lecture. (CSU, UC)

HE 198A—SPECIAL TOPICS AND PROBLEMS  1-3 Units
Participation in discussion, analysis, and evaluation of a special topic or problem in health education. Topics announced each semester in schedule of classes. Field trips may be required. Four maximum completions. Lecture. (CSU).

Health Occupations
See Allied Health

History (HIST)

HIST 101—HISTORY OF THE UNITED STATES THROUGH RECONSTRUCTION  3 Units
Recommended for Success: ENGL 101
U.S. history from pre-colonial indigenous America to the late 19th century. Causes, variations, and impacts of colonialism on Indigenous African and European Americans. The movement toward national independence and the Revolutionary War will be examined. The constitution and resulting institutions will be analyzed. National expansion, reform and resulting regional/sectional social and political developments through the U.S. Civil War. Regional social, economic, and political analyses will emphasize the California State Constitution and local government. This course uses the early evolution of the relationships between local, State and Federal governments as a comparative framework for understanding contemporary relationships between local, State and Federal governments. Lecture. (CAN HIST 8, CAN HIST SEQ B, CSU, UC) (CC HIST 16)

HIST 102—HISTORY OF THE UNITED STATES POST CIVIL WAR  3 Units
Recommended for Success: ENGL 101
U.S. history from the late 19th century until contemporary times. Local, state and national historic development will be traced with emphasis placed on American institutions and their role in the development of American culture. Special attention to U.S. urban and industrial processes; the country’s international role and resulting institutional developments. The role of class and ethnicity will be integrated with comparisons tracing Europeans, Indigenous, and African American experiences. Analysis of the role of technology in the formation of America. The evolution of contemporary local, State and Federal governments as they relate to politics, economics and social movements is addressed. The gradual movement toward full inclusion of all peoples of America under State and Federal Constitutional law is emphasized. Lecture. (CAN HIST 10, CAN HIST SEQ B, CSU, UC) (CC HIST 17)

HIST 104—WESTERN CIVILIZATIONS  3 Units
Recommended for success: ENGL 50.
Survey of the social, economic, political, religious, intellectual, and cultural development of Western Civilizations from the Neolithic to the Reformation. The course will emphasize a comparative approach to the study of ancient Mesopotamia, Egypt, and Classical Greece, as well as between Rome and Byzantium. Rise of Western Europe during the Middle Ages up to 1600, with special attention on its economic and political transformations. The development and expansion of the major monotheistic religions (Judaism, Christianity, and Islam). Lecture. (CSU, UC) (CAN HIST 2)
HIST 105—WESTERN CIVILIZATION
Survey of the political, economic, social and cultural changes in the history of Western civilization from 17th century Absolutism to the present. Lecture. (CAN HIST 4, CAN HIST SEQ A, CSU, UC)

HIST 106—WORLD CIVILIZATION TO THE 16TH CENTURY
A comparative and interactive investigation and analysis of World Civilization as related to the development of the modern world. Five geographic regions surveyed include: North America, South America, Asia/Pacific Rim, Europe, and Africa. Students will become acquainted with the major events and significant trends in world history from antiquity to the sixteenth century. Historical methodologies and interpretations will be addressed through analysis of political, economic, technological, social and cultural commonalities and differences between civilizations. World civilization examines issues relevant to understanding race, culture, ethnicity, class, gender, religion, disability and sexualities in human history. Field trips may be required. Lecture. (CSU, UC)

HIST 107—WORLD CIVILIZATION FROM THE 16TH CENTURY
A comparative and interactive investigation and analysis of World Civilization as related to the development of the modern world. Five geographic regions surveyed include: North America, South America, Asia/Pacific Rim, Europe, and Africa. Students will become acquainted with the major events and significant trends in world history from the sixteenth century to the modern time. Historical methodologies and interpretations will be addressed through analysis of political, economic, technological, social and cultural commonalities and differences between civilizations. World civilization examines issues relevant to understanding race, culture, ethnicity, class, gender, religion, disability and sexualities in human history. Field trips may be required. Lecture. (CSU, UC)

HIST 112—TWENTIETH CENTURY AMERICA
Explores the political, economic, social and cultural developments of twentieth century United States history. Lecture. (CSU, UC)

HIST 113—SOCIAL AND CULTURAL HISTORY OF THE UNITED STATES PRIOR TO THE 20TH CENTURY
Examines the development of American society and culture prior to the 20th century. Specifically analyzes the formation and evolution of American social institutions in response to indigenous American and immigrating European and African cultures. Compares economic, political, technological and social interpretations of cultural transformation in America. Emphasis on the evolution of State and Federal constitutional government and the principle of inclusion. Contemporary and historic local, State and Federal government developments are analyzed in relation to political and social movements as a foundation for contemporary social activism. Lecture. (CSU, UC)

HIST 115—ECONOMIC HISTORY OF THE UNITED STATES
Analysis of origins and development of business, labor and agriculture from the colonial period to the present. Emphasis on the federal government's part in the development and regulation of business, labor and agriculture; the government's role in the national economic process. Lecture. (CSU, UC)

HIST 116—WOMEN IN AMERICAN HISTORY
Review and evaluation of the role of women in the United States and their contributions from the colonial period to the present viewed within the context of United States and global experiences. The diversity of experience, according to socio-economic class, ethnicity, religion, region, and sexual orientation, will be emphasized, including Native American Indian, African American, European American, Latina and Asian American women in the United States history. Lecture. (CSU, UC)

HIST 119—SOCIAL AND CULTURAL HISTORY OF 20TH CENTURY AMERICA
Formerly listed as HIST 113.
Recommended for Success: ENGL 101
Examines the development of American society and culture in the 20th century. Specifically analyzes American political and economic institutions and their interaction with Latino/Chicano, African American, European American and Asian American ethnicities. Particular attention is given to various historic and contemporary civil and human rights movements. Critical evaluation of the developing role of local, State and Federal government in the inclusion of ethnic and gender participation. The gradual movement toward full protection of all peoples of America under State and Federal constitutional law is emphasized. The effects of U.S. foreign and domestic policies on first and third world nations will be evaluated. Lecture. (CSU).

HIST 125—HISTORY OF MEXICO
Introduction to the history of Mexico from the pre-European conquest of Mesoamerica to the present. Emphasizes the social, political, economic, and cultural repercussions of the conquest of Mexico by Spain; the development of a Mexican identity during and after the colonial period; the causes, nature, and consequences of the wars for independence; the pains of nationhood; the modernization of Mexico during the rule of Porfirio Diaz; and the Mexican revolution and its aftermath. Special attention will be given to the issues of class, race, ethnicity, gender, and religion. Lecture. Field trips may be required. (CSU, UC)

HIST 128—HISTORY OF THE AMERICAN FAR WESTERN FRONTIER
A regional history of frontier life in the trans-Mississippi west during the 19th century, including early exploration through the fur trade, territorial expansion, and the mining and farming frontier. Special emphasis is given to the contribution of Native Americans and Asian, African, Iberian, and Mexican cultures in shaping the character of the American West. Field trips may be required. Lecture. (CSU, UC)(CC HIST 55)

HIST 129—HISTORY OF CALIFORNIA
California from pre-Colonial times to the present. Includes social, economic, political and cultural topics. Special emphasis is given to the contribution of Native Americans and Asian, African, Iberian, and Mexican cultures in shaping the character of California. Lecture. (CSU, UC)(CC HIST 11)

HIST 145—LATIN AMERICAN HISTORY
Latin American history from the pre-conquest to the present; emphasizes changes and continuities in the political, economic, social, and cultural life of the continent. Examines issues of development and underdevelopment, ideas of race and ethnicity, relationships to the outside world, the construction of the nation-state, gender and social movements. Lecture. (CSU, UC)

HIST 154—AFRICAN AMERICANS THROUGH THE 19TH CENTURY
A political, economic, technological and social history of African-Americans from the end of the 19th century through the early 21st century. Specific analysis of complex relationships between European, Americans, Latino/Chicano Americans and African-American ethnic groups. Ongoing struggles for ethnic self determination and inclusion are contrasted against institutional resistance and social marginalization. Emphasis on the evolution of state and federal constitutional government and the struggle for ethnic parity, disparity and inclusion. Contemporary and historic local, State and Federal government are analyzed in relation to political and social movements as a foundation for contemporary social activism. Field trips may be required. Lecture. (CSU, UC)
A political, economic, technological and social history of African Americans from the end of the 19th century through the early 21st century. Specific analysis of complex relationships between Europeans, Latino/Chicano Americans, and African American ethnic groups. Ongoing struggles for ethnic self determination and inclusion are contrasted against institutional resistance and social marginalization. Emphasis on the evolution of state and federal constitutional government and the struggle for ethnic parity, disparity and inclusion. Contemporary and historic local, State, and Federal government are analyzed in relation to political and social movements as a foundation for contemporary social activism. Field trips may be required. Lecture. (CSU).

Recommended for Success: ENGL 101

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**HUMSR 145 — AFRICAN AMERICANS IN THE 20TH AND 21ST CENTURIES**

3 Units

**In the 20th and 21st Centuries**

Recommended for Success: ENGL 101

A political, economic, technological and social history of African Americans from the end of the 19th century through the early 21st century. Specific analysis of complex relationships between Europeans, Latino/Chicano Americans, and African American ethnic groups. Ongoing struggles for ethnic self determination and inclusion are contrasted against institutional resistance and social marginalization. Emphasis on the evolution of state and federal constitutional government and the struggle for ethnic parity, disparity and inclusion. Contemporary and historic local, State, and Federal government are analyzed in relation to political and social movements as a foundation for contemporary social activism. Field trips may be required. Lecture. (CSU).

Recommended for Success: ENGL 101

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**Certificate: Human Services**

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 27 units

- HUMSR 103 [1] Introduction to Human Service Careers .................. ½
- GUIDE 110 [1] Educational Planning ........................................... ½
- HUMSR 110 [1] Introduction to Human Service ................. 3
- HUMSR 110 [1] Introduction to Interviewing, Counseling ........ 3
- HUMSR 116 [1] Drugs and Alcohol in Society ................... 3
- HUMSR 120 [2] Professional Development in Chemical Dependency Counseling .................. 3
- SOCI 150 [2] Ethnicity and Culture in America ................. 3 OR
- HUMSR 145 [NP] Community Agency Service ................... 1
- HUMSR 145ABD [NP] Community Agency Service Fieldwork .... 1.2,4
- PSYCH 130 [2] Personal Adjustment ............................... 3 OR

**TOTAL UNITS FOR CERTIFICATE** ........................................... 27

**AA Degree: Human Services**

- To earn an Associate in Arts Degree, the student must complete the 17 Required Units, 3 Elective Units and meet the MJC Graduation Requirements.

**REQUIRED COURSES** - Complete 17 units

- HUMSR 101 [1] Introduction to Human Services ..................... 3
- HUMSR 110 [2] Introduction to Interviewing, Counseling ....... 3
- HUMSR 114 [NP] Death and Dying ........................................ 3
- HUMSR 145 [NP] Community Service Agency ................... 1
- HUMSR 145ABD [NP] Community Agency Service Fieldwork .... 1,2,4
- HUMSR 116 [1] Drugs and Alcohol in Society ................. 3
- SOCI 150 [NP] Minorities in America OR .... 3
- SOCI 156 [NP] Mexican Culture in the United States .......... 3

**ELECTIVE COURSES** - Complete 3 units

- HUMSR 120 [NP] Professional Development in Chemical Dependency Counseling .................. 3
- PSYCH 51 [1] Psychology in Everyday Life OR ........... 3
- SOCI 101 [1] Introduction to Sociology ......................... 3
- HUMSR 103 [NP] Introduction to Human Services Careers .... ½

**TOTAL UNITS FOR A.A. MAJOR** ............................................. 20

**Chemical Dependency Counseling Program**

**AA Degree: Human Services/Chemical Dependency Counseling Program**

- To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the coursework that follows.

**REQUIRED COURSES** - Complete 23 units

- HUMSR 101 [1] Introduction to Human Services ..................... 3
- HUMSR 111 [2] Counseling in Chemical Dependency ............... 3
- HUMSR 116 [1] Drugs and Alcohol in Society ................. 3
- HUMSR 117 [3] Intervention and Treatment Strategies in Chemical Dependency .............. 3
HUMSR 101—INTRODUCTION TO HUMAN SERVICES  3 Units
Development of human services in American society by private and governmental agencies at national, state, and local levels. Emphasis on contemporary programs and practices, needs served, and projected changes. Preparation for "new careers" in paraprofessional programs in the health, education and social services, such as eligibility workers, counselor aides, vocational rehabilitation aides, social service technicians, and pre-professional positions. Field trips may be required. Lecture. (CR/NC)

HUMSR 102—COMMUNITY SERVICE CAREERS  1/2 Unit
Discussion of academic and personal qualities for success in the human services field. Students will develop a personal plan for meeting academic requirements, acquisition of necessary skills for entry into employment or further educational options. Lecture. (CSU).

HUMSR 103—INTRODUCTION TO HUMAN SERVICES CAREERS  1/2 Unit
Principles and practices of interviewing and counseling. Designed to assist in the preparation of paraprofessionals in the human services fields. Recognition and discussion of unique and common problems, and understanding of behavioral change. Lecture. (CSU)

HUMSR 104—AGING IN AMERICA  3 Units
Also offered as GERON 101.
Analysis of the aging process from a multidisciplinary approach, including sociology, psychology, and physiology. Students will have an opportunity to explore their beliefs, feelings, and values regarding the aged population. Field trips may be required. CR/NC option. Lecture. (CSU).

HUMSR 110—INTRODUCTION TO INTERVIEWING, COUNSELING  3 Units
Survey theories of therapy, personality, and counseling relevant to chemical dependency. Identification and assessment techniques. Lecture. (CSU)

HUMSR 111—COUNSELING IN CHEMICAL DEPENDENCY  3 Units
Recommended for Success: HUMSR 110
Survey theories of therapy, personality, and counseling relevant to chemical dependency. Identification and assessment techniques. Lecture. (CSU)

HUMSR 114—DEATH AND DYING  3 Units
Opportunity for students to explore their feelings, beliefs, and values regarding death, and to learn about death and dying from a variety of perspectives. Topics include: coping with death, cultural concepts of death, counseling the dying throughout the age span, suicide, grief and bereavement, wills, the funeral business, and medical ethics. Field trips required. Lecture. (CSU) (CC SOCIO 28)

HUMSR 116—DRUGS AND ALCOHOL IN SOCIETY  3 Units
An introductory course focused on problems associated with chemical dependency: alcohol and drug abuse. Covers possible causes for addiction, identification of symptoms and common myths. Provides information on treatment resources. Cultural considerations in substance use/abuse and corresponding treatment and prevention aspects. Forty-five hours of BRN C.E. credit available. Field trips may be required. Lecture. (CSU)

HUMSR 117—INTERVENTION AND TREATMENT STRATEGIES IN CHEMICAL DEPENDENCY  3 Units
Prerequisite: HUMSR 111 and 116.
Application of techniques relative to treatment of chemical dependency. Emphasizes the intervention process, individual and family treatment, and recovery dynamics. Field trips may be required. Lecture. (CSU)
Individualized Instruction and Services (IIS)

IIS 13—IMPROVING LEARNING POTENTIAL 2 Units
Non-degree course.
Specialized computer-assisted instruction for students with disabilities to maximize their learning potential and increase academic efficiency. Four maximum completions. Lecture/Laboratory. (CR/NCR)

IIS 15—ADAPTED KEYBOARDING 2 Units
Non-degree course.
Designed to teach keyboarding basics to students with disabilities who must use adaptive technologies for successful access to the keyboard or screen and/or are unable to compete successfully in mainstream typing classes. Four maximum completions. Lecture/Laboratory.

IIS 16—COMPUTER ACCESS 1 2 Units
Non-degree course.
Designed for students with visual, physical, acquired brain injury, language impairment, learning disabilities or deafness. Provides training in the use of computer access technologies which enhance a disabled student’s ability to access and use microcomputers. Four maximum completions. Lecture/Laboratory.

IIS 18– COMPUTER ACCESS PROJECTS 2 Units
Non-degree course.
Designed for students with disabilities who require access to specialized adaptive technologies in order to complete assignments for other classes in which they are concurrently enrolled. Four maximum completions. Lecture/Laboratory.

IIS 20–MATH STRATEGIES FOR SUCCESS FOR STUDENTS WITH DISABILITIES 1 Unit
Non-degree course.
Intended for students with disabilities who need additional instruction and compensatory strategies to learn to be successful within the traditional classroom. Specialized instruction will occur in basic skills and in formulating efficient test taking and study strategies for math learning. Four maximum completions. Lecture.

IIS 21 – MAKING THE MOVE: TRANSITION TO COLLEGE 1 Unit
Intended for new and re-entry students with disabilities who need additional instruction and compensatory strategies to learn and be successful within the traditional classroom. Specialized instruction will occur in disability awareness and in formulating strategies for success in the college environment. Four maximum completions. Lecture.

Industrial Technology (INTEC)

Building and Safety Code Administration Program

Courses are intended for the student who wishes to explore career offerings in the building inspection field as well as those who are already working in the field and are interested in updating or upgrading their knowledge and skills.

Certificate: Building and Safety Code Administration

• To earn a Certificate of Achievement, the student must meet/complete the following competencies, and complete the coursework as indicated. Each course must be completed with a grade of C or better.

Required Competencies for Certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ENGL 50</td>
<td>Basic Comprehension and Reading</td>
<td>5 or</td>
</tr>
<tr>
<td>INTEC 50</td>
<td>Basic Vocational English for Industrial Technology</td>
<td>2 or</td>
</tr>
<tr>
<td>MATH 20</td>
<td>Pre-Algebra</td>
<td>3 or</td>
</tr>
<tr>
<td>SPOM 102</td>
<td>Introduction to Human Communication</td>
<td>3</td>
</tr>
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</table>

Required Courses - Complete 21 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>INTEC 340 (NP)</td>
<td>Uniform Building Code - Structural</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 341 (NP)</td>
<td>Uniform Building Code - Nonstructural</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 379 (NP)</td>
<td>Uniform Plumbing Codes</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 344 (NP)</td>
<td>Uniform Mechanical Codes</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 346 (NP)</td>
<td>Building Repair &amp; Abatement Regulations</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 248 (NP)</td>
<td>Electrical Codes and Ordinances</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 249 (NP)</td>
<td>Analysis of Electrical Codes</td>
<td>3</td>
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</table>

Elective Courses - Complete 9 units.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>INTEC 205 (NP)</td>
<td>Principles of Quality Control Systems</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 208 (NP)</td>
<td>World of Electricity and Electronics</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 106 (NP)</td>
<td>Occupational Safety and Health</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 107 (NP)</td>
<td>Materials of Construction</td>
<td>2</td>
</tr>
<tr>
<td>ARCH 131 (NP)</td>
<td>Architectural Drafting</td>
<td>4 OR</td>
</tr>
<tr>
<td>ARCH 331 (NP)</td>
<td>Basic Architectural Drafting</td>
<td>2</td>
</tr>
<tr>
<td>ENGTC 375 (NP)</td>
<td>Construction Blueprint Reading</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units for Certificate ........................................ 30

AS Degree: Building and Safety Code Administration

• To earn an Associate in Science Degree, student must complete the 21 Required Units, plus 9 Elective Units as outlined in the certificate, and meet the MJC Graduation Requirements.

General Plant Maintenance Program

• To earn a Certificate of Achievement, the student must complete the coursework as indicated below. Each course must be completed with a grade of C or better.

Certificate: General Plant Maintenance

Required Courses - Complete 21 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTEC 203 (NP)</td>
<td>Industrial Mechanical Components &amp; Equipment</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 261 (NP)</td>
<td>Introduction to Plant Maintenance</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 367 (NP)</td>
<td>Plumbing Principles and Methods</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 306 (NP)</td>
<td>Introduction to Occupational Safety &amp; Health</td>
<td>3</td>
</tr>
<tr>
<td>ENGTC 375 (NP)</td>
<td>Construction Blueprint Reading</td>
<td>3</td>
</tr>
<tr>
<td>MACH 301 (NP)</td>
<td>Maintenance Machinist</td>
<td>2</td>
</tr>
<tr>
<td>MACH 399 (NP)</td>
<td>Independent Study/Special Problems</td>
<td>1</td>
</tr>
<tr>
<td>WELD 200 (NP)</td>
<td>Arc and Gas Welding</td>
<td>3</td>
</tr>
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</table>

Elective Courses - Complete 3 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTEC 115 (NP)</td>
<td>Introduction to Technical Industries</td>
<td>1</td>
</tr>
<tr>
<td>INTEC 262 (NP)</td>
<td>Hydraulics/Pneumatics</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 306 (NP)</td>
<td>Introduction to Occupational Safety &amp; Health</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 362 (NP)</td>
<td>Industrial Refrigeration Systems</td>
<td>2</td>
</tr>
<tr>
<td>WELD 300 (NP)</td>
<td>Intermediate Welding</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Units for Certificate ........................................ 24
**AA Degree: General Plant Maintenance**

**REQUIRED COURSES** - Complete 20 units

- INTEC 203 [NP] Industrial Mechanical Components & Equipment ......3
- INTEC 261 [NP] Introduction to Plant Maintenance .................3
- INTEC 367 [NP] Plumbing Principles and Methods ..............3
- INTEC 306 [NP] Introduction to Occupational Safety & Health ..3
- ENGT 375 [NP] Construction Blueprint Reading ...............3
- MACH 301 [NP] Maintenance Machinist 1 ......................2
- WELD 200 [NP] Arc and Gas Welding ..........................3

**TOTAL UNITS FOR A.A. MAJOR............................................................. 20**

**AA Degree: General Plant Maintenance**

To earn an Associate in Science degree, a student must complete the Required and Elective units for certificate, with an additional 6 units selected from the Elective courses for certificate.

**TOTAL UNITS FOR A.S. MAJOR................................................................. 30**

**Home Building Technologies Program**

Courses are intended for the student who wishes to explore career offerings in the residential home building field as well as those who are already working in the field and are interested in updating or upgrading their knowledge and skills.

**Certificate: Home Building Technology**

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 24 units

- INTEC 306 [NP] Occupational Safety and Health ..................3
- INTEC 346 [NP] Building Repair & Abatement Regulations ....3
- ENTEC 248 [NP] Electrical Codes and Ordinances ............3
- INTEC 363 [NP] High Voltage Industrial Electrical Systems ...2
- INTEC 225 [NP] Residential Electrical Wiring & Principles ....3
- INTEC 366 [NP] HVAC & Refrigeration ............................2

**ELECTIVE COURSES** - Complete 6 units.

- INTEC 379 [NP] Uniform Plumbing Code ..........................3
- ENTEC 375 [NP] Construction Blue Print Reading ..............2
- ARCH 106 [NP] Materials of Construction ..........................3 AND
- ARCH 107 [NP] Materials of Construction - Laboratory .......3
- ENTEC 270 [NP] Construction Plans, Specs, and Bid Documents ....3

**TOTAL UNITS FOR CERTIFICATE........................................................... 30**

**AS Degree: Home Building Technology**

- To earn an Associate in Science Degree, student must complete the Required and Elective units for Certificate and meet the MJC Graduation Requirements.

**Industrial Technology Program**

**Certificate: Industrial Technology**

See Certificate: Industrial Technology/Maintenance for certificate requirements.

**AS Degree: Industrial Technology**

See A.S. Degree: Industrial Technology/Maintenance for certificate requirements.

**Industrial Technology/Electrician Program**

**Certificate: Industrial Technology/Electrician**

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 23 units

- INTEC 208 [NP] World of Electricity & Electronics ...........3
- INTEC 221 [NP] Instrumentation Devices & Systems ............3
- INTEC 223 [NP] Industrial Electrical Components & Control Devices ....3
- INTEC 226 [NP] Motors and Motor Controls ....................3
- INTEC 248 [NP] Electrical Codes & Ordinances ............3
- INTEC 249 [NP] Analysis of Electrical Codes ..................3
- INTEC 281 [NP] Introduction to Plant Maintenance .........3
- ELTEC 232 [NP] Introduction to Programmable Logic Controllers ....2

**ELECTIVE COURSES** - Complete 7 units

Any other INTEC courses

**TOTAL UNITS FOR CERTIFICATE........................................................... 30**

**AS Degree: Industrial Technology/Electrician**

- To earn an Associate in Science Degree, students must complete the Required and Elective courses for Certificate, in addition to completing the MJC Graduation Requirements.

**TOTAL UNITS FOR A.S. MAJOR................................................................. 30**

**Industrial Technology/Maintenance Program**

**Certificate: Industrial Technology/Maintenance**

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 24 units

- INTEC 115 [NP] Introduction to Technical Industries ............1
- INTEC 201 [NP] Introduction to Industrial Operations .........3
- INTEC 205 [NP] Principles of Quality Control Systems ..........3
- INTEC 223 [NP] Industrial Electrical Components & Control Devices ....3

Continued ➤
Industrial Technology

INTEC 261 [NP] Introduction to Plant Maintenance .............................................3
INTEC 262 [NP] Hydraulics/Pneumatics ..........................................................3
INTEC 306 [NP] Introduction to Occupational Safety & Health ......................3
INTEC 362 [NP] Industrial Refrigeration Systems .............................................2
INTEC 367 [NP] Plumbing Principles and Methods ......................................3

TOTAL UNITS FOR CERTIFICATE ......................................................... 24

AS Degree: Industrial Technology/Maintenance

• To earn an Associate in Science Degree, students must complete the 24 units Required for Certificate, six units from the following list of Electives, and complete the MJC Graduation Requirements.

ELECTIVE COURSES - Complete 6 units
INTEC 203 [NP] Industrial Mechanical Components and Equipment ........3
INTEC 208 [NP] The World of Electricity and Electronics ........................3
WELD 200 [NP] Introduction to Mechanical Technology ........................3
MACH 211D [NP] Machine Tool Technology .............................................4

TOTAL UNITS FOR A.S. MAJOR ....................................................... 30

Industrial Technology/Systems Program

Certificate: Industrial Technology/Systems

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 25 units
INTEC 202 [NP] Fundamentals of Industrial Technology .........................2
INTEC 221 [NP] Instrumentation Devices & Systems .................................3
INTEC 223 [NP] Industrial Electrical Components & Control Devices ....3
INTEC 226 [NP] Motors and Motor Controls .............................................3
INTEC 248 [NP] Electrical Codes & Ordinances .......................................3
INTEC 249 [NP] Analysis of Electrical Codes ...........................................3
INTEC 261 [NP] Introduction to Plant Maintenance .................................3
INTEC 306 [NP] Introduction to Occupational Safety & Health ..............3
ELTEC 232 [NP] Introduction to Programmable Logic Controllers ....2

ELECTIVE COURSES - Complete 5 units
Any other INTEC courses

TOTAL UNITS FOR CERTIFICATE ......................................................... 30

AS Degree: Industrial Technology/Systems

• To earn an Associate in Science Degree, students must complete the 30 Required and Elective courses for Certificate, in addition to completing the MJC Graduation Requirements.

TOTAL UNITS FOR A.S. MAJOR ....................................................... 30

Industrial Technology/Technician Program

Certificate: Industrial Technology/Technician

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 17 units
INTEC 115 [NP] Introduction to Technical Industries .................................1
INTEC 201 [NP] Introduction to Industrial Operations ...............................3
INTEC 202 [NP] Fundamentals of Industrial Technology .......................2
INTEC 203 [NP] Industrial Mechanical Components & Equipment ....3
INTEC 205 [NP] Principles of Quality Control Systems ..........................3
INTEC 223 [NP] Industrial Electrical Components & Control Devices ....3
INTEC 350 [NP] Industrial Technology Internship ..................................2

ELECTIVE COURSES - Complete 12 units
Any other INTEC courses

TOTAL UNITS FOR CERTIFICATE ......................................................... 29

Maintenance Electrician Program

Certificate: Maintenance Electrician

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 18 units
INTEC 203 [NP] Industrial Mechanical Components & Equipment ....3
INTEC 208 [NP] World of Electricity & Electronics ................................3
INTEC 223 [NP] Industrial Electrical Components & Control Devices ....3
INTEC 226 [NP] Motors and Motor Controls .............................................3
INTEC 248 [NP] Electrical Codes & Ordinances .......................................3
INTEC 261 [NP] Introduction to Plant Maintenance .................................3

ELECTIVE COURSES - Complete 6 units
INTEC 115 [NP] Introduction to Technical Industries .................................1
INTEC 221 [NP] Instrumentation Devices & Systems .............................3
INTEC 225 [NP] Residential and Farm Wiring ...........................................3
INTEC 249 [NP] Analysis of Electrical Codes ...........................................3
INTEC 306 [NP] Introduction to Occupational Safety & Health ..............3
ELTEC 232 [NP] Introduction to Programmable Logic Controllers ....2
ELTEC 234 [NP] Advanced Topics in Programmable Logic Controllers ..2

TOTAL UNITS FOR CERTIFICATE ......................................................... 24

AA Degree: Maintenance Electrician

• To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

REQUIRED COURSES - Complete 18 units
INTEC 115 [NP] Introduction to Technical Industries .................................1
INTEC 203 [NP] Industrial Mechanical Components & Equipment ....3

Continued ➤
### Industrial Technology Courses

#### INTEC 208 [NP] World of Electricity & Electronics ..........................3
#### INTEC 223 [NP] Industrial Electrical Components & Control Devices 3
#### INTEC 226 [NP] Motors and Motor Controls ..................................3
#### INTEC 261 [NP] Introduction to Plant Maintenance ......................3
#### ELTEC 232 [NP] Introduction to Programmable Logic Controllers ...2

**ELECTIVE COURSES** - Complete 3 units

#### INTEC 221 [NP] Instrumentation Devices & Systems .......................3
#### INTEC 248 [NP] Electrical Codes & Ordinances ............................3
#### ELTEC 234 [NP] Advanced Topics in Programmable Logic Controllers 2

**TOTAL REQUIRED FOR AA MAJOR** ............................................. 21

### AS Degree: Maintenance Electrician

To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

#### REQUIRED COURSES - Complete 18 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTEC 203</td>
<td>Industrial Mechanical Components &amp; Equipment</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 208</td>
<td>World of Electricity &amp; Electronics</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 223</td>
<td>Industrial Electrical Components &amp; Control Devices</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 226</td>
<td>Motors and Motor Controls</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 248</td>
<td>Electrical Codes &amp; Ordinances</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 261</td>
<td>Introduction to Plant Maintenance</td>
<td>3</td>
</tr>
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#### ELECTIVE COURSES - Complete 12 units

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<th>Course Title</th>
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<tbody>
<tr>
<td>INTEC 115</td>
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</tr>
<tr>
<td>INTEC 221</td>
<td>Instrumentation Devices &amp; Systems</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 225</td>
<td>Residential and Farm Wiring</td>
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</tr>
<tr>
<td>INTEC 249</td>
<td>Analysis of Electrical Codes</td>
<td>3</td>
</tr>
<tr>
<td>INTEC 306</td>
<td>Introduction to Occupational Safety &amp; Health</td>
<td>3</td>
</tr>
<tr>
<td>ELTEC 232</td>
<td>Introduction to Programmable Logic Controllers</td>
<td>2</td>
</tr>
<tr>
<td>ELTEC 234</td>
<td>Advanced Topics in Programmable Logic Controllers</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL UNITS FOR A.S. MAJOR** ............................................. 30

### Industrial Technology

#### INTEC 201—INTRODUCTION TO INDUSTRIAL OPERATIONS 3 Units
Introduction to policies, procedures, terminology, reports, federal and state law, safety, team building and quality programs of modern industrial and processing plants. Field trips may be required. Three maximum completions. Lecture. (CSU).

#### INTEC 202—FUNDAMENTALS OF INDUSTRIAL TECHNOLOGY 2 Units
Students will explore common industrial production, manufacturing and fabrication processes. Field trips required. Three maximum completions. Lecture/Laboratory. (CSU).

#### INTEC 203—INDUSTRIAL MECHANICAL COMPONENTS AND EQUIPMENT 3 Units
Recommended for Success: INTEC 202
An introduction to common mechanical components and related equipment found in the manufacturing and processing industry. Content includes basic terminology, operation, installation and maintenance of both individual mechanical components and mechanical systems. Field trips may be required. Three maximum completions. Lecture/Laboratory. (CSU).

#### INTEC 205—PRINCIPLES OF QUALITY CONTROL SYSTEMS 3 Units
Recommended for Success: INTEC 201, 202, 203, 261 or industry experience.
Principles of quality control, quality improvement methodology, and quality commitments of industrial corporations. Field trips may be required. Three maximum completions. Lecture. (CSU).

#### INTEC 208—THE WORLD OF ELECTRICITY AND ELECTRONICS 3 Units
Prerequisite: MATH 20
Formerly listed as INDED 208.
An overview of electrical and electronic phenomena as applied to common consumer and industrial devices. The course examines the physical nature of electricity and magnetism and the application of the scientific method. The historical development and the socioeconomic aspects of the "electronic age" are examined. Lecture/Laboratory. Materials fee required. (CSU).

#### INTEC 221—INSTRUMENTATION DEVICES AND SYSTEMS 3 Units
Prerequisite: ELTEC 211 or 208.
Formerly listed as INDED 221.
Also offered as ELTEC 221.
An introduction to industrial instrumentation devices and systems. The principles and operation of mechanical and electrical transducers. Analysis of industrial instrumentation systems. Lecture/Laboratory. Materials fee required. (CSU, GR)

#### INTEC 223—INDUSTRIAL ELECTRICAL COMPONENTS AND CONTROL DEVICES 3 Units
Formerly listed as INDED 223.
Also offered as ELTEC 223.
An introduction to common components and control devices found in the manufacturing and processing industry. Content includes basic terminology, component identification, manufacturer's specifications, and maintenance procedures for the components and devices. Lecture/Laboratory. Materials fee required. (CSU, GR)

#### INTEC 225—RESIDENTIAL AND FARMSTEAD ELECTRICAL WIRING AND PRINCIPLES 3 Units
Formerly listed as ELECT 225.
Also offered as AG-M 225.
Fundamental principles, systems, and applications of electrical energy and the equipment necessary to manually or automatically control that energy. Field trips required. Lecture/Laboratory. Materials fee required. (CSU, GR)

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Continued ➤
INTEC 226—MOTORS, CONTROLS AND CONTROLLERS  3 Units
Prerequisite: ELTEC 211 and 208.
Formerly listed as INDED 226.
Also offered as ELTEC 226.
An introduction to AC and DC motors and the circuits which control them. Use and
programming of variable frequency drive motor controllers. Lecture/Laboratory. Materials
fee required. (CSU, GR)

INTEC 248—ELECTRICAL CODES AND ORDINANCES  3 Units
Formerly listed as INDED 393.
Interpretation and application of national, state and local codes and ordinances which
regulate the installation and maintenance of electrical circuits and equipment. Four
maximum completions. Lecture. (CSU, GR)

INTEC 249—ANALYSIS OF ELECTRICAL CODES  3 Units
Prerequisite: INTEC 248
Continuation of INTEC 248. Training in analysis of national, state and local codes and
ordnances which regulate installation, alteration and maintenance of electrical circuits
and equipment. Lecture. Three maximum completions. (CSU, GR, Spr.)

INTEC 261—INTRODUCTION TO PLANT MAINTENANCE 3 Units
Formerly listed as INDED 361.
Basic principles, methods of operation and maintenance procedures for equipment
and systems of modern industrial and processing plants. Four maximum completions.
Lecture. (CSU, GR)

INTEC 262—HYDRAULICS/PNEUMATICS  3 Units
Formerly listed as INDED 362.
Also offered as AG-M 262.
Principles and practices of hydraulics/pneumatics as used in the industry. Study of the
different applications and management of hydraulics for the most efficient use. Basic
pneumatic principles and application systems. Field trips may be required. Two maximum
completions. Lecture. (CSU)

INTEC 265—TROUBLESHOOTING TECHNIQUES  1 Unit
Also offered as ELTEC 265.
Common troubleshooting methodologies used in manufacturing today. One-solution
and multiple-solution problems commonly found in everyday life through industrial
processes. Prepares students to actively solve problems in personal and professional
life. Lecture. (CSU)

INTEC 301—EMPLOYABILITY SKILLS 1  2 Units
Also offered as FCS 301.
Development of basic background in non-technical skills (S.C.A.N.S.) that will increase
a person's employability in the Family and Consumer Sciences and Industrial Technology
related occupations. Topics will include: Team Building, Safety, Time and Money
Management. Field trips may be required. Lecture/Laboratory.

INTEC 302—EMPLOYABILITY SKILLS 2  2 Units
Also offered as FCS 302.
Development of basic background in non-technical skills (S.C.A.N.S.) that will increase
a person's employability in the Family and Consumer Sciences and Industrial Technology
related occupations. Topics will include: Leadership, Safety, Industry Expectations. Field
trips may be required. Lecture/Laboratory.

INTEC 303—INTRODUCTION TO TEAMWORK DEVELOPMENT FOR INDUSTRY 1 Unit
Interdisciplinary approach to the study of team solutions to industrial problems. Introduction
to team member selection criteria, development of team cohesiveness, team solutions
to realistic industry problems, and use of computer software to solve and present team
solutions. Modules in communications, computer application and industrial technology.
Lecture.

INTEC 306—INTRODUCTION TO OCCUPATIONAL SAFETY & HEALTH  3 Units
Formerly listed as INSAF 361.
Introduction to the principles and techniques of occupational safety and health. Lecture.
(Gr)

INTEC 312—BEARINGS  1/2 Unit
A descriptive introduction to the common industrial bearing. Content includes basic
terminology, operation and maintenance of journal bearings, ball and roller bearings,
bearing seals, bearing lubrication, and bearing maintenance. Lecture.

INTEC 313—LUBRICATION  1/2 Unit
A descriptive introduction to the characteristics and functions of lubricants. Content
includes basic terminology, function and application of lubricants. Use of oils and greases
in lubrication systems. Lecture.

INTEC 314—POWER TRANSMISSION DEVICES AND SYSTEMS  1 Unit
Introduction to the elements of power transmission systems. Content includes the
operation of basic power transmission components and the development of power
transmission systems. Hands-on experience with the installation, operation, maintenance
and trouble shooting of power transmission systems. Lecture/Laboratory.

INTEC 316—INDUSTRIAL HYDRAULICS  1 Unit
Descriptive introduction to industrial hydraulics components and systems. Content
includes description and function of various hydraulic components and the basic aspects
of hydraulic systems. Lecture/Laboratory.

INTEC 317—INDUSTRIAL HYDRAULIC COMPONENTS AND SYSTEMS  1 1/2 Units
Introduction to industrial hydraulics components and systems. Content includes basic
hydraulic principles, hydraulic pumps, control valves and cylinders. Hands-on experience
with the installation, operation, maintenance and troubleshooting of hydraulic systems.
Lecture/Laboratory.

INTEC 318—INDUSTRIAL PNEUMATICS  1 Unit
Descriptive introduction to industrial pneumatic components and systems. Content
includes description of various pneumatic components and the basic aspects of
pneumatic systems. Lecture/Laboratory.

INTEC 319—INDUSTRIAL PNEUMATIC COMPONENTS AND SYSTEMS  1 1/2 Units
Introduction to industrial pneumatics components and systems. Content includes
compressible fluid principles, metallic and organic pneumatic components and pneumatic
control devices. Hands-on experience with the installation, operation, maintenance and
troubleshooting of pneumatic systems. Lecture/Laboratory.

INTEC 320—ELECTRICAL SAFETY  1 Unit
Also offered as ELTEC 320.
An introduction to electrical safety procedures and devices. National electrical code
requirements, concerning grounding, terminal identification, conductors and conduits.
Safety issues in the maintenance and repair of electrical systems. Lecture.

INTEC 325—TEMPERATURE MEASUREMENT  1/2 Unit
An introduction to thermometry. Emphasis on the installation and use of resistance
temperature detectors, thermistors, and thermocouples in industrial systems. Electrical
circuits and calibration methods in temperature measurement systems. Lecture.

INTEC 326—FLOW MEASUREMENT  1/2 Unit
An introduction to fluid flow measurement devices and techniques. Application of primary
and secondary flow measuring devices. Specifications and installation of variable-area,
positive displacement, turbine, magnetic and specialized flowmeters. Lecture.
INTEC 327—PRESSURE MEASUREMENT ½ Unit
An introduction to pressure measurement in liquids and gases. Principles of elastic and electrical pressure sensing elements. Selection, installation, and maintenance of pressure sensors in industrial systems. Lecture.

INTEC 340—UNIFORM BUILDING CODE, STRUCTURAL 3 Units
Formerly listed as INDED 369.
Review of building plans for compliance with structural engineering requirements as per the Uniform Building Code. Four maximum completions. Lecture. (GR)

INTEC 341—UNIFORM BUILDING CODE, NON-STRUCTURAL 3 Units
Formerly listed as INDED 370.
Review of building plans for compliance with non-structural requirements such as occupancy types and life-safety requirements as per the Uniform Building Code. Four maximum completions. Lecture. (GR)

INTEC 344—UNIFORM MECHANICAL CODE 3 Units
Formerly listed as INDED 371.
Minimum code requirements for the installation of heating, ventilating, cooling, and refrigeration systems in residential and commercial applications. Four maximum completions. Lecture. (GR)

INTEC 346—ENFORCEMENT OF BUILDING REPAIR AND ABATEMENT REGULATIONS 3 Units
Formerly listed as INDED 374.
General review of housing regulations and their application to existing structures. Four maximum completions. Lecture. (GR)

INTEC 350—INDUSTRIAL TECHNOLOGY INTERNSHIP 2 Units
Prerequisite: Minimum of 15 units completed in Industrial Technology major.

INTEC 362—INDUSTRIAL REFRIGERATION SYSTEMS 2 Units
Recommended for Success: INTEC 50
Formerly listed as INDED 363.
Principles underlying heat transference as used in refrigeration systems. Explanation of devices and equipment used in such systems. Lecture/Laboratory. Four maximum completions. (GR)

INTEC 364—PRESSURE SYSTEMS 2 Units
Formerly listed as INDED 365.
Principles involved in generating, transferring, controlling and utilizing heat and energy. Survey of equipment used in these processes. Four maximum completions. Lecture/Laboratory. (GR)

INTEC 366—HEATING VENTILATION, AIR CONDITIONING AND REFRIGERATION 2 Units
Formerly listed as INDED 366.
Principles of installation and maintenance of heating and cooling systems in residential and industrial facilities. Four maximum completions. Lecture/Laboratory. (GR)

INTEC 367—PLUMBING PRINCIPLES AND METHODS 2 Units
Formerly listed as INDED 368.
Principles of installation and maintenance of residential pipe fitting and plumbing with discussions of standard practices of dealing with plumbing problems. Field trips may be required. Lecture/Laboratory. Four maximum completions. (GR)

INTEC 379—UNIFORM PLUMBING CODE 3 Units
Formerly listed as INDED 379.
Installation and inspection of plumbing in the construction of residential units. Content based upon current Uniform Plumbing Code. Lecture. Four maximum completions. (GR)

INTEC 380—ELEMENTARY CARPENTRY AND CONSTRUCTION 6 Units
Designed to provide entry-level skills for students wanting to explore and enter the construction trades. Experiences in developing carpentry, construction, planning and employability skills used in the residential and commercial construction industry. Field trips may be required. Lecture/Laboratory. (GR)

INTEC 390, 390A,B—ADVANCED MANUFACTURING ¼, 1, 2 Units
TRAINING
Advanced skills utilized in industry and needed by students working in the mechanical and automation areas of plant maintenance. Field trips may be required. Maximum of 10 units of INTEC 390 and INTEC 391 credit. Lecture. (GR)

INTEC 391—ADVANCED MANUFACTURING TRAINING 1½ Units
Advanced skills utilized in industry and needed by students working in the mechanical and automation areas of plant maintenance. Field trips may be required. Maximum of 10 units of INTEC 390 and INTEC 391 credit. Lecture. (GR)

Interdisciplinary Studies (INDIS)

An Alternative Academic Experience (Formerly the Scholars Project)
The Interdisciplinary Studies Program emphasizes critical thinking, communication skills, and independent work. Students are accepted into the program not solely on the basis of past achievement but, most importantly, on their willingness to become members of an intellectually stimulating, interactive learning community.

Interdisciplinary Dyads - Interdisciplinary courses which combine two state college or university transfer classes. The curriculum for these courses is combined and the two instructors are present at all class meetings. Six units of transferable credit are earned for the completion of each dyad.

To be eligible for the Interdisciplinary Dyads, students must apply and be accepted into the Interdisciplinary Studies Program or be currently enrolled in the program.

Ethnic Studies Program

This program is an interdisciplinary approach to the study of ethnicity in our world society. Students will be exposed to a number of domestic and international issues to enhance their knowledge of other cultures, improve communication skills, enhance their ability to critically think, facilitate an understanding of what it means to live in a society that may display hostility towards others based on prejudice, and promote a community of learning.

Upon completing the ethnic studies certificate, students will possess more knowledge about the global marketplace. These skills may be applied in a broad range of careers concerned with social and cultural issues such as entry-level positions in the government, education, social services, public relations, business, as well as other careers that involve interpersonal situations with multiethnic groups.

Students who are planning to transfer to a university as an ethnic study major should consult with a counselor regarding the lower division courses in the major that are required for the college to which they plan to transfer. This varies from university to university and may be different from those needed for the certificate. Students may also find this information at www.assist.org.

Certificate: Ethnic Studies

To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES – Complete 6 Units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHR 102</td>
<td>Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>HIST 107</td>
<td>World Civilizations</td>
<td>3</td>
</tr>
<tr>
<td>SPCOM 130</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
</tbody>
</table>
I. INTERNATIONAL STUDIES OPTION

Complete 9 units, 3 units from each concentration:

A. Examining Culture through the Arts and Literature – Complete 3 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 169</td>
<td>History of Non-Western Art</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 131</td>
<td>Introduction to World Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 132</td>
<td>Introduction to World Literature from 1500 to Present</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 151</td>
<td>Folklore</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 173</td>
<td>Introduction to Latin American Literature</td>
<td>3</td>
</tr>
<tr>
<td>HUMAN 110</td>
<td>East Meets West</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 169</td>
<td>Introduction to World Music</td>
<td>3</td>
</tr>
<tr>
<td>THETR 102</td>
<td>Work Theater</td>
<td>3</td>
</tr>
<tr>
<td>THETR/P E194</td>
<td>World Dance</td>
<td>3</td>
</tr>
</tbody>
</table>

B. Examining Historical and Political Perspectives – Complete 3 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSAD 208</td>
<td>Introduction to International Business</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 110</td>
<td>World Regional Geography</td>
<td>3</td>
</tr>
<tr>
<td>HIST 106</td>
<td>World Civilizations</td>
<td>3</td>
</tr>
<tr>
<td>HIST 125</td>
<td>History of Mexico</td>
<td>3</td>
</tr>
<tr>
<td>POLSCI 110</td>
<td>International Relations</td>
<td>3</td>
</tr>
</tbody>
</table>

C. Exploring Cultural and Sociological Issues – Complete 3 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHR 140</td>
<td>Magic, Witchcraft, &amp; Religion</td>
<td>3</td>
</tr>
<tr>
<td>ANTHR 150</td>
<td>Native People of North America</td>
<td>3</td>
</tr>
<tr>
<td>GEOG 102</td>
<td>Cultural Geography</td>
<td>3</td>
</tr>
<tr>
<td>HUMAN 130</td>
<td>Introduction to Western Religions</td>
<td>3</td>
</tr>
<tr>
<td>SOCSCI 105</td>
<td>Women’s Studies</td>
<td>3</td>
</tr>
</tbody>
</table>

II. DOMESTIC STUDIES OPTION

Complete 9 units, 3 units from each concentration:

A. Examining Culture through the Arts and Literature – Complete 3 Units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 171</td>
<td>Introduction to African American Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 172</td>
<td>Introduction to Chicano Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 179</td>
<td>Introduction to Native American Literature</td>
<td>3</td>
</tr>
<tr>
<td>HUMAN 120</td>
<td>Culture, Diversity, &amp; Tolerance in the Arts</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 112</td>
<td>Introduction to Spanish and Chicano Literature</td>
<td>3</td>
</tr>
</tbody>
</table>

B. Examining Historical and Political Perspectives – Complete 3 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 113</td>
<td>Social &amp; Cultural History of the United States Prior to the 20th Century</td>
<td>3</td>
</tr>
<tr>
<td>HIST 119</td>
<td>Social &amp; Cultural History of 20th Century America</td>
<td>3</td>
</tr>
<tr>
<td>HIST 128</td>
<td>History of the American Far Western Frontier</td>
<td>3</td>
</tr>
<tr>
<td>HIST 154</td>
<td>African Americans through the 19th Century</td>
<td>3</td>
</tr>
<tr>
<td>HIST 155</td>
<td>African Americans through the 20th and 21st Century</td>
<td>3</td>
</tr>
</tbody>
</table>

C. Exploring Cultural and Sociological Issues – Complete 3 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJU 206</td>
<td>Multicultural Issues within Public Safety</td>
<td>3</td>
</tr>
<tr>
<td>CLDD 262</td>
<td>Diversity of Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>INDIS 104</td>
<td>American Cultures Forum</td>
<td>3</td>
</tr>
<tr>
<td>SOCIO 150</td>
<td>Ethnicity &amp; Culture in America</td>
<td>3</td>
</tr>
<tr>
<td>SOCIO 154</td>
<td>African-American Cultures and Communities</td>
<td>3</td>
</tr>
<tr>
<td>SOCIO 156</td>
<td>Mexican Culture in the United States</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR CERTIFICATE ............................................. 15
Interior Design (INTDS)

Course content within the Interior Design program emphasizes the home and the workplace as the environment created by individuals in response to their family and work interests and needs. Focus is placed not only on the physical set-up of the structure and interior but also on the psychological and sociological effects of the environment on the people who function within it. Product knowledge is emphasized as students learn to keep up with what is in demand as lifestyles and tastes change.

Interior Design Program

Certificate: Interior Design

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 27 units
INTDS 200 [1] Interior Design Fundamentals ..................................3
INTDS 204 [4] Interior Environment ..............................................3
INTDS 206 [NP] Computerized Interior Design ............................2
INTDS 375 [NP] Home Merchandising and Design ......................2
FASMR 259 [NP] Visual Merchandising II ...................................4
FASMR 361 [NP] Visual Workshop ................................................1
FASMR 365 [NP] Color in Fashion and Interiors ............................3
FASMR 373 [NP] Sales in Fashion and Interiors ............................3

TOTAL UNITS FOR CERTIFICATE ................................................. 27

AA Degree: Interior Design

• To earn an Associate in Arts Degree, student must complete the coursework below and the MJC Graduation Requirements.

REQUIRED COURSES - Complete 24 units
INTDS 200 [1] Interior Design Fundamentals ..................................3
INTDS 202 [3] Period/Contemporary Furniture ...............................3
ARCH 331 [NP] Architectural Drafting .........................................2
FASMR 365 [NP] Color in Fashion and Interiors ............................3

TOTAL UNITS FOR A.A. MAJOR ................................................ 24

AS Degree: Interior Design

• To earn an Associate in Science Degree, student must complete the coursework below and the MJC Graduation Requirements.

REQUIRED COURSES - Complete 27 units
INTDS 200 [1] Interior Design Fundamentals ..................................3
INTDS 202 [3] Period/Contemporary Furniture ...............................3
ARCH 331 [NP] Architectural Drafting .........................................2
FASMR 365 [NP] Color in Fashion and Interiors ............................3

TOTAL UNITS FOR A.S. MAJOR .................................................. 34

Interior Design Courses

INTDS 200—INTERIOR DESIGN FUNDAMENTALS 3 Units
Overview of interior design and furnishings. Study and application of principles of color and design, period influences, selection and arrangement of decorative materials, organized selection of furnishings and materials. Includes consumer and socioeconomic considerations. Field trips may be required. Lecture. (CSU)

INTDS 201—HOUSING CONCEPTS 3 Units
Psychological, sociological, and physical requirements of a well designed home. The lifespace needs of individual family members, the development of a house plan, and the importance of spatial design in floor composition. Building codes and systems identified. Field trips required. Lecture. (CSU)

INTDS 202—PERIOD/CONTEMPORARY FURNITURE 3 Units
Foundations of architecture and furniture styles from ancient Egypt through Victorian Period and the Industrial Revolution to the present. Description of dominate influences and characteristics of historical interiors, furniture, and ornamental design. Field trips may be required. Lecture: 3 hours. (CSU)

INTDS 204—INTERIOR ENVIRONMENT 3 Units
The theory and application of the principles and elements of design. The use of color and the importance of backgrounds. The use of accessories and decorative objects in a home. Field trips required. Lecture. (CSU)

INTDS 205—COMMERCIAL FACILITY PLANNING 3 Units
Recommended for Success: ARCH 331, INTDS 201 or 200.
An overview of the elements to be considered when planning a functional and well designed office environment. Technological focus as well as product knowledge. How to plan with systems furniture. Technological demands involved in design solutions. Field trips may be required. Lecture. (CSU)

INTDS 206—COMPUTERIZED INTERIOR DESIGN 2 Units
Prerequisite: INTDS 200
Students will prepare interior design solutions using computer-aided design software. The class is appropriate for students who are already familiar with interior design concepts and techniques. Two maximum completions. Lecture/Laboratory/Other. (CSU)

INTDS 240—RESIDENTIAL PLANNING 2 Units
Recommended for Success: ARCH 131 or 331, and ARCH 112.
A study of residential planning with special emphasis on kitchens and bathrooms. Space utilization, materials, building codes, equipment, decoration and furnishings of residences. Field trips required. Lecture/Laboratory. (CSU, Spr.)

INTDS 260—TEXTILES FOR FASHION AND INTERIORS 3 Units
Also offered as FASMR 200.
An introduction to natural and manufactured textiles focusing on both the apparel and furnishings markets including the influence of textiles on product development. Field trips required. Lecture. (CAN H EC 6, CSU, UC, Spr.)
INTDS 375—HOME MERCHANDISING & DESIGN 2 Units
Formerly offered as FASMR 375.
Overview of the home merchandising and design profession, its related specialties, disciplines, the design process and presentation formats. Includes techniques for estimating material cost and time, furniture marketing, product knowledge, lifestyle concepts, and global trends. Field trips required. Lecture/Laboratory. Not offered every semester.

**Italian (ITAL)**

ITAL 51—INTRODUCTION TO PRACTICAL ITALIAN 1 3 Units
Basic conversational Italian for those who need it for their work, travel, or to prepare for Italian 101. Field trips may be required. Lecture/Laboratory.

ITAL 52—INTRODUCTION TO PRACTICAL ITALIAN 2 3 Units
Recommended for Success: ITAL 51
Continuation of ITAL 51. Review and expansion of essentials of Italian grammar and vocabulary through oral expression. Field trips may be required. Lecture/Laboratory.

**Journalism (JRNAL)**

**Certificate: Print Journalism**

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 12 units
RA-TV 150 [NP] Introduction to Mass Communication 3
JRNAL 100 [NP] Reporting and Writing for the Media 3
JRNAL 120 C [NP] Newspaper Production Staff 3
CGR 211 [NP] Typography 1 (PageMaker and QuarkXpress) 2
LR 120 [NP] Library Research on the World Wide Web 1

**ELECTIVE COURSES** - Complete 3 units
RA-TV 138 [NP] Writing for Radio and Television 3
FILM 154 [NP] Movies with a Message: Social Topics in Film 3
ENGL 105 [NP] Creative Writing: Poetry 3
ENGL 106 [NP] Creative Writing: Short Fiction 3
ENGL 108 [NP] Creative Writing: Autobiography 3
ENGL 178 [NP] Mass Media and the Public 3

TOTAL UNITS FOR CERTIFICATE ........................................... 15

**AA Degree: Journalism**

- To earn an Associate in Arts Degree, the student must complete the **MJC Graduation Requirements** in addition to the coursework below.

**REQUIRED COURSES** - Complete 19 units
JRNAL 100 [1] Reporting and Writing for the Media 3
JRNAL 120 C [2] Student Newspaper Production Staff 3
RA-TV 150 [1,2] Introduction to Mass Communications 3
RA-TV 138 [1,2] Writing for Radio and Television 3
ENGL 178 [NP] Mass Media and the Public 3
CGR 262 [1] Exploring The World Wide Web 1

**ELECTIVE COURSES** - Complete 3 units
CGR 331 [3,4] Typography 2 (PageMaker and QuarkXpress) 3
CGR 252 [3,4] Desktop Publishing in Business 3

TOTAL UNITS FOR AA MAJOR ........................................... 22

**Journalism Courses**

JRNAL 100—REPORTING AND WRITING FOR THE MEDIA 3 Units
Prerequisite: ENGL 101
Recommended for Success: Ability to type.
Fundamentals of reporting ideas and information for the print, broadcast and “new” media, applied studies in researching and writing news, opinion and feature stories; interview techniques; developing news judgment; accuracy of information and expression, and legal and ethical aspects of the journalism profession. Prepares students to work on campus newspaper, radio and/or television stations and for higher education in these fields. Recommended for students interested in any branch of the media, including web site and Internet publications. Field trips may be required. Lecture/Laboratory. (CAN JOUR 2, CSU, UC) (CC JRNAL 1)

JRNAL 120A,B,C—STUDENT NEWSPAPER PRODUCTION STAFF 1,2,3 Units
Recommended for Success: JRNAL 100, ENGL 101 eligibility.
Production of the campus newspaper, including writing, editing, advertising sales and layout, page design and paste-up preparation for printing. Students desiring a limited participation in newspaper production, such as graphics or layout only, or limited writing only, should sign up for this section. Field trips may be required. Four maximum completions but not to exceed 12 units. Laboratory. (CSU) (CC JRNAL 10)

JRNAL 146A,B,C—NEWSPAPER PHOTO STAFF 1,2,3 Units
Prerequisite: ART 170
Photo production for the college newspaper offering experience in taking photographs, printing, sizing and designing photo essays. Student work is published regularly and can be used to build a portfolio. Some exposure to Photo Shop. Field trips may be required. Three maximum completions, not to exceed 6 units. Laboratory. (CSU)

**Landscape Architecture**

See Architecture

**Landscape Design**

See Environmental Horticultural Science

Continued ➤
**Landscape and Park Maintenance**  
*See Environmental Horticultural Science*

**Law Enforcement (LENF)**

Ray Simon Criminal Justice Training Center is not located on either the East or West Campus. It is a “third campus” located off Crows Landing Road near Hackett Road. All LENF prefix classes are taught at the Center. The address is 3805 Cornucopia Way, Modesto, California 95358. A map of the Center is depicted below:

![Map of Ray Simon Criminal Justice Training Center](image)

**PENAL CODE (P.C.)**

 Penal Code (P.C.) Courses involve the handling of firearms, tear gas, or baton. They are not open to individuals who have been convicted of a felony or who have weapon restriction imposed by law.

 Prior to use of a firearm in any course, each student must sign a declaration to the effect that he/she is not prohibited from such use by Penal Code Section 12021, Federal domestic violence laws, or other statutes.

**Law Enforcement Academy**

By completing the Law Enforcement Academy, student will earn a Modesto Junior College Certificate of Achievement which verifies the successful completion of the educational standards for the POST Basic Certificate.

**REQUIRED PREPARATION**

- Meet educational and training requirements mandated by POST for entry-level law enforcement officers
- Successful completion of written test
- Successful completion of agility test
- Physician’s statement of student health submitted to the Criminal Justice Center.
- Submission of fingerprints (as required by California law) to the Department of Justice prior to admission.

**RESTRICTIONS**

- The Academy is not open to individuals who have been convicted of a felony, certain misdemeanor violations, or who are mental patients.

**Certificate: Law Enforcement Academy**

**REQUIRED COURSE** - Complete 15 units
LENF 388 [NP] Basic Police Orientation ........................................... 15

**TOTAL UNITS FOR CERTIFICATE .............................................. 15**

**Law Enforcement Reserve Officer Program**

- Meets the educational and training standards mandated by the California Penal Code for law enforcement reserve officers.

**RESTRICTIONS**

- Program is not open to individuals who have been convicted of a felony, certain misdemeanor violations, or who are mental patients.

**Certificate of Completion: Basic Academy**

**REQUIRED COURSES** - Complete 20½ units
LENF 309 [NP] P.C. 832: Arrest Course ............................................. 2
LENF 310 [NP] P.C. 832: Firearms Course ....................................... ½
LENF 316 [NP] Law Enforcement Reserve Module Level III ................ 3
LENF 317 [NP] Law Enforcement Reserve Module Level II ............... 4
LENF 318 [NP] Law Enforcement Reserve Module Level I ............... 11

**TOTAL UNITS FOR CERTIFICATE OF COMPLETION ................. 20½**

**Law Enforcement Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>LENF 306—STRAIGHT STICK BATON</td>
<td>½ Unit</td>
<td>Student must be capable of strenuous physical activity including sufficient strength, endurance and body flexibility to accomplish class requirements. No felony convictions, or weapon restrictions. Basic skills and principles of the legal, tactical and ethical use of the straight stick baton in self defense. Possession of a baton is prohibited by California Penal Code Section 12020 except as exempted by California Penal Code Section 12002. Four maximum completions. Lecture/Laboratory. Not offered every semester. (GR)</td>
<td>No felony convictions, or weapon restrictions. Students must be capable of strenuous physical activity including sufficient strength, endurance and body flexibility to accomplish class requirements. Basic skills and principles of the legal use of the baton as an instrument of personal defense. Only the Side Handle Baton will be taught. Possession of a baton is prohibited by California Penal Code section 12020 except as exempted by California Penal Code section 12002. Four maximum completions. Lecture/Laboratory. Not offered every semester. (GR)</td>
</tr>
<tr>
<td>LENF 307—SIDE HANDLE BATON</td>
<td>½ Unit</td>
<td>No felony convictions, or weapon restrictions. Students must be capable of strenuous physical activity including sufficient strength, endurance and body flexibility to accomplish class requirements. Basic skills and principles of the legal use of the baton as an instrument of personal defense. Only the Side Handle Baton will be taught. Possession of a baton is prohibited by California Penal Code section 12020 except as exempted by California Penal Code section 12002. Four maximum completions. Lecture/Laboratory. Not offered every semester. (GR)</td>
<td>No felony convictions, or weapon restrictions. Students must be capable of strenuous physical activity including sufficient strength, endurance and body flexibility to accomplish class requirements. Basic skills and principles of the legal use of the baton as an instrument of personal defense. Only the Side Handle Baton will be taught. Possession of a baton is prohibited by California Penal Code section 12020 except as exempted by California Penal Code section 12002. Four maximum completions. Lecture/Laboratory. Not offered every semester. (GR)</td>
</tr>
<tr>
<td>LENF 309—P.C. 832: ARREST COURSE</td>
<td>2 Units</td>
<td>No felony convictions. Laws of arrest, search and seizure; methods of arrest; discretionary decision making. The Criminal Justice system, constitutional rights, communication, investigation and defensive tactics. Satisfies curriculum standards required by Penal Code Section 832. Four maximum completions. Lecture/Laboratory. Materials fee may be required for binder and handout materials. (GR)</td>
<td>No felony convictions. Laws of arrest, search and seizure; methods of arrest; discretionary decision making. The Criminal Justice system, constitutional rights, communication, investigation and defensive tactics. Satisfies curriculum standards required by Penal Code Section 832. Four maximum completions. Lecture/Laboratory. Materials fee may be required for binder and handout materials. (GR)</td>
</tr>
</tbody>
</table>
LENF 310—P.C. 832: FIREARMS COURSE  ½ Unit
Prerequisite: No felony convictions or firearm restrictions. Moral and safety aspects of firearms and range experience. Satisfies curriculum standards required by Penal Code Section 832. Four maximum completions. Lecture/Laboratory. Materials fee required. Students must provide handgun ammunition and hearing and eye protection. (CR/NC)

LENF 311—RIOTS, CIVIL DISORDER, AND CROWD CONTROL  ½ Unit
Prerequisite: No felony convictions or tear gas restrictions. Fundamentals of crowd control and control of civil disturbances. A basic understanding of the use and control of tear gas and other chemical agents. Meets requirements for both police and reserves to possess and use chemical agents. Lecture/Laboratory. Not offered every semester. (GR)

LENF 314—INTERMEDIATE DEFENSIVE TACTICS  1 Unit
Prerequisite: LENF 388. Student must be capable of strenuous physical activity including sufficient strength, endurance and body flexibility to accomplish class requirements. Intermediate skills in the legal, ethical and tactical use of unarmed defensive tactics, includes safety precautions, legal use of force, use of personal counter measures, control of resisting subjects and search techniques Four maximum completions. Lecture/Laboratory. Not offered every semester.

LENF 315—USE OF CHEMICAL AGENTS  ½ Unit
Prerequisite: No felony convictions or weapon restrictions. Meets Commission on Peace Officer Standards and Training mandates for the possession and use of chemical agents. Course includes: legal aspects, civil liability, types and use of chemical agents. The tactical utilization of chemical agents; barricaded suspects; factors affecting the use and the ethical and procedural consideration. Participation in exposure to chemical agents - medical waiver required. Four maximum completions. Lecture/Laboratory. (CR/NC)

LENF 316—POLICE RESERVE MODULE LEVEL III  2 Units
Prerequisite: Successful completion of a POST. English skills test and physical agility. Completion of POST PC 832 Arrest Control and Firearms (MJC LENF 309/310). Fingerprint clearance required by PC 11311.5. No felony convictions. No firearms restrictions. A valid permit to operate a motor vehicle is required (the equivalent of a State of California Class “C” license or higher) Satisfies the POST requirements for Police Reserve Officer Level III. Taught in the modular format so that the student can work as a Police Reserve Officer Level III and continue taking the Reserve Officer Levels II and I to complete the Module Reserve Academy. Level III covers a wide range of classes including: professionalism, criminal law, search and seizure, investigative report writing, vehicle operations, crimes in progress, traffic enforcement, baton training, first aid/CPR and cultural diversity. Field trips may be required. Materials fee for POST student workbooks, uniform and leather equipment. Laboratory. (GR, Spr.)

LENF 317—POLICE RESERVE MODULE LEVEL II  4 Units
Prerequisite: Successful completion of LENF 309, 310 and 316. Police reserve Modular Level II is a P.O.S.T. certified course which prepares the student to be a Level II Police Reserve Officer in the State of California. Reserve Level II Officers can perform general law enforcement duties while under the supervision of either a Police Reserve Level I Officer or a Regular Sworn Police Officer. No felony convictions or restrictions. A valid California drivers license "Class C" or equivalent. Materials fee may be required for cardiopulmonary supplies for C.P.R. skills. Laboratory. (GR, Spr.)

LENF 318—POLICE RESERVE MODULE LEVEL I  11 Units
Prerequisite: LENF 309, 310, 316 and 317. Successful completion of a POST English skills test and physical agility test. No felony convictions. No firearms restrictions. A valid permit to operate a motor vehicle is required. Successfully complete the POST mid-term exam for entry into Police Reserve Modular Level 1. The terminal module to complete the requisite hours of instruction to receive the Module Reserve Certificate to be qualified for employment as a Regular Sworn Police Officer or a Police Reserve Officer Level I in the State of California. Topics covered in this course are a continuation of the POST Learning Domains from Levels III and II. The following domains will be covered: community relations, firearms, arrest and control/baton, victimology/crisis intervention, investigative report writing, handling disputes, unusual occurrences, physical training, crimes in progress, use of force, vehicle pullovers, cultural diversity, hazardous materials, domestic violence, defensive tactics, introduction to traffic, vehicle operations, scenario-role playing exercises, courtroom demeanor and gangs. Field trips may be required. Materials fee for POST student workbooks, EVOC training, uniform. Laboratory. (GR, Fall)

LENF 330—GANG AWARENESS UPDATE  ½ Unit
Prerequisite: LENF 388 or equivalent. Designed to aid unformed personnel and investigators in identifying gang members by manner of dress, hand signals, graffiti and activities. Course covers California gangs, criminal street gangs and prison gangs. Students will also learn investigation and prosecution techniques pertaining to PC 186.22 cases as well as techniques to investigate graffiti “tagging” cases. Field trips may be required. Three maximum completions. Lecture. Materials fee required. Not offered every semester.

LENF 331—ADVANCED LAW ENFORCEMENT ORIENTATION  1 Unit
Prerequisite: LENF 388 Survey of new laws, new court decisions, new techniques of investigation and patrol, new technology in communications, crisis control, police-community relations, etc. Four maximum completions. Lecture/Laboratory. Not offered every semester. (GR)

LENF 332—TRAFFIC ACCIDENT INVESTIGATION  2 Units
Prerequisite: LENF 388 Study of Vehicle Code, primary collision-causing violations, standardized accident reporting, accident investigation scene procedures. Field trips may be required. Lecture. Not offered every semester. (GR)

LENF 334—LAW ENFORCEMENT SUPERVISION  3 Units
Prerequisite: LENF 388 Examination of organizational, managerial and supervisory responsibilities of first-line law enforcement supervisors. Supervisor’s responsibilities in relation to his/her agency’s objectives; interpreting agency’s organizational policies Supervisor’s role in relation to understanding human behavior and decision making Meets requirements established by Commission on Peace Officer Standards and Training. Lecture/Laboratory. Materials fee may be required for binder and students’ handout materials. Field trips may be required. Not offered every semester. (GR)

LENF 335—DRUG INFLUENCE  ½ Unit
Prerequisite: LENF 388 or equivalent. Introduction to controlled substances and how they affect the human body both psychologically and physiologically. Course will enable students to recognize, photograph and document Health and Safety Code 11550 suspects and prepare the officer for court. Field trips may be required. Three maximum completions. Lecture/Laboratory. Materials fee required. Not offered every semester.

LENF 337—BICYCLE PATROL  ½ Unit
Prerequisite: LENF 388 or equivalent. Designed to provide the working peace officer with the skills necessary to be an effective bicycle patrol officer. Skills learned are: basic law enforcement bicycle patrol techniques, mounting and dismounting, riding in confined spaces, safety and understanding the mechanical operation of bicycles. Field trips may be required. Lecture/Laboratory. Not offered every semester.

152 COURSES AND ACADEMIC PROGRAMS

Continued ➤

Continued on next page.
COURSES AND ACADEMIC PROGRAMS

LENF 340—FIELD TRAINING OFFICER ORIENTATION 2 Units
Prerequisite: LENF 388
Discussion of the function of police field training officers. Methods of personnel evaluation and counseling. Dynamics of field training techniques and use of instructional methodology to facilitate learning. Field trips may be required. Lecture. Materials fee may be required. Not offered every semester. (GR)

LENF 352—DEFENSIVE DRIVING AND EMERGENCY VEHICLE DRIVING ½ Unit
Prerequisite: LENF 388. Valid permit to operate a motor vehicle is required (the equivalent of a California Class “C” license or higher).
Safe and effective operation of vehicles under emergency conditions; principles and practices of defensive driving. Lecture/Laboratory. Fees required. Not offered every semester. (GR)

LENF 360—OFFICER SAFETY/FIELD TACTICS 1 Unit
Prerequisite: LENF 388
Information and experience necessary for the development of self-confidence and skill to enhance chances of survival in any law enforcement situation. Weapons, self-defense and baton techniques, crowd control, personal confrontations, car stops and road blocks. Lecture/Laboratory. Not offered every semester. (GR)

LENF 367—BASIC S.W.A.T. TRAINING 1½ Units
Prerequisite: LENF 388
Introduction to S.W.A.T. special units including team composition, order of movement, operations orders, scouting reports, team movement, searches, and unusual incident management. Laboratory. Field trips may be required. Not offered every semester. (GR)

LENF 368—ADVANCED S.W.A.T. TRAINING 1 Unit
Prerequisite: LENF 387
Evolving technology and procedural problems as they arise in the field. Emphasis on training whole S.W.A.T. teams in new approaches. Four maximum completions. Field trips may be required. Lecture/Laboratory. Materials fee required. Not offered every semester. (GR)

LENF 370—HIGH RISK WARRANT SERVICE ½ Unit
Prerequisite: LENF 388
Designed to teach the skills and tactics necessary for serving high risk arrest and search warrants. Lecture/Laboratory. Field trips may be required. Not offered every semester. (GR)

LENF 374 — TACTICAL RIFLE INSTRUCTOR 1 Unit
Prerequisite: LENF 388 or equivalent.
A basic course for officers assigned to carry rifles in the patrol function and/or those assigned to train riflemen. Includes liability issues, mechanical function of typical patrol rifles (AR-15, M-16, Mini-14) and qualification standards. Emphasis is on rifle deployment and use in the patrol function; manipulation, malfunctions, close quarters shooting and range considerations. Also covered will be long distance marksmanship, considerations of optics, support equipment and role of the rifle in law enforcement. Field trips may be required. Lecture/Laboratory. Materials fee required. (CR/NC)

LENF 376—BASIC PUBLIC SAFETY DISPATCHER COURSE 2½ Units
Designed for training emergency dispatch personnel employed by public safety agencies or by those desiring a career in emergency dispatch services. Field trips may be required. Lecture/Laboratory. Not offered every semester. (GR)

LENF 379 — FIREARMS INSTRUCTOR ½ Unit
Prerequisite: LENF 388 or equivalent
Designed to teach the different elements of firearms instruction, i.e., firearms and the use of force guidelines; applicable case law review; types of ranges; firearms instructional methods; lesson plan development; shoot/don’t shoot scenarios; operation techniques for reduce/ambient light; shotgun and rifle training. Field trips may be required. Lecture/ Laboratory. Not offered every semester.

LENF 380—SURVIVAL SHOOTING (INSTRUCTOR) 1 Unit
Prerequisite: LENF 388
Advanced firearms training for basic firearms instructor. Field trips may be required. Lecture/Laboratory. Not offered every semester. (GR)

LENF 381—DEFENSIVE TACTICS (POLICE INSTRUCTOR) 2 Units
Prerequisite: LENF 388
A comprehensive course designed to train prospective defensive tactics to instructors in current techniques. Includes principles of weaponless defense, defensive tactics techniques, compliance, restraint, escort holds, weapons retention, weapon take away, active counter measures, edged weapon defense, instructor development techniques (how to teach and conduct a class), case law use of force, liability case law and safety guidelines. Lecture/Laboratory. (GR)

LENF 388—BASIC POLICE ORIENTATION 15 Units
Prerequisites: Successful completion of P.O.S.T. English skills test and physical agility test. Fingerprint clearance required by P.C. 13511.5. No felony convictions.
No fire arm restrictions. A valid permit to operate a motor vehicle is required (the equivalent of a State of California class “C” license or higher).
Field techniques, reports, and filing procedures, community problems in crime control, interrelationships of law enforcement agencies, juvenile procedures, physical training and criminal procedures. Field trips are required. Lecture/Laboratory. (GR)

LENF 389,A—LAW ENFORCEMENT SPECIAL TOPICS ½, 1 Unit
Prerequisite: LENF 388
Series of short courses on specific criminal justice agency training needs. Emphasis is on updating recently available skills, information or technology that has a direct impact on specific agency or crime problems. Course content varies with the agency training needs studied. Field trips may be required. Unlimited repeats. Length of course varies. Lecture. (GR)

Law

This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

Learning Resources (LR)

Learning Resources offers a variety of courses that support the information competencies applicable to college-level research and lifelong learning. These courses are designed to benefit transfer students who want to develop research skills using the information resources and services found in college libraries, as well as lifelong learners seeking to acquire skills necessary to thrive in an information society. Learning Resources courses are transferrable to four-year colleges and universities.

Learning Resources Courses

LR 100—LIBRARY RESEARCH STRATEGIES 1 Unit
Effective use of libraries and information sources, including development of search strategies and evaluation of information sources. Access a variety of print and electronic resources including online library catalogs, reference sources, online periodical databases, and the Internet. Lecture. Two maximum completions. Internet fee. (CSU)

LR 120—LIBRARY RESEARCH ON THE WORLD WIDE WEB 1 Unit
Introduction to the World Wide Web, with an emphasis on the concepts and skills necessary for academic research. Analysis of advantages and limitations of web-based information; extensive practice on a variety of standard search tools, including subject directories, search engines, and information portals; exploring the “invisible web;” use of email and bookmarks to organize online information; evaluating web-based information; and documentation of online information in APA and MLA formats. Lecture. (CSU)

LR 140—INTRODUCTION TO ONLINE LEARNING 1 Unit
Practical and theoretical introduction to online courses, with special emphasis on online courses at Modesto Junior College. Students will discuss the rationale for web-based courses, as well as some of the difficulties inherent to the online medium. Students will also gain hands-on experience using WebCT, the course management program used for MJC’s online and hybrid classes. Lecture.
Learning Resources - Machine Tool Technology

Required Courses and Academic Programs

**LR 150—INTRODUCTION TO INFORMATION AND RESEARCH**
An overview of how information is organized, accessed, evaluated, and used. Students will learn how to locate and use information available in libraries, through online databases, on the World Wide Web, and through other community resources such as libraries and museums; students will learn effective research strategies, how to evaluate information, and how to cite different formats and create an in-depth bibliography. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU)

**Liberal Studies**
This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

**Machine Tool Technology (MACH)**

The Machine Tool Technology program provides training toward the acquisition of proficiency in the use of metal removal and metal forming machine tools. Training in calculations of cutting speeds and feeds, use of measuring tools, study of elementary metallurgy, and making adjustments are also emphasized. Special focus is given to care of equipment, orderliness, accuracy, speed, judgment, confidence and safe working habits.

**Certificate: Machine Tool Technology 1**
- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 16 units
- MACH 399 [3or4] Independent Study (taken twice at 1 unit) ............ 2
- WELD 200 [NP] Arc & Gas Welding ........................................ 3

**TOTAL UNITS FOR CERTIFICATE** ........................................ 16

**Certificate: Machine Tool Technology 2**
- To earn a Certificate of Achievement, the student must complete the 27 Required Units and one course from the electives (minimum 30 total units).

**REQUIRED COMPETENCIES FOR CERTIFICATE**
- READ 184 Critical Reading .............................................. 3 OR
  Reading Competency through assessment process
- MATH 70 Elementary Algebra .............................................. 3 OR
  MATH 90 eligibility through assessment process

**REQUIRED COURSES** - Complete 27 units
- WELD 200 [NP] Arc & Gas Welding ........................................ 3
- MACH 221 [3] CNC Programming Techniques .......................... 4
- MACH 399 [3or4] Independent Study ........................................ 3
- ENGR 220 [1or2] Basic Drafting 1 ........................................... 2

**ELECTIVE COURSES** - Complete 3 units

Select one course from the following:
- WELD 204 [NP] Gas Metal Arc & Flux Core Arc Welding ............ 3 OR
- WELD 206 [NP] Gas Tungsten Arc Welding .............................. 3

**TOTAL UNITS FOR CERTIFICATE** ........................................ 30

**AS Degree: Machine Tool Technology**
- To earn an Associate in Science Degree, student must complete the 27 Required Units specified under the Machine Tool Technology 2 certificate, one course from the Electives (minimum 30 total units), and meet the MJC Graduation Requirements.

**Maintenance Machinist Program**

**Certificate: Maintenance Machinist 1**
- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 9 units
- MACH 301 [1] Maintenance Machinist 1 ............................... 2
- WELD 200 [NP] Arc & Gas Welding ........................................ 3

**TOTAL UNITS FOR CERTIFICATE** ........................................ 9

**Certificate: Maintenance Machinist 2**
- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

**REQUIRED COURSES** - Complete 21 units
- INTEC 261 [NP] Introduction to Plant Maintenance .................. 3
- INTEC 306 [NP] Introduction to Occupational Safety & Health .... 3
- MACH 301 [1] Maintenance Machinist 1 ............................... 2
- WELD 200 [NP] Arc & Gas Welding ........................................ 3
- WELD 313 [NP] Layout & Blueprint 1 ....................................... 2
- WELD 210 [NP] Sheet Metal 1 .............................................. 3 OR
- WELD 204 [NP] Gas Metal Arc & Flux Core Arc Welding ............ 3 OR
- WELD 206 [NP] Gas Tungsten Arc Welding .............................. 3
- MACH 399 [4] Independent Study ........................................... 1

**TOTAL UNITS FOR CERTIFICATE** ........................................ 21
Computer Numeric Machine Control (CNC) Program

Certificate: CNC Operator

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 6 units
MACH 221 [NP] CNC Programming Techniques .................................. 4
MACH 222 [NP] CNC Machine Operations (taken twice) ....................... 2
TOTAL UNITS FOR CERTIFICATE .................................................. 6

Certificate: CNC Programmer

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 10 units
MACH 221 [NP] CNC Programming Techniques (taken twice) .......... 8
MACH 222 [NP] CNC Machine Operations ........................................ 1
MACH 399 [NP] Independent Study/Special Problems ....................... 1
TOTAL UNITS FOR CERTIFICATE .................................................. 10

Machine Tool Technology Courses

MACH 211D,E,F—MACHINE TOOL TECHNOLOGY 1 4,5,6 Units
Study and application of basic measuring tools, (steel rules, vernier calipers and micrometers), layout tools and hand tools. Theory and practice in the use of drilling machines, bandsaws and lathes. Field trips may be required. Two maximum completions. Materials fee required. Lecture/Laboratory. (CSU, GR)

MACH 212D,E,F—MACHINE TOOL TECHNOLOGY 2 4,5,6 Units
Prerequisite: MACH 211D, E or F.
Principles and fundamental use of the milling machine, band saw and surface grinder, with emphasis on milling operations. Advanced levels of measuring systems, metallurgy, and techniques of heat treating. Field trips may be required. Two maximum completions. Materials fee required. Lecture/Laboratory. (CSU, GR)

MACH 213C,D—MACHINE TOOL TECHNOLOGY 3 - MANUFACTURING PROCESSES 3,4 Units
Prerequisite: MACH 212D, E or F.
Theory and practice in the use of the dividing head, metric system, and classes of fit. Experiences in tool and cutter grinding, gear cutting, and dovetails. Carbide tooling emphasized. The exploration and study of manufacturing processes found in use in local industries. Field trips may be required. Two maximum completions. Materials fee required. Lecture/Laboratory. (CSU, GR, Fall)

MACH 221—CNC PROGRAMMING TECHNIQUES 4 Units
Recommended for Success: Concurrent enrollment in MACH 222 and previous machining experience.
The use of CAM (Computer Aided Manufacturing) programming techniques to develop the tool path codes needed to machine complex work pieces will be emphasized. DNC (Direct Numeric Control) techniques will be addressed. Field trips may be required. Three maximum completions. Lecture/Laboratory. Materials fee required. (CSU)

MACH 220—CNC MACHINE TOOL PROGRAMMING 2 Units
The use of manual and CAM (computer-aided manufacturing) programming techniques to develop tool path codes required to machine products using CNC milling and turning equipment. Four maximum completions. (CR/NC)

MACH 222—CNC MACHINE OPERATIONS 1 Unit
Recommended for Success: Concurrent enrollment in MACH 221 and previous machining experience.
The setup and operation of computer-controlled machine tools with emphasis on vertical machining centers and two axis turning centers. Primary controller operation, machine setup, tooling application, installation and adjustment and basic codes needed for editing will be addressed. Field trips may be required. Two maximum completions. Lecture/Laboratory/Other. Materials fee required. (CSU)

MACH 301—MAINTENANCE MACHINIST 1 2 Units
Study and application of basic measuring tools. (steel rules, vernier calipers and micrometers), layout tools and hand tools. Theory and practice in the use of drilling machines and manual lathes. Two maximum completions. Field trips may be required. Lecture/Laboratory. Materials fee required.

MACH 302—MAINTENANCE MACHINIST 2 2 Units
Prerequisite: MACH 301.
Principles and fundamental use of the millling machine, band saw and surface grinder, with emphasis on milling operations. The principles of metallurgy, heat treating, and the application of more advanced measuring techniques will be explored. Field trips may be required. Lecture/Laboratory. Three maximum completions. Materials fee required.

MACH 303—MAINTENANCE MACHINIST 3 2 Units
Prerequisite: Completion of MACH 212D, E or F or MACH 302.
Theory and practice in the use of the dividing head, gearing systems, carbide tooling, and non-traditional machining systems. Field trips may be required. Lecture/Laboratory. Three maximum completions. Materials fee required.

MACH 310 – ADVANCED TOPICS IN MACHINING 1 Unit
Prerequisite: Previous machining experience or completion of MACH 211E OR MACH 221 OR MACH 222.
Overview of advanced tooling and machining practices. Topics may include electrical discharge machining, rapid prototyping, fixturing, cutting tool materials and geometry, die casting and plastic injection molding. Field trips may be required. Three maximum completions. Lecture/Laboratory. Materials fee required. (Sum., CR/NC)

MACH 313—MANUFACTURING PROCESSES 2 Units
The exploration and study of manufacturing techniques and common industrial processes found in local industries. Field trips may be required. Two maximum completions. Lecture.
Mathematics

Non-Transferable Courses (to CSU or UC)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 10</td>
<td>INTRODUCTION TO MATHEMATICS</td>
<td>3</td>
<td>Recommended for success: Qualification by MJC assessment process. Non-degree course. Module 1: A review of the four arithmetic operations as they apply to whole numbers, common fractions, and decimal fractions. Module 2: A variety of problems involving arithmetic operations and applications. Lecture.</td>
</tr>
<tr>
<td>MATH 20</td>
<td>PRE-ALGEBRA</td>
<td>3</td>
<td>Prerequisite: Qualification by MJC math assessment process or satisfactory completion of MATH 10. Recommended for success: Eligibility for READ 82 or higher. Non-degree course. Designed to help students prepare for algebra and applied math courses by reviewing fundamental operations of arithmetic and common geometric formulas, and introducing the algebraic concepts of simplifying expressions, polynomial arithmetic, and solving linear equations. Arithmetic reviewed includes integers, decimals, ratios, and percents. Lecture.</td>
</tr>
<tr>
<td>MATH 47</td>
<td>SKILLS FOR SUCCESS IN ELEMENTARY ALGEBRA</td>
<td>2</td>
<td>Prerequisite: Successful completion of MATH 20 or placement for MATH 70 by the MJC assessment process. Non-degree course. Designed to provide further practice on basic skills needed for success in elementary algebra, in particular, for students who are weak in prerequisite skills and/or who have failed MATH 70. Lecture. Note: MATH 47 DOES NOT serve as a prerequisite to MATH 90. (CR/NC)</td>
</tr>
<tr>
<td>MATH 49</td>
<td>SKILLS FOR SUCCESS IN INTERMEDIATE ALGEBRA</td>
<td>2</td>
<td>Prerequisite: Successful completion of MATH 70 or MATH 71 and MATH 72 or placement for MATH 90 by the MJC assessment process. Non-degree course. Designed to provide further practice on basic skills needed for success in intermediate algebra, in particular, for students who are weak in prerequisite skills and/or who have failed MATH 90. Lecture. Note: MATH 49 DOES NOT serve as a prerequisite to transferable mathematics courses. (CR/NC)</td>
</tr>
<tr>
<td>MATH 50</td>
<td>BUSINESS MATHEMATICS</td>
<td>3</td>
<td>Prerequisite: Satisfactory completion of MATH 20 or qualification by MJC assessment process. Mathematical background for business students. Problems of buying and selling, simple and compound interest, bank discounts, trade and cash discounts, installment payments, inventory markups, annuities, present value, commissions, taxes, payrolls, depreciation, and financial statements. Lecture.</td>
</tr>
<tr>
<td>MATH 62</td>
<td>MATHEMATICAL SKILLS FOR THE SCIENCES</td>
<td>½</td>
<td>Prerequisite: Eligibility for MATH 90. Also offered as PSCHI 62. An overview of the essential mathematical skills for success in the sciences. Topics include units conversion, percentages, scientific notation, graphing data, and an introduction to the use of logarithms. Lecture.</td>
</tr>
<tr>
<td>MATH 67</td>
<td>INTRODUCTORY STATISTICS</td>
<td>3</td>
<td>Prerequisite: Satisfactory completion of MATH 20 or equivalent or qualification by MJC assessment process. Introduction to elements of descriptive statistics with focus on vocational applications and statistics literacy. Lecture. Materials fee may be required.</td>
</tr>
<tr>
<td>MATH 70</td>
<td>ELEMENTARY ALGEBRA</td>
<td>5</td>
<td>Prerequisite: Satisfactory completion of MATH 20 or qualification by MJC math assessment process. Recommended for success: Eligibility for READ 82 or higher. Equivalent to a first-year high school algebra course. Topics include: simplifying algebraic expressions, solving linear and quadratic equations, factoring, graphing lines and parabolas, solving systems of equations, rational expressions, and radicals, with application problems incorporated into each topic. Lecture.</td>
</tr>
<tr>
<td>MATH 71</td>
<td>ELEMENTARY ALGEBRA 1</td>
<td>3</td>
<td>Prerequisite: Satisfactory completion of MATH 20 or qualification by MJC math assessment process. Recommended for success: Eligibility for READ 82 or higher. First half of MATH 70 - Elementary Algebra. Topics include: simplifying algebraic expressions, solving linear equations, graphing lines, and solving systems of linear equations and inequalities, with application problems incorporated into each topic. Lecture. (CC MATH 100A)</td>
</tr>
<tr>
<td>MATH 72</td>
<td>ELEMENTARY ALGEBRA 2</td>
<td>3</td>
<td>Prerequisite: Satisfactory completion of MATH 71. Recommended for success: Eligibility for READ 82 or higher. Second half of MATH 70 - Elementary Algebra. Topics include: simplifying algebraic expressions, factoring, solving quadratic equations, graphing parabolas, rational expressions, and radicals, with application problems incorporated into each topic. Lecture. (CC MATH 100B)</td>
</tr>
<tr>
<td>MATH 80</td>
<td>PLANE GEOMETRY</td>
<td>3</td>
<td>Prerequisite: Satisfactory completion of MATH 70 or equivalent or qualification by MJC assessment process. Theorems of plane geometry, proofs and the nature of a mathematical proof, numerical solution of geometric problems, and constructions using compass and straightedge. Lecture.</td>
</tr>
<tr>
<td>MATH 90</td>
<td>INTERMEDIATE ALGEBRA</td>
<td>5</td>
<td>Prerequisite: Satisfactory completion of MATH 70 or qualification by MJC math assessment process. Recommended for Success: Eligibility for READ 184. Equivalent to a second-year high school algebra course. Topics include: linear, quadratic, exponential, and logarithmic functions and equations; complex numbers; solving systems of linear equations in two and three variables using substitution, matrices, and determinants; conic sections; sequences, series, combinatorics, and probability. Lecture. (CC MATH 101D)</td>
</tr>
<tr>
<td>MATH 97</td>
<td>PRECALCULUS PRIMER</td>
<td>2</td>
<td>Prerequisite: Eligibility for MATH 121. Designed to prepare the student to succeed in MATH 121 (College Algebra) and MATH 122 (Functions and Analytic Geometry). A review of fundamental algebra concepts including graphing, modeling, systems of equations, sequences and series, and complex numbers. Lecture/Laboratory.</td>
</tr>
<tr>
<td>MATH 99</td>
<td>CALCULUS PRIMER</td>
<td>2</td>
<td>Prerequisite: Eligibility for MATH 171. Designed to prepare the student to succeed in Calculus, MATH 171 and 172. A review of precalculus concepts including graphing, modeling, series, and other essential background skills. Also includes a preview of the concepts of limits and continuity. Lecture/Laboratory.</td>
</tr>
</tbody>
</table>

General Education/Transfer & Liberal Studies

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 101</td>
<td>MATHEMATICAL IDEAS AND APPLICATIONS</td>
<td>3</td>
<td>Prerequisite: Satisfactory completion of MATH 90 or equivalent or qualification by MJC assessment process. A general education course emphasizing the role of mathematics in civilization, the nature of mathematical thought, and applications of mathematics. Lecture. (CSU, UC, CAN MATH 2) (CC MATH 6)</td>
</tr>
</tbody>
</table>
MATH 105—STRUCTURE OF MATHEMATICS 1 3 Units
Prerequisite: Satisfactory completion of MATH 90 or equivalent or qualification by MJC assessment process.
Structure of arithmetic for prospective elementary school teachers. The definitions, operations, and properties of sets, counting numbers, integers, rational and irrational numbers; numeration systems; number theory; logic. Field trips may be required. Lecture. (CAN MATH 4, CSU, UC) (CC MATH 4A)

MATH 106—STRUCTURE OF MATHEMATICS 2 3 Units
Prerequisite: Satisfactory completion of MATH 105. Recommended for Success: High school geometry or MATH 80.
Elementary probability, statistics and geometry for prospective elementary school teachers. Includes Euclidean geometry, measurement, and analytic geometry. Field trips may be required. Lecture/Laboratory. (CSU, UC) (CC MATH 4B)

MATH 111 – APPLIED COLLEGE ALGEBRA 3 Units
Prerequisite: Satisfactory completion of MATH 90 or qualification by the MJC assessment process.
A College Algebra course that presents each topic to answer the question, “What is this used for?” Instruction begins with a real-world problem and develops the mathematical models and methods to solve it. Topics include: polynomial, rational, exponential, and logarithmic functions; theory of equations; systems of equations; matrix algebra; analytic geometry; and mathematical induction. Designed specifically for students needing only a one-semester, non-precalculus College Algebra course for transfer to a university. Not open to students who have received credit in MATH 121. Will not serve as a prerequisite to MATH 122 or MATH 171. STUDENTS PREPARING TO TAKE CALCULUS MUST TAKE MATH 121 AND MATH 122. Lecture. (CSU, UC)

Pre-Calculus

MATH 121—COLLEGE ALGEBRA 4 Units
Prerequisites: Satisfactory completion of MATH 90 or qualification by MJC assessment process.
A one-semester College Algebra course or together with MATH 122, a two-semester Precalculus course sequence. Emphasis on algebra skills essential for success in calculus. Topics include: review of linear, quadratic, rational, radical, exponential and logarithmic equations; functions and graphs; synthetic division; complex roots of polynomials; the Fundamental Theorem of algebra; applications of exponential and logarithmic equations; sequences and series; mathematical induction; combinatorics and probability. Lecture. (CSU, UC, CAN MATH 10)

MATH 122—FUNCTIONS AND ANALYTIC GEOMETRY 4 Units
Prerequisites: Satisfactory completion of MATH 121.
Together with MATH 121, a two-semester Precalculus course sequence. A comprehensive course in analytic geometry and trigonometry. Topics include: vectors, rotation of axes, conic sections, polar and parametric functions, trigonometric functions, analytic trigonometry, linear and nonlinear systems, and matrix algebra. Lecture. (CSU, UC, CAN MATH 16)

Statistics, Computers, and Applications

MATH 130—FINITE MATHEMATICS 3 Units
Prerequisite: Satisfactory completion of MATH 90 or equivalent or qualification by MJC assessment process.
Set theory, probability and counting techniques. Markov chains, matrices and linear systems, linear programming, applications to business and behavioral and social sciences. Lecture. (CAN MATH 12, CSU, UC) (CC MATH 12)

MATH 133A,B—PROBLEMS IN STATISTICS 1,2 Units
Prerequisite: Satisfactory completion of MATH 134.
Independent research project in field of specialization. Units assigned according to scope of project determined by contract agreement. Field trips may be required. Completions not to exceed 4 units. Lecture. (CSU)

MATH 134—ELEMENTARY STATISTICS 4 Units
Prerequisite: Satisfactory completion of MATH 90 or equivalent or qualification by MJC assessment process.
Elements of descriptive and inferential statistics, including probability, discrete and continuous probability distributions, hypothesis testing, and regression analysis. Lecture/ Laboratory. Materials fee may be required. (CAN STAT 2, CSU, UC) (CC MATH 2)

MATH 138—CALCULUS FOR BUSINESS AND SOCIAL SCIENCES 3 Units
Prerequisite: Satisfactory completion of MATH 90 or equivalent or qualification by MJC assessment process.
Differential and integration of polynomial, rational, exponential and logarithmic functions. Introduction to elementary differential equations and multivariable calculus. Applications from the business and social science areas. Lecture. (CAN MATH 34, CSU, UC)

MATH 144—APPLIED FORTRAN 3 Units
Corequisite: Successful completion of MATH 122 or qualification by MJC assessment process.
Integrated use of Fortran computing within applied math problems in science and engineering. Field trips may be required. Lecture/ Laboratory. (CAN CSCI 4, CSU, UC)

Calculus

MATH 171—CALCULUS: FIRST COURSE 4 Units
Prerequisite: Satisfactory completion of MATH 121 and 122 or qualification by MJC assessment process.
Fundamental foundations of differential and integral calculus. Topics include: limits, continuity, differentiation, curve sketching, applications of differentiation, integration, the Fundamental Theorem of Calculus, and applications of integration. Lecture. (CAN MATH 18, CAN MATH SEQ B, CAN MATH SEQ C, CSU, UC) (CC MATH 18A)

MATH 172—CALCULUS: SECOND COURSE 4 Units
Prerequisite: Satisfactory completion of MATH 171.
A continuation of MATH 171. Topics include: techniques of integration, applications of integration, introductory differential equations, differentiation and integration of parametric and polar equations, and infinite sequences and series. Lecture. (CAN MATH 20, CAN MATH SEQ B, CAN MATH SEQ C, CSU, UC) (CC MATH 18B)

MATH 173—CALCULUS: THIRD COURSE 4 Units
Prerequisite: Satisfactory completion of MATH 172 or equivalent.
Vectors and solid analytic geometry, partial differentiation, multiple integration and applications of integration, line and surface integrals. Lecture. (CAN MATH 22, CAN MATH SEQ C, CSU, UC) (CC MATH 18C)

MATH 174—INTRODUCTION TO LINEAR ALGEBRA AND ORDINARY DIFFERENTIAL EQUATIONS 4 Units
Prerequisite: Satisfactory completion of MATH 173 or equivalent.
Linear algebra topics including linear equations, vector spaces, scalar products, linear transformations, determinants and eigenvalues. Differential equation topics including solutions to first order equations, higher order linear equations, series solutions, systems of equations, and Laplace transforms. Lecture. (CAN MATH 24, CSU, UC, Spr.)

Mechanized Agriculture
See Agricultural Mechanics

COURSES AND ACADEMIC PROGRAMS 157
The Modesto Junior College Medical Assisting Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAAEP), on recommendation of the Curriculum Review Board for the American Association of Medical Assistants’ Endowment (AAMAE). Medical assisting students at MJC receive transferable college credit for coursework. Many of the program graduates further their education by obtaining an Associate of Science degree in medical assisting or nursing.

The Medical Assisting Program begins in September of each year. It is a full-time, two-semester, certificate program offering training in administrative (front) and clinical (back) office procedures. The estimated program cost of $1300 includes an $11.00/unit enrollment fee, as well as materials, health clearance, uniform, books and certification exam expenses. Program cost at Modesto Junior College is very competitive with the cost of medical assisting programs offered by local trade schools. Financial Aid is available. For information on financial aid, contact the financial aid office at (209) 575-7700. In addition to the reasonable cost of this program, students of Modesto Junior College have the added benefit of comprehensive student services.

For additional Program information, contact Shirlee Buzbee, Director of the Medical Assisting Program, at (209) 575-6377, or Allied Health at (209) 575-6362.

Eligibility for the Medical Assisting Program

PROGRAM PREPARATION AND ELIGIBILITY

Before enrolling in the Medical Assisting Program at MJC, the student must complete the following:

MEDICAL ASSISTING CANDIDATES

1. Must have a High School Graduate or have proof of equivalent
2. Must provide official stamped and sealed transcripts (from high school or equivalent and other colleges) for Records Office prior to the Program application deadline.

RECOMMENDED COMPETENCIES

Student may complete these competencies in two ways: by completing courses indicated, or by showing competencies listed by completing the MJC Assessment Process. Contact the Testing Center for more information.

ENGL 50 [NP] Basic Composition and Reading (C or better)........5 or English 50 or 101 Eligibility on placement exam ....or
ENGL 101 [NP] Composition and Reading .........................3
MATH 20 [NP] Introduction to Mathematics (C or better) ....2 or MATH 70 Eligibility through placement exam (within one year of participation in program)
READ 184 [NP] Critical Reading (C or better) ....................3 or Reading competency (12) on placement exam
CPR Certification (Basic Life Support) that meets the standards of the American Heart Association or the American Red Cross.

PROGRAM APPLICATION

Medical Assisting Program Applications are available from the Allied Health Division office, South Hall 258V, from the beginning of the Spring Semester through April 15. If their are still vacancies following that date, Program Applications will still be accepted through July 31st.

PROOF OF HEALTH AND IMMUNIZATIONS

Upon notification of admission to the program, students must submit proof of the following:

A. A medical history and physical examination completed by a Physician, Physician’s Assistant or Nurse Practitioner within 3 months prior to program start date. The physical must state that the applicant is free from communicable diseases and does not have any health conditions that would create a hazard to self, employees or patients.
B. Documentation of required immunizations.
C. A negative PPD skin test. If a positive reaction is obtained, or has previously been obtained, a chest x-ray must be taken unless medically contraindicated.

RECOMMENDED PREPARATION - Complete 9 units with a C or better

Though no prerequisites are required, students are strongly advised to complete the following required courses PRIOR to entering the program.

Anatomy and Physiology
AP 50 [NP] Elementary Human Anatomy-Physiology ..............3
Psychology
PSYCH 51 [NP] Psychology in Everyday Life ....................3 OR
PSYCH 101 [NP] General Psychology .............................3
Communication
SPCOM 100 [NP] Fundamentals of Public Speaking................3 OR
SPCOM 102 [NP] Introduction to Human Communication .........3 OR
SPCOM 130 [NP] Intercultural Communication ..................3

POLICY FOR DENIAL OF CERTIFICATION

Beginning with the January 2001 administration of the Certification Examination, felons will not be eligible for the Certification Examination unless the American Association of Medical Assistants (AAMA) Certifying Board grants a waiver based on one or more of the mitigating circumstances listed in the Disciplinary Standards. Any student considering a career in medical assisting, who has a criminal record, is advised to contact the AAMA for advisement prior to entering the Medical Assisting Program.

American Association of Medical Assistants
20 N. Wacker Drive, Suite 1575, Chicago, IL 60606-2903 (312) 899-1500

PROGRAM REQUIREMENTS

Certificate: Medical Assisting

- To earn a Certificate of Achievement, the student must meet/complete the competencies and program prerequisites, and complete the coursework as indicated. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 35½ units

MDAST 320 [1] Introduction to Medical Assisting .................3
MDAST 322 [1] Medical Assisting Procedures ....................3½
MDAST 323 [1] Clinical Techniques ..................................3
MDAST 324 [2] Introduction to Diseases and Pharmacology ....4
MDAST 325 [2] Laboratory Procedures ............................3
AP 50 [1] Elementary Human Anatomy/Physiology ..........3
PSYCH 51 [NP] Psychology in Everyday Life ....................3 OR
PSYCH 101 [NP] General Psychology .............................3
SPCOM 100 [NP] Fundamentals of Public Speaking .............3 OR
SPCOM 102 [NP] Introduction to Human Communication ....3 OR
SPCOM 130 [NP] Intercultural Communication ................3

TOTAL UNITS FOR CERTIFICATE ........................................35½
AS Degree: Medical Assisting

To earn an Associate in Science Degree, the student must meet or complete the competencies and program prerequisites, and complete the coursework as indicated in the Certificate program. The student must complete the MJC Graduation Requirements.

TOTAL UNITS FOR A.S. MAJOR .................................................. 35 1/2

Medical Assisting Courses

**MDAST 320—INTRODUCTION TO MEDICAL ASSISTING** 3 Units
Concurrent Enrollment: MDAST 321, 322, 323.
Orientation to the medical office and the role of the medical assistant. Professional relations and communications, ethics, and legal responsibilities; history of medicine, and community health facilities. Field trips may be required. Lecture. (GR, Fall)

**MDAST 321—MEDICAL TERMINOLOGY** 3 Units
Emphasizing logical and rational understanding of word parts. Covers medical terms organized according to body systems, including fundamental understanding of the basic anatomy, function, diseases and surgeries of each body system. Lecture. (GR) (CC, OFTEC 50)

**MDAST 322—MEDICAL ASSISTING ADMINISTRATIVE PROCEDURES** 3 1/2 Units
Concurrent Enrollment: MDAST 320, 321, 322.
Medical assisting administrative procedures including financial record keeping, insurance claims, banking functions, payroll and medical records. Students receive training in completing the above procedures manually and by computer. Field trips may be required. Lecture/Laboratory. (GR, Fall)

**MDAST 323—MEDICAL ASSISTING CLINICAL PROCEDURES**
Concurrent Enrollment: MDAST 320, 321, 322
Clinical medical assisting skills, which pertain to preparing the patient for examination and assisting patient and physician during patient examination and treatment. The assistant must anticipate the physician's needs as to the type of examination, the specific equipment needed, and the extent of assistance required by the patient. This requires judgement based on a reasonable understanding of physical examination, the methods and equipment used, and the role of the medical assistant. Lecture/Laboratory. Materials fee required (items for infection control/malpractice liability insurance). (GR, Fall)

**MDAST 324—INTRODUCTION TO DISEASES AND PHARMACOLOGY** 4 Units
Concurrent Enrollment: MDAST 325, 326
Pathogenesis and discussion of representative diseases; signs and symptoms of major diseases, and basic drugs used in treatment. Lecture. (GR, Spr.)

**MDAST 325—LABORATORY PROCEDURES** 3 Units
Concurrent Enrollment: MDAST 324, 326
Introduction to laboratory procedures necessary to aid the physician. Includes patient preparation for diagnostic studies, purposes, techniques and recording of procedures commonly performed. Field trips may be required. Lecture/Laboratory. (GR, Spr.)

**MDAST 326—EXTERNSHIP** 7 Units
Concurrent Enrollment: MDAST 324, 325
Externship portion of the program consists of two 8-week rotations in which students apply knowledge in performing administrative and clinical procedures. Students also receive training in medical office emergencies and seeking employment. Lecture/Laboratory. Materials fee required (items for infection control/malpractice liability insurance). (GR, Spr.)

**MDAST 326—EXPERIENCE**
Field trips to areas of interest. Emphasis on the weather, climate, and meteorological significance of the regions visited. May be repeated to six maximum units. Lecture/Laboratory. Materials fee may be required. (CSU, UC) For UC only: must be taken for 3 units.

**MDAST 350—MEDICAL TRANSCRIPTION** 3 Units
Recommended for Success: MDAST 321, OFADM 203 or equivalent, OFADM 311 or equivalent.
Entry-level course to prepare students to take the Medical Transcriptionist Certification Exam offered by the American Association for Medical Transcription (AAMT) to qualify as a Certified Medical Transcriptionist (CMT). Covers use of computers to transcribe physician dictation including progress notes, letters, consultations, procedures and radiology reports heard through the earphones of a transcribing machine. Two maximum completions. Lecture. Transcribing machine, earphones and supplies required.

**MDAST 352—MEDICAL CODING/CPT** 3 Units
Recommended for Success: MDAST 321 or equivalent.
Formerly listed as Medical Coding Specialist.
Entry-level course that covers the use of Current Procedural Terminology (CPT), a coding system developed by the American Medical Association (AMA) to convert widely accepted, uniform descriptions of medical, surgical, and diagnostic services rendered by health care providers into five-digit numeric codes. This course along with Medical Assisting 353 prepares students to take the Certified Coding Specialist Examination offered by the American Health Information Management Association (AHIMA). Two maximum completions. Lecture.

**MDAST 353—MEDICAL CODING/ICD** 3 Units
Recommended for Success: MDAST 321 or equivalent.
Formerly listed as MDAST 352: Medical Coding Specialist.
Entry-level course that covers the International Classification of Diseases, 9th Revision, Clinical Modification (ICD-9-CM) which is designed for the classification of patient morbidity (sickness) and mortality (death) information for statistical purposes and for the indexing of hospital records by disease and operation for data storage and retrieval. This course along with Medical Assisting 353 prepares students to take the Certified Coding Specialist Examination offered by the American Health Information Management Association (AHIMA). Two maximum completions. Lecture.

**Meteorology (METEO)**

**METEO 151—INTRODUCTION TO METEOROLOGY** 1 Unit
Prerequisite: Satisfactory completion of or concurrent enrollment in METEO 160.
Lecture/Laboratory
Practical experience using meteorological charts and instruments, techniques in surface observations, weather map analysis and weather forecasting. Field trips required. Lecture. Materials fee may be required. (CSU, UC)

**METEO 160—INTRODUCTION TO WEATHER AND CLIMATE** 3 Units
Prerequisite: Satisfactory completion of or concurrent enrollment in METEO 160.
Introduction to weather and climate with emphasis on topics such as air pollution, clouds, precipitation, fog, storms, weather forecasting, the greenhouse effect, ozone depletion, and global warming. Field trips may be required. Lecture. Materials fee may be required. (CSU, UC)

**METEO 171,A,B,C—METEOROLOGY FIELD STUDIES** ½, 1, 2, 3 Units
Prerequisite: Satisfactory completion of or concurrent enrollment in METEO 160.
Field trips to areas of meteorological interest. Emphasis on the weather, climate, and meteorological significance of the regions visited. May be repeated to six maximum units. Lecture/Laboratory. Materials fee may be required. (CSU, UC) For UC only: must be taken for 3 units.
Microbiology (MICRO)

MICRO 101—MICROBIOLOGY 4 Units
Prerequisite: Satisfactory completion of CHEM 143 or high school chemistry with a grade of A or B.
Characteristics of microbial life and microbial interactions with humans in disease, environment, and industry. Field trips may be required. Lecture/Laboratory. Materials fee required. (CAN BIOL 14, CSU, UC) (CC BIOL 65)

Museum Studies
See Art

Music (MUSIC)
The MJC Music Program is designed to promote excellence in all aspects of musical performance, to provide basic preparation for careers in music, and to promote interest in all musical endeavors. Students can study voice, piano, guitar, strings, brass, woodwinds, percussion, and organ. Students may perform in a variety of ensembles which include; Choir, small group ensembles, Jazz Singers, Masterworks Chorus, College Singers, Symphonic Band, Chamber Orchestra, and Jazz Band. The absence of Junior and Senior classmates ensures Freshmen and Sophomores that they will have extensive opportunities to fill major roles in all performing groups.

Repeat Limitations On Applied and Ensemble Music Courses

The following limitations apply to all activities listed under Applied Instruction, Instrumental Ensembles, Vocal Ensembles, Orchestra, and Band:

Each activity is limited to a maximum of four enrollments, regardless of the skill level of the individual courses. For example, a student may enroll a) in beginning piano four times or b) twice in beginning piano and twice in intermediate piano. In either of these cases, the student cannot enroll in any additional piano courses because the maximum of four piano courses has been met. Students who have met the limit of repetition may continue to enroll as a Community Participant, registering in the Community Services Office.

Music Program

AA Degree: Music

To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements, in addition to the following coursework. Students who plan to transfer to a four-year school are strongly advised to meet with a member of the music faculty.

PROGRAM PREREQUISITES
MUSIC 100 [P] Music Fundamentals 3 OR
MUSIC 101 [P] Music Fundamentals 2 3 OR
SATISFACTORY SCORE on theory placement examination offered during the first week of Music 102. Students who do not meet entrance proficiencies will be encouraged to enroll in Music 100 and/or Music 101. See the music theory instructor for additional information.

REQUIRED COURSES - Complete 16 units
MUSIC 104 [1] Aural Skills 1 1
MUSIC 105 [2] Aural Skills 2 1
MUSIC 109 [4] Aural Skills 4 1
Any Ensemble [1,2,3 and 4] (repeated 4 times at 1 unit) 4

TOTAL UNITS FOR A.A. MAJOR 20

RECOMMENDED MUSIC ELECTIVES
Students who plan to transfer as music majors are strongly encouraged to complete the following courses in preparation for upper-division study at a four-year college or university. Please speak to a music faculty member when planning your coursework.
MUSIC 110 [NP] Music Appreciation 3
MUSIC 120 [NP] Elementary Piano 1
MUSIC 121 [NP] Piano Enrichment 1
MUSIC 122 [NP] Intermediate Piano 1
MUSIC 197 [1,2,3,4] Practica Musica (1 unit) 4
Applied Instrument [1,2,3,4] (1 unit) 4
MUSIC 114 [NP] Conducting 1 1
MUSIC 115 [NP] Conducting 2 1

Music Courses

Theory and History

MUSIC 100—MUSIC FUNDAMENTALS 1 3 Units
Recommended for Success: MUSIC 120 and 170.
Structured to teach skills and understanding of music fundamentals. Designed to meet the needs of the non-music major, the music major preceding elementary harmony, and the prospective elementary school teacher. Lecture/Laboratory. (CSU, UC) (CC MUSIC 1)

MUSIC 101—MUSIC FUNDAMENTALS 2 3 Units
Prerequisite: MUSIC 100
Recommended for Success: MUSIC 120 and 197.
A continuation of MUSIC 100. Further study of intervals, rhythm, chord construction with application to the keyboard, ear training, sight singing, and simple dictation. Lecture/Laboratory. (CSU, UC)

MUSIC 102—MUSIC THEORY 1 3 Units
Prerequisite: MUSIC 100 or satisfactory score on theory placement examination.
Concurrent Enrollment: MUSIC 104 and 197.
Principles of interval and tone relation, scales and modes; harmonic and melodic rhythm; root progression and voice leading; introduction to common harmonic practice through exercises in part writing and figured bass, simple original composition, and analysis. Lecture/Other. Not offered every semester. (CSU, UC, CAN MUS 2, CAN MUS SEQ A)

MUSIC 103—MUSIC THEORY 2 3 Units
Prerequisites: MUSIC 102
Concurrent Enrollment: MUSIC 105 and 197.
Continuing development of technique in common harmonic practice through analysis, part writing and figured bass; exercises and original composition. Introduction to modulation and secondary dominants; introduction to phrase and period structure; introduction to all seventh chord types. Lecture/Other. (CAN MUS 4, CAN MUS SEQ A, CSU, UC)
MUSIC 104—AURAL SKILLS 1  
Concurrent Enrollment: MUSIC 102  
Supplements the study of music theory by practical application in performance; integration of fundamentals of pitch, rhythm, scale and mode through singing, rhythmic reading, analysis, and the dictation; computer assisted instruction. Lecture/Laboratory. (Fall, CAN MUS 2, CAN MUS SEQ A, CSU, UC)  

MUSIC 105—AURAL SKILLS 2  
Prerequisite: MUSIC 104  
Concurrent Enrollment: MUSIC 103  
Continuation of MUSIC 104 further developing skills in sight-singing, melodic and rhythmic dictation, and in aural analysis of harmonic materials. Use of computer assisted instruction. Lecture/Laboratory. (CAN MUS 4, CAN MUS SEQ A, CSU, UC)  

MUSIC 106—MUSIC THEORY 3  
Prerequisites: MUSIC 103  
Concurrent Enrollment: MUSIC 197  
Recommended for Success: Concurrent enrollment in MUSIC 108.  
Continuation of the study of structural elements of music such as melody, rhythm, harmony and form with emphasis on the organization of these elements; study of chromatic alteration, expansion of harmonic resources through chromaticism; study of binary and sonata form. Lecture. Not offered every semester. (CSU, UC)  

MUSIC 107—MUSIC THEORY 4  
Prerequisites: MUSIC 106  
Concurrent Enrollment: MUSIC 197  
Recommended for Success: Concurrent enrollment in MUSIC 109.  
Continued development of analytical techniques; study of fugue and basic tonal counterpoint; introduction to Impressionism and to twentieth century structural techniques; study of ternary structures and rondo form. Lecture. Not offered every semester. (CSU, UC)  

MUSIC 108—AURAL SKILLS 3  
Prerequisite: MUSIC 105  
Recommended for Success: Concurrent enrollment in MUSIC 106.  
Continuation of materials presented in preceding applied music theory courses. Development of individual proficiency in sight-singing, dictation, aural, rhythmic and keyboard skills. Field trips may be required. Lecture/Laboratory. (CSU, UC, Fall)  

MUSIC 109—AURAL SKILLS 4  
Prerequisite: MUSIC 108  
Recommended for Success: Concurrent enrollment in MUSIC 107.  
Continuation of materials presented in preceding applied music theory courses. Development of individual proficiency in sight-singing, dictation, aural, rhythmic and keyboard skills. Field trips may be required. Lecture/Laboratory. (CSU, UC, Spr.)  

MUSIC 110—MUSIC APPRECIATION  
3 Units  
Survey course emphasizing the development of the listener's perception of the basic elements of music. Illustrations encompass various types of folk music, traditional repertoire, and musical material of a contemporary nature. Field trips may be required. Lecture. (CSU, UC)  

MUSIC 112—HISTORY OF MUSIC 1  
3 Units  
A general survey of the musical styles by master composers dating from the medieval through to the end of the classical period (1825). Emphasis will be placed on identifying the various historical periods, the stylistic practices in composition and performance, utilizing the musical compositions of the most prominent composers from each historical period. Field trips may be required. Lecture/Laboratory. Not offered every semester. (CSU, UC, Fall) (CC MUSIC 10)  

MUSIC 113—HISTORY OF MUSIC 2  
3 Units  
A general survey of the musical styles by master composers dating from the romance period (1825) to the present. Emphasis will be placed on identifying the various historical periods, the stylistic practices in composition and performance, utilizing the musical compositions of the most prominent composers from each historical period. Field trips may be required. Lecture/Laboratory. Not offered every semester. (CSU, UC, Spr.) (CC MUSIC 11)  

MUSIC 114—CONDUCTING 1  
Prerequisites: MUSIC 100, MUSIC 101 or eligibility for MUSIC 102 via Music placement test.  
The study of style and technique of conducting. Emphasis on gestures and score analysis. Field trips may be required. Lecture. (CSU, UC, Spr.)  

MUSIC 115—CONDUCTING 2  
Prerequisite: MUSIC 114  
Continuation of MUSIC 114 with special emphasis on applied aspects of conducting. Field trips may be required. Lecture. (CSU, UC, Spr.)  

MUSIC 118—INTRODUCTION TO AMERICAN POPULAR MUSIC  
3 Units  
Survey course emphasizing the listeners perception and understanding of the elements of American Popular music. Illustrations will cover folk, jazz, musical theatre, and rock styles of popular art music. Field trips may be required. Lecture/Laboratory. Not offered every semester. (CSU)  

MUSIC 120—ELEMENTARY PIANO  
1 Unit  
Essentials of music reading; fundamentals of rhythm, tone production and phrasing; introduction of scales and chords; methods of practice and memorization. Completion of Music 120 is recommended for all general elementary teaching candidates. Electronic piano lab and practice rooms available. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC)  

MUSIC 121—PIANO ENRICHMENT  
1 Unit  
Recommended for Success: MUSIC 120 or equivalent.  
Designed for the continuation of development of coordination, understanding of rhythmic skills, technique and theory. Emphasis upon sight reading and ensemble playing. Electronic piano lab and practice rooms available. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC)  

MUSIC 122—INTERMEDIATE PIANO  
1 Unit  
Recommended for Success: MUSIC 121 or equivalent.  
Fundamental techniques of piano playing; review of scales and basic keyboard harmony; means of increasing skill in sight reading; musical interpretation of the score, memorization and playing by ear; introduction to repertoire from various stylistic periods; emphasis on the essentials of advanced piano study; analysis of the pianistic problems involved in selected repertoire from various stylistic periods; participation in student recitals. Four maximum completions. Field trips may be required. Lecture/Laboratory. (CSU, UC)  

MUSIC 123—ADVANCED PIANO  
1 Unit  
Recommended for Success: MUSIC 122 or equivalent.  
Study of advanced techniques of piano playing; review of scales and arpeggios; study of repertoire from various stylistic periods. Emphasis on preparation of solo repertoire for recital performance. Four maximum completions. Lecture/Laboratory. (CSU, UC)  

MUSIC 124—ORGAN (Elementary)  
1 Unit  
Recommended for Success: MUSIC 120 or equivalent.  
History construction and literature for the organ; use of foot pedals, coordination of hands and feet, and comparison of popular and classical styles; development of repertoire. Four maximum completions. Lecture/Laboratory. Not offered every semester. (CSU, UC)  

MUSIC 125—ADVANCED ORGAN  
1 Unit  
Prerequisites: MUSIC 123 or equivalent.  
Study of advanced techniques of organ playing; review of scales and arpeggios; study of repertoire from various stylistic periods. Emphasis on preparation of solo repertoire for recital performance. Four maximum completions. Lecture/Laboratory. (CSU, UC)  

MUSIC 199—INDEPENDENT STUDY  
1-3 Units  
See “Repeat Limitations on Music Courses.” Students must meet performance and repertoire standards before proceeding to successive levels in the following classes.
<table>
<thead>
<tr>
<th>COURSES AND ACADEMIC PROGRAMS</th>
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</thead>
<tbody>
<tr>
<td>MUSIC 125—ORGAN (Intermediate)</td>
</tr>
<tr>
<td>Recommended for Success: MUSIC 124 or equivalent.</td>
</tr>
<tr>
<td>Development of skills introduced in MUSIC 124; analysis of practice methods to overcome technical problems. Discussion of service playing and music suitable for various forms of worship. Preparation for recitals. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 126—ORGAN (Advanced)</td>
</tr>
<tr>
<td>Recommended for Success: MUSIC 125 or equivalent.</td>
</tr>
<tr>
<td>Study and analysis of organ literature from baroque, classical, romantic and contemporary periods; function of the organ in solo and accompanimental forms; opportunity for practical experience in both areas; emphasis on cumulative repertoire. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 127—ELEMENTARY STRINGS</td>
</tr>
<tr>
<td>Introduction to the playing of orchestra stringed instruments (violin, viola, cello, bass). Designed for students with no previous instrumental music experience, students who wish to review fundamentals of instrumental music, and experienced instrumentalists who wish to learn a secondary instrument. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 128—APPLIED MUSIC (VIOLIN AND VIOLA)</td>
</tr>
<tr>
<td>Concurrent Enrollment: MUSIC 150</td>
</tr>
<tr>
<td>Study and performance of violin and viola solo literature. Recital and public performance participation required. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 129—APPLIED MUSIC (CELLO AND BASS)</td>
</tr>
<tr>
<td>Concurrent Enrollment: MUSIC 150 or 162.</td>
</tr>
<tr>
<td>Study and performance of cello and bass solo literature. Recital and public performance participation required. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 131—ELEMENTARY VOICE</td>
</tr>
<tr>
<td>Development of the singing voice through consideration and application of the basic elements of tone production, i.e., breathing, resonance, diction, posture; principles applied through group and individual vocal exercises and singing. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC) (CC MUSIC 6)</td>
</tr>
<tr>
<td>MUSIC 132—VOICE ENRICHMENT</td>
</tr>
<tr>
<td>Further development of the singing voice through consideration and application of the basic elements of tone production, i.e., breathing, resonance, diction, posture; principles applied through group and individual vocal exercises and singing. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC) (CC MUSIC 36, 37, or 38)</td>
</tr>
<tr>
<td>MUSIC 133—INTERMEDIATE VOICE</td>
</tr>
<tr>
<td>Recommended for Success: MUSIC 131 or 132 or ability to meet requirements of class.</td>
</tr>
<tr>
<td>Continuation of MUSIC 132. Building repertoire; development of style; preparation for recitals. Four maximum completions. Lecture/Laboratory. (CSU, UC) (CC MUSIC 39)</td>
</tr>
<tr>
<td>MUSIC 134—ADVANCED VOICE</td>
</tr>
<tr>
<td>Prerequisite: MUSIC 133</td>
</tr>
<tr>
<td>Continuation of MUSIC 133 with emphasis on repertoire; and recital program preparation. Four maximum completions. Lecture/Laboratory. (CSU, UC) (CC MUSIC 56)</td>
</tr>
<tr>
<td>MUSIC 139—VOCAL MASTER CLASS</td>
</tr>
<tr>
<td>Concurrent enrollment: MUSIC 131, MUSIC 132, MUSIC 133, or MUSIC 134.</td>
</tr>
<tr>
<td>Development of vocal performance through consideration and application of good vocal technique, performance practice, and dramatic character development; principles applied through solo, duet, or ensemble performances in class and public recitals. Lecture/Laboratory. (CSU)</td>
</tr>
<tr>
<td>MUSIC 140—BRASS &amp; PERCUSSION INSTRUMENTS (Elementary)</td>
</tr>
<tr>
<td>Concurrent Enrollment: Students must own or have access to a band instrument. Techniques necessary for individual and group performance. Designed for students with no previous experience in instrumental music, students who wish to review fundamentals of instrumental music, and experienced instrumentalists who wish to learn a secondary instrument. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 141—JAZZ THEORY AND IMPROVISATION</td>
</tr>
<tr>
<td>For students who wish to incorporate specific techniques and harmonic theories of soloing with standard jazz accompaniments. Courses of study will include the use of modes, altered scales, and varying style applications to harmonic progressions. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 142—APPLIED MUSIC (Brass and Percussion)</td>
</tr>
<tr>
<td>Recommended for Success: MUSIC 140 or equivalent.</td>
</tr>
<tr>
<td>Study and performance of brass and percussion solo literature. Recital and public performance participation required. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 144—APPLIED MUSIC (Woodwind)</td>
</tr>
<tr>
<td>Recommended for Success: MUSIC 100 or equivalent.</td>
</tr>
<tr>
<td>Study and performance of woodwind solo literature. Recital and public performance participation required. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC) (CC MUSIC 52)</td>
</tr>
</tbody>
</table>

### Performance Ensembles

See “Repeat Limitations on Music Courses.” Students must meet performance and repertoire standards before proceeding to successive levels in the following classes.

<table>
<thead>
<tr>
<th>COURSES AND ACADEMIC PROGRAMS</th>
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<tbody>
<tr>
<td>MUSIC 145—CHAMBER MUSIC ENSEMBLES (BAND)</td>
</tr>
<tr>
<td>Concurrent Enrollment: MUSIC 146 or 161.</td>
</tr>
<tr>
<td>Rehearsal and performance of chamber ensemble literature. Ensembles may be made up of varying numbers of woodwind, brass, and percussion instruments. Recital and public participation required. Field trips may be required. Four maximum completions. Rehearsal. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 146—SYMPHONIC BAND</td>
</tr>
<tr>
<td>Prerequisite: Previous experience in instrumental music or completion of MUSIC 140 or 180.</td>
</tr>
<tr>
<td>Rehearsal and performance of original wind literature and transcriptions for band. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 147—EVENING JAZZ BAND</td>
</tr>
<tr>
<td>Prerequisite: Previous experience in instrumental music and/or jazz ensembles.</td>
</tr>
<tr>
<td>Study and performance of jazz literature in both traditional and contemporary styles. Field trips may be required. Four maximum completions. Rehearsal. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 148—PEP BAND</td>
</tr>
<tr>
<td>Prerequisite: Previous experience in instrumental music or jazz ensembles.</td>
</tr>
<tr>
<td>Preparation of music for sports events, rallies and other student body activities. Participation in concerts, rallies, and football games required; sectional rehearsals and additional rehearsal time required if needed. Field trips required. Four maximum completions. Lecture/Other. Not offered every semester. (CSU)</td>
</tr>
<tr>
<td>MUSIC 149—JAZZ BAND</td>
</tr>
<tr>
<td>Prerequisite: Previous experience in instrumental music and/or jazz ensembles.</td>
</tr>
<tr>
<td>Concurrent Enrollment: MUSIC 141</td>
</tr>
<tr>
<td>Study and performance of jazz literature in both traditional and contemporary styles. Field trips may be required. Four maximum completions. (CSU, UC) (CC MUSIC 72)</td>
</tr>
<tr>
<td>MUSIC 150—ORCHESTRA</td>
</tr>
<tr>
<td>Prerequisite: Previous experience in instrumental music.</td>
</tr>
<tr>
<td>Concurrent Enrollment: MUSIC 128 or 129.</td>
</tr>
<tr>
<td>Rehearsal and public performance of orchestral music (from all eras and a variety of cultures). Four maximum completions. Field trips may be required. Laboratory/Other. (CSU, UC)</td>
</tr>
<tr>
<td>MUSIC 151—CHAMBER MUSIC ENSEMBLES (STRINGS)</td>
</tr>
<tr>
<td>Prerequisite: Previous experience in instrumental music.</td>
</tr>
<tr>
<td>Concurrent Enrollment: MUSIC 150 or 162 required.</td>
</tr>
<tr>
<td>Rehearsal and performance of chamber ensemble literature. Ensemble may be made up of varying numbers of string instruments. Recital and public performance required. Field trips may be required. Four maximum completions. Rehearsal/Other. (CSU, UC)</td>
</tr>
</tbody>
</table>
### COURSES AND ACADEMIC PROGRAMS

#### MUSIC 152—CHOIR
Prerequisite: Satisfactory completion of audition.
A large choral ensemble for intermediate and advanced level singers. Public performances of multi-cultural programs from a variety of historical periods. Field trips required. (CSU, UC) 1 Unit

#### MUSIC 153—SINGERS
Prerequisite: Satisfactory completion of audition.
A small choral ensemble for advanced singers. Public performances of historically and culturally varied music. Field trips required. Four maximum completions. Rehearsal/Other. (CSU, UC) (CC MUSIC 69) 1 Unit

#### MUSIC 154—MASTERWORKS CHORUS
Recommended for Success: Previous experience in a large choral ensemble.
A large choral ensemble for intermediate and advanced level singers. Study and performance of either one large-scale work or program of shorter choral works. Public performances required. Four maximum completions. Rehearsal/Other. (CSU, UC) (CC MUSIC 66) 1 Unit

#### MUSIC 155—JAZZ SINGERS
Recommended for Success: MUSIC 121
Study and performance of vocal music of American origin in the jazz medium. Concert, festival, and other public performance participation is required. Concert attire is required. This ensemble is designed for inexperienced singer. Field trips required. Four maximum completions. Lecture/Laboratory. (CSU, UC) (CC MUSIC 64) 1 Unit

#### Enrichment Courses

See “Repeat Limitations on Music Courses.” Students must meet performance and repertoire standards before proceeding to successive levels in the following classes.

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 157—MUSICAL THEATRE WORKSHOP</td>
<td>Intended for those interested in singing and acting. Study and performance of musical theatre. Public performance is required. Four maximum completions. Field trips may be required. Lecture/Laboratory. (CSU, UC)</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUSIC 158—ADVANCED MUSICAL THEATRE WORKSHOP</td>
<td>Recommended for Success: MUSIC 157 or equivalent. Intended for those interested in singing and acting. Study and performance of musical theatre. Public performance is required. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
<td>2</td>
</tr>
</tbody>
</table>

#### MUSIC 161—CONCERT BAND
Prerequisite: Previous experience in instrumental music or successful completion of MUSIC 140 or 180.
Rehearsal and performance of original wind literature and transcriptions for concert band. Field trips may be required. Four maximum completions. Rehearsal/Laboratory. (CSU, UC) 1 Unit

#### MUSIC 162—COMMUNITY ORCHESTRA
Recommended for Success: Previous experience in instrumental music course or equivalent.
Rehearsal and public performance of orchestral music (from all eras and nationalities). Field trips required. Four maximum completions. (CSU, UC) 1 Unit

#### MUSIC 163—ELEMENTARY GUITAR
Recommended for Success: MUSIC 100
Examination of the basic elements of classical guitar technique and repertoire. Technical work will emphasize posture, correct right- and left-hand technique, as well as treble clef note-reading in first position. The course will introduce sight-reading on easy melodies as well as chord charts. Chord coverage will include: closed finger chords, open finger chords, and bar chords. The student is responsible for providing a nylon-stringed guitar, a guitar tuner, and a foot stool. All students will perform in a semi-formal performance at the end of the semester. Four maximum completions. Lecture/Laboratory. (CSU, UC) (CC MUSIC 49) 1 Unit

#### MUSIC 164—GUITAR ENRICHMENT
Prerequisite: MUSIC 163
Improvement of guitarist’s accompaniment technique, analytical skills, and performance competence. Music education majors are strongly encouraged to enroll. Special attention will be given to chord chart sight reading, contrapuntal reading, and principles of bass clef reading (continuo). Technical work will include all the major and minor diatonic scales, selected etudes emphasizing position shifts, arpeggiation and solo passage works. Students will be required to participate in a formal recital at the end of the term. Lecture/Laboratory. Field trips required. Four maximum completions. (CSU, UC) 1 Unit

#### MUSIC 165—INTERMEDIATE GUITAR
Prerequisite: MUSIC 164
Continuation of MUSIC 164. Expanding on topics already covered. Emphasis given to sight-reading both on treble and bass clefs. Students are required to play all diatonic major and minor scales, as well as selected Sor Eludes. At the end of the term, students will perform a solo jury, which will consist of a technical work and contrasting works from the Renaissance, Baroque, Classical and Contemporary eras. Interdisciplinary ensemble performance is desired for this class. Students will be required to participate in a formal recital at the end of the term. Field trips required. Lecture/Laboratory. Four maximum completions. (CSU, UC) 1 Unit

#### MUSIC 166—APPLIED CLASSICAL GUITAR
Prerequisite: MUSIC 165
Designed for performance majors intending to transfer to four-year institutions. The curricula will cover materials necessary to provide the appropriate skill level for upper division coursework at most universities. Students must perform a thirty-minute recital as a completion requirement for the course. A fifteen-minute jury may substitute for the recital requirement. Field trips required. Lecture/Laboratory. Four maximum completions. (CSU, UC) (CC MUSIC 50) 1 Unit

#### MUSIC 169—INTRODUCTION TO WORLD MUSIC
Exploration of traditional/contemporary folk music of Africa, Asia, Latin America, Europe and the U.S. from the perspective of music as culture. Investigations of the impact/influence of migratory patterns, social-political processes, and how ethnicities are formed in relation to music. Field trips are required. Lecture. (CSU, UC) 3 Units

#### MUSIC 170—INTRODUCTION TO THE SYNTHESIZER AND MIDI MUSIC STUDIO COMPOSITION
Introduction to synthesizer-electronic keyboard sound design and operational procedures. Extensive use of MIDI (Musical Instrument Digital Interface) music studio techniques. Music composition, live performance and MIDI computer software will be explored. Four maximum completions. Lecture/Laboratory. (CSU) 2 Units
MUSIC 171—APPLIED ELECTRONIC MUSIC PERFORMANCE ENSEMBLE
Recommended for Success: MUSIC 170 or previous synthesizer; tape recording and MIDI music studio experience.
Applied topics in electronic music composition, MIDI (Musical Instrument Digital Interface) music studio procedures, sampling, tape and digital recording. Performance in an electronic music concert is expected. Field trips may be required. Four maximum completions. Laboratory. (CSU, UC)

MUSIC 172—BEGINNING RECORDING STUDIO TECHNIQUES
Recommended for Success: MUSIC 170 and 171.
Introduction to the basic aspects of the recording studio, the properties of sound, microphone placement, multi-track recording, mixing and mastering. Analog and digital recording will be examined. Field trips may be required. Four maximum completions. Lecture/Laboratory. Materials fee required. (CSU, UC)

MUSIC 173—GUITAR ORCHESTRA
Prerequisite: MUSIC 163. Enrollment limited to those with some sight-reading ability.
Concurrent Enrollment: MUSIC 164
The Modesto Junior College Guitar Orchestra will focus on international classical and folkloric guitar ensemble repertoire. Students will be exposed to a large and multicultural repertoire for large guitar groups. This is a performance class, and students are required to perform in different venues representing the college’s guitar department. Two recitals will be required. Field trips required. Four maximum completions. Laboratory/Rehearsal.

MUSIC 174—GUITAR ADVANCEMENT
Prerequisite: MUSIC 164
Designed to fill the gap between MUSIC 164 and MUSIC 165. Elements of intermediate level technique and repertoire in both class and one-on-one sessions. Field trips may be required. Four maximum completions. Lecture/Laboratory.

MUSIC 179—JAZZ SOLO VOICE
Recommended for Success: MUSIC 121, 131 or equivalent private vocal instruction or experience.
Students should have solo experience.
Study and performance of songs in the jazz idiom. Areas covered will include musicianship, ear training, music phasing, emotional expression, typical vocal techniques, stage presence, use of microphones and introduction to vocal jazz improvisation. Four maximum completions. Lecture/Laboratory. (CSU, UC)

MUSIC 180—WOODWIND INSTRUMENTS (ELEMENTARY)
Concurrent Enrollment: Students must own or have access to a band instrument.
Techniques necessary for individual and group performance. Designed for students with no previous experience in instrumental music, students who wish to review fundamentals of instrumental music, and experienced instrumentalists who wish to learn a secondary instrument. Four maximum completions. Not offered every semester. Lecture/Laboratory. (CSU, UC)

MUSIC 181—ELEMENTARY HARPSCORD
Recommended for Success: MUSIC 120
Introduction to the basic skills of harpsichord performance. Literature from the Renaissance, Baroque and Early Classical periods. Performance techniques will include figured bass, vocal and instrumental accompanying. Field trips may be required. Four maximum completions. Lab/studio activity/individualized instruction. (CSU, UC, Fall)

MUSIC 185—CHORUS
A large choral ensemble for inexperienced or beginning level singers. Development of vocal technique, artistic interpretation and performance skills. Rehearsal and performance of choral music drawn from the world’s cultures. Public performances required. Field trips required. Four maximum completions. Lecture/Laboratory. (CSU, UC, (GR)

MUSIC 190—THE MUSIC OF THE BEATLES
A survey of the musical styles by the Beatles dating from 1958-1970. Emphasis will be placed on identifying the various musical periods, the stylistic practices in their compositions, their performances and interviews. Lecture. (CSU, UC, GR)

MUSIC 197—PRACTICA MUSICA
Concurrent Enrollment: MUSIC 102, 103, 106 or 107.
Development of aural and rhythmic skills by means of computer assisted participation. Exposure to standard western art music repertoire by means of guided listening. Four maximum completions. Laboratory. (CSU)

MUSIC 349A—WORK EXPERIENCE IN THE ARTS—SUPERVISED PRACTICE
Designed for those majors who wish to combine classroom experience with an expansion of skills or knowledge acquired at a site of employment on a paid or volunteer basis. Work must directly relate to the student’s area of study. May be repeated for a total of 16 units. Also offered during May, June, and July. Lecture/Other. (GR)

Natural Resources (NR)

In this program the student will develop skills and knowledge in animal/plant science and I.D., mechanics, communications, public relations, and computations specific to become a park ranger maintenance person, or private entrepreneur in allied jobs including game farm worker. This program will also prepare the student for transfer to a state university or university program when the General Education requirements are completed. Contact the division office in the Agriculture Building for advising assistance.

Forestry Program

This program will develop entry level job skills and knowledge in natural resources. The student will develop skills in timber cruising, log scaling, fire fighting, forest inventory, and use of aerial photos sufficient to obtain entry level employment or to transfer to a university. Contact the division office in the Agriculture Building for advising assistance.

Certificate: Forestry

To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

I. Agriculture Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers......1
AG 349 A-D [NP] Work Experience........................................4 OR
AG 249 [NP] Agriculture Internship.............................................4

II. Agriculture Science Breadth Courses - Complete 9 units
PL-SC 200 [1] Introduction to Plant Science...............................3
AN-SC 200 [1,2] Introduction to Animal Science...........................3
NR 200 [1,2] Soils .................................................................3
AG-M 200 [NP] Introduction to Mechanical Technology...............3
AG-EC 225 [NP] Agriculture Computer Applications OR
AG-EC 210 [NP] Elements of Agriculture Economics OR
AG-EC 200 [NP] Agriculture Accounting and Analysis............3

III. Agriculture Major Courses - Complete 15 units
NR 220 [1] Introductory Forestry............................................3
NR 222 [2,3] Native Plants Identification...................................3
NR 376 [2] Forest Technology..................................................3
NR 379 [3] Wildland Fire Control.............................................1
NR 380 [4] Log Scaling ..........................................................1
ENSCLI 109 [4] Introduction to Geographic Information Systems....3

Continued ➤
IV. Agriculture Major Electives - Complete 6 units
Any Natural Resources, Agriculture Economics or Plant Science courses not listed or used above 3
AG 280 [NP] Agriculture Computations ..................3
AG-M 230 [NP] Field Surveying ..........................3
AG 285 [NP] Communications in Agriculture ..........3
AG-M 215 [NP] Farm Tractors ............................3
EHS 276 [NP] Park & Landscape Maintenance ........3

TOTAL UNITS FOR CERTIFICATE .................................. 35

AS Degree: Forestry
• To obtain an Associate in Science Degree, the student must complete 5 career Required Units, 9 breadth Required Units, 12 major Required Units and 4 Elective Units for a total of 30 units and meet the MJC Graduation Requirements.

I. Forestry Career Courses - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers ....1
AG 349A-D [NP] Work Experience ..........................4 OR
AG 249 [NP] Agriculture Internship .........................4

II. Agriculture Science Breadth Courses - Complete 9 units
PL-SC 200 [1,2] Introduction to Plant Science ................3
NR 200 [1,2] Soils .............................................3
AG-E 225 [NP] Agriculture Computer Applications OR
AG-E 210 [NP] Elements of Agricultural Economics OR
AG-E 200 [NP] Agricultural Accounting and Analysis ...3

III. Forestry Major Courses - Complete 12 units
NR 220 [1] Introduction to Forestry .........................3
NR 222 [2,3] Native Plants Identification ..................3
ENSCI 109 [4] Introduction to Geographic Information Systems ...3

IV. Forestry Major Electives - Complete 4 units
Any Natural Resources, Agriculture Economics or Plant Science course not listed or used above 3
AG 280 [NP] Agricultural Computations ..................3
AG-M 230 [NP] Field Surveying ..........................2
AG 285 [NP] Communications in Agriculture ..........3
AG-M 215 [NP] Farm Tractors ............................2

TOTAL UNITS FOR A.S. MAJOR ................................ 30

Recreational Land Management Program

Certificate: Recreational Land Management
• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

I. Agriculture Career Core - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers ....1
AG 349A-D [NP] Work Experience ..........................4 OR
AG 249 [NP] Agriculture Internship .........................4

II. Agriculture Science Breadth Core - Complete 9 units
PL-SC 200 [1,2] Introduction to Plant Science ................3
AN-SC 200 [1,2] Introduction to Animal Science ...........3
NR 200 [1,2] Soils .............................................3
AG-E 225 [NP] Agriculture Computer Applications ...3 OR
AG-E 210 [NP] Elements of Agricultural Economics ....3 OR
AG-E 200 [NP] Agricultural Accounting and Analysis ...3

III. Required Courses for Certificate - Complete 9 units
NR 222 [2,3] Native Plants Identification ..................3
NR 220 [1] Introductory Forestry ...........................3
NR 379 [NP] Wildland Fire Control .........................1

IV. Elective Courses for Certificate - Complete 12 units
Any Natural Resources class not listed or used above
AG 280 [NP] Agriculture Computations ..................3
AG-M 230 [NP] Field Surveying ..........................3
AG 285 [NP] Communications in Agriculture ..........3
AG-M 215 [NP] Farm Tractors ............................2
EHS 276 [NP] Landscape Maintenance ...................3

TOTAL UNITS FOR CERTIFICATE .................................. 35

AS Degree - Recreational Land Management
• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Required - Complete 5 units
AG 115 [1] Introduction to Agricultural Education and Careers ....1
AG 349A-D [NP] Work Experience ..........................4 OR
AG 249 [NP] Agriculture Internship .........................4

II. Agriculture Science Breadth Required - Complete 9 units
PL-SC 200 [1,2] Introduction to Plant Science ................3
NR 200 [1,2] Soils .............................................3
AG-M 200 [NP] Introduction to Mechanical Technology ...3
AG-E 225 [NP] Agriculture Computer Applications OR
AG-E 210 [NP] Elements of Agricultural Economics OR
AG-E 200 [NP] Agricultural Accounting and Analysis ...3

III. Agriculture Major Required - Complete 9 units
NR 222 [2,3] Native Plants Identification ..................3
NR 220 [1] Introduction to Forestry ........................3

IV. Agriculture Major Elective - Complete 7 units
Any Natural Resources course not listed or used above ........3
EHS 276 [2] Landscape Maintenance .......................3
AG 280 [NP] Agriculture Computations ..................3
AG-M 230 [NP] Field Surveying ..........................2
AG 285 [NP] Communications in Agriculture ..........3
AG-M 215 [NP] Farm Tractors ............................2
HE 100 [4] Standard First Aid ................................1
AG-M 222 [NP] Ornamental Horticulture Machinery ......1

TOTAL UNITS FOR MAJOR .......................................... 30

Continued >

COURSES AND ACADEMIC PROGRAMS 165

Natural Resources
Natural Resources Courses

NR 50—SURVEY OF NATURAL RESOURCES 3 Units
Survey of natural resources, their importance to society and ecological principles of resource conservation; identification, conservation, and use of renewable and non-renewable resources; career opportunities and industries associated with natural resources. Field laboratories, including some Saturdays, required. Lecture/Laboratory.

NR 53—INTRODUCTION TO AGRICULTURE 3 Units
RESOURCES AND RURAL RECREATION
Natural resources as industries and basic skills relate to natural resources management. Concepts in natural resources management, soil and land, water, forest, fish and wildlife, outdoor recreation, energy, mineral and metal resources, and opportunities for employment. Field trips required. Lecture/Laboratory.

NR 200—SOILS 3 Units
Study of soil derivation, classification and characteristics. Soil use and management including erosion, moisture, retention, structure, cultivation, organic matter and microbiology. Laboratory topics include soil type, classification, and soil reaction, soil fertility and physical properties of soil. Field laboratories required. Lecture/Laboratory. (CAN AG 14, CSU, UC, GR)

NR 215—WILDLIFE PRODUCTION 3 Units
Wildlife production and management and its relationship to humans; managing game for sustained yields. Production principles for common game species found in this area; habitat improvement; species compatibility and interrelationships; wildlife and fish identification. Field trips required. Lecture/Laboratory. (CSU, GR)(CC NATRC 181)

NR 220—INTRODUCTORY FORESTRY 3 Units
Forestry as an industry and basic skills in forest production and ecology, including fire protection, cruising, scaling, tree planting, nursery practices, harvesting, forest engineering, use of forest land for recreational purposes, opportunities for employment and utilization of technology available to survey and measure forest yields. Field laboratories required. Lecture/Laboratory. (CSU, UC, GR) (CC FORES 1)

NR 222—NATIVE PLANTS IDENTIFICATION 3 Units
Identification, growth habits, culture, habitat, range and uses of vines, shrubs and trees native to the Great Valley, chaparral and yellow pine, sub-alpine and alpine regions of central California. Some Saturday laboratories required. Lecture/Laboratory. (CSU, GR)

NR 224—MAPPING AND PHOTO INTERPRETATION 3 Units
Prerequisite: Completion of any one of the following or equivalent: EHS 201 or 202 or NR 220 or 222 or 376.
Introduction to principles and practices of interpreting aerial photographs. Emphasis on vegetation typing, mapping, road reconnaissance and inventory techniques. Use of aerial photographs to obtain location, area, vegetation types, timber volume. Explanation of Geographic Information Systems and its application to forestry and natural resources. Field trips required. Lecture/Laboratory. (CSU, GR)

NR 230—RECREATIONAL LAND MANAGEMENT 3 Units
Types of recreational activities; management and evaluation of site resources, planning, maintaining and operating recreational land management facilities. Career opportunities in recreational land management; current laws and regulations affecting recreational areas. Field laboratories required. Lecture/Laboratory. (CSU, GR)

NR 324—MAP AND PHOTO SKILLS 1 Unit
Introduction to principles and practices of interpreting aerial photographs and maps. Emphasis on scales and mapping techniques. Use of aerial photographs to obtain location, area and timber volume. Explanation of Geographic Information Systems and its application to forestry and natural resources. Field trips required. Lecture/Laboratory. One Saturday lab. (GR)

NR 376—FORESTRY TECHNOLOGY 3 Units
Recommended for success: NR 220 or NR 222 or NR 224.
Additional training in silviculture, cruising, forest management, harvesting, and regulations as determined by the California Forest Practice Act. Field trips required. Lecture/Laboratory. (GR) (CC FORES 10)

NR 377—FORESTRY PRACTICUM 1½ Units
Recommended for Success: Satisfactory completion of any of the following: NR 220, 222, 224, or equivalent.
Field studies in forestry conducted in Stanislaus National Forest with students staying in the forest for the length of the course. Development of skills and proficiency in mapping, cruising, timber stand improvement, timber site preparation and reforestation. (GR)

NR 379—WILDLAND FIRE CONTROL 1 Unit
Introduction to fundamentals of wildland fire behavior, basic fire fighting strategy, methods of attack to suppress wildland fires. Field trips required. Lecture/Laboratory. (GR)

NR 380—LOG SCALING 1 Unit
Introduction to theory, principles and practice of log scaling. Emphasis on log measurements, scaling cylinder, defect deduction methods, types of defects and general scaling requirements. Field trips required. Lecture/Laboratory. (GR)

Nursery Assistant Program (for CNA)

The Nurse Assistant Program at Modesto Junior College is a one-semester course (NURSE 40, 5.5 units) which includes 56 hours of classroom instruction and 104 hours of supervised clinical experience within the guidelines set by the State Department of Health Services. The Program is offered in the fall and spring semesters. After successful completion of the Program, students are eligible to take the certification examination to become a Certified Nurse Assistant (CNA). The exam has been developed to meet the evaluation requirements of federal and state nurse aid and competency evaluation legislation. Red Cross testing is available at MJC at the end of each class.

Program expenses vary for each individual. The estimated cost for the Nurse Assistant Program is $350-$550 which includes enrollment and materials fees, health clearance, fingerprints and fingerprint processing, books and certification examination and application fees. For more detailed breakdown, contact Allied Health at 575-6362. Financial aid is available. For more information, call Financial Aid at 575-6023.

TIPS FOR SUCCESS

Although the Nurse Assistant Program does not have any prerequisites, the following academic achievements are recommended prior to entering the Program:

1. High school diploma or GED
2. Reading 184 with a grade of C or better or score of 12 on the MJC Reading Assessment Test.

For information on the Reading Assessment Test, contact the Testing Center, (209) 575-6026.
APPLICATION PROCEDURE

1. Submit an application for admission to Modesto Junior College.
2. Enroll in NURSE 40: Nurse Assistant.

Students enrolled in NURSE 40 will receive required forms and instructions on completing the application process outlined below. Enrolled students must submit:

A. A Modesto Junior College Nurse Assistant Program application.
B. A Nurse Assistant Certification Application (HS-283B).
C. A Health History/Data Sheet which requires a physical examination completed by a physician, physician’s assistant or nurse practitioner; within 3 months prior to the Program start date. The physical must state that the student is free from communicable diseases and does not have any health condition that would create a hazard to self, employees or patients.
D. Proof of all required immunizations.
E. Proof of a negative PPD skin test. If a positive skin test for tuberculosis is or has been previously obtained, a chest x-ray must be taken unless medically contraindicated.
F. A fingerprint card from a law enforcement agency such as the Modesto Police Department ($5 fee) or the American Red Cross ($8).
G. A cashier’s check or money order payable to the Department of Health Services for a live scan completed by the Sheriff’s Department ($5 “rolling fee” plus $32 fingerprint processing fee). Any student who is not employed by a facility and is unable to pay the $32 fingerprint processing fee due to financial hardship may request a temporary waiver for a period not to exceed six months.

CRIMINAL CONVICTIONS THAT ARE DISQUALIFYING

Individuals who have been convicted of certain penal code violations (see application packet), will NOT be certified unless the individual submits written evidence obtained from the court of “rehabilitation” (if a felony) or a dismissal of the violation (if a misdemeanor). If you have been convicted of one of these crimes, you should be aware that you cannot be certified UNLESS you meet the specified conditions of rehabilitation or dismissal issued by the courts and have received approval from the Department of Health Services. All other convictions not listed, except minor traffic violations, are subject to department review and require that you submit additional information.

CLEARANCE PROCEDURES

To request clearance for prior conviction(s) or disciplinary action, contact:

Department of Health Services
Licensing and Certification
Aide and Tech Certification Unit
1800 Third Street, Suite 200
P.O. Box 942732
Sacramento, CA 95234-7320
(916) 327-2445

FINGERPRINT AND CRIMINAL BACKGROUND SCREENINGS

Effective July 1, 1998, all students, initial nurse assistant and home health aide applicants, and owners of home health agencies, must have fingerprint cards submitted prior to direct contact with residents. Certification and/or licensing, as indicated, will not be issued until the individual has undergone a criminal record background check and has been cleared.

Applicants may have their fingerprinting done by the local Sheriff’s Department for $37. The live scan process costs $5 for the computerized “roll” and $32 for a processing fee. Applicants will be given a form, for the Sheriff’s Department to complete, verifying the live scan process. The applicants must then submit the live scan form along with a $15 processing fee to the Department of Health Services (DHS).

Any student who is not employed by a facility and is unable to pay the $32 fingerprint processing fee due to financial hardship, may request a temporary waiver for a period not to exceed six months. The request for waiver shall be made in writing on a form provided by the Department of Health Services at the time the fingerprint card is submitted to DHS for processing. Failure to pay the fee within the six-month period will result in inactivation of the individual’s certificate until the fee is paid in full.

IMPAIRED NURSE ASSISTANT STUDENTS

Nurse Assistant students impaired by alcoholism, drug abuse, or emotional illness, should be aware that these conditions, if left unattended, could lead to disciplinary action and may prevent a student from being certified.

Vocational Nurse Program (for LVN)

The CNA to Vocational Nurse program is a partnership between Emanuel Medical Center and Modesto Junior College. The 18 month program prepares students to take the National Council Licensure Examination-PN (NCLEX-PN) leading to licensure as a Vocational Nurse (LVN). This program is approved by the State of California.

The vocational nurse program is divided into 3 levels. Each level is designed to provide theory and clinical experiences from specific areas of learning.

Students will have 8 hours of theory and 16 hours of clinical each week. Students must be flexible and prepared to accept their assignments each week. Clinical rotations will vary at local hospitals. Prior to entering the program, students must complete the prerequisite courses.

For additional information, call Emanuel Medical Center at (209) 669-2305 or the Modesto Junior College counselor (209) 575-7840.

PROGRAM PREPARATION AND ELIGIBILITY

VOCATIONAL NURSE CANDIDATES

1. Must have High School Graduate or have proof of equivalent (GED must include scores). If you are a graduate of a high school outside of the United States, you may have your transcripts evaluated by the International Education Research Foundation. The telephone number for the International Research is 310/258-9451.
2. Must provide official stamped and sealed transcripts including the graduation date (from high school or equivalent and other colleges) for Records Office prior to the Program application deadline.
3. Must be a Certified Nurse Assistant. An applicant working as a Nurse Assistant for a sponsoring facility that does not require a Nurse Assistant to be certified, may apply without being a CNA. Exceptions will be determined by the Program Director.
4. Current CPR card is required for admission into the program and must be maintained by the student.

Continued ➤
REQUIRED COMPETENCIES

Competencies must be met by the VN Program application deadline. Student may meet the competencies by completing specified courses or achieving them through Placement Examinations.

MATH 20 [NP] Pre-Algebra (C or better) ........................................ 2 or
MATH 70 Eligibility through placement exam
READ 184 [NP] Critical Reading (C or better) ............................ 3 or
Reading competency (12) on placement exam
ENGL 49 [NP] Basic English Skills .............................................. 5
English 50 Eligibility or higher on placement exam

PROGRAM PREREQUISITES: Complete with a C or higher

GUIDE 110 [P] Educational Planning ......................................... OR
NURSE 115 [P] Guidance for Nursing Majors ............................. ½
MDAST 321 [P] Medical Terminology .......................................... 3
AP 50 [P] Elementary Human Anatomy - Physiology ............... 3

REQUIRED LETTERS OF RECOMMENDATION

All applicants are required to submit three letters of recommendation:

• Two Professional Recommendations
  (If a sponsoring Skilled Nursing Facility or Extended Care Facility employs the applicant one of the professional letters MUST be from the Facility Administrator.)

• One Personal Recommendation
  (letters from persons related to the candidate will not be accepted)

APPLICATION PROCESS

How to Apply

1) Complete and submit a Vocational Nurse program application in-person four months before classes begin. Applications must be completed and submitted in-person at the Emanuel-MJC Vocational Nursing Program located at 825 Delbon Avenue, Turlock. Mailed applications will not be accepted. For directions please telephone 209/669-2305. If you have questions regarding the financial aid, assessment testing, or prerequisites please telephone our MJC counselor at 209/575-7840.

2) Interview. You will be contacted to schedule a personal interview before classes begin.

Selection Policy

Nursing Student selection for admission to the Emanuel-Modesto Junior College Vocational Nursing Program will be without regard to race, color, creed, sex, or national origin.

PROOF OF HEALTH AND IMMUNIZATIONS

Upon notification of admission to the Vocational Nurse Program, students must submit proof of the following.

A. Health History/Data Sheet (included in enrollment package) which requires a physical examination completed by a physician, physician's assistant or nurse practitioner, within 3 months prior to the Program start date. The physical must state that the student is free from communicable diseases and does not have any health condition that would create a hazard to self, employees or patients.

B. Proof of all required immunizations:
   Proof of current physical examination
   Proof of chicken pox immunization or liter
   Hepatitis B immunization

C. Proof of a negative PPD skin test. If a positive skin test for tuberculosis is or has been previously obtained, a chest x-ray must be taken unless medically contraindicated.

PROGRAM REQUIREMENTS

Certificate: Nursing: L.V.N.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSE 350</td>
<td>Level 1</td>
<td>12½</td>
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<tr>
<td>NURSE 351</td>
<td>Level 2</td>
<td>16</td>
</tr>
<tr>
<td>NURSE 352</td>
<td>Level 3</td>
<td>12</td>
</tr>
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</table>

TOTAL NURSING UNITS FOR CERTIFICATE ................................ 40½

RECOMMENDED NURSING ELECTIVE COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURWE 385A-D</td>
<td>Nursing Work Experience</td>
</tr>
</tbody>
</table>

Associate Degree

Nursing Program (for RN)

The Associate Degree Nursing (ADN) Program at Modesto Junior College prepares students to take the National Council Licensure Examination (NCLEX-RN), leading to licensure as a Registered Nurse. This Program is approved by the State of California.

The ADN Program begins in January and September of each year. It is 4-semesters in length. Although most classes are scheduled during the day, clinical experiences may include both morning and evening hours. During the four-week Preceptorship Program in NURSE 254, students will be expected to be in the clinical area on a full-time basis. Students must be flexible and prepared to accept these assignments. Prior to entering the ADN Program, prerequisites and graduation requirements may be taken on a part-time basis.

For additional Program information, contact Allied Health, 575-6362. For academic advising, contact the Counseling Office, 575-6080.

APPLICATION PROCEDURE

Steps 1-7 must be completed in order for you to be considered a qualified applicant.

1. Admission to Modesto Junior College
2. High school graduation or equivalent
3. All transcripts (high school or equivalent and other colleges) must be on file in the Records Office, prior to the Program application deadline. Records Office will accept hand-carried transcripts that are in an unopened and sealed envelope.
4. The following three prerequisite courses must be completed by the semester in which you apply to the program. These courses may be in progress at the time of application. A GPA of 2.67 is required for these three prerequisites. Priority will be given to applicants who have completed these three prerequisites with a grade on the transcript at time of application.

ANATOMY 125 (4 units)

Prerequisite: High school biology or any of the following: AP 50, Biology 101 or 111.

Note: Students who have completed AP 132 prior to or during Spring 1996 may submit a Course Equivalency/Substitution Request Form with their application packet.

MICROBIOLOGY 101 (4 units)

Prerequisite: Satisfactory completion of CHEM 143 or high school chemistry with a grade of B or better.

Continued ➤
Note: Students who have completed Microbiology 110 prior to or during Spring 1996 may submit a Course Equivalency/Substitution Request Form with their application packet.

PHYSIOLOGY 101 (4 units)
Prerequisite: Anatomy 125, or AP 132; and Chemistry 143 or 1 year of high school chemistry with a "B" or better

The following 4 prerequisite courses must be completed by the semester in which you apply to the program. These courses may be in progress at the time of application. A GPA of 2.5 is required for these 4 prerequisites.

ENGLISH 101 (3 units)

PSYCHOLOGY 101 (3 units)

SOCIOLOGY 101, or 125, or 150, or 154, or 156, or ANTHROPOLOGY 102 (3 units)

SPEECH COMMUNICATION 100 or 102 (3 units)

5. Minimum grade of "C" is required for any course included in the point system. See specific GPA requirements listed in #4 above.

6. Assessment test requirements must be met by the program application deadline.

MATH ASSESSMENT TEST
With recommendation for Math 90, or completion of Math 70, or equivalent, with a grade of "C" or better.

READING ASSESSMENT TEST
With a minimum score of 12 (50%). ALL applicants must take the reading assessment test.

Contact the Testing Center, 575-6026, for testing information.

7. Submit an ADN program application to the Allied Health Division using the application periods listed below:

   SPRING SEMESTER: August 1 through September 30
   FALL SEMESTER: Beginning of Spring semester through March 31

Applications are available from the Allied Health Division during the application periods listed above.

In addition, Accepted Applicants must submit proof of:

8. A. A medical history and physical examination completed by a Physician, Physician's Assistant or Nurse Practitioner within 3 months prior to program start date. The physical must state that the applicant does not have any health conditions that would create a hazard to self, employees or patients.

   B. Documentation of required immunizations.

   C. A negative PPD skin test must be obtained. If a positive reaction is obtained, or has previously been obtained, a chest x-rays must be taken unless medically contraindicated.

9. The ADN Program will offer a Health Care Provider CPR class for all accepted applicants.

ADDITIONAL GRADUATION REQUIREMENTS:
Selected from the approved course list in the current MJC Catalog.

   Activities .................................................................2
   Guidance .......................................................................5
   Humanities ....................................................................3

Total Units for A.S. Degree .......................................................68½

POLICY FOR DENIAL OF LICENSURE
The California Board of Registered Nursing protects the public by screening applicants for licensure in order to identify potentially unsafe practitioners. Statutory authority for denial of licensure is set out in Business and Professions Code. Any student, considering a career in nursing, who has a criminal record is advised to contact the Board of Registered Nursing for advisement, prior to entering the ADN Program.

BOARD OF REGISTERED NURSING
400 R STREET, SUITE 4030
P. O. BOX 944210
SACRAMENTO, CA 94244-2100
(916) 322-3350

Vocational Nurse Certificate Upgrade (for LVN to RN)

In addition to the VN to ADN Upgrade Program, there is also a VN 30-Unit Certificate Upgrade Option which prepares students to take the NCLEX-RN examination, but does not award an A.S. Degree. Students interested in this option should contact the Director of Nursing in Allied Health for program information and advising.
Vocational Nurse Upgrade Program (LVN to RN)

The Vocational Nurse to Associate Degree Nursing Upgrade Program at Modesto Junior College prepares students to take the National Council Licensure Examination (NCLEX-RN), leading to licensure as a Registered Nurse. This Program is approved by the State of California.

The VN to ADN Upgrade Program begins in January and September of each year. It is two semesters in length. Although most classes are scheduled during the day, clinical experiences may include both morning and evening hours. During the four-week Preceptorship Program in NURSE 254, students will be expected to be in the clinical area on full-time basis. Students must be flexible and prepared to accept these assignments. Prior to entering the upgrade program, prerequisites may be taken on a part time basis.

In addition to the VN to ADN Upgrade Program, there is also a VN 30-Unit Option which prepares students to take the NCLEX-RN examination, but does not award an A.S. Degree. Students interested in this option should contact the Director of Nursing in Allied Health for information and advising.

For additional Program information, contact Allied Health, 575-6362. For academic advising, contact the Counseling Office, 575-6080.

APPLICATION PROCEDURE

Steps 1-8 must be completed in order for you to be considered a qualified applicant.

1. Admission to Modesto Junior College
2. High school graduation or equivalent
3. All transcripts (high school or equivalent and other colleges) must be on file in the Records Office, prior to the Program application deadline. Records Office will accept hand-carried transcripts that are in an unopened and sealed envelope.
4. The following 3 prerequisite courses must be completed by the semester in which you apply to the program. These courses may be in progress at the time of application. A GPA of 2.67 is required for these 3 prerequisites. Priority will be given to applicants who have completed these 3 prerequisites with a grade on the transcript at time of application.
   ANATOMY 125 (4 units)
   Prerequisite: High school biology or any of the following: AP 50, Biology 101 or 111.
   Note: Students who have completed AP 132 prior to or during Spring 1996 may submit a Course Equivalency/Substitution Request Form with their application packet.

   MICROBIOLOGY 101 (4 units)
   Prerequisite: Satisfactory completion of CHEM 143 or high school chemistry with a grade of B or better.
   Note: Students who have completed Microbiology 110 prior to or during Spring 1996 may submit a Course Equivalency/Substitution Request Form with their application packet.

   PHYSIOLOGY 101 (4 units)
   Prerequisite: Anatomy 125, or AP 132; and Chemistry 143 or 1 year of high school chemistry with a “B” or better

The following 5 prerequisite courses must be completed by the semester in which you apply to the program. These courses may be in progress at the time of application. A GPA of 2.5 is required for these 5 prerequisites.

   ENGLISH 101 (3 units)
   NURSE 219 (½ unit) and NURSE 220 (1½ units)
   PSYCHOLOGY 101 (3 units)
   SOCIOLOGY 101, or 125, or 150, or 154, or 156, or ANTHROPOLGY 102 (3 units)
   SPEECH COMMUNICATION 100 or 102 (3 units)

5. Minimum grade of “C” is required for any course included in the point system see specific GPA requirements listed in #4 above.

6. Assessment test requirements must be met by the program application deadline.
   MATH ASSESSMENT TEST
   With recommendation for Math 90, or completion of Math 70, or equivalent, with a grade of “C” or better
   READING ASSESSMENT TEST
   With a minimum score of 12 (50%). ALL applicants must take the reading assessment test.

   Contact the Testing Center, 575-6026 for testing information.

7. Submit a VN to ADN Upgrade Program application to Allied Health using the application periods listed below:
   SPRING SEMESTER: Beginning of August 1 through September 30
   FALL SEMESTER: Beginning of Spring semester through March 31

   Applications are available from Allied Health during the application periods listed above.

8. Must be a licensed vocational nurse in California.

IN ADDITION, ACCEPTED APPLICANTS MUST SUBMIT PROOF OF:

9. A. A medical history and physical examination completed by a Physician, Physician’s Assistant or Nurse Practitioner within 3 months prior to Program start date. The physical must state that the applicant is free from communicable diseases and does not have any health conditions that would create a hazard to self, employees or patients.
   B. Documentation of required immunizations.
   C. A negative PPD skin test must be obtained. If a positive reaction is obtained, or has previously been obtained, a chest x-ray must be taken unless medically contraindicated.

10. The ADN Program will offer a Health Care Provider CPR class for all accepted applicants, 1-2 weeks prior to the beginning of the program.

11. In selected cases, both written and skills proficiency testing may be required.

VN TO ADN UPGRADE PROGRAM CURRICULUM, INCLUDING GRADUATION REQUIREMENTS

PREREQUISITES: (See #4 under Application Procedure)

REQUIRED NURSING COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSE 253</td>
<td>[1]</td>
<td>Nursing Process 3..................9</td>
</tr>
</tbody>
</table>

Continued ➤
Nursing Courses

NURSE 40—NURSE ASSISTANT 5½ Units
Recommended for Success: High school diploma or GED AND Reading 184 with a grade of "C" or better OR score of 12 on MJC reading assessment. Preparation for employment as a nurse assistant in a skilled nursing facility. Upon satisfactory completion of the course, the student is eligible to take the state examination for certification as a Certified Nurse Assistant (CNA). Lecture/Laboratory for 15 weeks. Students entering the course must show proof of a physical examination within the last 3 months, current immunizations and PPD, and will be required to pay for fingerprints and criminal background screening. Materials fee required (fingerprints and criminal background check, items for infection control, and malpractice liability insurance). Field trips may be required. (GR)

NURSE 115—GUIDANCE FOR NURSING MAJORS ½ Unit
Acquaints students with the college, its curriculum, facilities, services, academic requirements, nursing program, degree and transfer requirements. Students view the role and function of the nurse. Students analyze their educational needs and goals and choose alternatives to enhance success through nursing education. Students will understand the curriculum requirements that pertain to them and formulate a detailed educational plan with alternatives for higher education. The role of aptitudes, interests, values and skills will be addressed. Important aspects of nursing as an occupational choice will be covered along with information regarding the nursing profession. Lecture. Students must meet with a counselor one hour during the semester to receive class credit. (CSU, CR/NIC)

NURSE 219—INTRODUCTION TO NURSING PROCESS ½ Unit
Recommended for Success: Reading ability at the 12th grade level (or a minimum score of 12 [50th percentile] on the MJC Reading Assessment test, and keyboarding skills. An overview of the problem-solving process used by nurses when caring for patients. May also be used as a review of the nursing process. Introductory course offered only in an online Internet-based format. The course will not prepare students for the practice of nursing. One of two Required Courses for LVN to ADN upgrades. An elective for students selecting the 30-unit option. Two maximum completions. Internet. (CSU, GR)

NURSE 220—VN TRANSITION: PREPARING FOR A CHANGING ROLE 1½ Units
Prerequisites: Students must provide evidence of licensure as a Licensed Vocational Nurse (LVN) in the State of California. Concurrent Enrollment: NURSE 219
Focus on providing the skills and knowledge required for Licensed Vocational Nurses (LVNs) desiring to enter the third semester of the Associate Degree Nursing (ADN) Program. Course content introduces the concepts and principles of the Roy Adaptation Model as applied to the development of nursing care plans. Additional content includes role transition, legal, ethical and regulatory issues, and clinical skills inherent in the RN role. Lecture/Laboratory. Materials fee required. (CSU, GR)

NURSE 250—LIFE SPAN NURSING 3 Units
Human life span from conception through the older adult years. Growth and development, issues of health promotion/protection and adaptation to common health problems. Utilizing the Roy Adaptation Model, the course examines the interplay of the four modes on the life span. Field trips may be required. Lecture. (GR, CSU)

NURSE 251—NURSING PROCESS 1 8 Units
Prerequisite: Complete with a grade of "C" or better: ANAT 125, PHYSIO 101, MICRO 101, PSYCH 101, SOCIO 101 or 125 or 150 or 154 or 156 or ANTHR 102, SPCCOM 100 or 102, ENGL 101 and acceptance into the ADN program. Concurrent Enrollment: NURSE 251P and NURSK 800. Recommended for Success: FDNTR 219 with a grade of "C" or better. Applies the basic concepts and principles of the Nursing Process to the care and needs of patients within the acute care setting. The primary focus of the course is on assessment and care of patients with alterations in basic health needs. Students practice fundamental clinical skills in a simulated lab setting prior to beginning care in the hospital. Additional theoretical principles taught in the course include therapeutic communication, professional ethics, and legal aspects of nursing. Field trips may be required. Lecture/Laboratory. Materials fee required (items for skills lab materials, infection control and/or malpractice liability insurance). (GR, CSU)

NURSE 251P—INTRODUCTION TO PHARMACOLOGY 1 Unit
Prerequisite: Acceptance into ADN program. Recommended for Success: FDNTR 219 with a grade of "C" or better. Concurrent Enrollment: NURSE 251 and NURSK 800. Introduction to concepts of Pharmacology, including nursing responsibilities, principles of drug action and pharmaceutical systems of measurements and calculations. Lecture. (GR, CSU)

NURSE 252—NURSING PROCESS 2 8 Units
Prerequisite: Completion of NURSE 251, 251P with a grade of "C" or better. Concurrent Enrollment: NURSE 250 and NURSK 800. Applies the basic principles and concepts of the Roy Model and Nursing Process to meet the adaptation needs of the pediatric patient, the patient with alterations of the reproductive system, the childbearing woman, and the childbearing family. Family centered care in the hospital and community setting will be emphasized. Throughout the course, health maintenance and prevention of illness will be emphasized in patient/family teaching. Field trips may be required. Lecture/Laboratory. Materials fee required (items for infection control and/or malpractice liability insurance). (GR, CSU)

NURSE 253—NURSING PROCESS 3 9 Units
Prerequisite: Completion of NURSE 252 with a grade of "C" or better. Concurrent Enrollment: NURSK 800 Focuses on promoting adaptation for adolescent through senescent clients with serious or complex alterations in health. Students will complete didactic units in oxygenation, protection, oncology, and psychosocial-spiritual nursing. Acute hospital setting will be utilized for the clinical practicum of the course. Students will also be assigned in an acute psychiatric setting and tertiary areas that support and provide community mental health care services. Field trips may be required. Lecture/Laboratory. Materials fee required (items for skills lab materials, infection control and/or malpractice liability insurance). (GR, CSU)
COURSES AND ACADEMIC PROGRAMS

NURSE 254—NURSING PROCESS 4  11 Units
Prerequisite: NURSE 253
Concurrent Enrollment: NURSE 500
Concepts and principles of advanced medical/surgical nursing: students will provide care for patients in the acute-care setting. The last six weeks of the course consists of a clinical preceptorship in which the student works directly under the supervision of an identified staff nurse preceptor to assist the student in transition to the role of staff nurse. Field trips may be required. Lecture/Laboratory. Materials fee required (items for infection control, testing materials, and/or malpractice liability insurance and NCLEX test). (GR, CSU)

NURSE 350—VOCATIONAL NURSE 1  12½ Units
Prerequisites: Reading 184, English 49, Math 20, Certified Nursing Assistant. Enrollment limited to those admitted to the CNA to LVN program.
Applies the fundamentals of nursing to the care and needs of patients within the acute and long-term hospital setting. The primary focus of the course is on the care of patients with alterations in basic health care needs. Students practice fundamental clinical skills in a simulated lab setting prior to beginning care in the hospital. Additional theoretical principals taught in the course are Anatomy and Physiology, Pharmacology and Psychology. Lecture/Laboratory. Field trips required. (GR)

NURSE 361—VOCATIONAL NURSE 2  16 Units
Prerequisite: NURSE 350—completed with a grade of “C” or better.
Applies basic nursing knowledge to the care and needs of adult patients with disorders of musculoskeletal system, integumentary system, cardiovascular system, neurological system, urinary system, and endocrine system. Practical experience will be gained in the acute hospital setting. Lecture/Other. Field trips required. (GR)

NURSE 352—VOCATIONAL NURSE 3  12 Units
Prerequisite: NURSE 351—completed with a grade of “C” or better.
Applies the basic principles and concepts of the nursing process to meet the adaptation needs of the pediatric patient, the patient with alterations of the reproductve system, the childbearing woman and family, basic emergency care, and patient with disorders of the eyes, ears, nose, and throat. Family-centered care in the acute hospital will be emphasized. Lecture/Other. Field trips required. (GR)

NURSE 362—VOCATIONAL NURSE 4  11 Units
Prerequisite: NURSE 361—completed with a grade of “C” or better.
Applies the fundamentals of nursing to the care and needs of patients with disorders of the nervous system, respiratory system, gastrointestinal system, integumentary system, and cardiovascular system. Provides students enrolled in the ADN program an opportunity to obtain additional nursing experience in a structured clinical work/study community service program in participating clinical agencies. Students gain additional practice in nursing by applying previously learned knowledge and skills. NURSE 361 has five maximum completions for a total of five units. NURSE 362 has five maximum completions for a total of 10 units. (Cooperative General Work Experience is included in this maximum.) Lecture: 1 hour arranged. Seventy-five hours related work experience per semester equals 1 unit. One hundred fifty hours related work experience per semester equals 2 units.

NURSE 385—WORK EXPERIENCE  4 Units
VOCATIONAL NURSE 1
Concurrent enrollment: NURSE 350
The Nursing Work Experience is designed to provide an opportunity for students enrolled in Vocational Nursing Program to participate in relevant work experiences in a community clinical agency participating in nursing work experience. Students acquire knowledge, skills, and attitudes necessary for success in the field of nursing. (CR/NC)

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Nutrition
See Foods and Nutrition

Occupational Therapy, Pre
This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

Office Administration (OFADM)

Clerical Program
The Clerical A.A./A.S. Degree/Certificate programs are designed to prepare students for various types of office occupations in the clerical field. Clerical training involves the study of various procedures, duties, and practices applicable to many business offices, as well as the development and acquisition of basic skills necessary for success in those positions. Students learn keyboarding, records management, human relations, business communication, and math.

Career possibilities in the clerical field are numerous. Jobs exist in governmental agencies, schools, health facilities, stores, and in private businesses. Some of the career alternatives for clerical graduates are record keeper, file clerk, general office clerk, mail clerk, inventory clerk, receptionist, and word processor.

Certificate: Clerical

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 30 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSAD 310</td>
<td>[NP]</td>
<td>Bookkeeping 1 ........................................</td>
</tr>
<tr>
<td>MATH 50</td>
<td>[NP]</td>
<td>Business Math ...........................................</td>
</tr>
<tr>
<td>OFADM 303</td>
<td>[NP]</td>
<td>Keyboarding for Speed and Accuracy (twice at ½ unit)</td>
</tr>
</tbody>
</table>
OFADM 305 [3] Records Management ...............................................3
OFADM 313 [1] Office Skills .........................................................3
OFADM 353 [2] Introduction to Computers and Windows ...............1
OFADM 359 [3] Introduction to Spreadsheet Software .....................1
OFADM 362 [NP] Introduction to Business Presentation Software .......1
OFADM 363 [NP] Understanding the Internet ................................1
OFADM 366 [NP] Proofreading Techniques ....................................1
OFADM 375 [4] 10-Key on the Computer ......................................1

TOTAL UNITS FOR CERTIFICATE .............................................. 30

AA Degree: Clerical

• To earn an Associate in Arts Degree, student must complete the 20 Required Units and must meet MJC Graduation Requirements.

REQUIRED COURSES - Complete 20 units
OFADM 203B [1] Intermediate Keyboarding ..................................2
OFADM 313 [1] Office Skills ..........................................................3
OFADM 353 [2] Introduction to Computers and Windows ...............1
OFADM 359 [3] Introduction to Spreadsheet Software .....................1
OFADM 375 [4] 10-Key on the Computer ......................................1

TOTAL UNITS FOR A.A. MAJOR .............................................. 20

AS Degree: Clerical

• To earn an Associate in Science Degree, the student must complete the 20 Required Units for A.A. Degree, plus 10 Elective Units from the Elective Courses below, and complete the MJC Graduation Requirements. Student should consult with a Clerical advisor for selection of Elective Units.

ELECTIVE COURSES - Complete 10 units
OFADM 303 [NP] Keyboarding for Speed and Accuracy (twice at 1/2 unit) 1
OFADM 330 [NP] Beginning Word Processing ...............................3
OFADM 362 [NP] Introduction to Business Presentation Software .......1
OFADM 363 [NP] Understanding the Internet ................................1
OFADM 366 [NP] Proofreading Techniques ....................................1
BUSAD 300 [NP] Machine Calculation ..........................................2
BUSAD 310 [NP] Bookkeeping 1 ...................................................3
BUSAD 379 [NP] Customer Relations .............................................1
BUSAD 380 [NP] Customer Service ..............................................1

TOTAL UNITS FOR A.S. MAJOR .............................................. 30

Office Administration Program

The Office Administration A.A./A.S. Degree/Certificate Program is designed to prepare students for occupations in the office administration field. Some career possibilities are administrative assistant, executive secretary, office manager, office supervisor, and transcriptionist. Office administration involves the study of office procedures, duties, and practices applicable to many business offices, as well as the development and acquisition of skills necessary for success in these positions. Students learn keyboarding, word processing, records management, human relations, business communication, and math. Word processing, letter composition, and office administration procedures are emphasized to prepare students for the assumption of responsible positions.

Certificate: Office Administration

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 32 units
OFADM 203B [1] Intermediate Keyboarding .................................2
CMPSM 274 [1] Microcomputer Applications ...............................4
OFADM 375 [NP] 10-Key on the Computer ....................................1
CMPPGR 115 [NP] Business Presentation Graphics .......................3
MATH 50 [NP] Business Math .....................................................3

TOTAL UNITS FOR CERTIFICATE .............................................. 32

AA Degree: Office Administration

• To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

REQUIRED COURSES - Complete 20 units
OFADM 203B [1] Intermediate Keyboarding .................................2
CMPSM 274 [1] Microcomputer Applications ...............................4

TOTAL UNITS FOR A.A. MAJOR .............................................. 20

AS Degree: Office Administration

• To earn an Associate in Science Degree, the student must complete the Required courses for AA Degree, the 10 Elective units below, and the MJC Graduation Requirements. Student should consult with an Office Administration advisor for selection of Elective Units.

ELECTIVE COURSES - Complete 10 units
CMPPGR 115 [NP] Business Presentation Graphics .......................3
BUSAD 310 [NP] Bookkeeping 1 ...................................................3
BUSAD 377 [NP] Human Relations in Business .............................3
OFADM 303 [NP] Keyboarding for Speed and Accuracy ...........................
(May be repeated up to a maximum of 2 units)
OFADM 304 [NP] Business English .............................................3
OFADM 305 [NP] Records Management .......................................3
OFADM 328AB [NP] Machine Transcription .................................1 or 2
OFADM 375 [NP] 10-Key on the Computer ....................................1
SU-TR 351 [NP] Elements of Supervision ....................................3

TOTAL UNITS FOR A.S. MAJOR .............................................. 30

Continued ➢
Office Administration

Office Computer Applications Program

The Office Computer Applications Certificate will be given for occupational preparation and/or career supplementation and/or career upgrade. These courses will help students meet the "computer" requirements needed for today's office worker: keyboarding, advanced document preparation including mail merge and linking/embedding documents, spreadsheet design and analysis, computer presentation design, information management utilizing a database, and the Windows operating system.

Certificate: Office Computer Applications

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 17 units
OFADM 301 [NP] Beginning Keyboarding........................................1 ½
OFADM 302 [NP] Document Processing........................................1 ½
OFADM 203B [NP] Intermediate Keyboarding................................2
OFADM 330 [NP] Beginning Word Processing..............................3
OFADM 231 [NP] Intermediate Word Processing.............................3
CMPS 278 [NP] Spreadsheet Software........................................3
OFADM 361 [NP] Introduction to Databases....................................1
OFADM 362 [NP] Introduction to Business Presentation Software.....1
OFADM 353 [NP] Introduction to Windows......................................1

TOTAL UNITS FOR CERTIFICATE ........................................ 17

Office Support Program

The Office Support Certificate is designed for students desiring to meet entry-level qualifications for office support positions which require keyboarding, telephone techniques, business document formatting, document organization, time management, word processing skills, Internet and e-mail protocol, and spreadsheet design.

Certificate: Office Support

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 17 units
OFADM 301 [NP] Beginning Keyboarding........................................1 ½
OFADM 302 [NP] Document Processing........................................1 ½
OFADM 304 [NP] Business English.................................................3
OFADM 305 [NP] Records Management...........................................3
OFADM 313 [NP] Office Skills...........................................................3
OFADM 361 [NP] Introduction to Databases....................................1
BUSAD 300 [NP] Machine Calculations.........................................2

TOTAL UNITS FOR CERTIFICATE ........................................ 17

Records Management/Data Entry Specialist Program

The Records Management/Data Entry Specialist Certificate is designed for students desiring to meet entry-level requirements for records management and data entry employees: keyboarding, filing rules and their applications, manual and computer filing system development, telephone techniques, time management skills, ten-key data entry and math calculations.

Certificate: Records Management/Data Entry

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 16 units
OFADM 301 [NP] Beginning Keyboarding........................................1 ½
OFADM 302B [NP] Beginning Document Processing......................1 ½
OFADM 304 [NP] Business English.................................................3
OFADM 305 [NP] Records Management...........................................3
OFADM 313 [NP] Office Skills...........................................................3
OFADM 361 [NP] Introduction to Databases....................................1
BUSAD 300 [NP] Machine Calculations.........................................2

TOTAL UNITS FOR CERTIFICATE ........................................ 16

Word Processing Program

The Word Processing Certificate program is designed to teach students word processing skills and concepts. Students acquire the necessary competencies for the modern office. Word processing and Desktop publishing has become one of the fastest growing careers during the past decade. There are a wide variety of employment opportunities available.

Certificate: Word Processing

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 26 units
OFADM 303 [NP] Keyboarding for Speed and Accuracy (twice at ½ unit) 1
OFADM 203C [1] Intermediate Keyboarding.....................................3
OFADM 231 [1] Intermediate Word Processing..............................3
OFADM 311 [1] Business English and Transcription.....................3
CMPS 274 [1] Microcomputer Applications...................................4

ELECTIVE COURSES - Complete 6 units
CMPS 217 [NP] Computer Illustration Software..............................3
CMPS 235 [NP] Image Manipulation Software...............................3
OFADM 363 [NP] Understanding the Internet..................................OR
CMPS 262 [NP] Exploring the World Wide Web.............................1

Continued ➤
Office Administration Courses

OFADM 203A,B,C—INTERMEDIATE KEYBOARDING 1,2,3 Units
Recommended for Success: One semester of keyboarding and 40 gross words per minute on a three-minute test.

Further development of keyboarding speed and accuracy skills; practice and drill on production keyboarding; drill and practice on formatting techniques and procedures for setting up business documents: business letters, tabulated reports, reports, business forms, including invoices, interoffice memoranda, envelopes, outlines, minutes, and agendas. Individualized instruction. Three maximum completions for 203A only. Materials fee required. Open entry/open exit. (CSU, GR)

OFADM 231—INTERMEDIATE WORD PROCESSING 3 Units
Recommended for Success: OFADM 203 and either OFADM 330 or CMPSC 274.
Also offered as CMPSC 231.

Intermediate word processing features such as merge, macros, styles, graphics, tabs, and sorts. Features will be applied in creating business documents. Two maximum completions. Materials fees required. Lecture/Laboratory. (CSU) (CC OFTEC 41)

OFADM 232—ADVANCED WORD PROCESSING 3 Units
Recommended for Success: CMPSC 231 or OFADM 231 or prior knowledge of word processing.

Application of advanced word processing techniques and procedures including those features relating to desktop publishing. For students who are already knowledgeable in word processing software. Lecture/Laboratory. (CSU)

OFADM 301—BEGINNING KEYBOARDING 11⁄2 Units
Development of basic alphabetic/numeric keyboarding skills needed for the operation of the keyboard by the touch system. Drills to develop speed and accuracy on straight copy. Recommended for Success: OFADM 301 or ability to keyboard by touch at 25 GWAM.

Further development of speed and accuracy on the alpha/numeric keyboard. Instruction in opening, saving, naming, printing documents; deletion and addition of text; margin/tab settings; spacing techniques; text editing techniques; vertical/horizontal centering; basic business letter, memo and report formats. Laboratory. Materials fee required. (GR) (CC OFT C 120)

OFADM 302—BEGINNING DOCUMENT PROCESSING 11⁄2 Units
Recommended for Success: OFADM 301 or ability to keyboard by touch at 25 GWAM.

OFADM 303—KEYBOARDING FOR SPEED AND ACCURACY 1⁄2 Unit
Recommended for Success: OFADM 301 or ability to keyboard by touch at 25 GWAM.

Keyboarding course designed to diagnose a student's current keyboarding skills needs, prescribe appropriate practice materials, measure skill development, improve speed and accuracy, and continually evaluate the skill-building process. Four maximum completions. Materials fee required. (GR)

OFADM 304—BUSINESS ENGLISH 3 Units
Review of basic grammar, stressing the parts of speech, sentence structure, capitalization, punctuation, spelling rules, meaning of words often confused and business vocabulary. Lecture.

OFADM 305—RECORDS MANAGEMENT 3 Units
Filing rules and their application to alphabetic, numeric, geographic, and subject systems; establishing manual and computer filing systems; records, control, retention, transfer, equipment, and supplies; micrographics; using the computer to store, organize, maintain, and retrieve information. Field trips may be required. Lecture/Laboratory.

OFADM 311—BUSINESS ENGLISH AND TRANSCRIPTION 3 Units
Recommended for Success: Ability to keyboard assignments.
Development of skills in transcribing notes including mastery of problems in spelling, word usage, punctuation, grammatical construction, capitalization, syllabication, and use of figures. Lecture.

OFADM 313—OFFICE SKILLS 3 Units
A study of various positions available in an office. Emphasis on location, skills, salary, benefits and retirement packages of office positions. Covers entry-level skills and experiences necessary for beginning office positions, including career planning, telephone and time management skills. Recommended as a first semester course for students pursuing an Office Administration or Clerical certificate or degree. Field trips may be required. Lecture.

OFADM 314—OFFICE PROCEDURES AND TECHNOLOGIES 3 Units
Recommended for Success: OFADM 203 or 231.
A study of the attributes and skills needed to work in an office. Explores duties of receptionist, office clerk, word processing operator, and administrative assistant. Covers topics in telecommunications, reprographics, oral and written communications, mailing and shipping, and financial record keeping. Field trips may be required. Lecture. (Fall Only)

OFADM 315—TODAY'S OFFICE 2 Units
Recommended for Success: Previous completion of all Required Courses for Office Administration or Clerical degree or certificate.
Provides a simulated office environment to give students the experience that is often necessary in obtaining and keeping an office position. Students will be "hired" as an employee within the simulated office with the availability of transferring to other positions later in the course. Application of skills and knowledge necessary to be an effective employee will be emphasized. Upon mastery of necessary skills, students may be placed as interns in offices to gain additional experience. The course should be taken in the student's last semester before graduation or certificate completion. Field trips may be required. Two maximum completions. Laboratory. (Spring Only)

OFADM 318A,B,C,D—INDIVIDUALIZED STUDY ½,11⁄2,2 Units
Designed to expand the student's office administration skills in terms of the standards of business in a specific area of study under the supervision of an instructor. Maximum completions not to exceed 2 units. Open entry/open exit. Lecture.

OFADM 328A,B—MACHINE TRANSCRIPTION 1,2 Units
Recommended for Success: OFADM 331 or 304 with grade “C” or better, and ability to keyboard 40 gross words per minute on three-minute test.

OFADM 330—BEGINNING WORD PROCESSING 3 Units
Recommended for Success: OFADM 301 or ability to keyboard by touch.
Introduction to the use and capabilities of word processing software with hands on experience in creating, revising and printing documents. Course designed for initial exposure to word processing. Students who have completed CMPSC 201, 202, or 274 or OFADM 356 should enroll in OFADM/CMPSC 231. Two maximum completions. Lecture/Laboratory.

OFADM 351—INTRODUCTION TO COMPUTERS AND WINDOWS 1 1⁄2 Units
Recommended for Success: Ability to keyboard by touch.
Basic introduction to computers and the Windows Operating Environment. Course will explain components of a computer system and provide hands-on training using a personal computer with Windows software. Course is for students new to using personal computers and the Windows environment. Lecture/Laboratory. Materials fee required. (GR)
### OFADM 352—INTRODUCTION TO COMPUTERS AND WINDOWS 1
Recommended for Success: Ability to keyboard and OFADM 351.
Continuation of OFADM 351. Explores Windows accessories, providing hands-on experience in the use of the features and use of a graphical user interface. Lecture/Laboratory. Materials fee required. (GR)

### OFADM 353—INTRODUCTION TO COMPUTERS AND WINDOWS
Recommended for Success: Ability to keyboard.
A combination of OFADM 351 and 352 courses. Basic introduction to computers and the Windows Operating Environment. Explains components of a computer system and provide hands-on training using a personal computer. Intended for students new to using personal computers and the Windows environment. Lecture/Laboratory. Materials fee required. (GR)

### OFADM 354—INTRODUCTION TO WORD PROCESSING 1
Recommended for Success: Ability to keyboard by touch.
An introductory course in word processing. Features of word processing software presented in a hands-on learning environment. Lecture/Laboratory. Materials fee required. (GR)

### OFADM 355—INTRODUCTION TO WORD PROCESSING 2
Recommended for Success: OFADM 354
A continuation of the OFADM 354 course—Introduction to Word Processing. The course is designed for learning document processing through application of word processing software features. Lecture/Laboratory. Materials fee required. (GR)

### OFADM 356—INTRODUCTION TO SPREADSHEET SOFTWARE 1
Recommended for Success: OFADM 351
Introduction to spreadsheet software. Spreadsheets features applied to the creation of worksheets. Lecture/Laboratory. Materials fee required. (GR)

### OFADM 357—INTRODUCTION TO SPREADSHEET SOFTWARE 2
Recommended for Success: OFADM 357
A continuation of OFADM 357. Spreadsheet charts, worksheet layout, sorting and copying. Two maximum completions. Lecture/laboratory. Materials fee required. (GR)

### OFADM 358—INTRODUCTION TO SPREADSHEET SOFTWARE
Recommended for Success: OFADM 351
A combination of OFADM 357 and 358. Introduction to spreadsheet features applied to the use of the features and use of a graphical user interface. Lecture/Laboratory. Materials fee required. (GR)

### OFADM 360—INTRODUCTION TO DATABASES
Recommended for Success: OFADM 351 or equivalent.
A beginning course using features of database software. Course is designed to enable students to learn and apply the features of database software to organize information and to work with stored information. Two maximum completions. Lecture. Materials fee required. (GR)

### OFADM 361—INTRODUCTION TO BUSINESS PRESENTATION SOFTWARE
Recommended for Success: OFADM 351
A beginning course using computer software to design slides, outlines, note pages, and audience handouts for business presentations. Two maximum completions. Open entry/open exit. Materials fee required. (GR)

### OFADM 363—UNDERSTANDING THE INTERNET
1 Unit
Fundamentals of using the internet. Topics included in the course: internet terminology, use of browsers, search engines and sites, downloading of files and e-mail. Two maximum completions. Lecture. Materials fee required. (GR)

### OFADM 364—GRAMMAR IN THE OFFICE
1 Unit
A short course in basic English grammar for office employees. Emphasis on parts of speech, subject and verb, pronoun usage, sentences, punctuation, number usage, and business terms. Open entry/open exit. Materials fee required. (GR)

### OFADM 366—PROOFREADING TECHNIQUES
1 Unit
Recommended for Success: OFADM 304
A self-paced course addressing the skills needed to identify mechanical and content errors in handwritten or printed text by using proofreader’s marks. Grammar, punctuation, and spelling rules will be reviewed. (GR)

### OFADM 375—10-KEY ON THE COMPUTER
1 Unit
Recommended for Success: Ability to keyboard by touch.
Touch system of numeric keys on the 10-key pad. Open entry/open exit. Materials fee required. (GR)

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### Office Automation

**See Computer Science and Office Administration**

### Optometry, Pre

This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

### Ornamental Horticulture

**See Environmental Horticultural Science**

### Parent Education

**See Family Life**

### Pharmacy, Pre

This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

### Philosophy (PHILO)

**PHILO 101—PHILOSOPHY**
3 Units
A careful and critical examination of some of the “Great Questions” philosophers have pursued from ancient times to the present. Some of these include: What is human nature? What is real? Do we have free will? Does God exist? What can we know? How should we act? What is the source of evil? And, what is the nature of truth? Lecture. (CAN PHIL 2; CSU, UC) (CC PHILO 1)

**PHILO 103—SYMBOLIC LOGIC**
3 Units
Also offered as CMPSC 103.
An introduction to modern deductive logic; includes sentential and predicate logic with identity theory and definite descriptions. Lecture. (CAN PHIL 6; CSU, UC)
PHILO 105—REASONING  
Prerequisite: ENGL 101  
3 Units  
An examination of logic and its practical application in everyday situations, including problem solving, advertisement discrimination, political evaluation and argumentation. Lecture. (CSU, UC)

PHILO 107—PHILOSOPHY OF SCIENCE  
Prerequisite: ENGL 101  
3 Units  
Systematic study of the methods of scientific inquiry. Application of critical thinking through philosophical analysis of scientific methodology. Significant emphasis on essay writing in developing analytic skills. For both science and non-science majors. Lecture. (CSU, UC)

PHILO 111—ETHICS: THEORY AND APPLICATION  
3 Units  
Systematic study of reflective choice, standards of right and wrong by which it may be guided and attainable goods toward which it may be directed. Readings on concepts of good, duty, egoism, altruism, freedom, personal and social responsibility. Lecture. (CAN PHIL 4, CSU, UC)

PHILO 115—RELIGION: A PHILOSOPHICAL AND COMPARATIVE INQUIRY  
3 Units  
Introduction to the philosophical problems of religion and a comparative analysis of religious traditions and spiritual practices. Topics include the nature and existence of God, faith and reason, religious knowledge, language and experience in human life. Lecture. (CSU, UC) (CC HUMAN/PHILO 4)

PHILO 120—HISTORY OF PHILOSOPHY: ANCIENT  
3 Units  
Western ideas and philosophers from ancient Greece to the 16th century, with a consideration of prominent Eastern philosophies. The primary focus is on Greek and Roman philosophy, and the development of Christian philosophy through the middle ages. Some of the topics include free will/determinism, the nature of existence, being, definition and logic. Lecture. (CAN PHIL 8, CAN PHIL SEQ A, CSU, UC)

PHILO 121—HISTORY OF PHILOSOPHY: MODERN  
3 Units  
Western ideas and philosophers from the 16th century to the present, with a consideration of prominent Eastern philosophies. The primary focus is on renaissance thought, the rise of modern science, 18th and 19th century empirical thought and critical philosophies, and trends in the 20th century. Lecture. (CAN PHIL 10, CAN PHIL SEQ A, CSU, UC)

PHILO 123—TWENTIETH CENTURY PHILOSOPHY  
3 Units  
An examination of late nineteenth and twentieth century philosophy, including but not limited to representative thinkers of American Pragmatism, Continental Existentialism and Phenomenology, and Anglo-American Analytic Philosophy. Lecture. (CSU, UC).

PHILO 130—POLITICAL THEORY  
3 Units  
Also offered as POLSCI 130.  
A study of social and political thought using classical and contemporary writings, with emphasis on current issues. Ideologies discussed include democracy, socialism, capitalism, communism, fascism, and anarchism. Lecture. (CSU, UC)

PHILO 140—PHILOSOPHY AND FILM  
3 Units  
An introduction to philosophical problems and reasoning through an analysis of films. Topics discussed include philosophy of life and existence, political ideologies, the nature of aesthetic experience, and theories of film. Field trips may be required. Lecture/Laboratory (CSU, UC)

Photography  
See Art
### Physical Education

#### 1-5 units of PE activity classes from the following list

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Units</th>
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<tr>
<td>PE-A</td>
<td>Adaptive Weight Training</td>
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<td>PE-A</td>
<td>Adaptive Run/Walk</td>
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<td>PE-A</td>
<td>Advanced Sports</td>
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<tr>
<td>PE-A</td>
<td>Back Basics</td>
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<tr>
<td>PE-A</td>
<td>Adaptive Fitness</td>
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<td>PE-C</td>
<td>Beginning Racquetball</td>
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<td>PE-C</td>
<td>Intermediate Racquetball</td>
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<tr>
<td>PE-C</td>
<td>Bowling</td>
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<tr>
<td>PE-C</td>
<td>Beginning Modern Dance</td>
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</tr>
<tr>
<td>PE-C</td>
<td>Intermediate Modern Dance</td>
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</tr>
<tr>
<td>PE-C</td>
<td>Advanced Modern Dance</td>
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<tr>
<td>PE-C</td>
<td>Jazz Dance</td>
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<td>PE-C</td>
<td>Aerobics</td>
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<tr>
<td>PE-C</td>
<td>International Folk Dance</td>
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<td>PE-C</td>
<td>Ballet 1</td>
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<td>PE-C</td>
<td>Contact Improvisation</td>
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<td>PE-C</td>
<td>Exercise for Fitness</td>
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<tr>
<td>PE-C</td>
<td>Fitness for Special Populations</td>
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<tr>
<td>PE-C</td>
<td>Beginning Golf</td>
<td>½</td>
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<tr>
<td>PE-C</td>
<td>Intermediate Golf</td>
<td>½</td>
</tr>
<tr>
<td>PE-C</td>
<td>Advanced Golf</td>
<td>½</td>
</tr>
<tr>
<td>PE-C</td>
<td>Gymnastics</td>
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</tr>
<tr>
<td>PE-C</td>
<td>Yoga for Better Health</td>
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<tr>
<td>PE-C</td>
<td>Intermediate Yoga for Better Health</td>
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<tr>
<td>PE-C</td>
<td>Self-Defense</td>
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<td>PE-C</td>
<td>Paddle Tennis/Pickleball</td>
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<td>Beginning Swimming</td>
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<td>PE-C</td>
<td>Advanced Swimming</td>
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<tr>
<td>PE-C</td>
<td>Swim for Fitness</td>
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<td>PE-C</td>
<td>Lifeguard Training</td>
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<td>Water Safety Instructor</td>
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<td>PE-C</td>
<td>Table Tennis</td>
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<td>PE-C</td>
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<td>Advanced Tennis</td>
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<tr>
<td>PE-C</td>
<td>Tournament Tennis</td>
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<td>PE-C</td>
<td>Track and Field</td>
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<td>PE-C</td>
<td>Training for Distance Running</td>
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<td>PE-C</td>
<td>Volleyball</td>
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<td>PE-C</td>
<td>Power Volleyball</td>
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<tr>
<td>PE-C</td>
<td>Hiking 1</td>
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<tr>
<td>PE-C</td>
<td>Pilates for Fitness</td>
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<td>PE-C</td>
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<td>PE-C</td>
<td>Power Lifting</td>
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<td>PE-C</td>
<td>Weight Training</td>
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<tr>
<td>PE-M</td>
<td>Baseball</td>
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<td>PE-M</td>
<td>Baseball Team Play Concepts</td>
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<tr>
<td>PE-M</td>
<td>Beginning Basketball</td>
<td>½</td>
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<tr>
<td>PE-M</td>
<td>Intermediate Basketball</td>
<td>½</td>
</tr>
<tr>
<td>PE-M</td>
<td>Advanced Basketball</td>
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<td>PE-M</td>
<td>Basketball Team Play Concepts</td>
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<tr>
<td>PE-M</td>
<td>Touch Football and Kanaki</td>
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<td>Advanced Touch Football</td>
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<tr>
<td>PE-M</td>
<td>Soccer</td>
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</tr>
<tr>
<td>PE-M</td>
<td>196 [NP] Advanced Wrestling</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Water Aerobics</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Exercise for Healthy Living</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Women's Indoor-Outdoor Soccer</td>
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<td>PE-M</td>
<td>196 [NP] Women's Self-Defense</td>
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<td>PE-M</td>
<td>196 [NP] Women's Weight Training</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Varsity Baseball</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Men's Varsity Basketball (Fall)</td>
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<td>196 [NP] Men's Varsity Basketball (Spring)</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Varsity Cross-Country</td>
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<td>196 [NP] Varsity Football</td>
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<td>PE-M</td>
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<td>196 [NP] Men's Varsity Soccer</td>
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<td>196 [NP] Men's Varsity Swimming and Diving</td>
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<td>196 [NP] Men's Varsity Track-Field</td>
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<td>PE-M</td>
<td>196 [NP] Men's Varsity Water Polo</td>
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<td>PE-M</td>
<td>196 [NP] Varsity Wrestling</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Women's Varsity Basketball (Fall)</td>
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<tr>
<td>PE-M</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Women's Varsity Cross-Country</td>
<td>3</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Women's Varsity Golf</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Women's Varsity Softball</td>
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<td>PE-M</td>
<td>196 [NP] Women's Varsity Soccer</td>
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<tr>
<td>PE-M</td>
<td>196 [NP] Women's Varsity Swimming and Diving</td>
<td>3</td>
</tr>
<tr>
<td>PE-M</td>
<td>196 [NP] Women's Varsity Tennis</td>
<td></td>
</tr>
<tr>
<td>PE-M</td>
<td>196 [NP] Women's Varsity Track and Field</td>
<td>3</td>
</tr>
<tr>
<td>PE-M</td>
<td>196 [NP] Women's Varsity Volleyball</td>
<td></td>
</tr>
<tr>
<td>PE-M</td>
<td>196 [NP] Women's Varsity Water Polo</td>
<td></td>
</tr>
</tbody>
</table>

#### TOTAL UNITS FOR A.A. MAJOR ............................................ 20

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### Athletic Training/Sports Medicine Program

The Athletic Training/Sports Medicine program at MJC is designed to prepare students for appropriate procedures in prevention, care, and rehabilitation of athletic injuries. This degree is also designed to transfer students to four-year institutions where they can continue their education to fulfill the requirements of the National Athletic Trainer’s Association. This will lead to the student’s eventual eligibility to challenge the national examination, and upon successful completion of the Required Courses and passing the exam, become a Certified Athletic Trainer.

#### AS Degree: Athletic Training/Sports Medicine

- **To earn an Associate in Science degree, students must complete the following coursework and meet the MJC Graduation Requirements. Courses should be selected with the assistance of an Athletic Training faculty advisor.**

#### REQUIRED COURSES - Complete 28 units

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
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<tbody>
<tr>
<td>PE</td>
<td>Human Anatomy</td>
<td>3</td>
</tr>
<tr>
<td>PE</td>
<td>Applications of Sports Medicine</td>
<td>3</td>
</tr>
<tr>
<td>PE</td>
<td>Peak Performance Through Mental Training</td>
<td>3</td>
</tr>
<tr>
<td>PE</td>
<td>Care and Prevention of Athletic Injuries</td>
<td>3</td>
</tr>
<tr>
<td>HE</td>
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<tr>
<td>HE</td>
<td>Advanced First Aid/Emergency Response</td>
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<tr>
<td>PHY01</td>
<td>Introduction to Human Physiology</td>
<td>4</td>
</tr>
</tbody>
</table>

*Continued*
### Physical Education Courses

**Graduation Activity Requirement**

Physical Education classes used to fulfill the graduation activities requirement must be from the PE-A, PE-C, PE-M, PE-W, PE-VM, or PE-VW class listings.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Units</th>
<th>Prerequisites</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PE 90A, B</td>
<td>ASSISTING IN ADAPTED PHYSICAL EDUCATION</td>
<td>1, 2</td>
<td>PE 122</td>
<td>Experience working with physically limited students enrolled in the PE-A programs. Emphasis on application and improvement in skills acquired in PE 122. Opportunity to work with students with a wide range and varying degrees of disabilities and disease manifestations. PE 90A has four maximum completions and PE 90B has two maximum completions. Laboratory.</td>
</tr>
<tr>
<td>PE 100</td>
<td>INTRODUCTION TO PHYSICAL EDUCATION</td>
<td>3</td>
<td></td>
<td>History, philosophy, and principles of Physical Education. Study of the aims and objectives of modern physical education with emphasis on the development of basic philosophy and background for the profession of physical education. Lecture. (CSU, UC, GR, CAN KINE/PE 2)</td>
</tr>
<tr>
<td>PE 101</td>
<td>BASKETBALL THEORY</td>
<td>1</td>
<td></td>
<td>Basketball rules, mastery of position and team play. Development of strategies and philosophy. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>PE 102</td>
<td>OFFENSIVE FOOTBALL THEORY</td>
<td>2</td>
<td></td>
<td>An analysis of offensive position and team play. Critical analysis of offensive techniques, rules, physical and mental training procedures, and film evaluation. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>PE 103</td>
<td>TRACK AND FIELD TEAM CONCEPTS</td>
<td>1</td>
<td></td>
<td>Specialized approach to track and field. Rules, training procedures, strategy, and performance evaluation. Two maximum completions. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>PE 104</td>
<td>WRESTLING THEORY</td>
<td>1</td>
<td></td>
<td>Analysis of wrestling: rule interpretations, winning psychology; film analysis. Lecture. Not offered every semester. (CSU, UC)</td>
</tr>
<tr>
<td>PE 105</td>
<td>DEFENSIVE FOOTBALL THEORY</td>
<td>2</td>
<td></td>
<td>An analysis of defensive position and team play. Critical analysis of defensive techniques, rules, physical and mental training, and film evaluation. Lecture. (CSU, UC, Fall)</td>
</tr>
<tr>
<td>PE 106</td>
<td>OFFENSIVE BASEBALL THEORY</td>
<td>2</td>
<td></td>
<td>An analysis of offensive techniques, position and team play. Coverage of rules and training procedures. Two maximum completions. Lecture/Laboratory. Not offered every semester. (CSU, UC)</td>
</tr>
<tr>
<td>PE 107</td>
<td>DEFENSIVE BASEBALL THEORY</td>
<td>2</td>
<td></td>
<td>Analysis of defensive techniques, position and team play. Coverage of rules and training procedures. Two maximum completions. Lecture/Laboratory. Not offered every semester. (CSU, UC)</td>
</tr>
<tr>
<td>PE 108</td>
<td>CARE AND PREVENTION OF ATHLETIC INJURIES</td>
<td>3</td>
<td></td>
<td>Designed for prospective coaches, trainers, health and physical educators, and athletes; to aid in the recognition, evaluation and care of athletic injuries. Techniques in taping, prevention, and rehabilitation of injuries. Sport specific injuries are examined and discussed to familiarize students with the multitude of injuries that can and will occur in sporting activities. Field trips are required. Lecture. (CSU, UC, GR, CAN KINE/PE 4) (CC H-HP 4)</td>
</tr>
<tr>
<td>PE 109</td>
<td>PEAK PERFORMANCE THROUGH MENTAL TRAINING</td>
<td>3</td>
<td></td>
<td>The study of and practical experience in techniques for maximizing sport and dance performance through the development of mental skills and strategies for stress control, imagery, goal setting, and concentration. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>PE 110</td>
<td>OFFICIATING: SPRING SPORTS</td>
<td>3</td>
<td></td>
<td>Regulations and techniques of officiating baseball and softball. Lecture. (CSU, UC, Fall)</td>
</tr>
<tr>
<td>PE 111</td>
<td>APPLICATION OF SPORTS MEDICINE</td>
<td>3</td>
<td>Prequisite: PE 108</td>
<td>Practical application of modalities and techniques used in the treatment and care of athletic injuries for the prospective Athletic Trainer. Emphasis on injury recognition, development of conditioning and reconditioning programs, and taping techniques to enable athletes to return to competitive activities. Lecture. (GR, CU, UC)</td>
</tr>
<tr>
<td>PE 113</td>
<td>OFFENSIVE/DEFENSIVE SOFTBALL THEORY</td>
<td>1</td>
<td></td>
<td>Analysis of offensive and defensive techniques, strategies, positions and team play which includes rules and physical and mental training procedures. Two maximum completions. Lecture/Laboratory. Not offered every semester. (CSU, UC)</td>
</tr>
<tr>
<td>PE 114</td>
<td>CROSS COUNTRY CONCEPTS</td>
<td>1</td>
<td></td>
<td>Specialized approach to cross country and long distance running. Training procedures, performance evaluation, nutritional strength, and racing strategy components. Three maximum completions. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>PE 115</td>
<td>OFFICIATING: FALL SPORTS</td>
<td>3</td>
<td></td>
<td>Regulations and techniques of officiating football, basketball, and volleyball. Lecture. (CSU, UC)</td>
</tr>
<tr>
<td>PE 116</td>
<td>FOOTBALL TEAM PLAY CONCEPTS</td>
<td>2</td>
<td></td>
<td>Essential concepts of team building in football. Goal-setting and development of individual roles. Exploration of communication processes and activation of leadership of the successful football team. Lecture/Laboratory. Field trips may be required. (CSU) (GR) Fall</td>
</tr>
<tr>
<td>PE 121</td>
<td>COACHING EFFECTIVENESS</td>
<td>3</td>
<td></td>
<td>Roles of a coach in athletics; ethics, physiological systems, physical training theory, sports psychology, and leadership models and management principles. Lecture. (CSU, UC) (GR)</td>
</tr>
<tr>
<td>PE 122</td>
<td>ADAPTED PHYSICAL EDUCATION THEORY AND LAB</td>
<td>3</td>
<td></td>
<td>Common definitions, scope and basic concepts of Adapted Physical Education. A study of specific disabilities, with a primary focus on identification, etiology and implications for physical education. Course includes practical experience in the field. Intended for students interested in pursuing a career in physical therapy, nursing, adapted physical education, gerontology or fields requiring one to work with individuals with disabilities. Lecture/Laboratory (CSU, GR)</td>
</tr>
<tr>
<td>PE 141</td>
<td>SUPERVISION IN ATHLETIC TRAINING</td>
<td>2</td>
<td></td>
<td>Policies and procedures, emergency protocols, vital signs, bloodborne pathogens, and daily functions that are necessary for the student to work in the Athletic Treatment Center. Students will develop a plan using decision-making strategies, analysis, and an understanding of the factors related to medical protocols. The students will work in the Athletic Treatment Center with our athletes and coaches for an in-depth experience related to sports medicine. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, GR).</td>
</tr>
</tbody>
</table>
### Physical Education: Coed Activities (PE-C)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>PE-C 106</td>
<td>BADMINTON</td>
<td>½, 1</td>
<td>Basic skills, rules, strategy; practice in singles and doubles play. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 111</td>
<td>BEGINNING RACQUETBALL</td>
<td>½, 1</td>
<td>Fundamentals of racquetball. Participation at local court. Expenses are the responsibility of the student. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 112</td>
<td>INTERMEDIATE RACQUETBALL</td>
<td>½, 1</td>
<td>Recommended for Success: PE-C 111 Intermediate skills and theory. Basic singles and doubles play. Participation at local court. Expenses are the responsibility of the student. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 118</td>
<td>BOWLING</td>
<td>½, 1</td>
<td>Fundamentals of bowling. Students are required to pay line and shoe charges at bowling alley. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 122</td>
<td>BEGINNING MODERN DANCE</td>
<td>½, 1</td>
<td>Also offered as THETR 185. Fundamental dance movement, elementary composition components. Dance movement education, exploration and recreation. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 123</td>
<td>INTERMEDIATE MODERN DANCE</td>
<td>½, 1</td>
<td>Also offered as THETR 186. Recommended for Success: PE-C 122 or THETR 185 or equivalent. Introduction, exploration and experience in choreography and performance. Movement through space, energy and time and compositional form. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 124</td>
<td>ADVANCED MODERN DANCE</td>
<td>½, 1</td>
<td>Also offered as THETR 187. Emphasis on composition, improvisation, expression, dance history and philosophy; an outlet for expressive movement ideas. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 126</td>
<td>JAZZ DANCE</td>
<td>½, 1</td>
<td>Also offered as THETR 188. Technique of Jazz Dance with explorations into contemporary derivations of jazz. Emphasis is given to technical style of this form, and to the interrelationship of music and movement. Field trips may be required. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 128</td>
<td>AEROBICS</td>
<td>½, 1</td>
<td>Aerobic movements for improved cardiovascular condition, muscle tone, flexibility, balance, agility, coordination and weight control. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 130</td>
<td>INTERNATIONAL FOLK DANCE</td>
<td>½, 1</td>
<td>Folk dance is accessible to the average person in good condition at this introductory level. Dances which originated with people living in or native to various countries/areas, such as Middle East, Balkans, Russia, etc. Dance exploration and recreation. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 133</td>
<td>BALLET 1</td>
<td>½, 1</td>
<td>Also offered as THETR 189. Fundamental ballet techniques and terminology. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 134</td>
<td>CONTACT IMPROVISATION</td>
<td>½, 1</td>
<td>Contact improvisation is an exciting movement art form, exploring the vast potential for movement generated by two or more people, communicating spontaneously through weight, motion and touch. Four maximum completions. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 140</td>
<td>EXERCISE FOR FITNESS</td>
<td>½, 1</td>
<td>A course in physical fitness with emphasis on cardiovascular improvement and respiratory efficiency through a variety of physical activities consisting of continuous motion exercises. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 141</td>
<td>FITNESS FOR SPECIAL POPULATIONS</td>
<td>½, 1</td>
<td>Positive exercise experience to modify personal attitudes and actions toward health and physical activity. Specifically designed for the physically mature individual or those who may have experienced physical impairment. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 143</td>
<td>BEGINNING GOLF</td>
<td>½, 1</td>
<td>Fundamentals of golf. Students will be required to participate at local course at their own expense. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 144</td>
<td>INTERMEDIATE GOLF</td>
<td>½, 1</td>
<td>Recommended for Success: PE-C 143 or equivalent. Further application of fundamentals and rules. Students will be required to participate at local course at their own expense. Lecture/Laboratory. (CSU, UC)</td>
</tr>
<tr>
<td>PE-C 145</td>
<td>ADVANCED GOLF</td>
<td>½, 1</td>
<td>Recommended for Success: PE-C 144 or equivalent. Golf course play and skills improvement on individual basis. Students will be required to participate at local course at their own expense. Lecture/Laboratory. (CSU, UC)</td>
</tr>
</tbody>
</table>
PE-C 147—GYMNASTICS ½, 1 Unit
Use of parallel bars, horizontal bars, rings, balance beam and tumbling progressing from simple mounts, dismounts, and individual stunts to simple and intermediate combination exercises. Lecture/Laboratory. (CSU, UC)

PE-C 148 - YOGA FOR BETTER HEALTH ½, 1 Unit
Fitness class using Yoga postures, breathing, and relaxation techniques to increase flexibility and strength, balance and coordination. Appropriate for all ages and learning abilities. Lecture/Laboratory. (CSU)

PE-C 150—INTERMEDIATE YOGA FOR BETTER HEALTH
Recommended for Success: PE-C 148 or prior experience in yoga. Intermediate class using yoga postures, breathing, and relaxation techniques to increase flexibility, strength, balance and coordination. Lecture/Laboratory. (CSU)

PE-C 159—SPIRIT LEADERSHIP TRAINING ½, 1 Unit
Development of a corps of spirit leaders to promote enthusiasm for school athletic activities. Field trips may be required. Lecture/Laboratory. (CSU, UC)

PE-C 164—SELF DEFENSE ½, 1 Unit
A practical course in self defense. Practice of various basic techniques and principles of balance, leverage, and momentum. Discussion of how to avoid threatening situations in the home or on the street. Designed for law enforcement personnel, but open to all students. Lecture/Laboratory. (CSU, UC)

PE-C 167—PADDLE TENNIS/Pickleball ½, 1 Unit
A net game played indoors with paddle racquets and whiffle balls. Team play and individual play. Lecture/Laboratory. (CSU, UC)

PE-C 168—BEGINNING SWIMMING ½, 1 Unit
Basic skills of floating, breathing, kicking, pulling, using arms and legs. Lecture/Laboratory. (CSU, UC)

PE-C 170—ADVANCED SWIMMING
Recommended for Success: PE-C 168 or equivalent.
Perfect swimming skills; endurance swimming, starts and turns, practice of competitive strokes. Lecture/Laboratory. (CSU, UC)

PE-C 171—SWIM FOR FITNESS
Recommended for Success: Ability to handle self in deep water.
To meet individual needs in basic stroke techniques and endurance swimming for intermediate and/or advanced swimmers. Lecture/Laboratory. (CSU, UC)

PE-C 172—LIFEGUARD TRAINING 1 Unit
Prerequisite: Swimming pre-test.
Preventative lifeguarding, learning how to recognize specific characteristic behaviors of patrons at an aquatic facility; facility emergency planning. First Aid and CPR for the Professional Rescuer. Certificates issued upon satisfactory completion. Certificates are awarded upon satisfactory completion to those students who were at least 15 years of age on the first day of class. Lecture/Laboratory. Not offered every semester. (CSU, UC)

PE-C 173—WATER SAFETY INSTRUCTOR 1 Unit
Recommended for Success: Must be able to perform skills in the swimmer courses.
Techniques, methods skills and knowledge necessary to teach nine American Red Cross course levels—infant to adult age. Certificates are awarded upon satisfactory completion to those students who were at least 17 years of age on the first day of class. Lecture/Laboratory. (CSU, UC)

PE-C 174—TABLE TENNIS ½, 1 Unit
Instruction in basic skills, rules, strategy, practice in singles and doubles play, plus supplemental films, video tapes and class competition. Lecture/Laboratory. (CSU, UC)

PE-C 175—BEGINNING TENNIS ½, 1 Unit
Fundamentals of tennis. Lecture/Laboratory. (CSU, UC)

PE-C 176—INTERMEDIATE TENNIS
Recommended for Success: PE-C 175 or equivalent.
Development of net and backcourt skills and strategies, net play, volleying, and proficiency in rules, terminology, and etiquette. Lecture/Laboratory. (CSU, UC)

PE-C 177—ADVANCED TENNIS
Recommended for Success: PE-C 176 or equivalent.
Skills and strategy of competitive tennis, including tournaments, and ladder play. Lecture/Laboratory. (CSU, UC)

PE-C 178—TOURNAMENT TENNIS
Recommended for Success: PE-C 177 or competitive tennis experience.
Designed for the expert tennis player and includes intra-class competition. Lecture/Laboratory. (CSU, UC)

PE-C 179—TRACK AND FIELD ½, 1 Unit
Generalized training and techniques for track and field. Lecture/Laboratory. (CSU, UC)

PE-C 182—TRAINING FOR DISTANCE RUNNING
½, 1 Unit
Become better prepared for endurance distance running with organized training runs. Information on creating an effective training program, nutrition, weight training and cross training. Field trips may be required. Lecture/Laboratory. (CSU, UC)

PE-C 183—Volleyball ½, 1 Unit
Fundamentals of volleyball. Lecture/Laboratory. (CSU, UC)

PE-C 184—POWER VOLLEYBALL ½, 1 Unit
Power volleyball for team play. Advanced offensive and defensive strategy and game skills. Lecture/Laboratory. (CSU, UC)

PE-C 185—HIKING 1 ½, 1 Units
This course emphasizes using and creating familiarity with trails within this area (a parameter of no more than two hours by car). Lectures will also cover the use of compass and map, various hiking themes, hiking activities, hiking safety, and awareness of the unique aspects of areas to be hiked. Lecture/Laboratory. Four maximum completions. Field trips required. (CSU)

PE-C 186—INTERMEDIATE VOLLEYBALL
Recommended for Success: PE-C 183
Intermediate skills and theory. Intermediate offensive and defensive strategy. Lecture/Laboratory. (CSU, UC)

PE-C 187—PILOTES FOR FITNESS ½, 1 Unit
A fitness class that utilizes the Pilates exercise system focused on improving flexibility and strength for the total body through a series of controlled movements. Pilates exercises can improve posture, alignment, coordination and balance. Movements are designed to tone muscles without putting stress on the spine. For people of all ages and fitness levels. Lecture/Laboratory. (CSU)

PE-C 190—ADVANCED WATER POLO ½, 1 Unit
Recommended for Success: PE-C 189 or equivalent.
Advanced team play and game strategy in water polo for recreation exercise. Lecture/Laboratory. (CSU, UC, Summer)

PE-C 191—POWERLIFTING
Prerequisite: PE-C 195 or PE-W 192.
Advanced techniques of effective strength training in a supervised weight training program with emphasis on traditional powerlifting using free weight. Lecture/Laboratory. (CSU)

PE-C 195—WEIGHT TRAINING
½, 1 Unit
Principles and procedures of effective strength training techniques in a supervised weight training program. Lecture/Laboratory. (CSU, UC)

PE-C 197—ADVANCED WEIGHT TRAINING
Recommended for Success: PE-C 195 or PE-W 192.
Advanced techniques of effective strength training in a supervised weight training program with emphasis on Olympic lifts with free weight. Lecture/Laboratory. (CSU).

Physical Education: Intramurals (PE-I)

The PE-I series. Intramural activities providing opportunities for individual and group competition. See previous section on “Repeatability of Physical Education Courses.” Laboratory: 2 hours per week. (CSU, UC, CR/NCR 9 wks.)

PE-I 112 FOOTBALL....................................................... ½ Unit
PE-I 117 SOFTBALL ....................................................... ½ Unit
PE-I 122 INTERMEDIATE TENNIS................................. ½ Unit
PE-I 123 ADVANCED TENNIS......................................... ½ Unit

COURSES AND ACADEMIC PROGRAMS 181
Physical Education

Physical Education: Men’s Activities (PE-M)

PE-M 108—BASEBALL ½, 1 Unit
Fundamentals and theory. Lecture/Laboratory. (CSU, UC)

PE-M 111—BASEBALL - TEAM PLAY CONCEPTS ½, 1 Unit
Recommended for Success: PE-M 110 or equivalent.
Team play approach to game of baseball. Lecture/Laboratory. (CSU, UC)

PE-M 112—BEGINNING BASKETBALL ½, 1 Unit
Fundamentals of basketball. Lecture/Laboratory. (CSU, UC)

PE-M 113—INTERMEDIATE BASKETBALL ½, 1 Unit
Intermediate skills and theory. Basic team play concepts. Lecture/Laboratory. (CSU, UC)

PE-M 114—ADVANCED BASKETBALL ½, 1 Unit
Advanced skills and theory. Concepts of competitive team play. Lecture/Laboratory. (CSU, UC)

PE-M 115, A—BASKETBALL TEAM PLAY CONCEPTS
Team play approach to game of basketball. Lecture/Laboratory. Not offered every semester. (CSU, UC)

PE-M 140—TOUCH FOOTBALL AND KANAKI ½, 1 Unit
Discussion and practical applications of rules and strategy, with emphasis on individual movements found in offensive and defensive touch football and kanaki. Lecture/Laboratory. (CSU, UC)

PE-M 141—ADVANCED TOUCH FOOTBALL ½, 1 Unit
Recommended for Success: PE-M 140 or Interscholastic or Intercollegiate football. Conditioning, skills, rules, and strategies with emphasis on the passing game to prepare for participation in advanced football. Lecture/Laboratory. Not offered every semester. (CSU, UC)

PE-M 162—SOCCER ½, 1 Unit
Practical application of basic offensive and defensive tactics; individual and team skills; strategy and rules review; scrimmages. Lecture/Laboratory. (CSU, UC)

PE-M 196—ADVANCED WRESTLING ½, 1 Unit
Advanced skills of wrestling; theory, strategy. Lecture/Laboratory. (CSU, UC)

Physical Education:

Varsity Men’s Activities (PE-VM)

Courses listed below offer advanced instruction and intensive training in sports fundamentals to develop teams for intercollegiate competition. A varsity activity may be taken a maximum of four times.

Participation in intercollegiate sports requires concurrent enrollment in not less than 12 units of work, nine of which must be in courses counting toward the associate degree, remediation, transfer and/or certification. Special medical examinations are required for students participating in competitive sports. Insurance is also required. Participation in a second sport or a second year of a sport requires a 2.0 grade point average and 24 units passed.

PE-VM Courses

PE-VM 100—VARSITY BASEBALL 3 Units
Instruction, training and competition in intercollegiate baseball. Laboratory/Other. (CSU, UC, Spr.)

PE-VM 105—MEN’S VARSITY BASKETBALL (Fall) 3 Units
Recommended for Success: PE 101
Instruction, training and competition in intercollegiate basketball. Laboratory/Other. (CSU, UC, Fall)

PE-VM 106—MEN’S VARSITY BASKETBALL (Spring) 1½ Unit
Recommended for Success: PE-VM 105
Continued instruction, training and competition in intercollegiate basketball. Laboratory/Other. (CSU, UC, Spr.)

PE-VM 110—MEN’S VARSITY CROSS-COUNTRY 3 Units
Instruction, training and competition in intercollegiate cross country running. Laboratory/Other. (CSU, UC, Fall)

PE-VM 115—VARSITY FOOTBALL 3 Units
Instruction, training, and competition in intercollegiate football. Laboratory/Other. (CSU, UC, Fall)

PE-VM 120—MEN’S VARSITY GOLF 3 Units
Instruction, training, and competition in intercollegiate golf. Laboratory/Other. (CSU, UC, Spr.)

PE-VM 122—MEN’S VARSITY SOCCER 3 Units
Instruction, training, and competition in intercollegiate soccer. Laboratory/Other. (CSU, UC, Fall)

PE-VM 125—MEN’S VARSITY SWIMMING AND DIVING 3 Units
Recommended for Success: Concurrent enrollment in PE-C 170, 195
Instruction, training, and competition in intercollegiate swimming and diving. Laboratory/Other. (CSU, UC, Spr.)

PE-VM 130—MEN’S VARSITY TENNIS 3 Units
Instruction, training, and competition in intercollegiate tennis. Laboratory/Other. (CSU, UC, Spr.)

PE-VM 135—MEN’S VARSITY TRACK-FIELD 3 Units
Instruction, training, and competition in intercollegiate track and field events. Laboratory/Other. (CSU, UC, Spr.)

PE-VM 140—MEN’S VARSITY WATER POLO 3 Units
Recommended for Success: Concurrent enrollment in PE-C 170, 195
Instruction, training and competition in intercollegiate water polo. Laboratory/Other. (CSU, UC, Fall)

PE-VM 145—VARSITY WRESTLING 2 Units
Instruction, training, and competition in intercollegiate wrestling. Laboratory/Other. (CSU, UC, Fall)
Courses listed below offer advanced instruction and intensive training in sports fundamentals to develop teams for intercollegiate competition. A varsity activity may be taken a maximum of four times.

Participation in intercollegiate sports requires concurrent enrollment in not less than 12 units of work, nine of which must be in courses counting toward the associate degree, remediation, transfer, and/or certification. Special medical examinations are required for students participating in competitive sports. Insurance is also required. Participation in a second sport or a second year of a sport requires a 2.0 grade point average and 24 units passed.

### PE-VW Courses

- **PE-VW 100**—Women’s Varsity Basketball (Fall) 3 Units
  Instruction, training, and competition in intercollegiate basketball. Lecture/Laboratory. (CSU, UC, Fall)

- **PE-VW 101**—Women’s Varsity Basketball (Spring) 1½ Units
  Recommended for Success: PE-VW 100
  Continued instruction, training, and competition in intercollegiate basketball. Lecture/Laboratory. (CSU, UC, Spr.)

- **PE-VW 103**—Women’s Varsity Cross Country 3 Units
  Instruction, training, and competition in intercollegiate cross country running. Lecture/Laboratory. (CSU, UC, Fall)

- **PE-VW 115**—Women’s Varsity Golf 3 Units
  Instruction, practice, and competition in intercollegiate golf. Four maximum completions. Lecture/Laboratory. (CSU, UC, Spr.)

- **PE-VW 120**—Women’s Varsity Softball 3 Units
  Instruction, training, and competition in intercollegiate softball. Lecture/Laboratory. (CSU, UC, Spr.)

- **PE-VW 123**—Women’s Varsity Soccer 3 Units
  Instruction, training, and competition in intercollegiate soccer. Lecture/Laboratory. (CSU, UC, Fall)

- **PE-VW 125**—Women’s Varsity Swimming and Diving 3 Units
  Instruction, training, and competition in swimming and diving. Lecture/Laboratory. (CSU, UC, Spr.)

- **PE-VW 130**—Women’s Varsity Tennis 3 Units
  Instruction, training, and competition in intercollegiate tennis. Lecture/Laboratory. (CSU, UC, Spr.)

- **PE-VW 135**—Women’s Varsity Track and Field 3 Units
  Instruction, training, and competition in intercollegiate track and field events. Lecture/Laboratory. (CSU, UC, Spr.)

- **PE-VW 140**—Women’s Varsity Volleyball 3 Units
  Instruction, training, and competition in intercollegiate volleyball. Lecture/Laboratory. (CSU, UC, Fall)

- **PE-VW 145**—Women’s Varsity Water Polo 3 Units
  Instruction, training, and competition in intercollegiate water polo. Four maximum completions. Lecture/Laboratory. (CSU, UC, Fall)

### PE-W Courses

- **PE-W 102**—Water Aerobics ½ Unit
  Designed to elevate the heart rate to contribute to cardiovascular fitness; provide increased resistance for strength improvement with virtually no impact; help joints move through their range of motion, promoting flexibility. Lecture/Laboratory. Not offered every semester. (CSU, UC)

- **PE-W 116**—Exercise for Healthy Living ½, 1 Unit
  The theory of exercise, including techniques of endurance, methods of strength attainment, flexibility training, nutritional influences on exercise and weight control. Lecture/Laboratory. (CSU, UC)

- **PE-W 164**—Women’s Indoor-Outdoor Soccer ½, 1 Unit
  Practical application of basic offensive and defensive tactics; individual and team skills; strategy and rules review; scrimmages. Indoor rules and techniques will be applied when facility is available. Lecture/Laboratory. (CSU, UC)

- **PE-W 166**—Women’s Self Defense ½, 1 Unit
  A practical course in women’s self defense. Practice of various basic techniques and principles of balance, leverage and momentum. Discussion and practical exercises on how to avoid threatening situations in the home or on the street. Open to all female students. Lecture/Laboratory. (CSU, UC)

- **PE-W 180**—Women’s Softball ½, 1 Unit
  Introduction to individual opportunities in development of power, strength, flexibility and/or endurance through weight training. Lecture/Laboratory. (CSU, UC)
Physical Science (PHSCI)

AS Degree: Physical Science

This curriculum plan is intended for those interested in transferring to a four-year college or university. However, the courses in this program do not necessarily fulfill the prerequisites for the major at any particular institution. Students are encouraged to consult with the physical science and counseling staff in order to choose courses satisfying the prerequisites of the major and addressing the student's career goals.

1. To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

REQUIRED COURSES - Complete 26 units

Complete all of the following courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 101 [1]</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 102 [2]</td>
<td>5</td>
</tr>
<tr>
<td>MATH 171 [1]</td>
<td>4</td>
</tr>
<tr>
<td>MATH 172 [2]</td>
<td>4</td>
</tr>
</tbody>
</table>

Complete one of the following Physics sequences

Sequence A

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS 101 [NP]</td>
<td>4 AND</td>
</tr>
<tr>
<td>PHYS 102 [NP]</td>
<td>4</td>
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</tbody>
</table>

Sequence B

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS 101 [NP]</td>
<td>4 AND</td>
</tr>
<tr>
<td>PHYS 103 [NP]</td>
<td>4</td>
</tr>
</tbody>
</table>

Sequence C

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS 142 [NP]</td>
<td>4 AND</td>
</tr>
<tr>
<td>PHYS 143 [NP]</td>
<td>4</td>
</tr>
</tbody>
</table>

ELECTIVE COURSES - Complete 4 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ASTRO 141</td>
<td>3 AND</td>
</tr>
<tr>
<td>ASTRO 151</td>
<td>1</td>
</tr>
<tr>
<td>ASTRO 151</td>
<td>1 AND</td>
</tr>
<tr>
<td>ASTRO 160</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 112</td>
<td>5 OR</td>
</tr>
<tr>
<td>CHEM 113</td>
<td>5</td>
</tr>
<tr>
<td>GEOL 161</td>
<td>4</td>
</tr>
<tr>
<td>EASCI 161</td>
<td>4</td>
</tr>
<tr>
<td>MATH 173</td>
<td>4</td>
</tr>
</tbody>
</table>

(Total of the following Physics courses that has not been completed above)

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS 102</td>
<td>4 OR</td>
</tr>
<tr>
<td>PHYS 103</td>
<td>4</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.S. MAJOR .......................................................... 30

Physical Science Courses

PHSCI 52 — THE WAY THINGS WORK 3 Units
Basic physical principles underlying common devices such as cameras, electrical systems, home appliances, automobiles. General understanding of basic principles in order to analyze a wide range of other common devices. Lecture.

PHSCI 62 — MATHEMATICAL SKILLS FOR THE SCIENCES ½ Unit
Prerequisite: Eligibility for MATH 90.
Also offered as MATH 62.
An overview of the essential mathematical skills for success in the sciences. Topics include units conversion, percentages, scientific notation, graphing data, and an introduction to the use of logarithms. Lecture.

PHSCI 161 — SCIENCE MATTERS 3 Units
The basic ideas—conceptual and applied—underlying all physical science. Specific areas of the traditional triad of physical, earth, and chemical sciences are explored. Designed to develop science literacy. Field trips may be required. Lecture. Not offered every semester. (CSU, UC)

PHSCI 164 — PHYSICAL SCIENCE ENVIRONMENTAL LABORATORY 1 Unit
Concurrent enrollment or previous completion of PHSCI 161.
Experience using applications in physical sciences; e.g., physical science environments and related sciences. Field trips may be required. Laboratory. Materials fee may be required. Not offered every semester. (CSU, UC, Spring)

Physical Therapy, Pre

This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

Physics (PHYS)

PHYS 101 — GENERAL PHYSICS 4 Units
Prerequisites: PHYS 165 or high school Physics with a grade of “A” or “B”, and MATH 171.
Concurrent Enrollment: MATH 172
Introduction to calculus-based physics: linear, rotational, and oscillatory mechanics with computer applications. Field trips may be required. Lecture/Laboratory/Discussion. Materials fee may be required. (CAN PHYS 7, CAN PHYS SEQ B, CSU, UC, Spring) (CC PHYS 5A)

PHYS 102 — GENERAL PHYSICS 4 Units
Prerequisites: PHYS 101 and MATH 172.
Continuation of calculus-based physics: thermodynamics, wave motion, acoustics, and optics. Field trips may be required. Lecture/Laboratory/Discussion. Materials fee may be required. (CAN PHYS 14, CAN PHYS SEQ B, CSU, UC, Fall)

PHYS 103 — GENERAL PHYSICS 4 Units
Prerequisites: PHYS 101 and MATH 172.
Continuation of calculus-based Physics 101, electricity, magnetism, and modern physics. Field trips may be required. Lecture/Laboratory/Discussion. Materials fee may be required. (CAN PHYS 12, CAN PHYS SEQ B, CSU, UC, Spring) (CC PHYS 6B)

PHYS 142 — MECHANICS, HEAT AND WAVES 4 Units
Prerequisite: MATH 115 or 122 or qualification by the MJC assessment process. Non-calculus introduction to principles and laws of mechanics, thermodynamics and waves. Field trips may be required. Lecture/Laboratory/Discussion. Materials fee may be required. (CAN PHYS 2, CAN PHYS SEQ A, CSU, UC, Fall) (CC PHYS 4A)

PHYS 143 — ELECTRICITY, MAGNETISM, OPTICS, ATOMIC AND NUCLEAR STRUCTURE 4 Units
Prerequisite: PHYS 142
Continuation of PHYS 142, including electricity, magnetism, light and atomic structure. Field trips may be required. Lecture/Laboratory/Discussion. Materials fee may be required. (CAN PHYS 4, CAN PHYS SEQ A, CSU, UC, Spring) (CC PHYS 48)

PHYS 160 — DESCRIPTIVE INTRODUCTION TO PHYSICS 3 Units
Prerequisite: Satisfactory completion of MATH 70 or qualification by MJC assessment process.
Survey of main topics of physical inquiry including electricity and magnetism, light and optics, wave motion, mechanics, heat, atomic and nuclear theory. Field trips may be required. Lecture. (CSU, UC) (CC PHYS 1)
COURSES AND ACADEMIC PROGRAMS

PHYS 164—PHYSICS ENVIRONMENTAL LABORATORY
Concurrent enrollment in or previous completion of PHYS 160.
Experience using applications in physical science, e.g., physics environments and related sciences. Field trips may be required. Laboratory. Materials fee may be required. Not offered every semester. (CSU, UC)

PHYS 165—INTRODUCTORY PHYSICS 4 Units
Recommended for Success: Satisfactory completion of MATH 115 or 122, or qualification by the MJC assessment process.
Introduction to physics through the study of measurement in the areas of mechanics, wave motion, thermodynamics, and electricity. Develops the theoretical and experimental foundation for PHYS 101 and PHYS 142. Lecture/Laboratory/Discussion. Materials fee may be required. (CSU, UC, Fall)

Physiology (PHYSO)

PHYS 101—INTRODUCTORY HUMAN PHYSIOLOGY 4 Units
Prerequisite: Successful completion of ANAT 125 and satisfactory completion of CHEM 143 or one year of high school chemistry with grade of A or B.
Study of body functions at the molecular, cellular, and systemic level. Lecture/Laboratory. Materials fee required. (CAN BIOL 12, CAN BIOL SEQ B, CSU, UC) (CC BIOL 60)

Crop Science Program

The student acquires skills in production of the common row and field crops grown in the Central Valley. Specific skills are emphasized in seedbed preparation, planting, fertilizing, weed control, pest management, harvesting, and marketing. Training leads to farming as well as employment in allied businesses such as fertilizer or agricultural chemical companies, seed companies, processing companies, and other related industries. Contact the division office in the Agriculture Building for advising assistance.

AS Degree: Crop Science

• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Core - Complete 5 units
AG 115      [1] Introduction to Agricultural Education and Careers......1
AG 349A-D   [NP] Work Experience...........................................4 OR
AG 249      [NP] Agriculture Internship...................................4

II. Agriculture Science Breadth Core - Complete 9 units
AN-SC 200   [2,3,4] Introduction to Animal Science.................3
NR 200      [2] Soils.........................................................3
AG-M 200    [2,3,4] Introduction to Mechanical Technology........3
AG-EC 225   [2,3,4] Agriculture Computer Applications OR
AG-EC 210   [2,3,4] Elements of Agriculture Economics OR
AG-EC 200   [2,3,4] Agriculture Accounting and Analysis...........3

III. Agriculture Major Courses - Complete 9 units
PL-SC 200   [1] Introduction to Plant Science.........................3

IV. Agriculture Major Electives - Complete 7 units
AG 280      [1] Agricultural Computations..............................3
AG-M 220    [2,3,4] Farm Machinery......................................3
AG-M 235    [2,3,4] Irrigation and Drainage............................3
PL-SC 260   [2,3,4] Plant Disease Control............................3
PL-SC 380   [2,3,4] Weed Control.........................................2

TOTAL UNITS FOR A.S. MAJOR..............................................30

Fruit Science Program

The student will develop skills and knowledge in managing a horticultural fruit production operation. Training in this course includes practical horticultural skills such as propagation, pruning, thinning, planting, and management skills, such as supervision of labor, selecting insurance, credit, orchard planning, spray programs, and calendar of operation. The program also prepares students for transfer to a four-year college. Contact the division office in the Agriculture Building for advising assistance.

AS Degree: Fruit Science

• To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Courses - Complete 5 units
AG 115      [1] Introduction to Agricultural Education and Careers......1
AG 349A-D   [NP] Work Experience...........................................4 OR
AG 249      [NP] Agriculture Internship...................................4

II. Agriculture Science Breadth Courses - Complete 9 units
AN-SC 200   [1,2] Introduction to Animal Science.........................3
NR 200      [3,4] Soils.........................................................3
AG-M 200    [1,2] Introduction to Mechanical Technology........3
AG-EC 225   [1,2] Agriculture Computer Applications OR
AG-EC 210   [1,2] Elements of Agriculture Economics OR
AG-EC 200   [1,2] Agriculture Accounting and Analysis...........3

III. Agriculture Major Courses - Complete 9 units
Complete 3 units
PL-SC 230   [1,2] Fruit Science.............................................

Complete 6 units
PL-SC 241   [3,4] Viticulture.................................................3
PL-SC 255   [3,4] Plant Pest Control...................................3
PL-SC 200   [1,2] Introduction to Plant Science.........................3
PL-SC 260   [3,4] Plant Disease Control...............................3

IV. Agriculture Major Electives - Complete 7 units
Complete 7 units
AG-EC 220   [3,4] Agribusiness Management............................3
AG-M 235    [3,4] Irrigation and Drainage..............................3

ANY CLASS NOT ALREADY TAKEN IN AREA III

TOTAL UNITS FOR A.S. MAJOR..............................................30
Soil Science

In this program the student will develop skills and knowledge for entry-level employment in fields of soil and water management. These fields may include conservation, analysis, survey and farm management, as well as related fields such as range management, hydrology, irrigation, drainage, fertilization, and rural and urban planning. This program will also prepare the student for transfer to a university. Contact the division office in the Agriculture Building for advising assistance.

AS Degree: Soil Science

To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

I. Agriculture Career Core - Complete 5 units

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<thead>
<tr>
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<tbody>
<tr>
<td>AG</td>
<td>115</td>
<td>[1] Introduction to Agricultural Education and Careers</td>
</tr>
<tr>
<td>AG</td>
<td>349 A-D [NP]</td>
<td>Work Experience</td>
</tr>
<tr>
<td>AG</td>
<td>249 [NP]</td>
<td>Agriculture Internship</td>
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</tbody>
</table>

II. Agriculture Science Breadth Core - Complete 9 units

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</thead>
<tbody>
<tr>
<td>PL-SC</td>
<td>200 [1,2]</td>
<td>Introduction to Plant Science</td>
</tr>
<tr>
<td>AN-SC</td>
<td>200 [1,2]</td>
<td>Introduction to Animal Science</td>
</tr>
<tr>
<td>AG-M</td>
<td>200 [1,2]</td>
<td>Introduction to Mechanical Technology</td>
</tr>
<tr>
<td>PL-SC</td>
<td>225 [3,4]</td>
<td>Agriculture Computer Applications OR</td>
</tr>
<tr>
<td>AG-EC</td>
<td>210 [3,4]</td>
<td>Elements of Agriculture Economics OR</td>
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<tr>
<td>AG-EC</td>
<td>200 [3,4]</td>
<td>Agriculture Accounting and Analysis</td>
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</table>

III. Agriculture Major Courses - Complete 9 units

<table>
<thead>
<tr>
<th>Complete 3 units</th>
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<tbody>
<tr>
<td>NR</td>
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<table>
<thead>
<tr>
<th>Complete 6 units</th>
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<tbody>
<tr>
<td>AG-M</td>
</tr>
<tr>
<td>PL-SC</td>
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<tr>
<td>PL-SC</td>
</tr>
<tr>
<td>NR</td>
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<tr>
<td>PL-SC</td>
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</table>

IV. Agriculture Major Electives - Complete 7 units

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</thead>
<tbody>
<tr>
<td>NR</td>
<td>222 [1,2]</td>
<td>Native Plants Identification</td>
</tr>
<tr>
<td>NR</td>
<td>224 [3,4]</td>
<td>Mapping &amp; Photo Interpretation</td>
</tr>
<tr>
<td>EHS</td>
<td>210 [1,2]</td>
<td>Introduction to Environmental Horticulture</td>
</tr>
<tr>
<td>PL-SC</td>
<td>255 [3,4]</td>
<td>Plant Pest Control</td>
</tr>
<tr>
<td>AG-M</td>
<td>230 [1,2]</td>
<td>Field Surveying</td>
</tr>
<tr>
<td>PL-SC</td>
<td>260 [3,4]</td>
<td>Plant Disease Control</td>
</tr>
</tbody>
</table>

Any course not already taken in Area III. above

TOTAL UNITS FOR A.S. MAJOR 30

Plant Science Courses

<table>
<thead>
<tr>
<th>PL-SC 205—FIELD CROPS</th>
<th>3 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economic importance, adaptation, cultural practices, irrigation, integrated pest management, cost analysis, calendar of operations, and marketing in the production of field crops (including: barley, oats, wheat, corn, grain sorghum, alfalfa, rice, dry beans, sugar beets, cotton, and seed crops). Field trips required. Lecture/Laboratory. (CSU, GR)</td>
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<table>
<thead>
<tr>
<th>PL-SC 215—VEGETABLE CROPS</th>
<th>3 Units</th>
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</thead>
<tbody>
<tr>
<td>Vegetable crops common to the area; economic importance, cultural sequence, fertilization, irrigation, cultivation, integrated pest control, harvest and related factors; marketing, cost analysis, risks; environmental relationships including moisture, temperature, soil and weather in the production of vegetable crops. Field trips required. Lecture/Laboratory. (CSU, UC, GR)</td>
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<table>
<thead>
<tr>
<th>PL-SC 230—FRUIT SCIENCE</th>
<th>3 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary botany of fruit and nut crops including growth and fruiting habits, varieties, characteristics and adaptations; environmental factors influencing local fruit production; pruning and training procedures on local fruit crops. Field trips required. Lecture/Laboratory. (CSU, UC, GR)</td>
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<table>
<thead>
<tr>
<th>PL-SC 235—PLANT PROPAGATION/PRODUCTION</th>
<th>3 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Also offered as EHS 235. Plant propagation and production practices with emphasis on nursery operations including sexual and asexual reproduction, planting, transplanting, fertilizing, pest and disease control, structures and site layout. Preparation and use of propagating and planting mediums. Use and maintenance of common tools and equipment. Regulations pertaining to plant production. Field trips required. Lecture/Laboratory. Not offered every semester. (CSU, GR)</td>
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<table>
<thead>
<tr>
<th>PL-SC 241—VITICULTURE</th>
<th>3 Units</th>
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</thead>
<tbody>
<tr>
<td>California grape production; study of table and wine grape varieties, uses, adaptations and products, production practices, propagation and training; training, pruning and irrigation systems; recognition and control of grape pests and diseases. Student is required to design a new vineyard and critique an existing operation. Field trips required. Lecture/Laboratory. (CSU, GR, Fall)</td>
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<table>
<thead>
<tr>
<th>PL-SC 244—WINE GRAPE VINEYARD DEVELOPMENT</th>
<th>1 Unit</th>
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</thead>
<tbody>
<tr>
<td>Wine grape vineyard development including site evaluation through vineyard design, development planning and scheduling, installation, and management. Field trips may be required. Three maximum completions. Lecture. (CSU).</td>
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</tbody>
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<table>
<thead>
<tr>
<th>PL-SC 248—ORCHARD MANAGEMENT</th>
<th>3 Units</th>
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</thead>
<tbody>
<tr>
<td>Evaluation of local fruit production factors including soils, climate, irrigation, fertilization, and harvesting; fruit ranch organization emphasizing investment, labor, production cost and sales. Student is required to outline calendar of orchard operations. Field trips required. Lecture/Laboratory. (CSU, GR)</td>
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<table>
<thead>
<tr>
<th>PL-SC 250—PLANT NUTRITION AND FERTILIZERS</th>
<th>3 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommended for Success: NR 200 and PL-SC 200. An overview of plant nutrition principles in order to understand fertilizers, their uses, value, application, and relationships to soils and to crops grown in this area. Deficiency symptoms, pH, soil and plant tissue testing, and environmental factors and concerns. Field trips required. Lecture/Laboratory. (CSU, GR)</td>
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<table>
<thead>
<tr>
<th>PL-SC 255—PLANT PEST CONTROL</th>
<th>3 Units</th>
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<tbody>
<tr>
<td>Study of crop mites and insects, their morphology, identification, life cycles, host and habitat relationships, methods and materials of control. Lecture/Laboratory. (CSU, GR)</td>
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<tr>
<th>PL-SC 260—PLANT DISEASE CONTROL</th>
<th>3 Units</th>
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<tbody>
<tr>
<td>Study of common local crop diseases, their economic importance, identification, life cycles, host and habitat relationships, and methods of control. Field trips required. Lecture/Laboratory. (CSU, GR)</td>
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<table>
<thead>
<tr>
<th>PL-SC 374—BEEKEEPING</th>
<th>2 Units</th>
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<tbody>
<tr>
<td>Principles of beekeeping designed for both commercial and small operation beekeepers. Includes all basic operations necessary for successful beekeeping. Field trips may be required. Lecture/Laboratory. (GR)</td>
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<table>
<thead>
<tr>
<th>PL-SC 380—WEED CONTROL</th>
<th>2 Units</th>
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<tbody>
<tr>
<td>Recommended for Success: PL-SC 200 Identification, life cycle, and control of common, noxious, and poisonous California weeds. Fundamentals of preventive, cultural, biological, physical, and chemical control methods. Field trips may be required. Lecture/Laboratory. (GR)</td>
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</tbody>
</table>
PL-SC 383—PESTICIDE APPLICATION 1½ Units
Designed to train students as pest control applicators and assist in passing state certification and licensing exams. Emphasis on the correct and safe method of using pesticides. Field trips required. Two maximum completions. Lecture. (GR)

PL-SC 385—PRUNING 1 Unit
Pruning of deciduous fruits, nuts and vines. Care and maintenance of tools and equipment. Proper irrigation, fertilization, and insect control also included. Field trips required. Lecture/Laboratory. Saturday labs. (GR)

PL-SC 386—BUDDING AND GRAFTING 1 Unit
Proper budding and grafting procedures for local fruit and nut crops. Use of correct tools is included. Field trips required. Lecture/Laboratory. Saturday labs. (GR)

PL-SC 387—SEMINAR IN INTEGRATED PEST MANAGEMENT 1 Unit
Current topics and discussion on integrated pest management, designed to satisfy Department of Pesticide Regulation requirements for certified pesticide applicator’s continuing education. Field trips may be required. Four maximum completions. Lecture. (GR)

PL-SC 388—SEMINAR IN INTEGRATED PEST MANAGEMENT 2 1 Unit
Current topics and discussion on integrated pest management, designed to satisfy Department of Pesticide Regulation requirements for certified pesticide applicator’s continuing education. Students who complete the maximum completions of PL-SC 387 should enroll in this course. Lecture. Field trips may be required. Four maximum completions. (GR)

**Political Science (POLSC)**

POL 101—AMERICAN POLITICS 3 Units
Introduction to United States politics emphasizing the essential institutions, groups, beliefs, behaviors and processes that comprise the American political system at the national, state, and local levels. Special attention to rights and obligations of citizenship. Lecture. (CAN GOVT 2, CSU, UC) (CC POLSC 10)

POL 102—THE CONSTITUTION AND THE RIGHTS OF AMERICANS 3 Units
Introduction to U.S. constitutional government emphasizing the principles and problems of a constitutional system; governmental powers and sources of power at the national, state and local levels. Special emphasis on the role of the courts and the rights and responsibilities of democratic citizenship, including units on racial and sexual discrimination, the rights of the accused, privacy, political participation, and freedom of expression and religion. Special attention to current constitutional problems at the national and state levels. Lecture. (CSU, UC)

POL 110—INTERNATIONAL RELATIONS 3 Units
Introduction to principles and practices of international politics emphasizing problems of war and peace; foreign policies of major powers, problems of third world nations. Emphasis on formulation of American foreign policy within constitutional and political frame. A special unit will cover U. S. constitutional questions as well as California state and local government. Field trips may be required. Lecture. (CSU, UC)

POL 111—WAR AND PEACE IN THE TWENTIETH CENTURY 3 Units
Survey of major events and personalities in international politics since 1914. Topics include World Wars I and II; Russian Revolution; Lenin; Hitler; Mussolini; Churchill; rise of Communism in China; the Cold War; revolution in nuclear weapons and the third world; Desert Storm, war in Kosovo. Lecture. (CSU, UC)

POL 120—CALIFORNIA POLITICS AND PROBLEMS 3 Units
Analysis of government institutions, politics, issues and political behavior in California in constitutional, social, economic and cultural perspective. Included are studies of issues confronted by U.S. and California state, county, city and regional governments including political representation, resources and energy, land use and planning, population growth, poverty, education, criminal justice, pollution, budgets and taxation. Special attention to the rights and obligations of citizenship. One day field trip to State Capital may be required. Lecture. (CSU, UC)

POL 130—POLITICAL THEORY 3 Units
A study of social and political thought using classical and contemporary writings, with emphasis on current issues. Ideologies discussed include democracy, socialism, capitalism, communism, fascism, and anarchism. Lecture. (CSU, UC)

POL 140—COMPARATIVE POLITICS 3 Units
Recommended for political science majors. Comparative survey of major totalitarian, authoritarian and democratic political systems. Emphasis on Great Britain, France, Germany, Russia, People’s Republic of China, Japan and selected Third World countries. Participation in Model United Nations may be required. Lecture. (CSU, UC)

POL 150—WOMEN AND POLITICS 3 Units
The status and role of women in American politics from philosophical, empirical, and historical perspectives. The unique place of women in American political history, public policy development, the law, and as political leaders. Women in the international political arena, including leaders and public policy issues. Lecture. Field trips may be required. (CSU, UC)

POL 151—WOMEN AND POLITICS 3 Units
The status and role of women in American politics from philosophical, empirical, and historical perspectives. The unique place of women in American political history, public policy development, the law, and as political leaders. Women in the international political arena, including leaders and public policy issues. Lecture. (CSU, UC)

POL 190—MODEL UNITED NATIONS 3 Units
Enrollment limited to 15. Study of International Organization in International Politics with a special emphasis on the institutions and processes of the United Nations. Participation in a five day Model United Nations simulation of the UN is required. Lecture. Field trips required. (CSU, UC)

**Portuguese (PORTG)**

PORTG 51—INTRODUCTION TO PRACTICAL PORTUGUESE 1 3 Units
Basic conversational Portuguese. Emphasis on the development of conversational skills rather than on reading and writing. Designed for students who need to speak Portuguese in their work or who wish to refresh their Portuguese-language background, or who need preparation for PORTG 101. Lecture/Laboratory. (Fall)

PORTG 52—INTRODUCTION TO PRACTICAL PORTUGUESE 2 3 Units
Recommended for Success: PORTG 51. A continuation of PORTG 51. Designed for those who need it for their work, travel, or to prepare for PORTG 101. Lecture/Laboratory. (Spr.)

**Poultry Science**

See Animal Science

**Professional Selling**

See Business Administration

**Printing**

See Communication Graphics

**Programming**

See Computer Science
Psychology (PSYCH)

PSYCH 51—PSYCHOLOGY IN EVERYDAY LIFE 3 Units
Recommended for Success: ENGL 49 eligibility.
Principles of human behavior and personality development and their application to today’s world, including personal and job-related problem solving skills. Lecture.

PSYCH 101—GENERAL PSYCHOLOGY 3 Units
Recommended for Success: ENGL 101 eligibility.
Introduction to the areas, concepts, methods and facts of the science of psychology as they relate to the understanding of behavior. Lecture. (CAN PSY 2, CSU, UC) (CC PSYCH 1)

PSYCH 102—RESEARCH METHODS 3 Units
Prerequisite: PSYCH 101
Recommended for Success: ENGL 101 eligibility.
Introduction to experimental psychology. An examination and application of various research methods used by psychologists in order to describe and predict behavior. Field trips may be required. Lecture. (CAN PSY 8, CSU, UC)

PSYCH 103—PSYCHOBIOLOGY 3 Units
Prerequisite: PSYCH 101
Examination of the relationship between the brain and behavior. The application of experimental methods of psychology, physiology, and related disciplines to the understanding of perceptual processes, control of movement, sleep and waking, reproductive behaviors, ingestive behaviors, emotion, learning, language, and psychopathology is explored. Lecture. Field trips may be required. (CAN PSY 10, CSU, UC)

PSYCH 104—SOCIAL PSYCHOLOGY 3 Units
Recommended for Success: PSYCH 101 and ENGL 101 eligibility.
Study of how individuals affect and are affected by other people in their interaction with one another. The relationship between social behavior and internal processes (attitudes, beliefs, self-concept) will also be examined. Lecture. (CSU, UC)

PSYCH 105—ABNORMAL PSYCHOLOGY 3 Units
Recommended for Success: PSYCH 101
An examination of the broad questions of normality in the context of biological, psychological, sociological, and cultural factors; including major theoretical, diagnostic and treatment approaches. Field trips required. Lecture. (CSU, UC)

PSYCH 110—HUMAN SEXUALITIES 3 Units
Study of human sexualities from a biopsychosocial perspective. The intersections of biology, culture, ethnicity, race, social class, sexual orientation and gender as they relate to sexualities will be explored throughout the course. Lecture. (CSU, UC) (CC PSYCH 5)

PSYCH 111—PSYCHOLOGY OF GENDER 3 Units
Recommended for Success: PSYCH 101
A survey of various factors in the development of gender identity and gender roles, including psychological, sociological, biological and cultural influences. Lecture. Field trips may be required. (CSU, UC)

PSYCH 118—PHARMACOLOGY OF ABUSED SUBSTANCES 3 Units
Also offered as HUMSR 118.
Recommended for Success: HUMSR 116 or PSYCH 101.
An introduction to psychopharmacology and the process of drug addiction. Topics include classification of abused and psychotherapeutic drugs, basic principles of pharmacology, behavioral and psychological effects of drugs, major neurotransmitter systems and how they are influenced by drugs. Lecture. (CSU)

PSYCH 130—PERSONAL ADJUSTMENT 3 Units
The study of personal growth and adjustment. Includes discussion of personality development, interpersonal relationships, stress management, work, and other concerns of the individual in society. Lecture. (CSU)

PSYCH 131—PERSONAL ADJUSTMENT 3 Units
Recommended for Success: ENGL 49 eligibility.
Principles of human behavior and personality development and their application to today’s world, including personal and job-related problem solving skills. Lecture.

PSYCH 132—PHARMACOLOGY OF ABUSED SUBSTANCES 3 Units
Recommended for Success: HUMSR 116 or PSYCH 101.
An introduction to psychopharmacology and the process of drug addiction. Topics include classification of abused and psychotherapeutic drugs, basic principles of pharmacology, behavioral and psychological effects of drugs, major neurotransmitter systems and how they are influenced by drugs. Lecture. (CSU)

PSYCH 133—ADVANCED PSYCHOLOGY 3 Units
Recommended for Success: PSYCH 101 and ENGL 101 eligibility.
Introduction to the scientific study of human development from conception through adulthood. Examines interplay of biological, psychological, social and cultural forces on the developing human being. Field trips may be required. Lecture. (CSU)

PSYCH 134—PHARMACOLOGY OF ABUSED SUBSTANCES 3 Units
Recommended for Success: HUMSR 116 or PSYCH 101.
An introduction to psychopharmacology and the process of drug addiction. Topics include classification of abused and psychotherapeutic drugs, basic principles of pharmacology, behavioral and psychological effects of drugs, major neurotransmitter systems and how they are influenced by drugs. Lecture. (CSU)

PSYCH 135—SOCIAL PSYCHOLOGY 3 Units
Recommended for Success: PSYCH 101
Study of how individuals affect and are affected by other people in their interaction with one another. The relationship between social behavior and internal processes (attitudes, beliefs, self-concept) will also be examined. Lecture. (CSU, UC)

PSYCH 136—ABNORMAL PSYCHOLOGY 3 Units
Recommended for Success: PSYCH 101
An examination of the broad questions of normality in the context of biological, psychological, sociological, and cultural factors; including major theoretical, diagnostic and treatment approaches. Field trips required. Lecture. (CSU, UC)

PSYCH 137—PSYCHOLOGY OF GENDER 3 Units
Recommended for Success: PSYCH 101
A survey of various factors in the development of gender identity and gender roles, including psychological, sociological, biological and cultural influences. Lecture. Field trips may be required. (CSU, UC)

PSYCH 138—PHARMACOLOGY OF ABUSED SUBSTANCES 3 Units
Recommended for Success: HUMSR 116 or PSYCH 101.
An introduction to psychopharmacology and the process of drug addiction. Topics include classification of abused and psychotherapeutic drugs, basic principles of pharmacology, behavioral and psychological effects of drugs, major neurotransmitter systems and how they are influenced by drugs. Lecture. (CSU)

PSYCH 139—PERSONAL ADJUSTMENT 3 Units
The study of personal growth and adjustment. Includes discussion of personality development, interpersonal relationships, stress management, work, and other concerns of the individual in society. Lecture. (CSU)

PSYCH 141—HUMAN LIFESPAN 3 Units
Recommended for Success: PSYCH 101 and ENGL 101 eligibility.
Introduction to the scientific study of human development from conception through adulthood. Examines interplay of biological, psychological, social and cultural forces on the developing human being. Field trips may be required. Lecture. (CSU)

PSYCH 190A,B,C—FIELD OBSERVATION 1,2,3 Units
Prerequisite: Previous completion of or concurrent enrollment in PSYCH 101.
Supervised observation relating to specific aspects of psychology in settings such as regular and special school programs, self-help groups, mental health, and social services. Four maximum completions to 6 units in any combination. Laboratory. (CSU)

Public Administration
This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

Public Relations
This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

Radio/Television (RA-TV)

Certificate: Radio Broadcasting

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 13 units
RA-TV 131 [1] Introduction to Radio Production..........................3
RA-TV 137 [NP] Radio and Television Announcing....................3
RA-TV 138 [NP] Writing for Radio and Television.....................3

ELECTIVE COURSES - Complete 4 units
Select one course from the following:
RA-TV 199 A-D [3] Radio Internship......................................1,2,3,4

If necessary, select one course from the following:
RA-TV 101 [NP] Basic Voice Improvement..........................3
RA-TV 134 [NP] Television Studio Production.........................3
RA-TV 150 [NP] Introduction to Mass Communication..............3
CMSPGR 287 [NP] Introduction to Multi-Media.........................3

TOTAL UNITS FOR CERTIFICATE ........................................ 17
AA Degree: Radio Broadcasting

To earn an Associate in Arts Degree, student must complete the 13 Required Units and 7 Elective Units, plus meet the MJC Graduation Requirements. Students who plan to transfer to a four-year college or university should consult with a Radio Broadcasting faculty advisor to ensure that all required transfer courses are completed.

REQUIRED COURSES - Complete 13 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>RA-TV 131</td>
<td>Radio Control Room and Studio Production</td>
<td>4</td>
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<tr>
<td>RA-TV 132</td>
<td>Advanced Radio Production</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 137</td>
<td>Radio and Television Announcing</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 138</td>
<td>Writing for Radio and Television</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 133</td>
<td>Advanced Radio Production 1</td>
<td>4</td>
</tr>
<tr>
<td>THETR 120</td>
<td>Oral Reading and Interpretation</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 134</td>
<td>Television Studio Production</td>
<td>3</td>
</tr>
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</table>

ELECTIVE COURSES - Complete 7 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>RA-TV 101</td>
<td>Basic Voice Improvement</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 133</td>
<td>Radio Production</td>
<td>4</td>
</tr>
<tr>
<td>RA-TV 150</td>
<td>Introduction to Radio and Television</td>
<td>3</td>
</tr>
<tr>
<td>THETR 120</td>
<td>Oral Reading and Interpretation</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS FOR A.A. MAJOR: 20

Radio/Television Courses

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>RA-TV 101</td>
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<td>3</td>
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<tr>
<td>RA-TV 131</td>
<td>Radio Control Room and Studio Production</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 132</td>
<td>Advanced Radio Production</td>
<td>4</td>
</tr>
<tr>
<td>RA-TV 133</td>
<td>Advanced Radio Production</td>
<td>4</td>
</tr>
<tr>
<td>RA-TV 134</td>
<td>Television Studio Production</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 135</td>
<td>Advanced Television Production 1</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 136</td>
<td>Advanced Television Production 2</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 137</td>
<td>Radio and Television Announcing</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 141</td>
<td>Television-Video Documentary Production</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 142</td>
<td>Light, Sound, Camera and Editing Workshop</td>
<td>3</td>
</tr>
<tr>
<td>RA-TV 150</td>
<td>Introduction to Mass Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

Radiology Technician

MJC offers only prerequisite courses. Interested students should contact the MJC Counseling Center for prerequisite course requirements.
REAL ESTATE

REQUIRED COURSES - Complete 20 units

RLES 381 [NP] Real Estate Practices ............................................3
RLES 384 [NP] Real Estate Finance .............................................3
RLES 385 [NP] Real Estate Appraisal/Residential .........................3
RLES 392 [NP] Basic Escrow Procedures .....................................3

ELECTIVE COURSES Complete 6-8 units

RLES 382 [NP] Legal Aspects of Real Estate OR
BUSAD 218 [NP] Business Law ..................................................3-4
RLES 390 [NP] Real Estate Economics OR
BUSAD 201 [NP] Financial Accounting ......................................3-4

Complete 3-5 units to meet 26 unit requirement

Courses in Business Administration, Economics, Psychology, or Speech ........3

TOTAL UNITS FOR CERTIFICATE .............................................. 26

AA Degree: Real Estate

• To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

REQUIRED COURSES - Complete 20 units

RLES 380 [1] Real Estate Principles ............................................3
RLES 382 [2] Legal Aspects of Real Estate 1 ...............................3
RLES 384 [3] Real Estate Finance .............................................3
BUSAD 218 [1] Business Law ..................................................4

TOTAL UNITS FOR A.A. MAJOR ............................................. 20

AS Degree: Real Estate

• To earn an Associate in Science Degree, student must complete the 20 Required Units, 10 business Elective Units, and meet the MJC Graduation Requirements. Student should consult with a Real Estate advisor for selection of Elective Units.

REQUIRED COURSES - Complete 20 units

RLES 380 [1] Real Estate Principles ............................................3
RLES 382 [2] Legal Aspects of Real Estate 1 ...............................3
RLES 384 [3] Real Estate Finance .............................................3
BUSAD 218 [1] Business Law ..................................................4

TOTAL UNITS FOR A.S. MAJOR ............................................. 20

Real Estate Courses

RLES 380—REAL ESTATE PRINCIPLES 3 Units
Real estate principles and laws in California, including contracts, deeds, land titles, liens, escrows, leases, financing, land descriptions, mandatory disclosures, terminology, ethics, fair housing and licensing. Field trips may be required. Lecture. (CC RLEST 1)

RLES 381—REAL ESTATE PRACTICES 3 Units
Prerequisites: RLES 380
Practices and techniques of broker and salesperson including listing, prospecting advertising, disclosures, selling, escrow procedures, financing, exchanges, property management and leases, land utilization and development, public relations and professional ethics, and fair housing in real estate business. Field trips may be required. Lecture. (CC RLEST 5)
RLES 382—LEGAL ASPECTS OF REAL ESTATE 1 3 Units
Prerequisite: RLES 381
California real property laws including the principle legal aspects of ownership, acquisition and transfer of real property, legal descriptions, contracts, escrow procedures, forms of trust and foreclosure, liens and restrictions, legal instruments. Lecture. Not offered every semester. (CC RLEST 10)

RLES 384—REAL ESTATE FINANCE 3 Units
Prerequisite: RLES 380 or 381.
Lending regulations, policies and procedures applicable to financing residential, multi-family, commercial and special purpose properties. Special attention to the money market, sources of funds and FHA and VA loans as factors in property financing. Lecture. Not offered every semester.

RLES 385—REAL ESTATE APPRAISAL, RESIDENTIAL 3 Units
Prerequisite: RLES 380
Examination of appraisal process to determine property value on cost, sales comparison, and income basis. Consideration of neighborhood and site analysis, residential style and functional utility, three approaches to value, reconciliation of value indicators, and Uniform Standards of Professional Practice. Field trips may be required. Lecture.

RLES 392—BASIC ESCROW PROCEDURES 3 Units
Prerequisite: RLES 380 or 381.
Basic escrow elements and practices, Terms, phraseology, and documents, Preparation of instructions and statements and their use; legal descriptions; vesting of title, balancing, debits and credits, loan payoffs and dispensing funds. Lecture. Not offered every semester.

Recreation (REC)

With increased urbanization, expanded leisure time, and public awareness of the value of recreational activities, trained leaders are needed to organize and administer programs in a variety of settings. Since most jobs in Recreation require a four-year college degree, students in the Recreation program at MJC are encouraged to follow the four-year college transfer pattern and also to complete theoretical and practical recreation classes. Students are also advised to take electives in the fields of art, drama, music, sports, and activities. Considerable flexibility in the Recreation program is allowed in designing an individualized program to strengthen career needs and specialization areas selected by the student.

Recreation Courses

REC 110—SOCIAL RECREATION LEADERSHIP 2 Units
Also offered as CLDDV 110.
Introduction to and application of recreation and leisure leadership techniques in group situations including social recreation. Field trips may be required. Lecture. Not offered every semester. (CAN REC 4, CSU)

Recreational Land Management
See Natural Resources

Respiratory Care (RSCR)

The MJC Respiratory Care Program is a two-year Associate Degree Program to prepare students to sit for the State Board Respiratory Care Practitioner Exam. The program is fully accredited by the Committee on Accreditation for Respiratory Care (formerly known as the Joint Review Committee for Respiratory Therapy Education). Graduates are also eligible for both Certification and Registration administered by the National Board for Respiratory Care.

The MJC Respiratory Care Program begins once a year in the spring. For additional Program information, contact Allied Health, 575-6362. For academic advising, contact the Respiratory Care Program Director in Allied Health at 575-6388, the Clinical Director at 575-6381, or the MJC Counseling Office at 575-6080.

Program Eligibility and Preparation

RESPIRATORY CARE CANDIDATES
1. Must have a High School Graduate or have proof of equivalent
2. Must provide official stamped and sealed transcripts (from high school or equivalent and other colleges) for Records Office prior to the Program application deadline.

RECOMMENDED COMPETENCIES

MATH 70 [NP] Elementary Algebra (C or better) ......................... 2 OR
MATH 90 [NP] Eligibility through placement exam
READ 184 [NP] Critical Reading (C or better) ............................ 3 OR
Reading competency (12) on placement exam
ENGL 50 [P] Basic Composition and Reading ......................... 5 OR
Eligibility for English 101 on placement exam

PROGRAM PREREQUISITES: Complete each course with a C or better

ANAT 125 [P] Human Anatomy .............................................. 4 OR
PHYSO 101 [P] Introductory Human Physiology ....................... 3 OR
CHEM 143 [P] Introductory College Chemistry ...................... 5 AND
AP 150 [P] Elementary Human Anatomy-Physiology .......... 3 AND

AND CPR Certification (included in RSCR 220)

PRIOR TO ENROLLING IN THE PROGRAM
Students are advised to complete most if not all of the required non-Respiratory Care courses, additional graduation requirements, and other courses prior to entering the Program.

ADVANCED STANDING
Individuals who are already graduates of a one-year technician program and are licensed by the Respiratory Care Board as Respiratory Care Professionals (RCP) will be considered for admission to the second year of the program. Credit for previous coursework and clinical work experiences will be evaluated on a case-by-case basis. Those wishing to be considered for Advanced Standing should call 575-6388 for more information.

Continued ➢
PROGRAM APPLICATION

Students who have met the met/ completed the requirements above may complete and submit a Respiratory Care Application at the Allied Health Division during the following periods:

FOR EACH ACADEMIC YEAR: Aug. 1 through November 15

SELECTION PROCESS

All students who meet the enumerated prerequisites and application deadlines will be eligible for admission to the program. In the event there are more qualified applicants than spaces available in the program, a lottery system will be implemented to select the candidates. Only those courses completed by the time of application will be considered.

PROOF OF HEALTH AND IMMUNIZATIONS

Upon notification of admission to the Respiratory Care Program, students must submit proof of the following.

A. A medical history and physical examination completed by a Physician, Physician’s Assistant or Nurse Practitioner within 3 months prior to program start date. The physical must state that the applicant is free from communicable diseases and does not have any health conditions that would create a hazard to self, employees or patients.

B. Documentation of required immunizations.

C. A negative PPD skin test. If a positive reaction is obtained, or has previously been obtained, a chest x-ray must be taken unless medically contraindicated.

Program Requirements

AS Degree: Respiratory Care

• To earn an Associate in Science Degree, the student must complete the specified program prerequisites, meet/complete the recommended competencies, complete the MJC Graduation Requirements and the coursework below.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>PSYCH 101</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>MICRO 101</td>
<td>Microbiology (Prerequisite to RSCR 242)</td>
<td>4</td>
</tr>
<tr>
<td>RSCR 220</td>
<td>Introduction to Respiratory Care Principles</td>
<td>5</td>
</tr>
<tr>
<td>RSCR 230</td>
<td>Clinical 1</td>
<td>1</td>
</tr>
<tr>
<td>RSCR 222</td>
<td>Basic Cardiopulmonary Anatomy &amp; Physiology</td>
<td>3</td>
</tr>
<tr>
<td>RSCR 224</td>
<td>Respiratory Care Theory 2</td>
<td>3</td>
</tr>
<tr>
<td>RSCR 232</td>
<td>Clinical 2</td>
<td>3</td>
</tr>
<tr>
<td>RSCR 240</td>
<td>Advanced Cardiopulmonary Physiology &amp; Diagnostics</td>
<td>3½</td>
</tr>
<tr>
<td>RSCR 242</td>
<td>Critical Care Procedures</td>
<td>4½</td>
</tr>
<tr>
<td>RSCR 250</td>
<td>Clinical 3</td>
<td>4</td>
</tr>
<tr>
<td>RSCR 244</td>
<td>Neonatal–Pediatric Respiratory Care</td>
<td>2</td>
</tr>
<tr>
<td>RSCR 251</td>
<td>Neonatal and Pediatric Clinical Practice</td>
<td>½</td>
</tr>
<tr>
<td>RSCR 253</td>
<td>Neonatal &amp; Clinical Practice</td>
<td>½</td>
</tr>
<tr>
<td>RSCR 246</td>
<td>Current Issues in Respiratory Care</td>
<td>3</td>
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<tr>
<td>RSCR 248</td>
<td>Self-Directed Study</td>
<td>½</td>
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<tr>
<td>RSCR 252</td>
<td>Physician Rounds for Respiratory Care</td>
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<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>RSCR 255</td>
<td>Clinical 4</td>
<td>5</td>
</tr>
<tr>
<td>RSCR 257</td>
<td>Clinical Preceptorship</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Respiratory Care Total: 45 Units

POLICY FOR IMPOSING PENALTIES OR DENIAL OF LICENSURE

The law provides for denial of licensure for crimes or acts which may in any way be related to patient care activities, i.e., sex crimes, drug crimes, alcohol or drug abuse, and crimes of violence. In such cases, it is the applicant’s responsibility to present sufficient evidence of rehabilitation to the Respiratory Care Board of California prior to taking the licensure examination. If the above violations are only misdemeanors, an in-house review and penalty determination may be performed and fines, warning letters, and/or probation may be issued without denial of a license. The Respiratory Care Board of California will screen applicants individually. Any student considering a career as a Respiratory Therapist who might be denied licensure is advised to consult the Disciplinary Guidelines (California Code of Regulations, 1399.374) published by the Respiratory Care Board of California before entering the Program. This document is available on reserve in the MJC library. Further information on disciplinary guidelines may be obtained at www.rcb.ca.gov or by calling the Board at (866) 375-0386.

Respiratory Care Courses

RSCR 220—INTRODUCTION TO RESPIRATORY CARE PRINCIPLES

Prerequisites: CHEM 143 with a grade of “C” or better.

Formerly listed as RSCR 200.

Covers basic physical principles necessary for the practice of respiratory care to include the following: medical terminology, fundamentals of general bedside patient care skills, underlying physical principles of respiratory care equipment, indications for the use of oxygen and aerosol therapy and related equipment. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU, GR)

RSCR 222—BASIC CARDIOPULMONARY ANATOMY AND PHYSIOLOGY

Prerequisites: AP 150 or ANAT 125 and PHYS 101.

Formerly listed as RSCR 202.

Structure and functions of the pulmonary and cardiovascular systems. Application of laws of gas and fluid physics to the cardiopulmonary system. Field trips may be required. Lecture. (GR, CSU)

RSCR 224—RESPIRATORY CARE THEORY 2

Prerequisites: RSCR 220 with a grade of “C” or better.

Formerly listed as RSCR 203.

Theoretical foundation for basic treatment modalities utilized in respiratory care. Topics covered include: hyper-inflation therapies, chest physical therapy, basic airway care and cardiopulmonary pharmacology. Associated equipment will be covered during scheduled labs. Field trips may be required. Lecture/Laboratory. Materials fee required. (GR, CSU, Spr.)

RSCR 230—CLINICAL 1

Concurrent Enrollment: RSCR 220

Formerly listed as RSCR 205.

Clinical experience in oxygen therapy, aerosol-humidity therapy and other basic respiratory care modalities used in area hospitals. Two maximum completions. Field trips may be required. Laboratory. Materials fee required (items for infection control and/or malpractice liability insurance). (CR/NC, CSU)
RSCR 232—CLINICAL 2  
Prerequisites: RSCR 230 with a grade of Pass.  
Concurrent Enrollment: RSCR 224  
Formerly listed as RSCR 206.  
Clinical experience in the various routine respiratory care procedures and the equipment used in area hospitals. Attention is paid to the student performing critical evaluations of current therapy and the application of clinical practice guidelines. Field trips may be required. Two maximum completions. Laboratory. (CR/NC, CSU, Spr.)  
3 Units

RSCR 240—ADVANCED CARDIOPULMONARY PHYSIOLOGY AND DIAGNOSTICS  
Prerequisites: RSCR 222 and 224 with a grade of "C" or better.  
Formerly listed as RSCR 211.  
Advanced cardiopulmonary physiology and diagnostics for the second year respiratory care student. Includes advanced arterial blood gas analysis, indices of oxygenation, chest x-ray interpretation, hemodynamic monitoring, laboratory testing, capnography, and ECG interpretation with an emphasis on clinical setting application. Also includes discussion of various pathologies caused by cardiovascular conditions. Field trips may be required. Lecture. (GR, CSU, Fall)  
4½ Units

RSCR 242—CRITICAL CARE PROCEDURES  
Prerequisites: RSCR 222, 224 and MICRO 101 with a grade of "C" or better.  
Formerly listed as RSCR 212.  
Theory and application of critical care procedures for second year respiratory care students. This includes advanced theory and application of mechanical ventilators, associated pathophysiology and pharmacology, microbiological issues in respiratory care; application of ECG interpretation and chest x-ray interpretation. Field trips may be required. Lecture/Laboratory. (GR, CSU, Fall)  
4½ Units

RSCR 244—NEONATAL-PEDIATRIC RESPIRATORY CARE  
Prerequisites: RSCR 240 and 242 with a grade of "C" or better.  
Formerly listed as RSCR 214.  
Introduction to respiratory care in the neonatal patient. Topics include fetal and neonatal development, resuscitation, pathophysiology, and neonatal and pediatric respiratory care procedures. Also open to those holding valid Respiratory Care Practitioner or Registered Nurse license. Field trips may be required. Lecture. (GR, CSU, Sprr.)  
2 Units

RSCR 246—CURRENT ISSUES IN RESPIRATORY CARE  
Prerequisites: RSCR 240 and 242 with a grade of "C" or better.  
Formerly listed as RSCR 215.  
Specialty areas in Respiratory Care: home care, skilled nursing facility care, management and administrative issues, pulmonary rehabilitation and education, metabolic studies, nutrition, sleep studies, assisting physicians in procedures, and blood gas analysis. Course also includes a comprehensive review to prepare students for state and national examination. Field trips may be required. Lecture. (GR, CSU, Sprr.)  
3 Units

RSCR 248—SELF-DIRECTED STUDY  
Prerequisites: RSCR 242 with a grade of "C" or better.  
Formerly listed as RSCR 218.  
Preparation for therapist level clinical simulation exam. Students spend 1.5 hours per week on a self-directed basis completing computerized clinical teaching and testing simulations. Also open to those possessing a valid RCP license. Three maximum completions. Laboratory. Materials fee required. (CR/NC, CSU)  
½ Unit

RSCR 250—CLINICAL 3  
Prerequisites: RSCR 232 with a grade of "C" or better.  
Concurrent Enrollment: RSCR 240 and 242.  
Formerly listed as RSCR 213.  
Clinical experience in the various critical care respiratory procedures and the equipment used for these procedures in various area hospitals. Field trips may be required. Two maximum completions. Laboratory. Materials fee required. (CR/NC, CSU, Fall)  
4 Units

RSCR 251—NEONATAL AND PEDIATRIC CLINICAL PRACTICE 1  
Prerequisites: RSCR 242  
Concurrent Enrollment: RSCR 244  
Introduction to respiratory care clinical practice in perinatal, neonatal and pediatric care. Field trips may be required. Laboratory. (CSU, Summer, CR/NC)  
½ Unit

RSCR 252—PHYSICIAN ROUNDS FOR RESPIRATORY CARE  
Concurrent Enrollment: RSCR 244 and 246.  
Formerly listed as RSCR 210.  
Opportunity for interaction between physicians and respiratory care students to determine the appropriateness of a respiratory care plan; includes use of computer instruction in formulating adequate care plans and use of respiratory care protocols. Laboratory. (CSU, CR/NC, Sprr.)  
½ Unit

RSCR 253—NEONATAL AND PEDIATRIC CLINICAL PRACTICE 2  
Prerequisites: RSCR 242  
Concurrent Enrollment: RSCR 244  
Additional respiratory care clinical practice in perinatal, neonatal and pediatric care. Field trips may be required. Laboratory. (CSU, Summer, CR/NC)  
½ Unit

RSCR 255—CLINICAL 4  
Prerequisites: RSCR 244  
Concurrent Enrollment: RSCR 246  
Formerly listed as RSCR 254.  
Continued clinical experience in critical care units and introduction to clinical care in the neonatal intensive care unit as well as alternative site respiratory care. Field trips may be required. Laboratory. Materials fee required (items for malpractice liability insurance). (CSU, Fall, CR/NC)  
5 Units

RSCR 257—CLINICAL PRECEPTORSHIP  
Prerequisites: RSCR 244  
Concurrent Enrollment: RSCR 246  
Formerly listed as RSCR 257.  
Four week clinical preceptorship in which student must demonstrate proficiency in all areas of clinical respiratory care practice. Field trips may be required. Laboratory. (CSU, CR/NC)  
3 Units

Retail Management  
See Business Administration

Scholars Project  
See Interdisciplinary Studies

Continued ➤
Science (SCI)

SCI 201 – CONCEPTS OF EARTH SCIENCE  
2 Units
An introduction to the fundamental concepts of Earth science and astronomy. Designed to provide a general knowledge of rock formation, plate tectonics, mountain building, erosion, water cycles, weather, and the solar system. Field trips may be required. Materials fee may be required. Lecture/Discussion. Not offered every semester. (CSU)

SCI 202—CONCEPTS OF LIFE SCIENCE  
2 Units
An introduction to the fundamental concepts of Life Science. Designed to provide a general knowledge of the structure and function of living things, ecological principles, and the scientific method. Lecture/Discussion. Field trips may be required. (CSU)

SCI 203—CONCEPTS OF PHYSICAL SCIENCE  
2 Units
An introduction to the fundamental concepts of Physical Science. Designed to provide a general knowledge of electricity, magnetism, thermal energy, and the structure and classification of matter. Lecture/Discussion. Field trips may be required. (CSU)

SCI 310A,B,C,D—WORK EXPERIENCE  
1, 2, 3, 4 Units
NATURAL HISTORY AND SCIENCE – SUPERVISED PRACTICE
Prerequisite: Enrollment in a minimum of 6 units, which may include Cooperative Vocational Work Experience and previous completion or concurrent enrollment in a total of 6 units of science courses.
Designed for science majors who wish to combine classroom experience with an expansion of skills or knowledge acquired at a site of employment on a paid or volunteer basis. Work must directly relate to the student’s area of study. Maximum of 4 units may be earned per semester. May be repeated to a maximum of 18 units Work Experience credit. (Cooperative General Work Experience is included in this maximum.) Also offered during May, June and July. Field trips may be required. Lecture.

Sheet Metal: Vocational (SM)

The Vocational Sheet Metal courses teach layout, measurement, forming, and installation as well as the mathematics required for sheet metal fabrication. Curriculum is developed and closely monitored in consultation with local air conditioning and heating contractors.

Sheet Metal, Vocational Courses

SM 331—VOCAUTAL SHEET METAL AND INSTALLATION 1
Formerly listed as SM 31.
Tools and machinery used by sheet metal trades. Training in the procedures using patterns, cutting, making seams and riveting metals. Safety in sheet metal shop. Basic mathematical application. Opportunities in the trade. Field trips may be required. Lecture. (GR)

SM 332—VOCAUTAL SHEET METAL AND INSTALLATION 2
Prerequisite: SM 331
Formerly listed as SM 32.
Techniques perfected in turning, burring, raising, forming, crimping, and beading: short method of pattern development. Parallel line and radial line development. Linear and geometric measure. Field trips may be required. (GR)

SM 333—VOCAUTAL SHEET METAL AND INSTALLATION 3
Prerequisite: SM 332
Formerly listed as SM 33.
Mathematics for sheet metal fabrication. Specifications development. Sheet metal design. Pattern development. Field trips may be required. Lecture. (GR)

SM 334—VOCAUTAL SHEET METAL AND INSTALLATION 4
Prerequisite: SM 333
Formerly listed as SM 34.

SM 335—VOCAUTAL SHEET METAL AND INSTALLATION 5
Prerequisite: SM 334
Formerly listed as SM 35.
Sheet metal pattern development and pattern drafting. Continued study of mathematics for sheet metal fabrication. Field trips may be required. Lecture. (GR)

SM 336—VOCAUTAL SHEET METAL AND INSTALLATION 6
Prerequisite: SM 335
Formerly listed as SM 36.
Continuation of mathematics for sheet metal fabrication, pattern development and pattern drafting. Field trips may be required. Lecture. (GR)

SM 337—VOCAUTAL SHEET METAL AND INSTALLATION 7
Prerequisite: SM 336
Formerly listed as SM 37.
Advanced study of mathematics for sheet metal fabrication, sheet metal pattern development and pattern drafting. Field trips may be required. Lecture. (GR)

SM 338—VOCAUTAL SHEET METAL AND INSTALLATION 8
Prerequisite: SM 337
Formerly listed as SM 38.
Advanced training in conjunction with the manipulation skills acquired in daily work, to develop well qualified sheet metal workers. Field trips may be required. Lecture. (GR)
**Sign Language (SIGN)**

**SIGN 125—ASL: BEGINNING COMMUNICATION WITH THE DEAF**
Introduction to the American Manual Alphabet and American Sign Language, designed to provide basic conversational skill in the language used among deaf people in the U.S. Field trips may be required. Lecture. (CSU, UC)

**SIGN 126—ASL: INTERMEDIATE COMMUNICATION WITH THE DEAF**
Prerequisite: SIGN 125 or equivalent.
Communicating with and interpreting for the deaf through use of the American Manual Alphabet and American Sign Language. Field trips required. Lecture. (CSU, UC)

**SIGN 127—ASL: ADVANCED COMMUNICATION WITH THE DEAF**
Prerequisite: SIGN 126 or equivalent.
Use of the American Manual Alphabet and American Sign Language for those who would like to interpret for the deaf or for those who are or plan to become professional workers with the deaf. Lecture. (CSU, UC)

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**Social Science (SOCSC)**

**SOCSC 58—STUDENT LEADERSHIP DEVELOPMENT**
Theory and practice of leadership. Prepares students for productive involvement in community service, college activities, and civic government. Designed especially, but not exclusively, for students participating in student government and club activities. Field trips may be required. Two maximum completions. Lecture/Laboratory. (CC GUIDE 115)

**SOCSC 105—WOMEN’S STUDIES**
Recommended for Success: ENGL 101; INDIS 55 or 105
A multidisciplinary introduction to the origins, purpose, subject matter, and methods of feminist theory in the social sciences. This course explores political, economic, social, cultural and historical issues from a feminist perspective. The focus is on classic feminist texts: how they have changed gender roles in society, how feminist politics have evolved, and how they have shaped contemporary world views. Lecture. (CSU, UC)

**SOCSC 109—INTRODUCTION TO EDUCATION - PRACTICUM IN TUTORING**
Orientation to the teaching profession. Designed for prospective elementary, secondary or college teachers but open to all students. Students are required to observe and tutor in an appropriate educational setting. Partially meets field experience requirement for teaching credential program at CSU Stanislaus. Fingerprint clearance and TB clearance is required. Lecture. (CSU) (CC INDIS 10)

**SOCSC 110—INTRODUCTION TO EDUCATION**
Orientation to the teaching profession. Designed for prospective elementary, secondary or college teachers but open to all students. Students are required to observe and participate in community classrooms. Meets field experience requirements for teaching credential program. Fingerprint clearance and TB clearance is required. Lecture. (CSU) (CC INDIS 12)

**SOCSC 120A, 120B, 120C—COMPUTER APPLICATIONS IN THE SOCIAL SCIENCES**
Application of computers to social sciences activities. Writing, research, data collection, simulations, survey and laboratory research. Field trips may be required. May be repeated to six units maximum. Lecture or Laboratory. (CSU)

**SOCSC 154—MOVIES WITH A MESSAGE: SOCIAL TOPICS IN FILM**
Also offered as FILM 154.
A thematic film course aimed at using the medium of film to broaden the awareness of current societal and global issues, focusing on different topics semester to semester. Selected sequences of feature films, documentaries, unusual foreign and domestic releases will explore how film makers depict aspects of history, culture, religion, race, gender, class, ideology and other issues in a global perspective. Course will cover related elements of film style and theory, such as the relationship of subject to style, form and function. Field trips may be required. Lecture. (CSU, UC)

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**Social Welfare**

This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

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**Sociology (SOCIO)**

**SOCIO 101—INTRODUCTION TO SOCIOLOGY**
The study of human social interaction, groups and societies with emphasis upon culture, social differences, institutions and change. Field trips may be required. Lecture. (CAN SOC 2, CSU, UC) (CC SOCIO 1)

**SOCIO 102—SOCIAL PROBLEMS IN THE UNITED STATES**
The study of contemporary social problems within the American society emphasizing, among other topics, alcohol and drugs, crime and violence, family problems, power, race, and gender inequalities. Construction of possible solutions to social problems will also be discussed. Field trips may be required. Lecture. (CSU, UC) (CAN SOC 4)

**SOCIO 125—SOCIOLOGY OF THE FAMILY**
Comparative and historical treatment of the family. Analysis of kinship and family structure; roles and relationships within the family. Assessment of contemporary society on the family in America. Lecture. (CSU, UC) (CC SOCIO 12)

**SOCIO 131—SOCIOLOGY OF MEDICINE: CROSS-CULTURAL PERSPECTIVES**
The experiences of caregivers and patients from several ethnic minority groups (Hispanic, African American and Southeast Asian) provide access to an understanding of some of the meanings and traditions of health in the U.S. Definitions of health and strategies of healing as well as the distribution of illness in our stratified, multicultural society are examined. The influence of Western biomedicine, its network of roles and relationships and the effects of economics and bioethics on health care delivery are evaluated. Field trips may be required. Lecture. (CSU, UC).

**SOCIO 150—ETHNICITY AND CULTURE IN AMERICA**
A multidisciplinary study of ethnic and racial groups in the United States including Asian-Americans, African-Americans, Hispanics, among others. Emphasizes emergence, change, marginality, and integration of major ethnic groups in the United States. Field trips may be required. Lecture. (CSU, UC) (CC SOCIO 5)

**SOCIO 154—AFRICAN-AMERICAN CULTURES AND COMMUNITIES**
Recommended for Success: SOCIO 150
A sociological exploration of the social and historical forces shaping contemporary African-American experiences and their multiple statuses in American society. Effects of stratification, conflict and change as well as the historical and current roles of the family within dynamic communities are emphasized. Lecture. (CSU, UC)

**SOCIO 156—MEXICAN CULTURE IN THE UNITED STATES**
Contemporary Mexican-American Culture, problems and contributions, origins and nature. Intergroup contacts and conflicts. Field projects concern Mexican-American assimilation within the region. Lecture. (CSU, UC)

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**Soil Science**

See Plant Science

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**Courses and Academic Programs**

Continued ➤
Spanish (SPAN)

SPAN 45, A, B, C—PRACTICAL SPANISH FOR THE PROFESSIONS 1⁄₄, 1, 2, 3 Units

Non-degree course.
Conversational Spanish for people working with the Spanish-speaking in the following areas: health, education, law enforcement, social work, agriculture, construction, public safety, and business. Occupational topics vary from semester to semester. May be repeated for credit as topics change. Field trips may be required. Multiple completions not to exceed 9 units in any combination.

SPAN 51—INTRODUCTION TO PRACTICAL SPANISH 1 3 Units
An introduction to current Spanish, with emphasis on practical application in travel, occupations, and daily life. Basic Spanish grammar and pronunciation. Field trips may be required. Lecture/Laboratory. (CC SPAN 10A)

SPAN 52—INTRODUCTION TO PRACTICAL SPANISH 2 3 Units
Prerequisite: SPAN 51 or equivalent introductory course.
A continuation of SPAN 51. Emphasis on practical application in travel, occupations, and daily life. Basic Spanish grammar and pronunciation. Field trips may be required. Lecture/Laboratory.

SPAN 101—SPANISH 1 4 Units
Fundamentals of spoken and written Spanish. Field trips may be required. Lecture/Laboratory. (CAN SPAN 2, CAN SPAN SEQ A, CSU, UC) (CC SPAN 1A)

SPAN 102—SPANISH 2 4 Units
Prerequisite: SPAN 101 or two years of high school Spanish.
Continuation of SPAN 101. Field trips may be required. Lecture/Laboratory. (CAN SPAN 4, CAN SPAN SEQ A, CSU, UC) (CC SPAN 1B)

SPAN 103—SPANISH 3 4 Units
Prerequisite: SPAN 102 or three years of high school Spanish.
Continuation of SPAN 102. Includes Spanish grammar, conversation, reading, and composition. Also includes reading and discussion in Spanish of selections from literary works of Spanish and Latin American writers. Field trips may be required. Lecture/Laboratory. (CAN SPAN 8, CAN SPAN SEQ B, CSU, UC) (CC SPAN 2A)

SPAN 104—SPANISH 4 4 Units
Prerequisite: SPAN 103 or four years of high school Spanish.
Continuation of SPAN 103. Includes reading and discussion in Spanish of literary works of Spanish and Latin American writers. Field trips may be required. Lecture/Laboratory. (CAN SPAN 10, CAN SPAN SEQ B, CSU, UC) (CC SPAN 2B)

SPAN 111—FUNDAMENTALS OF SPOKEN AND WRITTEN SPANISH FOR SPANISH SPEAKERS 4 Units
Prerequisite: Ability to understand spoken Spanish and read and write colloquial Spanish.
Fundamentals of spoken and written Spanish for Spanish speakers. Designed to help Spanish-speaking students improve their oral and written communication skills. Taught in Spanish. Field trips may be required. Lecture/Laboratory. (CSU, UC)

SPAN 112—INTRODUCTION TO SPANISH AND CHICANO LITERATURE 3 Units
Recommended for Success: SPAN 111
Designed to help students further improve their knowledge and understanding of Spanish and Chicano Literature. Course will be taught in Spanish. Field trips may be required. Lecture. (CSU, UC)

SPAN 138—ADVANCED CONVERSATIONAL SPANISH 3 Units
Recommended for Success: SPAN 103
Advanced conversational Spanish for those who have already studied Spanish grammar for a minimum of three semesters at the college level. Field trips may be required. Two maximum completions. Not offered every semester. Lecture. (CSU, UC)

SPAN 190A,B,C—ADVANCED SPANISH 1, 2, 3 Units
Prerequisite: SPAN 104 with a grade of "C" or better.
Advanced reading of Spanish and Chicano authors; emphasis on understanding of the texts and oral-aural performance. Individual or group meetings. Field trips may be required. SPAN 190A can have a maximum of 4 units. SPAN 190B & C can have a maximum of 6 units. Lecture. (CSU)

Special Problems
This is participation in discussion, analysis, and evaluation of a special topic or problem. Topics are announced each semester in the schedule of classes. Most areas offer Special Topics & Problems. Contact the division office for more information. See page 46.

Speech Communication (SPCOM)

The Speech Communication Program at Modesto Junior College offers students a variety of courses which incorporate both theory and performance instruction. These include public speaking, argumentation and debate, organizational communication, intercultural and interpersonal communication, contest speaking and forensics competition which includes debate and individual events. The MJC Forensics Team has captured a number of state and national championships. The program also offers courses in practical speech communication and voice improvement. Most courses are available to students in both day and evening hours.

Speech Communication Program

Certificate: Speech Communication

- To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 12 units

ORAL COMMUNICATION AREA - Complete 3 units
- SPCOM 100 [NP] Public Speaking .................................................. 3 OR
- SPCOM 102 [NP] Introduction to Human Communication .............. 3

CRITICAL THINKING AREA- Complete 3 units
- SPCOM 104 [NP] Argumentation .................................................. 3 OR
- SPCOM 107 [NP] Introduction to Debate ............................................ 3

GROUP AND ORGANIZATIONAL COMMUNICATION AREA- Complete 3 units
- SPCOM 106 [NP] Group & Organizational Communication .............. 3 OR
- SPCOM 109 [NP] Communication & Leadership Skills For Women in Management ............................................. 3

PROFESSIONAL SKILLS AREA- Complete 3 units
- SPCOM 103 [NP] Interpersonal Communication ......................... 3 OR
- SPCOM 110 [NP] Persuasion .......................................................... 3 OR
- SPCOM 130 [NP] Intercultural Communication ............................ 3

TOTAL UNITS FOR CERTIFICATE ........................................... 12

Continued ➤
AA Degree: Speech Communication

To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework. Student should consult with a Speech advisor for selection of Elective Units.

REQUIRED COURSES - Complete 6 units

SPCOM 102  [1]  Introduction to Human Communication………………3
SPCOM 100  [1]  Fundamentals of Public Speaking……………………3 OR
SPCOM 104  [NP]  Argumentation…………………………………….3

ELECTIVE COURSES - Complete 14 units

SPCOM 101  [NP]  Basic Voice Improvement…………………………3
SPCOM 103  [NP]  Interpersonal Communication……………………3
SPCOM 105  [NP]  Forensics and Speech Activities Workshop……...2
SPCOM 106  [NP]  Group and Organizational Communication………3
SPCOM 107  [1]  Introduction to Debate……………………………..3
SPCOM 108  [NP]  Advanced Debate……………………………………3
SPCOM 109  [NP]  Communication and Leadership Skills for Women in Management ……3
SPCOM 110  [NP]  Persuasion………………………………………………3
SPCOM 120  [NP]  Oral Reading and Interpretation…………………3
SPCOM 122  [1]  Introduction to Readers' Theatre……………………3
SPCOM 123  [NP]  Storytelling: The interpretation of Children’s Literature.3
SPCOM 130  [NP]  Intercultural Communication……………………3
SPCOM 145  [NP]  Parliamentary Procedure…………………………1
SPCOM 199  [NP]  Independent Study………………………………………1-3

TOTAL UNITS FOR A.A. MAJOR……………………………………...20

Speech Communication Courses

SPCOM 100—FUNDAMENTALS OF PUBLIC SPEAKING  3 Units
Developing individual effectiveness in various speech activities, emphasis on public speaking; instruction and practice in selection, organization and presentation of materials. Development of self-confidence and listening skills. Field trip required. Lecture. (CAN SPCH 4, CSU, UC)(CC SPCOM 1)

SPCOM 101—BASIC VOICE IMPROVEMENT  3 Units
Also offered as RA-TV 101 and THETR 101.
Training program in basic voice improvement. Emphasis on critical listening, self-analysis and self-improvement in tone production and control, voice quality, articulation and pronunciation. Introduction to the International Phonetic Alphabet. Credit given for only one of SPCOM 101, RA-TV 101, or THETR 101. This is not a class for persons with a major speech impediment. Lecture. (CAN DRAM 6, CSU, UC, Fall)(CC DRAM 18)

SPCOM 102—INTRODUCTION TO HUMAN COMMUNICATION 3 Units
Study of human communication including verbal, nonverbal and listening skills. Focus on effective oral participation in informal encounters, group discussion, and individual presentations in public settings. Field trip required. Lecture/Laboratory. (CSU, UC) (CC SPCOM 4)

SPCOM 103—INTERPERSONAL COMMUNICATION  3 Units
The study of interpersonal communication including perceptual, verbal and nonverbal elements. The course focuses on the concepts and skills regarding interpersonal relationships as applied to various interaction, such as the male/female relationship, the family, the workplace. Lecture. (CAN SPCH 8, CSU, UC, Spr.) (CC SPCOM 4)

SPCOM 104—ARGUMENTATION 3 Units
Prerequisite: ENGL 101
Primary emphasis on argumentation as the study of analysis, evidence, reasoning, refutation and rebuttal, etc., in oral and written communication. Significant component of instruction in written argumentation, with special attention to the essay form. “Critical Thinking” approaches to commercial, legal, political, and academic argumentation and persuasion. Field trips may be required. Lecture. (CAN SPCH 6, CSU, UC) (CC SPCOM 2)

SPCOM 105—FORENSICS WORKSHOP  2 Units
Recommended for Success: SPCOM 100 or 102.
Principles of applied speech communication through participation in competitive speech performances. Students will participate in intercollegiate forensics. Competitive events include debate, Readers Theater and individual speaking and interpretive performances. Four maximum completions. Field trips required. Lecture/Laboratory. (CSU)

SPCOM 106—GROUP AND ORGANIZATIONAL COMMUNICATION 3 Units
Also offered as SU-TR 106.
Communication within and between groups and organizations while enhancing relevant individual communication skills. Emphasis on communication and organizational theory as a basis for focus on such communication processes as interviewing, task-oriented discussion, problem solving, leadership, conflict resolution and negotiation, communication climate, and organizational culture. Lecture. (CAN SPCOM 10, CSU)

SPCOM 107—INTRODUCTION TO DEBATE 3 Units
Argumentation principles and the debate format. Emphasis on case construction, methods of attack and defense, communication strategies, and various forms of debate. Field trips required. Lecture. (CSU, UC)

SPCOM 108—ADVANCED DEBATE 3 Units
Recommended for Success: SPCOM 107
Additional study of topics covered in SPCOM 107. Focus is on coaching debate and planning, judging and officiating debates. Field trips required. Lecture/Laboratory. (CSU, UC)

SPCOM 109—COMMUNICATION AND LEADERSHIP SKILLS FOR WOMEN IN MANAGEMENT 3 Units
Communication and leadership skills for effective business management in the workplace. Emphasis on the women’s movement into management positions. Emphasis on common strategies, supervising employees, interpersonal skills, motivational methods, assertiveness and decision-making. Lecture. (CSU, Spr.)

SPCOM 110—PERSUASION 3 Units
Development of abilities to plan and deliver persuasive presentations through a combination of methods involving the study of “real” communicative events; i.e., trials, sales presentations, political campaigns, sermons, etc., and the preparation and presentation of own works. Survey of recent research in attitude change and persuasive communication. Field trips may be required. Lecture. (CSU)

SPCOM 120—ORAL READING AND INTERPRETATION 3 Units
Also offered as THETR 120.
Skills in oral interpretation of literature; choice of material, involvement with material; communication of author’s thought, emotion and language; expanded knowledge of literature and literary forms. Credit given for either THETR 120 or SPCOM 120, but not both. Lecture/Laboratory. (CSU, UC)

SPCOM 122—INTRODUCTION TO READERS’ THEATRE  3 Units
Also offered as THETR 122.
Study of oral interpretation principles as they apply to group and choral reading. Emphasis will be placed upon the preparation and performance of Readers’ Theatre productions. Students will be provided with the necessary theory, practice, and criticism to develop skills for organization and oral presentation of Readers’ Theatre materials. Lecture. Field trips may be required. (CSU, UC)
COURSES AND ACADEMIC PROGRAMS

Speech Communication - Study Skills

SPCOM 123—STORYTELLING: THE INTERPRETATION OF CHILDREN’S LITERATURE 3 Units
Introduction to history of storytelling and techniques of critical listening to and preparation and presentation of literature. Emphasis upon sources, selection of materials, analysis, preparation and presentation of prose, verse, and drama. Designed to develop the adult reader’s knowledge, critical ability and appreciation in the field of children’s literature. Field trips may be required. Lecture. (CSU, UC, CR/NC, Sum.)

SPCOM 124—ADVANCED READERS’ THEATRE 3 Units
Recommended for Success: SPCOM 120, 122, THETR 120, or 122. Continued development of vocal control and expression, emphasis on analysis of reading materials and oral communication of thought and emotion. Emphasis on construction and direction of Readers’ Theatre performances suitable for public presentation. Field trips may be required. Lecture. Materials fees may be required to cover cost of course materials and theatre tickets. (CSU, UC, CR/NC)

SPCOM 130—INTERCULTURAL COMMUNICATION 3 Units
Study of intercultural communication with a focus on the analysis and comparisons of message perception and transmission in interactions between people from different cultures. Practical application of skills for effective communication between people of different domestic and international cultures is emphasized. Field trips may be required. Lecture. (CSU, UC)

SPCOM 145—PARLIAMENTARY PROCEDURE 1 Unit
Introduction to Parliamentary Procedure. Preparing for and participating in meetings as a member, officer, and chairperson. Rank and use of motions. Two maximum completions. Lecture/Other. (CSU, CR/NC)

Speech Pathology/Therapy
This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

Spelling (SPELL)

SPELL 31—SPELLING: CONSONANT SOUNDS AND SYMBOLS 3 Units
Non-degree course.
Designed for non-native speakers to improve reading and spelling. Sound-symbol relationships in English with emphasis on consonants and consonant clusters. Discrimination between words which are similar in either spelling or sound. Help with spelling and with pronunciation of words encountered in reading. Two maximum completions. Lecture. (GR)

SPELL 32—SPELLING AND PRONUNCIATION 3 Units
Recommended for success: Concurrent enrollment in ENGL 49 or ENGL 50. Non-degree course.
Course is designed to improve spelling and pronunciation habits by introducing and using the phonic patterns of English. Two maximum completions not to exceed 6 units. Lecture. (GR)

Study Skills (ST-SK)

ST-SK 25—STUDENT SUCCESS STRATEGIES 1 Unit
Designed to increase the student’s success in college and to facilitate the transition to the workplace. Emphasis on goal setting, time management, study skills and interpersonal communication. Lecture.

ST-SK 70—MIND OVER MATH 1 Unit
Prerequisite: Eligibility for MATH 20 or MATH 70. Designed for students who experience math anxiety and math avoidance. This course explores the fear of math including common causes, symptoms, past experiences, math myths, and negative thinking that contribute to math anxiety. Students will learn techniques to reduce their anxiety, learn practical math tips and study methods, learn about college resources available to help math students, develop strategies to more effectively learn math, and develop a more positive attitude about math and about their own abilities to do well in math. Lecture. (CR/NC)

ST-SK 78—COLLEGE STUDY SKILLS 3 Units
Recommended for Success: ENGL 50 and READ 82 eligibility. Introduces students to educational, psychological and social factors necessary for college success. Topics include: goal setting, time management, note-taking, textbook reading, test-taking skills, memorization, concentration, motivation, writing and speaking, critical and creative thinking, learning styles, use of technology, diversity, health relationships, finances, educational planning, and career development. Acquaints students with the college, its curriculum, facilities, services, regulations, programs, degree and transfer requirements. Lecture. (GR)

ST-SK 120—SUCCESS STRATEGIES FOR TRANSFER STUDENTS 3 Units
Recommended for Success: Eligibility for ENGL 101 and a reading score of 10 (35th percentile or higher). Also offered as GUIDE 120. Increases success in college by assisting students in obtaining skills and techniques necessary to reach their educational objectives. Topics include educational planning, motivation and learning styles, research strategies, note-taking, subject-specific study techniques, time management and textbook study methods. Lecture. (CSU)

ST-SK 135—COLLEGE SUCCESS FOR SCIENCE MAJORS ½ Unit
Assists students in the study of scientific materials. Topics include reading and note-taking strategies, preparing for and taking exams in the sciences, and creating effective study groups. Lecture. (CSU, CR/NC, Sum.)

Sports Medicine
See Physical Education
Supervisory Management (SU-TR)

The Supervisory Management Program is designed to prepare students for leadership responsibilities at the operating level in business, industry, and government. It also provides owners, managers, and other supervisory personnel with the opportunity to complete specific courses designed to develop management ability. Many of the courses are offered in the evening to accommodate working students who are interested in upgrading their skills.

Supervisory Management Program

Certificate: Supervisory Management

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 12 units
SU-TR 351 [1] Elements of Supervision................................3

ELECTIVE COURSES - Complete 9 units
Any courses offered by Modesto Junior College. Student may choose to pursue a single discipline, however, it is not required.

TOTAL UNITS FOR CERTIFICATE........................................... 21

AA Degree: Supervisory Management

• To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

REQUIRED COURSES - Complete 12 units
SU-TR 351 [1] Elements of Supervision................................3

ELECTIVE COURSES - Complete 9 units
BUSAD 310 [2] Bookkeeping 1 ..............................................3 OR
BUSAD 240 [NP] Principles of Management.............................3
BUSAD 245 [NP] Principles of Marketing.................................3
BUSAD 248 [3] Introduction to Business.................................3
BUSAD 377 [NP] Human Relations in Business..........................3

ADDITIONAL ELECTIVE COURSES - Complete 9 units
Any course in Business Administration, Computer Science, or Office Administration

TOTAL UNITS FOR A.A. MAJOR........................................... 30

Supervisory Management Courses

SU-TR 106—GROUP AND ORGANIZATIONAL COMMUNICATION
3 Units
Also offered as SPCM 106.
Communication within and between groups and organizations while enhancing relevant individual communication skills. Emphasis on communication and organizational theory as basis for focus on such communication processes as interviewing, task-oriented discussion, problem solving, leadership, conflict resolution and negotiation, and communication climate, and organizational culture. Lecture. (CSU, Eve.)

SU-TR 351—ELEMENTS OF SUPERVISION
3 Units
Nature and function of supervisor’s role in business, industry and government. The skills and techniques of effective management will be examined and applied in terms of attaining maximum results through the cooperative efforts of others. Lecture.

SU-TR 364—TOTAL QUALITY MANAGEMENT
3 Units
Recommended for Success: SU-TR 351, BUSAD 240.
Also offered as BUSAD 364.
This course provides an introduction to W. Edward Deming’s philosophy of Total Quality Management and its implications for improving the competitiveness of American business in the international economy. A variety of related management topics is also presented. Lecture.

Teaching: Elementary, Secondary

This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

Teaching:
Preschool, Early Intervention
See Child Development

Continued ➤
Television Production (RA-TV)

Modesto Junior College’s department of Television Production has been created to train students to work in the television, cable, film and video entertainment industry. Students get a variety of hand-on opportunities with course study in both studio and on-location television, film, and documentary production. Students will learn to produce, direct, act as talent, shoot and edit projects and programs that air on local cable channels. Advance television and film students are encouraged to submit their work to local and national student film and video competitions. In addition, qualified students can secure internships with local production companies or MJC Video Productions.

Students who enroll in the Television Production program will get to explore new career paths that result from the development of new digital technologies. They will leave with the skills required for a promising career in the television/film industry.

Television Production Program

Certificate: Television Production

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 13 units
RA-TV 140 [1] Introduction to Mass Communication ........................................ 3
RA-TV 134 [1] Television Production ........................................................................ 3
RA-TV 142 [2] Light, Sound, Camera, & Editing Workshop ..................................... 3
RA-TV 199C [2,3] MJC Video Productions................................................................. 1

ELECTIVE COURSES - Complete 3 units
RA-TV 138 [1,2] Writing for Radio & Television .................................................... 3
RA-TV 140 [NP] Multi-Camera Remote Television Productions .......................... 4
RA-TV 141 [NP] Documentary Video Production .................................................. 3
ENGL 178 [NP] Mass Media & the Public ................................................................. 3
CMPGR 284 [NP] Desktop Video Animation .......................................................... 3
CMPGR 287 [NP] Introduction to Multimedia ......................................................... 3

TOTAL UNITS FOR CERTIFICATE ..................................................................... 16

AA Degree: Television Production

• To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to the following coursework.

REQUIRED COURSES - Complete 15 units
RA-TV 134 [1] Television Production ................................................................. 3
RA-TV 135 [2] Television Production ................................................................. 3
RA-TV 142 [2] Light, Sound, Camera and Editing Workshop ............................. 3
RA-TV 150 [1] Introduction to Mass Communications .................................... 3
FILM 150 [1] Film Production ............................................................................ 3

ELECTIVE COURSES - Complete 5 units
FILM 151 [2] Advanced Film Production .......................................................... 3
FILM 152 [3] Advanced Film Production .......................................................... 3
RA-TV 101 [NP] Basic Voice Improvement .......................................................... 3
RA-TV 131 [1] Radio Control Room & Studio Production ............................... 3
RA-TV 136 [3] Television Production ................................................................. 3
RA-TV 137 [NP] Radio and Television Announcing ........................................ 3
RA-TV 138 [NP] Writing for Radio and Television .......................................... 3
RA-TV 141 [NP] Television Video Documentary ............................................ 3

TOTAL UNITS FOR A.A. MAJOR.................................................................. 20

Television Production Courses

RA-TV 101—BASIC VOICE IMPROVEMENT 3 Units
Also offered as SPCOM 101 and THETR 101. Training program in basic voice improvement. Emphasis on critical listening, self-analysis and self-improvement in tone production and control, voice quality, articulation and pronunciation. Introduction to the International Phonetic Alphabet. Credit given for only one of SPCOM 101, RA-TV 101, or THETR 101. This is not a class for persons with a major speech impediment. Lecture. (CAN DRAM 6, CSU, UC, Fall) (CC CAM 18)

RA-TV 134—TELEVISION STUDIO PRODUCTION 3 Units
Fundamental theory and operation of television control room and studio equipment including TV cameras, video switcher, audio equipment, basic studio lighting, and character generator. Electronic field production and editing will also be covered. Students will participate in group projects and fill the roles of talent, camera operators, technical directors, floor managers, video and audio technicians, as well as producers and directors. Field trips may be required. Lecture/Laboratory. Materials fee required. (CSU)

RA-TV 135—ADVANCED TELEVISION PRODUCTION 1 3 Units
Recommended for Success: RA-TV 134, 142. Practical applications in single and multiple camera television production. Creative use of camera, sound, editing, and production planning. Students will produce, direct, and edit individual features that will be incorporated into a half hour television program. This class will provide expanded responsibilities in producing, directing, and operating video and audio equipment in remote and studio productions. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU)

RA-TV 136—ADVANCED TELEVISION PRODUCTION 2 3 Units
Recommended for Success: RA-TV 135, 142. Continuation of RA-TV 135. Development of leadership skills, directing techniques, and the producing process for the television industry. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. (CSU)

RA-TV 137—RADIO AND TELEVISION ANNOUNCING 3 Units
Recommended for Success: Computer/Internet literacy. Performance for the electronic media. Includes announcing, newscasting, interview, and narration. Practical development of radio and television announcing skills through practice and evaluation. Field trips may be required. Lecture/Laboratory. (CSU)

RA-TV 138—WRITING FOR RADIO AND TELEVISION 3 Units
Applied studies in the techniques of writing for radio and television, including the gathering and writing of news, commercials and public service announcements, radio features and short dramatic scripts. Includes interview techniques, storyboarding, and the presentation of newscasts. Lecture/Laboratory. (CSU)

RA-TV 141—TELEVISION-VIDEO DOCUMENTARY PRODUCTION 3 Units
Recommended for Success: RA-TV 134 or FILM 150. Technical and aesthetic elements of producing and directing a television documentary. This course will cover the process from conceptualization to postproduction. Exploration of historical, social, political, and personal concerns that are communicated through the television documentary. Students will participate in the production of a local documentary to be broadcast on cable television. Field trips may be required. Two maximum completions. Lecture/Laboratory. Materials fee required. Not offered every semester. (CSU, GR)
The Theatre Program at MJC is designed to prepare students to work in professional or semi-professional theatre situations or to transfer to four-year colleges and universities to pursue additional drama classes that may include preparation for teaching theatre. The program is designed to teach students the techniques of acting, costume, directing, playwriting, lighting, makeup, oral interpretation, stage design, and children’s theatre. The Theatre program provides students the opportunity to act in major productions.

Certificate: Design & Technical Theatre

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 15 units
THETR 100 [NP] Introduction to Theatre Arts (Fall, Spring) ...............3
THETR 175 [1] Stage Costuming (Fall, 1998) ........................................3
THETR 182 [1] Practical Stage Lighting (Spring, 1998) .........................3
THETR 183 [2] Fundamentals of Stage Make-up 1 (Fall, 1997) .............1
THETR 190A [NP] Theatre Production Workshop (Fall, Spring) ............1
THETR 196 [NP] Theatre Management (Fall, Spring) ............................1

TOTAL UNITS FOR CERTIFICATE ............................................. 15

Theatre Performance Program

Certificate: Theatre Performance

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 6 units
THETR 161 [2] Intermediate Acting ....................................................3

ELECTIVE COURSES - Complete 9 units
THETR 122 [1] Introduction to Readers’ Theatre .................................3
THETR 123 [NP] Storytelling: The Interpretation of Children’s Literature ..3
THETR 131 [NP] Fundamentals of Choreography ................................3
THETR 195 [NP] Movement for the Performing Artist .........................3

TOTAL UNITS FOR CERTIFICATE .................................................. 15

AA Degree: Theatre

• To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to completing the coursework below. Students should consult with a Theatre faculty advisor for selection of Elective Units. Students who plan to transfer to a four-year college or university should consult with a Theatre faculty advisor to ensure that all required transfer courses are completed.

REQUIRED COURSES - Complete 8 units
THETR 100 [1] Introduction to Theatre Arts .........................................3

ELECTIVE COURSES - Complete 12 units
THETR 122 [1] Introduction to Readers’ Theatre .................................3
THETR 150 [NP] Elements of Playwriting ...........................................3
THETR 161 [2] Intermediate Acting ....................................................3
THETR 164 [NP] Improvisational Acting .............................................3
THETR 165 [NP] History of the American Musical Theatre ..................3
THETR 175 [NP] Stage Costuming .....................................................3
THETR 178 [3] Introduction to Scenery Design .....................................3
THETR 182 [3] Practical Stage Lighting ...............................................3
THETR 183 [NP] Fundamentals of Stage Make-Up 1 .............................1
THETR 184 [NP] Fundamentals of Stage Make-Up 2 .............................1
THETR 190A [NP] Theatre Production Workshop ...............................1
THETR 192 [NP] Rehearsal and Performance .......................................2
THETR 196 [NP] Theatre Management ..............................................1
THETR 198 [NP] Special Topics .........................................................1-3

TOTAL UNITS FOR A.A. MAJOR .................................................. 20

Shakespeare Academy Program

See English
Theatre Courses

THETR 100—INTRODUCTION TO THEATRE ARTS 3 Units
Investigation of process of collective art of theatre, the role of actor, director, playwright, designer, technician and audience. Survey of theatre origins, its development as an art form, and its social, political and cultural implications in history. Attendance at MJC theatre productions required; 25 hours required work on productions or a 10 page term paper. Field trips may be required. Materials fee may be required to cover cost of theatre tickets. Lecture. (CAN DRAM 18, CSU, UC)

THETR 101—BASIC VOICE IMPROVEMENT 3 Units
Also offered as RA-TV 101 and SPCOM 101.
Training program in basic voice improvement. Emphasis on critical listening, self-analysis and self-improvement in tone production and control, voice quality, articulation and pronunciation. Introduction to the International Phonetic Alphabet. Credit given for only one of SPCOM 101, RA-TV 101, or THETR 101. This is not a class for persons with a major speech impediment. Lecture. (CAN DRAM 6, CSU, UC, Fall) (CC DRAM 18)

THETR 102—WORLD THEATRE 3 Units
Survey of world theatre and its development as an art form through social, political and cultural contexts. Investigation of cultural traditions and styles, values, aesthetics will be explored. Field trips required. Lecture. (CSU, UC)

THETR 120—ORAL READING AND INTERPRETATION 3 Units
Also offered as SPCOM 120.
Skills in oral interpretation of literature; choice of material, involvement with material; communication of author’s thought, emotion and language; expanded knowledge of literature and literary forms. Credit given for either THETR 120 or SPCOM 120, but not both. Lecture/Laboratory. (CSU, UC)

THETR 122—INTRODUCTION TO READERS’ THEATRE 3 Units
Study of oral interpretation principles as they apply to group and choral reading. Emphasis will be placed upon the preparation and performance of Readers’ Theatre productions. Students will be provided with the necessary theory, practice, and criticism to develop skills for organization and oral presentation of Readers’ Theatre materials. Lecture. Field trips may be required. (CSU, UC)

THETR 123—STORYTELLING: THE INTERPRETATION OF CHILDREN’S LITERATURE 3 Units
Also offered as SPCOM 123.
Introduction to history of storytelling and techniques of critical listening to and preparation and presentation of literature. Emphasis upon sources, selection of materials, analysis, preparation and presentation of prose, verse, and drama. Designed to develop the adult reader’s knowledge, critical ability and appreciation in the field of children’s literature. Field trips may be required. Lecture/Laboratory. (CSU)

THETR 124—ADVANCED READERS’ THEATRE 3 Units
Recommended for Success: SPCOM 120, or 122, or THETR 120, or 122.
Also offered as SPCOM 124.
Continued development of vocal control and expression, emphasis on analysis of reading materials and oral communication of thought and emotion. Emphasis on construction and direction of Readers/Theatre performances suitable for public presentation. Field trips may be required. Lecture. Materials fees may be required to cover cost of course materials and theatre tickets. (CSU, UC)

THETR 131—FUNDAMENTALS OF CHOREOGRAPHY 1 Unit
Introduction into the creative process involved in composing dance. The knowledge of compositional components will be explored, crafted, and aesthetically analyzed. Exploration of qualities and dynamics, elements of dance, performance qualities will be addressed through technique, improvisation, and compositional studies. Field trips required. Four maximum completions. Lecture/Laboratory. (CSU, UC)

THETR 150—ELEMENTS OF PLAYWRITING 3 Units
Recommended for Success: ENGL 101, THETR 100.
Introduction to the writing of dramatic scripts for the stage, culminating in a staged reading of completed drafts with actors before an audience. Field trips required. Two maximum completions. Lecture/Laboratory. (CSU)

THETR 160—FUNDAMENTALS OF ACTING 3 Units
Survey of the various elements of the actors art leading to an understanding and appreciation of the physical, mental, and emotional basis of performance. Reading plays, analysis of public performances, role analysis and fundamentals of scene playing are included. Required for Theatre Arts majors. Recommended for those who may wish to participate in play production. Lecture/Laboratory. Field trips may be required. (CSU, UC) (CC DRAM 42, CAN DRAM 8)

THETR 161—INTERMEDIATE ACTING 3 Units
Prerequisite: THETR 160 or equivalent.
Intensive study of plays through group reading and analysis of theme, content, and character. Scenes from the plays under discussion will be rehearsed and performed with a final public performance culminating the experience. Includes preparation of dramatic material and actor psychology for auditions. Four maximum completions. Field trips may be required. Lecture/Other. (CAN DRAM 22, CSU, UC, Spr.)

THETR 164—IMPROVISATIONAL ACTING 3 Units
Intensive study of the basic techniques of theatre games and improvisational acting with specific concentration on improvisational theatre formats. Field trips may be required. Two maximum completions. Lecture/Laboratory. (CSU, UC) (CC DRAM 48)

THETR 165—HISTORY OF THE AMERICAN MUSICAL THEATRE 3 Units
The art of the American musical theatre: the role of the performer, director, music director, book writer, composer, lyricist, choreographer, producer, designers, and audience. Survey of the origins of music theatre beginning with “The Black Crook” (1866) through the present, its development as an art form, and its relationship to other art forms and the audience. Attendance at musical theatre productions required. Lecture. Tickets fees are required. (CSU, CR/NC)

THETR 175—STAGE COSTUMING 3 Units
Principals and practice of theatrical costume. Emphasis on the design of individual costumes and the coordination of an entire theatrical production. Field trips may be required. Lecture/Laboratory/Other. Not offered every semester. (CSU, UC)

THETR 178—INTRODUCTION TO SCENERY DESIGN 3 Units
Recommended for Success: THETR 100
Introduction to the art and practice of scenery design for the stage. The process of design, selection of proper materials, safety aspects of scenery, physical, and psychological considerations of designing scenery for the stage. Practical application will include assisting in the design and execution of scenery for an actual production. Field trips may be required. Lecture/Laboratory. (CAN DRAM 12, CSU, UC)

THETR 182—PRACTICAL STAGE LIGHTING 3 Units
Recommended for Success: THETR 100
An introduction to the art and practice of lighting design for the stage. Lectures will include: the use and control of stage lighting instruments, choosing color, basic electricity, the physical and psychological properties of light as applied to stage illumination. Practical application in lab work will include assisting in the design of an actual production. Field trips may be required. Lecture/Laboratory. (CAN DRAM 12, UC, UC)

THETR 183—FUNDAMENTALS OF STAGE MAKE-UP 1 Unit
Design and application of two-dimensional make-up for theater use. Lecture/Laboratory. (CAN DRAM 14, CSU, UC)

THETR 184—FUNDAMENTALS OF STAGE MAKE-UP 2 1 Unit
Prerequisite: THETR 183
Creation and application of 3-D (dimensional) modeling and molding techniques in make-up for theatrical use. Lecture/Laboratory. Two maximum completions. Not offered every semester. (CAN DRAM 14, CSU, UC)
THETR 185—BEGINNING MODERN DANCE 1 Unit
Also offered as PE-C 122.
Fundamental dance movement, elementary composition components. Dance movement education, exploration and recreation. Four maximum completions. Lecture/Laboratory. (CSU, UC)

THETR 186—INTERMEDIATE MODERN DANCE 1 Unit
Recommended for Success: THETR 185 or PE-C 122 or equivalent.
Also offered as PE-C 123.
Introduction, exploration and experience in choreography and performance. Movement through space, energy and time and compositional form. Four maximum completions. Lecture/Laboratory. (CSU, UC)

THETR 187—ADVANCED MODERN DANCE 1 Unit
Recommended for Success: THETR 186 or PE-C 123 or equivalent.
Also offered as PE-C 124.
Emphasis on composition, improvisation, expression, dance history and philosophy; an outlet for expressive movement ideas. Four maximum completions. Lecture/Laboratory. (CSU, UC)

THETR 188—JAZZ DANCE 1 Unit
Also offered as PE-C 126.
Technique of Jazz Dance with explorations into contemporary derivations of jazz. Emphasis is given to technical style of this form, and to the interrelationship of music and movement. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU, UC)

THETR 189—BALLET 1 1 Unit
Also offered as PE-C 133.
Fundamental ballet techniques and terminology. Four maximum completions. Lecture/Laboratory. (CSU, UC)

THETR 190A,B—THEATRE PRODUCTION WORKSHOP 1,2 Units
Recommended for Success: THETR 100
A repeatable, multi-technical course focusing on the practical aspect of mounting and running a theatrical production. The different areas of construction and run crews involved are: sets, sound, lighting, properties, costumes, stage management, publicity, and house management. Four maximum completions. Laboratory. (CSU)

THETR 192—REHEARSAL & PERFORMANCE 2 Units
Recommended for Success: THETR 100
Participation and instruction in rehearsal and performance of a role in an MJC production. Required activities may include all aspects involved in the production of plays as well as rehearsal. Field trips required. Four maximum completions. Laboratory. (CSU, UC)

THETR 194—INTRODUCTION TO WORLD DANCE 3 Units
Also offered as PE-194.
A survey of dance and its development as an art form through social, political and cultural context. Investigation of cultural traditions and styles, values, aesthetics and mores will be explored. Field trips required. Lecture. (CSU, UC)

THETR 195—MOVEMENT FOR THE PERFORMING ARTIST 3 Units
Introduction to the fundamentals of movement as applied to body awareness, motor efficiency, and basic compositional components. Exploration of qualities and dynamics in performance through technique, improvisation, and compositional studies. Field trips required. Four maximum completions. Lecture/Laboratory. (CSU, UC)

THETR 196—THEATRE MANAGEMENT 1 Unit
Recommended for Success: THETR 100
The principles of theatre management: front-of-house operations; box office management and theatre business procedures; publicity and public relations; budget and organization for school, community and professional theatre. Field trips may be required. Four maximum completions. Lecture/Laboratory. (CSU)

THETR 197—BROADWAY/EUROPE THEATRE TRAVEL 1 Unit
Preparation and participation in theatre related trips to New York City and Europe. The trips include theatre performances, backstage tours of theatre facilities, workshop sessions with performers, directors, writers, critics and scholars. Program also includes tours of fine art exhibits, museums and other cultural events. Field trips are required. Four maximum completions. Lecture/Laboratory. Participation fees are paid to travel agencies approved by Yosemite Community College District. Cost for each trip varies. (CSU, Spr.)

Transfer, General Education
Interested students should contact the MJC Counseling Center or the Transfer Center for program requirements.

Tutoring (TUTOR)

TUTOR 10A,B,C,D—TUTORING SEMINAR ½,1,1½,2 Units
Non-degree course.
Designed for students to strengthen their effectiveness as tutors. Development of techniques through role playing, lectures, outside speakers, and group sessions. Practice in individual tutoring under instructional supervision. Four maximum completions to 2 units. Lecture/Laboratory. (CR/NC)

Typing/Keyboarding
See Office Administration

Veterinarian
This is a four-year college transfer program. Interested students should contact the MJC Counseling Center for program requirements.

Vocabulary
See Reading
Vocational Work Experience (VOCWE or DIV)

Designed to provide extended learning opportunities in students' chosen occupational fields. Cooperative Vocational Work Experience programs become practical laboratories for reinforcing in-school training. Students should consult their advisors to determine divisional practice on work experience units acceptable toward major requirements.

Vocational work experience classes are available in all discipline areas using the number 349 A,B,C,D (1-4 units) except Nursing (see Nursing Program). With the exception of Administration of Justice, Agriculture, Child Development and Nursing, Vocational Work Experience students must register for and attend VOCWE 349S. During the first lecture meeting, the instructor will assist the student in adding to his or her schedule the appropriate Vocational Work Experience class depending on the student's academic goals and employment setting.

Vocational Work Experience Courses

VOCWE 349S—VOCATIONAL WORK EXPERIENCE SEMINAR 0 Units

Designed to accompany vocational work experience courses in all discipline areas (with the exception of Administration of Justice, Agriculture, Child Development and Nursing). Provides an orientation to the structure of cooperative work experience education and develops specific knowledge and skills related to employment situations through the accomplishment of goals. Includes job applications, resumes, interpersonal relationships, career selection, and relevant employment laws, regulations and policies. Lecture. Non graded. Maximum completions as needed to accompany DIV 349 A,B,C, or D.

DIV 349 A,B,C,D—WORK EXPERIENCE 1,2,3,4 Units

Prerequisite: Enrollment in a minimum of 7 units which may include Cooperative Work Experience and completion of or concurrent enrollment in one core or elective course in designated program.

Designed for students who wish to combine classroom experience with an expansion of skills or knowledge acquired in paid or volunteer. Work must directly relate to the student's area of study. Conversely, student should have a designated area of study demonstrated by completion of or concurrent enrollment in at least a minimal number of courses in that designated program. Sixteen maximum units in any combination of vocational work experience courses. Lecture. Lab: 75 paid hours or sixty unpaid hours of related work experience per semester equals 1 unit.

Welding (WELD)

Student will be able to gas and arc weld in all positions as well as use gas and arc cutting equipment. Upon completion of the A.A./A.S. Degree in welding, the student will be employable in the trades or will be able to transfer to a state university for study in an industrial-related degree program.

Welding Program

All students who plan to earn a certificate must also meet the following competencies.

REQUIRED COMPETENCIES FOR CERTIFICATES

READ 184 Critical Reading........................................... 3 or Reading Competency through Placement Exam

Certificate: Welding

- To earn a Certificate of Achievement, the student must meet/complete the required competencies, and complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 21 units

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TOTAL UNITS FOR CERTIFICATE ........................................ 21

AA Degree: Welding

To earn an Associate in Arts Degree, the student must complete the MJC Graduation Requirements in addition to completing the coursework below.

REQUIRED COURSES - Complete 21 units

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TOTAL UNITS FOR A.A. MAJOR ........................................ 21

AS Degree: Welding

To earn an Associate in Science Degree, the student must complete the MJC Graduation Requirements in addition to completing the coursework below.

REQUIRED COURSES - Complete 30 units

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TOTAL UNITS FOR A.S. MAJOR ........................................ 30
Welding Specializations

Certificate: Shielded Metal Arc Welding

• To earn a Certificate of Achievement, the student must meet/complete the required competencies, and complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 10 units

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TOTAL UNITS FOR CERTIFICATE .................................................. 10

Certificate: Pipe Welding

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 10 units

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TOTAL UNITS FOR CERTIFICATE .................................................. 10

Certificate: Gas Tungsten Arc Welding

• To earn a Certificate of Achievement, the student must meet/complete the required competencies, and complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 10 units

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TOTAL UNITS FOR CERTIFICATE .................................................. 10

Certificate: Gas Metal Arc Welding

• To earn a Certificate of Achievement, the student must meet/complete the required competencies, and complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 10 units

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<td>WELD 399A</td>
<td>NP</td>
<td>Independent Study</td>
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TOTAL UNITS FOR CERTIFICATE .................................................. 10

Sheet Metal Fabricator Program

REQUIRED COMPETENCIES FOR CERTIFICATES

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
<th>Description</th>
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<tr>
<td>READ 184</td>
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<td>Critical Reading</td>
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<tr>
<td>MATH 20</td>
<td></td>
<td>Pre-Algebra</td>
</tr>
<tr>
<td>SPCM 102</td>
<td></td>
<td>Introduction to Human Communication</td>
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</tbody>
</table>

Certificate: Sheet Metal Fabricator

• To earn a Certificate of Achievement, the student must meet/complete the required competencies, and complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 10 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
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<tbody>
<tr>
<td>WELD 200</td>
<td>3</td>
<td>Arc and Gas Welding</td>
</tr>
<tr>
<td>WELD 210</td>
<td>3</td>
<td>Sheet Metal 1</td>
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<tr>
<td>WELD 311</td>
<td>3</td>
<td>Sheet Metal 2</td>
</tr>
<tr>
<td>WELD 399A</td>
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<td>Independent Study</td>
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TOTAL UNITS FOR CERTIFICATE .................................................. 10

Certificate: Fabrication Technician

• To earn a Certificate of Achievement, the student must complete the following coursework. Each course must be completed with a grade of C or better.

REQUIRED COURSES - Complete 16 units

<table>
<thead>
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<tr>
<td>WELD 200</td>
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<tr>
<td>WELD 300</td>
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<td>Intermediate Welding</td>
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<tr>
<td>WELD 204</td>
<td>3</td>
<td>Gas Metal Arc (MIG) and Flux Core Welding (FCAW)</td>
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<tr>
<td>WELD 325</td>
<td>3</td>
<td>Design and Fabrication Processes</td>
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<td>WELD 210</td>
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<td>Sheet Metal 1</td>
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</table>

TOTAL UNITS FOR CERTIFICATE .................................................. 16

Welding Courses

WELD 200—ARC & GAS WELDING 3 Units
Introduction and basic instruction in theory and techniques in oxyacetylene welding and cutting and shielded metal arc welding. Safety and machine operation in the welding shop will be presented in lecture as well as “hands on” laboratory experiences. Field trips may be required. Welding rod required. Lecture/Laboratory. (CSU, GR) (CC WLDTC 1)

WELD 204—GAS METAL ARC (MIG) AND FLUX CORE ARC WELDING (FCAW) 3 Units
Prerequisite: WELD 200 and 300.
Formerly listed as WELD 202.
Welding stainless steel, aluminum, and ferrous metals using the Metal Inert Gas (MIG)/Flux Core Arc Welding (FCAW) processes. Qualification procedures for the American Welding Society (A.W.S.) D1-1 certification for mild steel and aluminum. Field trips may be required. Lecture/Laboratory. Welding rod required. (CSU).

WELD 206—GAS TUNGSTEN ARC WELDING (TIG) 3 Units
Prerequisite: WELD 200 and 300.
Formerly listed as WELD 202.
Advanced arc welding procedures for stainless steel, aluminum, and ferrous metals utilizing the gas tungsten arc welding (TIG) process. The American Society of Mechanical Engineers (A.S.M.E.) certification qualification procedure. Field trips may be required. Lecture/Laboratory. Welding rod required. (CSU).
WELD 210—SHEET METAL 1 3 Units
Introduction to sheet metal and welding shop procedures. Reading drawings and making sketches. Assembly methods, tool layout and pattern development. Shearing, notching and forming various metals. Use and care of rolling machines, hand brakes and cutting tools. Field trips may be required. Welding rod required. Lecture/Laboratory. (CSU, UC)

WELD 300—INTERMEDIATE WELDING 3 Units
Prerequisite: WELD 200
Intermediate level instruction in the application of S.M.A.W. (Submerged Metallic Arc Welding) and oxy-fuel cutting equipment, testing procedures and tolerances to meet A.W.S. (American Welding Society) and A.S.M.E. (American Society of Mechanical Engineers) codes. Course provides additional skill building preparatory to certification coursework. Field trips required. Welding rod required. Lecture/Laboratory.

WELD 311—SHEET METAL 2 3 Units
Prerequisite: WELD 210
Introduction to sheet metal. Reading drawings and making sketches. Assembly methods, layout tools and pattern development. Shearing, notching and forming various metals. Use and care of rolling machines, hand brakes, and cutting tools. Field trips may be required. Welding rod required. Lecture/Laboratory.

WELD 312—SHEET METAL 3 3 Units
Prerequisite: WELD 311
Fabrication of common blow pipe and air conditioning fittings. Measurement and layout for belt guards and pulley covers. Short cuts for triangulation patterns. Use and care of bench mounted turning, burning, and seaming machines. Field trips may be required. Welding rod required. Lecture/Laboratory.

WELD 325—DESIGN AND FABRICATION PROCESSES 3 Units
Prerequisite: WELD 200, 300 and 204
Theory of drawing to include techniques of sketching out ideas through the development and layout of final blueprints. Estimating cost including the selection of appropriate materials and fabrication processes. Projects are required. Two maximum completions. Field trips may be required. Lecture/Laboratory. (GR)

WELD 330—CERTIFICATION WELDING 3 Units
Prerequisite: WELD 300
Provides the student the opportunity to prepare for certification in the area of Shielded Metal Arc to A.W.S. (American Welding Society), A.P.I. (American Pipe Institute), or A.S.M.E. (American Society of Mechanical Engineers) codes. There is an additional cost for the certification test. Field trips required. Lecture/Laboratory. Testing fee for certification test when taken. The amount of this fee is subject to change depending on type of certification test taken. Also, a materials fee is required.

WELD 340—PIPE WELDING 3 Units
Prerequisite: WELD 200 and 300.
Introduction to general pipe fitting, welding procedures, applied layout and fit-up techniques. Field trips required. Three maximum completions. Lecture/Laboratory. Welding rod required. Not offered every semester.

Continued
Non-Credit Courses

Agriculture

AG 810—AGRICULTURE SCIENCE FIELD DAY
Participation in MJC’s Agricultural Science Field Day includes evaluation of agricultural products and livestock, troubleshooting agricultural equipment and demonstration of various agriculturally-related skills. Four maximum completions. Materials fee required. (Spr.)

AG 820A, B, C D—AGRICULTURAL SKILLS AND LEADERSHIP DEVELOPMENT
Non-credit participation in any of MJC’s agricultural skills and leadership development activities including: agricultural product preparation, sales or marketing, agricultural product exhibition, poultry processing, agricultural field day organization and other agricultural leadership activities. Hours variable by activity. Four maximum completions.

Allied Health

LFSPN 801—AGING PARENTS SEMINAR
Issues on aging. Seminar series on legal, financial, housing, distance care giving, government programs, and family dynamics aspects of aging. Designed for adult children, adult caregivers, older adults, and professionals, but open to all students. Field trips may be required. Unlimited repeats. Lecture.

College Skills

COLSK 810—COLLEGE SKILLS DEVELOPMENT
Provides supervised computer laboratory experience for students who must use a computer laboratory to achieve the goals and objectives of a course in which they are enrolled. Unlimited repeats. Laboratory.

COLSK 820—COLLEGE SKILLS ENHANCEMENT
Supervised experience developing and implementing research methods and strategies to enhance classroom learning. Unlimited repeats. Laboratory.

Computer Science

CMPSC 801—DATABASE MANAGEMENT SYSTEM WORKSHOP
An introduction to a database management system with hands-on instruction using a microcomputer. Students will define, create, and use their own database. Unlimited repeats. Lecture/Laboratory. Materials fee required.

CMPSC 803—SPREADSHEET WORKSHOP
Introduction to the basic application of computers in the business environment. Specific instruction on use of the Electronic Spreadsheet. Unlimited repeats. Lecture/Laboratory. Materials fee required.

CMPSC 805—WORD PROCESSING WORKSHOP
Introduction to the basic application of computers in the business environment. Specific instruction on use of word processing as an office automation tool. Exploration of benefits of word processing and its ability to expand productivity. Unlimited repeats. Lecture/Laboratory. Materials fee required.

Educational Development

EDDEV 894—PRACTICAL LIFE SKILLS FOR DEVELOPMENTALLY DELAYED LEARNERS
Prerequisite: Recommendation by appropriate disability specialist. Learning opportunities in practical life skills for developmentally delayed learners. Academic emphasis will be on the skills of mathematics, reading, spelling, oral, and written communication. Modules will be developed to enhance the individual’s ability to deal with the demands of daily living. Field trips may be required. Six maximum completions. Lecture/Laboratory.

ESL: English as a Second Language

ESL 901—ESL: BEGINNING
Beginning English for non-English speakers. Emphasis on beginning spoken English and basic literacy. Field trips may be required. Unlimited repeats. Lecture.

ESL 902—ESL: LOWER ELEMENTARY
Recommended for Success: Successful completion of ESL 901 or placement by assessment process. Elementary English for very limited-English-speaking people. Emphasis on elementary spoken English for practical needs; preparation for advancement into credit ESL classes. Field trips may be required. Unlimited repeats. Lecture/Laboratory.

ESL 903—ESL: HIGHER ELEMENTARY
Recommended for Success: Successful completion of ESL 902 or placement by assessment process. Elementary level English for speakers of other languages unable to attend credit ESL classes. Instruction and practice in listening, speaking, reading and writing; emphasis on spoken English, practical reading and writing. Field trips may be required. Unlimited repeats. Lecture.

ESL 904—ESL: INTERMEDIATE
Recommended for Success: Successful completion of ESL 903 or placement by assessment process. Intermediate level English for speakers of other languages unable to attend credit ESL classes. Instruction and practice in listening, speaking, reading and writing; emphasis varies according to needs of students. Field trips may be required. Unlimited repeats. Lecture.

ESL 905—ENGLISH AT WORK
Recommended for Success: Placement by assessment process at ESL level 2 or 3 (ESL 20 or ESL 30). Course for high-beginning and lower intermediate learners of English as a second language. English needed to seek employment and function successfully in the workplace. Field trips may be required. Unlimited repeats. Lecture.

ESL 906—ENGLISH AT WORK 2
Recommended for Success: Placement by assessment process at ESL level 3 or 4 (ESL 30 or ESL 40). Continuation of ESL 905. Practice in more fluent, accurate use of English needed to seek employment and function successfully in the workplace. Field trips may be required. Unlimited repeats. Lecture.
Family and Consumer Sciences

FCS 841—THE FAMILY
Class members select content from the following: family foods and nutrition, child and family relations, housing and family management. Wise consumer practices for low income households are emphasized. Field trips may be required. Unlimited repeats. Lecture.

Fire Science

FSCI 850A—NEW PRACTICES/PROCEDURES IN JANET SCIENCE
Prerequisite: FSCI 362
Update of new statutory laws and equipment and their implications to Fire Science practices and procedures. Unlimited repeats. Lecture.

FSCI 850B—NEW PRACTICES/PROCEDURES IN JANET SCIENCE
Prerequisite: FSCI 362
Update of new statutory laws and equipment and their implications to Fire Science practices and procedures. New technology and procedures for fire incident and investigation. Unlimited repeats. Lecture/Laboratory.

FSCI 860—ADVANCED MEDICAL FIRST RESPONDER COURSE
Prerequisite: FSCI 365
Designed to meet Emergency Medical Service requirements for recertification of police and fire personnel designated as first responders to the scenes of medical emergencies. Eight maximum completions. Lecture/Laboratory.

General Education

GENED 900—BASIC ADULT EDUCATION
Classes for adults who wish to improve their reading, writing, and mathematics skills. Appropriate for adults beginning these skills. Four maximum completions. Lecture.

GENED 956—GED PREPARATION
Recommended for Success: Some high school. A class designed to give a general review of all basic high school subjects to prepare students for the General Education Development Tests (G.E.D.). Also, to prepare students with knowledge and skills for entry and success in college programs. Four maximum completions. Lecture.

Health Education

HE 805—COMMUNITY CPR
Development of knowledge and skills involved in artificial ventilation and circulation (CPR) for infant, child and adult. American Red Cross “Community CPR” card issued upon satisfactory completion. Unlimited repeats. Lecture/Laboratory.

Law Enforcement

LENF 850A, B, C, D, E—NEW PRACTICES/CONCEPTS IN LAW ENFORCEMENT
Prerequisite: LENF 388
Update of new court decisions and statutory law and their implications to law enforcement practices and procedures. New technology and procedures for patrol and investigation officers. Legal and technical developments in allied Criminal Justice components. Unlimited repeats. Lecture/Laboratory.

LENF 851—EXPANDABLE BATON TRAINING
Prerequisite: LENF 307 or 388. Student must be capable of strenuous physical activities including sufficient strength, endurance, and body flexibility to accomplish class content requirements. No felony convictions or weapon restrictions. Basic skills and principles of the legal and tactical use of the expandable baton in self-defense situations. Unlimited repeats. Lecture/Laboratory.

LENF 853—RANGE MASTER CERTIFICATION TRAINING
Prerequisite: LENF 388 or correctional equivalent. Recommended for Success: Successful completion of firearm proficiency exercise. Qualifies officer/agent to be a departmental range master. Trains students in methods of firearms instruction. Field trips may be required. Unlimited repeats. Lecture/Laboratory.

LENF 854—EXPANDABLE BATON INSTRUCTORS COURSE
Prerequisites: LENF 388 and 851. No felony convictions or weapon restrictions. Students must be capable of strenuous physical activity including sufficient strength, endurance and body flexibility to accomplish class requirements. (Medical waiver required). Advanced level of skills in the principles of legal and tactical use of the expandable baton in self-defense situations. Develop the ability to instruct basic level skills and concepts. Field trips may be required. Unlimited repeats. Lecture/Laboratory.

LENF 855—CHEMICAL AGENTS UPDATE
Prerequisite: No felony convictions or weapon restrictions. Meets Commission on Peace Officer Standards and Training mandates for possession and use of chemical agents. Course includes: legal aspects, civil liability, types and use of chemical agents, factors affecting the use and the ethical and procedural consideration. Participation in exposure to chemical agents—medical waiver required. This course is certified by P.O.S.T. (California Peace Officer Standards and Training). Field trips may be required. Four maximum completions. Lecture/Laboratory.

Nursing Skills

NURSK 800—NURSING SKILLS DEVELOPMENT
Concurrent Enrollment: NURSE 251 or 252 or 253 or 254 Provides simulated clinical experiences in a supervised laboratory setting for students who must use the Allied Health skills laboratory to achieve the objectives of a course in which they are enrolled. Unlimited repeats. Laboratory.

Older Adult Programs

OLDAD 820—JEWELRY AND METALCRAFT
Techniques and the construction of jewelry from copper, bronze, sterling silver, and gold; setting of stones in jewelry; and techniques of the lost wax method of casting. Designed for older adults but open to all students. Unlimited repeats. Field trips may be required. Laboratory.

OLDAD 822—LAPIDARY
Basic lapidary skills, faceting, grinding, polishing, and mounting of semiprecious, precious, and ornamental stones. How to recognize, procure, and develop gem materials, experiment with, and display gem ornamentation showing utility and craftsmanship. Diamond saw cutting, carving in stone table tops, and the making of mosaics and intarsia. Designed for older adults but open to all students. Unlimited repeats. Field trips required. Laboratory.

OLDAD 830—PUBLIC SPEAKING: TALKING IT OUT
Development of effective listening, thinking and speaking skills among the older adult population. Course builds and reinforces speech development skills. Unlimited repeats. Lecture.

OLDAD 854—CHORAL SINGING
Study and performance of either one large-scale work or program of shorter choral works. Public performance required. Field trips may be required. Lecture/Laboratory.

Continued ➤
OLDA 861—CONCERT BAND
Prerequisite: Previous experience in instrumental music or successful completion of MUSIC 140 or 160.
Rehearsal and performance of original wind literature and transcriptions for concert band. Field trips may be required. Laboratory/Rehearsal.

OLDA 862—COMMUNITY ORCHESTRA
Recommended for Success: Previous experience in instrumental music.
Rehearsal and public performance of orchestral music (from all areas and nationalities). Field trips may be required. Laboratory/Rehearsal. Unlimited repeats.

OLDA 874—CLOTHING CONSTRUCTION THROUGH KNITTING
Use of needles and yarn, study design principles, charting of garments, blocking and fitting, and garment construction. Designed for older adults but open to all students. Unlimited repeats. Laboratory.

Physical Education — Adaptive
PE-A 800—ADAPTIVE EXERCISE FOR MATURE ADULTS
Use of adaptive weight room and equipment for body maintenance, strengthening, and conditioning. Designed for students with disability limitations. Unlimited repeats. Lecture/Laboratory.

Physical Education — Coed
PE-C 809—EXERCISE AND HEALTH FOR MATURE ADULTS
Exercise and discussion of basic nutrition and other health factors. Open to all students but designed primarily for people over 50. Unlimited repeats. Lecture/Laboratory.

PE-C 825—ADVANCED BASKETBALL TEAM PLAY
An introduction to advanced concepts and skills of collegiate basketball play for high school students. Laboratory. (NG) Summer.

PE-C 841—EXERCISE FOR SPECIAL POPULATIONS
Exercises designed to modify personal attitudes and actions toward health and physical activity. Specifically adapted for the physically mature individual or those who may have experienced physical impairments. Unlimited repeats. Lecture/Laboratory.

Study Skills
ST-SK 850—SUPERVISED TUTORING
Prerequisite: Enrollment in related class and approval of Instructor/Counselor. Provides for individual learning by students with expressed needs in study skills, learning modes, and developmental materials. Learning experiences will be under instructional supervision. Open entry/open exit. Four maximum completions. Laboratory.

Tutoring
TUTOR 810—TUTORING SEMINAR
Designed for students to strengthen their effectiveness as tutors. Development of techniques through role playing, lectures, outside speakers and group sessions. Practice in individual tutoring under instructional supervision. Four maximum completions. Lecture/Laboratory.

Workforce Development
WKFSK 801—INTRODUCTION TO WORKFORCE DEVELOPMENT SKILLS
Training for employees on how to achieve success in any career situation. Explores elements of communication, team building, active listening and job retention skills. Open entry/open exit. Lecture. Field trips may be required. Four maximum completions.

WKFSK 802—THE ART OF ACTIVE LISTENING
Training for employees on maximizing the effectiveness of communication in the workplace and elsewhere. Explores helpful listening techniques, dealing with listening problems, and moving from conflict to consensus. Open-entry/open-exit. Lecture. Field trips may be required. Four maximum completions.

WKFSK 803—TROUBLESHOOTING ON THE JOB
Training for employees on efficient and effective problem solving. Topics discussed include problem definition, finding the root cause, creating solutions, implementation of solutions and monitoring for success. Open-entry/open-exit. Lecture. Field trips may be required. Four maximum completions.

WKFSK 804—THE ART OF TEAMWORK
Training for employees on becoming a true “team player.” Topics covered include: team roles, facilitation, team communication, reaching agreements, team goal-setting, and effective leadership. Open-entry/open-exit. Lecture. Field trips may be required. Four maximum completions.

WKFSK 810—SKILLS FOR SUCCEEDING AT A NEW JOB
Intended for those just starting to work who are looking for skills to achieve success as a new employee. Explores in-depth job retention skills including job transition concepts, workplace expectations, customer service, attitude feedback and balancing work and personal life. Field trips may be required. Four maximum completions. Lecture.
Yosemite Community College District

Board of Trustees

<table>
<thead>
<tr>
<th>Trustee Area</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Tom Hallinan</td>
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<tr>
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<td>Anne DeMartini</td>
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<td>Linda Flores</td>
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<td>Delsie Schrimp</td>
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<td>Paul Neumann</td>
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<td>Abe Rojas</td>
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District Management

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<tr>
<td>Chancellor</td>
<td>Dr. Pamila Fisher</td>
</tr>
<tr>
<td>Vice Chancellor, Educational</td>
<td>Dr. Bennett Tom</td>
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<tr>
<td>Human Resources</td>
<td>Richard Peralta</td>
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<td>Director of Facilities Planning</td>
<td>Maria Baker</td>
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<td>Fiscal Services</td>
<td>Teresa Scott</td>
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<td>External Affairs</td>
<td>Nick Stavrianoudakis</td>
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<td>Information Systems Officer</td>
<td>Lynn Kubeck</td>
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Modesto Junior College

Administration

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<tr>
<td>President</td>
<td>Dr. James H. Williams</td>
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<tr>
<td>Vice President, Instruction</td>
<td>Dr. William T. Scroggins</td>
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<tr>
<td>Vice President, Student Services</td>
<td>Dr. Wilma McLeod</td>
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<tr>
<td>Dean of Matriculation, Admission,</td>
<td>Susie Agostini</td>
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<td>and Records</td>
<td>Juan Alvarez</td>
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<td>Dean of Learning Resources</td>
<td>T.B.A.</td>
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<td>Dean of Instruction Services</td>
<td>Dennis B. Gervin</td>
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<tr>
<td>Dean of Community and Economic Development</td>
<td>George Boodrookas</td>
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<tr>
<td>Dean for Special Programs</td>
<td>Derek Waring</td>
</tr>
</tbody>
</table>
Adams Michael (1998)
Mathematics
B.S., M.S., UC Irvine

Adler, Sue (1991)
Library Faculty
B.A., University of Michigan
B.S., Western Michigan University
M.L.S., UC Los Angeles

Ahrens, C. Donald (1969)
Earth Science, Meteorology
A.A., Modesto Junior College
B.S., M.S., San Jose State University
Ed.D., University of Northern Colorado

Aiello, Paul (1991)
Baseball Coach, Physical Education Instructor
A.A., Modesto Junior College
B.S., University of Oregon
M.Ed., Chapman College

Akard, Michael (2001)
Computer Laboratory Instructor / Coordinator, Library
Speech Communications
A.A. Modesto Junior College
B.A., M.A., CSU Fresno

Alcantra, Daniel (1988)
Mathematics
A.A., Porterville College
B.A., M.A., CSU Fresno

Alvarez, Juan H. (1971)
Dean, Student Services
B.S., M.A., Northern Arizona University

Alves, Ronald (1974)
Agriculture
B.S., UC Davis
M.S., CSU Fresno

Biology
B.A., M.S., University of Southern California
Ph.D., UC Santa Barbara

Anglin, Mark A. (1997)
Agriculture
B.S., M.S., California Polytechnic State University, San Luis Obispo

Ard, Gary L. (1971)
Golf Coach
Physical Education Instructor
B.A., M.A., University of Kansas

Ashleigh, David M. (1971)
Physical Education; Mathematics; Coach A.A., Cerritos College
B.A., UC Los Angeles
M.A., CSU Stanislaus

Ashworth, Frank (1992)
Regional Fire Training Center Program Director
A.S., Modesto Junior College
Master Instructor, California State Fire Marshal

Backlund, Nancy (1998)
Office Administration
B.A., CSU Chico
M.B.A., CSU Stanislaus

Baggett, David W. (1994)
Ornamental Horticulture/Plant Science A.A.S., Ohio State University
B.S., University of Arizona
M.Ed., University of Massachusetts, Amherst

Ed.D., University of Massachusetts, Amherst

Bailey, Kimberly (2000)
Counselor
A.A., Merced College
B.A., M.S., CSU Stanislaus

Counselor
A.A., St. Lucy’s Priory
B.A., M.Ed., Northern Arizona University

Beattie, Alex D. (1977)
Engineering
B.S., UC Berkeley
M.S., University of Illinois

Beggs, James (1991)
English
B.A., University of Georgia
M.A., Clemson University
Ph.D., University of Tennessee

Benker, Patricia D. (1978)
Dental Assisting
A.A., C.D.A., College of San Mateo
R.D.A., University of Washington Dental Faculty Training
B.V.E., San Francisco State University

Bettencourt, Patrick J. (2001)
English
B.A., M.A., CSU Fresno

Boley, David B. (1989)
Mathematics
B.A., Sonoma State University, M.S., University of Idaho

Boodrookas, George (1989)
WorkForce Training Center
B.A., UC Berkeley
M.P.A., CSU Stanislaus

Physical, Recreation, and Health Education, Sports Medicine
B.A., CSU Fresno

Boyd, Dan W. (1969)
Counselor, NCC, MFT
B.S., Baylor University
M.Ed., University of Texas
Ed.D., North Texas State University

Boyd, Marlies (1992)
Agriculture
B.S., M.Ed., UC Davis

Boyer, Allen H. (1968)
Music
B.A., M.A., Washington State University

Brogan, Paul (2001)
Physical Education Coach
B.A., M.A., CSU Stanislaus

Bryhni, Lori (2000)
Performing Arts - Dance
B.A., CSU Stanislaus
M.A., CSU Long Beach

Bucknam, Ines C. (1986)
French
A.A., Modesto Junior College
B.A., CSU Stanislaus
M.A., UC Santa Barbara

Buzbee, Shirley (1994)
Medical Assisting
A.A., Modesto Junior College
B.S., University of San Francisco

Cardoza, George D. (1981)
Agriculture
B.A., Modesto Junior College
B.S., M.S. California Polytechnic State University, San Luis Obispo

Carroll, Iris (2000)
Library Faculty
B.A., Emory University
M.L.S., University of North Texas

Humanities
B.A., M.A, George Washington University
M.A., CSU Stanislaus
Cavazos, Leticia (2000)  
Counseling  
A.A., Modesto Junior College  
B.S., University of San Francisco  
M.A., Chapman University

Chapman, David (2001)  
Music  
B.A., CSU Sacramento  
M.A., S.F. Conservatory of Music

Christopherson, Michelle A. (1987)  
English  
A.A., Modesto Junior College  
B.A., UC Davis  
M.S., Chapman University

Cipponeri, Charles J. (2000)  
Disability Specialist/Counselor  
B.A., San Francisco State University  
M.S., San Diego State University

Circle Shelley (2001)  
English  
A.A., American River College  
B.A., M.A., CSU Sacramento

Clarke, James L. (1985)  
Health, Respiratory Care  
A.A., Mt. Hood Community College  
B.A., Sonoma State University  
M.S., San Francisco State University

Coats, Gloria (1993)  
Nursing  
B.S.N., CSU Stanislaus  
M.S.N., CSU Dominguez Hills

Speech  
B.A., M.A., University of the Pacific

Contreras, Marcos A. (1991)  
Spanish  
B.A., M.A., San Diego State University  
M.A., UC San Diego  
Ph.D., UC Santa Barbara

Conway, Thomas F. Jr. (1986)  
Physical Education; Coach  
B.S., Arizona State University  
M.A., Northern Arizona University

Cooper, Ron (1990)  
Automotive Technology  
A.A., Bakersfield College  
B.A., CSU Fresno

Costello, Bonnie (1992)  
Nursing  
A.D.N., Modesto Junior College  
B.S.N., CSU Stanislaus  
M.S.N. CSU Fresno

Cover, Alan A. (1976)  
Agriculture  
A.A., Modesto Junior College  
B.S., CSU Fresno  
M.Ed., UC Davis

Crittenden, Pamela (1990)  
Counselor  
B.A., UC Berkeley  
M.S., San Francisco State University

Curl, James C. (1968)  
Mathematics  
A.A., Modesto Junior College  
B.A., San Francisco State University  
M.S., University of Santa Clara  
Ed.D., University of Northern Colorado

Curtis, Teri (1996)  
Biology  
A.A., Modesto Junior College  
B.A., CSU Fresno  
M.S., University of the Pacific

Daly, Jillian K. (1998)  
English  
B.A., UC Berkeley  
B.A., M.A., UC Irvine

Daniel, Michael (2000)  
Chemistry  
B.S., Louisiana State University, Shreveport  
M.A., Ph.D., University of Texas, Austin

Davis, Jacqueline (2001)  
Mathematics  
A.A., Modesto Junior College  
B.S., CSU Stanislaus  
M.S., UC Davis

Dhillon, Hardev (1996)  
Mathematics  
A.S., Yuba College  
B.A., M.A., CSU Sacramento

Droual, Robert (1998)  
Anatomy  
B.A., Queens College, New York  
M.A., CSU Fresno  
Ph.D., City University of New York  
D.V.M., Purdue University

Drummond, Frank J. (2000)  
Administration of Justice  
A.A., Modesto Junior College  
B.A., St. Mary’s College  
M.A., Chapman University

Duarte, Hector M. (1996)  
EOPS Assistant Director  
B.S., M.A., College of Notre Dame

Duchscher, Lawrence Thomas (1988)  
Art  
A.A., Modesto Junior College  
B.A., M.A., CSU Chico  
M.F.A., University of Washington

Dyer, Patricia (1989)  
P.E.  
B.A., CSU Chico  
M.A., University of the Pacific

Engstrom, Rose L. (1991)  
English  
A.A., Cosumnes River College  
B.A., M.A., CSU Sacramento

Ennis, Kathleen (1999)  
Library Faculty  
B.A., CSU Stanislaus  
M.A., University College, Dublin  
M.L.S., San Jose State University

Ewing, Charles (1990)  
Speech, Communication, Forensics  
B.S., M.A., University of Texas, El Paso  
Ph.D., Washington State University

Fagin, Mara (1988)  
English  
B.A., M.A., Humboldt State University

Merchant, Lee (1988)  
Psychology  
A.A., Modesto Junior College  
B.A., M.A., M.F.T., CSU Stanislaus

Franco, Marianne (1987)  
Spanish  
A.A. Cuesta College  
B.A. UC Santa Cruz  
M.A., Ph.D., UC Berkeley

Ganes, Rebecca L. (1991)  
Psychology  
B.A., M.A., CSU Stanislaus

Garcia, Alida (2000)  
EOPS Counselor  
A.A., Modesto Junior college  
B.S., University of San Francisco  
M.A., Chapman University

Garcia, Marcos C. (1991)  
Counselor  
A.A., Allan Hancock College  
B.A., CSU Stanislaus  
P.P.S. Credential, San Jose State University  
M.A., San Jose State University
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<td>Dean of Instructional Services</td>
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<td>B.A., M.A., Ph.D. UC Santa Barbara</td>
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<td>Culinary Arts</td>
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<td>Biology</td>
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<td>Speech, Organizational</td>
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<td>Human Services</td>
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<td>English</td>
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<td>Business</td>
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<td>History, Political Science</td>
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<td>Geography, Economic History</td>
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<td>Mathematics</td>
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Mathematics  
B.S., University of San Francisco  
M.S., Idaho State University  

Johnson, Pamela (2001)  
Health, Physical Education, Coach  
B.A., Humboldt State University  
M.A., St. Mary’s College  

Juergenson, Yancey N. (1977)  
Agriculture  
A.A. Sacramento City College  
B.S. CSU Chico  
M.Ed., CSU Stanislaus  

Dean, Physical, Recreation and Health Education  
B.S., West Virginia University  
M.A., University of Northern Colorado  
Ed.D., Temple University  

Keach, Robert M. (1991)  
Dental Assisting  
B.A., Chapman College  
R.D.A., Registered Dental Assistant/State of California  
C.D.A., Certified Dental Assistant/National Certification Examination  

Keller, Daniel (1996)  
Music  
B.M., Northern Arizona University  
M.M., University of Oklahoma  

Kennard, Kimberly (2001)  
Human Services  
B.A., UC Davis  
M.S., Long Island University, C.W. Post Campus  
D.S.W., City University of New York-Graduate School & University Ctr.  

Keriotis, Dimitri (2000)  
English  
B.A., UC Santa Cruz  
M.A., University of Nevada, Reno  

Kerr, Susan (2000)  
Anthropology  
B.S., UC Davis  
M.A., UC Santa Barbara  

Kline, Roberta (1988)  
Child Development  
B.A., San Jose State University  
M.A., Pacific Oaks College  

Accounting, Business  
B.S., San Francisco State University  
M.B.A., CSU Stanislaus  

Kropp, Jon (2000)  
Industrial Technology  
B.S., CSU Chico  

Laffranchini, Deborah (2001)  
Child Development  
B.A., Humboldt State University  
M.A., San Francisco State University  

LaMont, Rose Marie (1992)  
Economics  
A.A., Cabrillo College  
B.A., M.S., UC Santa Cruz  

Lancaster Mingus, Carol (1994)  
Telecommunications  
A.A., Pima Community College  
B.A., University of Arizona  
Vocational experience 18 years  

Lanigan, Elizabeth (1994)  
Nursing  
B.S.N., CSU Stanislaus  
M.S.N., CSU Dominguez Hills  

Larson, Brian (1994)  
Computer Science  
B.S., CSU Stanislaus  
M.S., CSU Sacramento  

Layne, Alan (1992)  
Graphics Technology  
B.S., California Polytechnic State University, San Luis Obispo  

Lenkeit, Don A. (1972)  
Anthropology  
B.A., UC Santa Barbara  
M.A., San Francisco State University  

Lenkeit, Roberta D. (1976)  
Anthropology  
B.A., M.A., UC Santa Barbara  

Llewellyn, Sharon (1997)  
Music  
B.A. Grand Canyon University  
M.A. Arizona State University  
D.M.A. Arizona State University  

Lomax, Brian F. (1986)  
Electronics  
A.A., Ventura College  
B.A., M.A., CSU Chico  

Louie, Hanna (1999)  
Counselor  
A.A., San Joaquin Delta College  
B.A., CSU Stanislaus  
M.S., CSU Sacramento  

Counselor  
A.A., Modesto Junior College  
B.A., UC Santa Barbara  
M.A., CSU Sacramento  

Astronomy, Physical Science  
M.S., University of Chicago  
B.A., Ed.D., UC Berkeley  

Luman, Ruth (1999)  
English as a Second Language  
B.A., M.A., TESOL Certificate, Biola University  

Lyle, Terry (1983)  
Program Director, Respiratory Care Program  
B.A., Sonoma State University  
M.A., CSU Long Beach  

Lynch, Michael (1992)  
Theatre  
B.A., CSU Fresno  
M.A., Northwestern University, Chicago  

Mace, Joy D. (1974)  
Family and Consumer Sciences  
B.S., University of Wyoming  
M.S., Colorado State University  

Madden, Derek (1990)  
Biology  
B.A./B.A., M.A. CSU Fresno  

Madriaga, Charles (2000)  
Counselor/Study Skills  
A.A., Hartnell College  
B.A., M.A., CSU Stanislaus  

Maki, Laura (1996)  
Chemistry  
B.S., CSU Fresno  
Ph.D., UC Davis  

Manner, Kimberly E. (1998)  
English  
B.A., M.A., Ph.D., University of Southern California  

Martin, Anne (2001)  
Music  
A.S., Santa Fe Community College  
B.M., New School of Music  
M.M., Yale University  

Martin, G. Daniel (1981)  
English as a Second Language  
B.A., UC Santa Barbara  
M.A., University of Illinois
FACULTY AND ADMINISTRATORS

Martin, Harold Curtis (2000)
History
M.A., ABD, UC San Diego
B.A., UC Berkeley

Martinez, Desdemona (1989)
High Tech Specialist, DSP&S
A.A., Modesto Junior College
B.A., CSU Stanislaus
M.A., San Francisco State University

Mayhew, Lewis B., Jr. (1973)
Counselor
B.A., San Francisco State University
M.A., San Jose State University

Business; Mathematics; Philosophy
B.A., St. Joseph's College, New York
Graduate Certif. Philosophy / Theology
Gregorian University, Rome, Italy
M.A., Georgia State Univ., Atlanta
M.A., Indiana University
M.B.A., CSU Stanislaus
L.L.M., Golden Gate University
J.D., University of Southern California

McKenzie, Ross John (2001)
Math
B.S., California Polytechnic State University, San Luis Obispo
M.A., U.C. San Diego

McKissick, Allan D. (1981)
Speech Communication
A.A., Glendale Community College
B.A., M.A. CSU Los Angeles

McLean, Margaret (1996)
Child Development
A.A., Reedley College
B.A., CSU Stanislaus

McLeod, Wilma J. (1990)
Vice President, Student Services
B.A., San Jose State University
M.S., CSU Los Angeles
Ph.D, UC Los Angeles

Meidl, Kenneth (1998) ...cont’d
Physics
B.S., California Polytechnic State University, San Luis Obispo
M.S., CSU Fresno

Mendes, John A. (1991)
Agriculture
A.A., Modesto Junior College
B.S., M.S. California Polytechnic University San Luis Obispo

Mendez, Pedro (1994)
Director of Technical Education
B.A., CSU Stanislaus
M.A., George Washington University

Mengel, Jane M. (1991)
Engineering
B.S., U.S. Air Force Academy
M.S., CSU Sacramento

Metcalf, Evelyn Elaine (1980)
English as a Second Language
B.A., UC Berkeley
M.A., University of Hawaii
Certificate, UC Los Angeles

Michelena, Jaymes (2001)
Math
B.S., CSU Stanislaus
M.A., California Polytechnic State University, San Luis Obispo

Mo, Eva (1999)
History
A.A., Chabot College
B.A., UC Berkeley
M.A., San Francisco State University

Monast, Joseph H (2001)
Philosophy
B.A., M.A., Ph.D., Tulane University

Monlux, Michele (2001)
Biology
A.A., Chabot College
B.A., M.A., UC Berkeley

Montalbano, James (1984)
Computer Science
A.A., Mitchell College
B.A., CSU Stanislaus
M.A., United States International University

Morales, Michael
Agriculture
A.S. Kings River College
B.S. CSU Fresno

Motroni, Milan (2001)
Health, Adaptive Physical Education
B.A., UC Davis
M.A., University of the Pacific

Mulder, Cheryl (1996)
Health, Physical Education, Coach
B.A., CSU Stanislaus
M.S., U.S. Sports Academy

Murov, Steven L. (1979)
Chemistry / Project Director
- Modesto Area Partners in Science (MAPS)
B.S., Harvey Mudd College
Ph.D., University of Chicago

Nanez, Estella (1988)
Counselor
B.A., M.A., San Jose State University
CCC Counselor Credential
CCC Limited Teaching Credential

Nelson-Hollis, Vicki (1992)
Nursing
A.A., L.V.N., Golden West Community College
B.S.N., M.S.N., CSU Fresno

Netto, Jeffrey A. (1999)
English
Ph.D., UC Santa Barbara

Netto, Jenny Tashjian (2001)
English
B.A., B.A., UC Santa Barbara
M.A. CSU Fullerton

History
A.A., Bellevue Community College
B.A., Washington State University
M.A., Ph.D., University of Idaho

Nicewonger, John (1979)
Agriculture
B.S., CSU Chico

Nicoll-Johnson, Teri (1980)
Psychology
A.A., Rio Hondo College
B.A., CSU Fullerton
M.A., San Diego State University

Agriculture & Environmental Sciences
B.S., M.A., California Polytechnic State University, San Luis Obispo

Nomof, Thomas (2000)
Physics
B.A., UC Berkeley
M.S., San Jose State University

Nordin, David (2001)
Respiratory Care
B.A., University of North Dakota

O'Connor, Michael (1977)
Chemistry
A.S., Long Beach City College
B.S., M.S., CSU Long Beach
Ph.D., UC Irvine

Ogawa, Sayuri E. (1979)
Family and Consumer Sciences
Teacher Training, UC Berkeley
Vocational Experience, 22 years
Onorato, Daniel S. (1969)  
English, Spanish  
B.A., St. Patrick's College  
M.A., UC Berkeley

Onorato, Mary Alice  
Nursing  
A.A., A.S., Modesto Junior College  
R.N. State of California  
Certification in Gerontology, American  
Nurses Credentialing Center  
D.S.D., Dept. of Health Services, Sacramento

Paull, Laura (1995)  
Journalism  
B.A., Vassar College  
M.A., Stanford University

Payvar, Kamran (1997)  
Mathematics  
B.S., Teachers Training University  
M.S., CSU Fresno

Pehl, Susan B. (1977)  
Business  
B.A., M.A., San Jose State University

Petersen, Carole (1989)  
Counselor  
R.N. Diploma, Highland College of Nursing  
A.S., Modesto Junior College  
B.S.N., M.A., CSU Stanislaus

Petersen, Daniel W. (1967)  
Art  
A.A., Modesto Junior College  
B.A., M.A., San Jose State University

Petersen, John Walter (1983)  
Auto Body  
Teacher Training, UC Berkeley  
Vocational Experience, 15 years  
I-Car Certified  
Automotive Service Excellence Certified

Petersen, John (1997)  
Automotive Technology  
Vocational Experience, 18 years  
p/t Chabot/Las Positas 2 years

Pham, Le-Huong (1981)  
Library Faculty  
LL.B., University of Saigon, Vietnam  
M.L.S., Emporia State University

Pierstorff, Samuel (2000)  
English/Creative Writing  
A.A., Orange Coast College  
B.A., M.F.A., CSU Long Beach

Pinckney, Jan (1994)  
Auto Tech  
A.A., Fresno City College  
B.V.E., CSU Fresno  
National University Credential  
Program Teacher Training - UC Berkeley

Pollard, Dale (1999)  
A.S., Modesto Junior College  
B.S., M.S., California Polytechnic University, San Luis Obispo

Prusso, Laurie (2001)  
Child Development  
B.A., M.S., CSU Hayward

Raduechel, Robert D. (1983)  
Automotive Technology  
A.A., Modesto Junior College  
B.A., CSU Fresno

Raleigh, Peter J. (1971)  
Shakespeare; Film Studies; English  
B.A., Univ. of Birmingham, England  
M.A., Ph.D., UC Santa Barbara  
M.A., University of the Pacific

Ramsey, Jill D (2000)  
Nursing  
A.A., Modesto Junior College  
B.S., Psychology, UC Davis  
B.S., Nursing, Loyola Univ. of Chicago  
M.S., UC San Francisco

Reilly, Jerry M. (1968)  
Art  
A.A., Fort Dodge Junior College  
B.A., Iowa State Teachers College  
M.A., State College Iowa  
M.F.A., Claremont Graduate School

Remsing, Joseph G. (1971)  
Art  
B.A., M.A., San Jose State University

Nursing  
B.S.N., CSU Stanislaus  
M.S.N., CSU Dominguez Hills

Rivera, Rick P. (1997)  
English  
A.A., Santa Rose Junior College  
B.A., M.A., Sonoma State University

Robert, Brenda J. (1997)  
Dean, Literature and Language Arts  
B.A., M.A., Kansas State University, Manhattan, KS  
Ph.D., George Mason University, Fairfax, VA

Rose, Gina (1992)  
Dean, Business, Behavioral, Social Sciences  
A.S., Modesto Junior College  
B.A., M.A., CSU Stanislaus

Sabre, Alejandro  
Music  
D.M.A., Eastman School of Music, Rochester, NY

Sahlman, James (1999)  
Speech  
A.A., Modesto Junior College  
B.A., CSU Stanislaus  
M.A., University of the Pacific  
Ph.D., Ohio University

Salazar, Roman S. (1973)  
Business  
A.A., Eastern Arizona Junior College  
B.S., Northern Arizona University  
M.S., Utah State University

Sanders, Brian K. (1995)  
Mathematics  
B.S., UC Santa Barbara  
M.A., University of Oregon

Sassé, Margo L. (2002)  
B.A., University of Arizona  
M.L.S., Rutgers University

Scheg, Lawrence (2000)  
Reading  
B.A., Niagara University  
M.A., Western Niagara State College

Schmidt, Cynthia D. (1996)  
Nursing  
B.S.N., CSU Fresno  
M.S.N., CSU Sacramento

Vice President of Instruction  
B.S., UCLA  
Ph.D., UC Riverside

Scully, Dorothy L. (1980)  
Reading  
B.A., UC Los Angeles  
M.S., CSU Fullerton

Art History  
A.A., Modesto Junior College  
B.A., PhD., UC Santa Barbara
Nursing  
A.D.N., Modesto Junior College  
B.S.N., CSU Sacramento  
M.S.N., University of Portland

Shea, Mary (2001)  
Health, Physical Education, Coach  
B.S., Michigan State University  
M.S., Eastern Michigan University

Short, Kathy (1977)  
Computer Graphics/Computer Science  
B.A., CSU Fresno

Shrock, David L. (1997)  
Health Education  
Coach, Cross Country, Track & Field  
B.A., M.A., San Jose State University

Sielicki, Hilda M. Cagigas (1992)  
Health Services Coordinator  
A.D.N., East Los Angeles College  
B.S.N., P.H.N., CSU Dominguez Hills  
M.S.N., P.N.P., UC San Francisco

Sill, Nancy (2000)  
Accounting  
B.S., CSU Stanislaus  
Certified Public Accountant  
MAOL, Chapman University

Silva, Mary (1997)  
Counseling  
B. Ed., St. Patrick’s College, Dublin, Ireland  
M.A., CSU Chico  
J.D., Cal Northern School of Law, Chico

Smedshammer, Michael (2000)  
English  
A.A., Santa Rosa Junior College  
B.A., UC Berkeley  
M.A., M.A., Ph.D. University of New Mexico

Smith, Ann (2000)  
English  
B.S., Univ. of Wisconsin, Milwaukee  
M.A., University of Hawaii

Smith, Al (1994)  
History  
A.A., Fresno City College  
B.A., M.A., CSU Fresno

Smith, Del William (1999)  
Biology / Botany / Natural History  
B.S., Southern Utah University  
M.S., Ph.D., Brigham Young University

Smith, Denise (1992)  
English  
A.A., Modesto Junior College  
B.A., M.A., CSU Stanislaus

Smith, Douglass R. (1988)  
Photography  
B.A., UC Davis  
M.F.A., California College of Arts & Crafts

Spector, Stanley J. (1986)  
Philosophy  
B.A., M.Ed., Loyola College, Baltimore  
M.A., UC Irvine

St. Urbain, Barbara (1998)  
Counselor  
B.G.S., M.A., University of Iowa

Steiner, Gabrielle (1991)  
German / ESL  
Literature & Language Arts  
B.A., University of Klagenfurt, Austria  
M.A., UC Irvine

Stevens, Jim (2000)  
Physical Education; Football Coach  
A.A., American River College  
B.S., M.S., CSU Hayward

Stevenson, Robert (2001)  
Art  
B.A., UC Berkeley  
M.F.A., S.F. Art Institute

Stone, Duane D. (1979)  
Architecture  
B.S., California Polytechnic State University, San Luis Obispo  
Architect  
NCARB Certificate

Strangio, Michael (1981)  
English as a Second Language  
B.A., College of Notre Dame  
Certificate in TESOL, UC Los Angeles  
M.A., University of San Francisco

Stroud, Stephen (1980)  
Music  
A.A., Modesto Junior College  
B.A., UC Los Angeles  
M.S., Ed.D., University of Illinois, Urbana-Champaign

Sundquist, Michael (1988)  
Theatre  
A.A., Crafton Hills College  
B.A., M.F.A., UC Irvine

Swanson, Carol (1991)  
Nursing  
Nursing Diploma, Emanuel Hospital School of Nursing  
B.S.N., CSU Stanislaus  
M.S.N., CSU Fresno

Sweeney, Richard A. (1967)  
Sociology  
B.A., M.A., San Jose State University

Thorkelson, Judith (1999)  
Family and Consumer Sciences  
M.Ed., University of the Pacific

Tingley, Ronald R. (1971)  
Counselor  
A.A., Modesto Junior College  
B.A., M.S., San Jose State University

Top, Darrell (1968)  
Mathematics  
B.S., Augustana College  
M.B.S., University of Colorado

Torok, Michael L. (1999)  
Biological Sciences  
B.A., B.S., UC Santa Barbara  
M.S., Moss Landing Marine Laboratories  
CSU Stanislaus

Tsuruda, Dean Y. (1975)  
Counselor  
B.A., Occidental College  
M.S., CSU Los Angeles

Upton, Pamela (1990)  
Anatomy and Physiology  
A.A., A.S., Merced Community College  
B.A., UC Davis  
M.A., CSU Fresno

Uyeshiro, Sandra (1981)  
Anatomy and Physiology  
B.A., Bellarmine University, Louisville, Ky  
M.S., Purdue University, West Lafayette, Indiana

Vallee, Lillian (1991)  
English  
A.A., College of San Mateo  
B.A., M.A., Ph.D. UC Berkeley

Van Cleave, Guy J. (1975)  
Biological Sciences  
B.S., UC Davis  
M.S., San Diego State University
Vaughn, Christopher (1999)
Computer Science
B.S., CSU Stanislaus

Vaughn, Timothy (1996)
Industrial Electronics
B.S., CSU Stanislaus

Vaught, Lloyd C. (1982)
Computer Science
B.A., Missouri Valley College
M.S., Central Missouri State University
M.S., UC Berkeley

Wall, J. Patrick (2001)
Director of Basic Skills
B.S., U.C. Davis
M.A., California Polytechnic State University, San Luis Obispo
Ph.D., University of Las Vegas

Ward, David G. (1992)
Anatomy and Physiology
B.A., CSU Stanislaus
Ph.D. University of Oklahoma Health Sciences Center
Postdoctoral Certificate, The Johns Hopkins University School of Medicine

Nursing
Nursing Diploma, Providence College of Nursing
B.S.N., CSU Stanislaus
M.S.N., CSU Dominguez Hills

Waring, Derek (1995)
Dean for Special Programs
DSP&S and EOP&S
A.A., Modesto Junior College
B.A., CSU Stanislaus
M.A., University of San Francisco

Watkins, Shelly (2000)
Psychology
B.A., M.A., CSU Stanislaus
Ph.D. UC San Diego

Watson, Sharon L. (1973)
Business
B.S., Weber State College
M.S., Brigham Young University

Weaver, Jeffery L. (1989)
Machine Tool Technology
A.A., Modesto Junior College
B.V.E., CSU Stanislaus

Weese, Larry R. (1972)
Architecture
B.Arch., California Polytechnic State University, San Luis Obispo
M.S., Rensselaer Polytechnic Institute

Wells, Barbara (1981)
Disability Services
A.A., Modesto Junior College
B.A., CSU Stanislaus
M.A., CSU Fresno

Wells, Barbara (B.J.) (2001)
ESL
B.F.A., University of Connecticut
M.Sc., Aston University, Birmingham, U.K.

Wesley-Hartman, Charmaine (1990)
Counselor
B.S., M.S., University of Oregon
Ph.D., Oregon State University

West, Thomas (2001)
English
A.A., Fresno City College
B.A., M.A., CSU Fresno
M.F.A., Western Michigan University

Westrope, Theron K. (1999)
English
B.A. University of the Pacific
M.A. University of the Pacific
Ph.D. University of Louisiana at Lafayette

White, Kenneth B. (1996)
History
A.A., Merrit College
B.A., CSU Chico
M.A., Florida State University
Ph.D., University of Arizona

Whittington, Sarah J. (1991)
Mathematics
B.S., University of Texas
M.A., University of Texas

Wightman, Wayne (1971)
English
A.A., Modesto Junior College
B.A., M.A., San Francisco State University

Williams, James H. (2002)
President
A.A., Los Angeles City College
B.A., CSU Los Angeles
M.S., Pepperdine University
Ph.D., Washington State University

Williams, Robert C. (1975)
Counselor
B.S., University of Wisconsin
M.S., Indiana University

Wilson, E. William (1980)
Computer Science
A.A., College of the Sequoias
A.B., M.A., CSU Chico

Wilson, Lynda L. (1983)
Nursing
A.A., College of San Mateo
B.S., CSU Stanislaus
M.S., CSU Fresno
Ed.D., University of the Pacific

Wirth, Diane (1990)
Interior Design/Merchandising
B.A., CSU Sacramento
M.A.O.M. University of Phoenix

Wong, B. Linda (1994)
Counselor
A.A., Contra Costa College
B.A., CSU Chico
M.S., University of LaVerne

Woodside, Sandra (2000)
Sociology
B.A., University of Maryland
M.S., Drake University

Ye, Xiang-Dong (2001)
Mathematics
B.A., University of Iowa

Young, Sam C. (1996)
Physical Education
B.A., UC Davis
M.S., CSU Sacramento

Zamora, John A. (2001)
Computer Science
A.S., College of the Sequoias
B.S., CSU Fresno
Manha, Vivian 1959-1985
Dean of Instruction

Manrique, Julius C. 1973-1997
Assistant Dean, Student Services

Manzoni, Ronald D. 1968-1996
Vice President of Instruction

McAllister, Alice D. 1953-1968
Nursing

Behavioral and Social Sciences

McCallum, William J. 1956-1965
Science; Counselor

McClarty, Edward L. 1956-1965
Administration of Justice

Medina, Virginia 1971-1985
Coordinator of Health Services

Merryman, Mary Alice 1968-1996
Reading

Moncrief, Lawrence 1972-1992
Administration of Justice

Moore, Ralph 1961-1992
Computer Science

Morris, Bernard E. 1972-2003
English

Morrow, Marilyn M. 1955-1979
Physical Education

Mortensen, Barbara 1967-2002
Health, Physical Education

Mudie, John 1963-1996
Physics

Medical Assisting

Murray, Maurine N. 1958-1964
Business

Nash, John D. 1965-1993
History

Neumann, Paul R. 1968-1997
English

Nicholas, Dorothy F. 1965-1977
Reading and Study Skills

Nicholson, Coy Lee 1965-1997
English

Nylander, Selma 1969-1977
Dental Assisting

O'Boyle, Julia 1983-1990
Dean, Health Occupations

Olness, Mrs. Helen E.L. 1974-1995
Coordinator of Health Services

Ortega, Augusto 1972-1997
Auto Technology

Ortega, Jose F. 1977-1999
Business

Ottoboni, Lorraine 1965-1992
Business

Ovingard, Nels, Jr. 1973-1993
Dean, Business

Palmie, B. Jeanne 1966-1989
Dean, Home Economics/Trade & Technical

Parsons, Mark C. 1955-1975
Physical, Recreation, Health Education

Learning Disabilities

Pederson, Evelyn 1962-1974
Counseling

Person, Pauline M. 1962-1974
Nursing

Petersen, Daniel W. 1967-2003
Art

English

Business

Ralph, Helen 1965-1985
Home Economics

Reeves, William 1965-1997
Counseling

Reilly, Jerry M. 1968-2003
Art

Reynolds, Leo 1970-1988
Music

Rhodes, Richard 1973-2003
Behavioral Social Sciences

Richina, Richard R. 1968-1990
Automotive Technology

Rissi, Doris D. 1964-1987
Nursing

Assistant Dean of College Services

Rodgers, Raymond M. 1961-1980
Agriculture

Rofe, Robert W. 1950-1978
Business

Ross, Mary P. 1960-1993
Physical, Recreation and Health Education

Rowland, J Kenneth 1939-1976
Superintendent

Sargs, Samuel 1959-1993
Mathematics

Sayre, Maxon B. 1968-1983
Radio and Television

Schefer, Joseph A. 1975-1999
Assistant Librarian

Scheuber, Pius J. 1968-1993
Agriculture

Schwark, Louis 1956-1981
Work Experience

Sensenbaugh, Dean 1956-1985
Physical Education, Coach

Shaw, Kathleen G. 1982-2002
English

Shelton, Mary Rose 1985-1995
Health Services Coordinator

Shuler, Dorothy I. 1957-1970
English

Sieckin, Randolph R. 1970-2001
Political Science

Simpson, Patricia E. 1974-2001
Nursing

Sims, Odette P. 1962-1993
English, Folklore

Sims, Wilbur G. 1969-1994
Journalism

Smith, Ron 1979-1996
Biology

Smith, Wilma 1947-1984
Counseling

Smykal, Anthony, Jr. 1960-1993
Learning Skills/Counseling

Counselor

Art

Starr, Benjamin S. 1970-2002
Philosophy

Mathematics

Welding

Sternberg, Morris 1946-1963
Science

Streeter, Gerald 1964-1991
Physical Education, Coach

Swanson, Carol 1991-2002
Nursing

Talbot, Carl 1971-1988
Speech

Thompson, A. Lance 1974-1999
Dean, Science, Math & Engineering

Thompson, Lucille 1969-1985
Nursing

Thorson, Larry 1966-1989
History, Political Science

Trimble, William C. 1968-2000
English as a Second Language

Turner, N. Edmund 1965-1984
Electronics

Tye, Elizabeth 1960-1985
Home Economics

Valaas, Geraldine 1969-1985
Dental Assisting

Van Dyken, Marian J. 1967-1988
Mathematics

English

Wait, D. Dwight 1957-1979
Ornamental Horticulture

Walter, Alta M. 1962-1973
Nursing

Waterman, David J., Jr. 1953-1980
Psychology

Business

Wellman, Thora L. 1965-1975
Health Occupations, Department Chairman

Whaley, Harold C. 1964-1993
Agriculture

Wieber, Delores 1979-1991
Nursing

Williams, Juaniita J. 1966-1983
Nursing

Wilson, Mance 1946-1978
Foreign Language

Wilson, Marian 1976-1991
Nursing

Wiinikka, Peter G. 1976-2000
Physics

Science

Speech

Woodward, Lewis 1974-1997
Music

Woodward, Pauline E. 1963-1990
Nursing

Music

Zehnder, John F. 1968-1993
Learning Skills
A.A.: ASSOCIATE IN ARTS: General degree granted by California Community Colleges. See Instructional Programs for requirements.

A.S.: ASSOCIATE IN SCIENCES: General degree granted by California Community Colleges having more emphasis on two-year vocational training than the A.A. degree. See Instructional Programs for requirements.

ADVISER: An instructor who assists students in developing a program of study within a major. Contact major division office for adviser assignment.

ADVANCED STANDING: Classification of student who has had previous college work.

BACHELOR’S DEGREE: Degree granted by four-year colleges. Usually the Bachelor of Arts (B.A.) or the Bachelor of Science (B.S.).

CALIFORNIA ARTICULATION NUMBER (CAN): The CAN system assures students that CAN courses on one participating campus will be accepted “in lieu of” the comparable CAN course on another participating campus.

CLASS SCHEDULE: The listing of courses including hours, instructors, and room assignments to be offered each semester.

COMMUNITY EDUCATION CLASSES: Fully fee-funded avocational and recreational classes. These classes carry no credit value.

COUNSELOR: A person qualified to assist students with personal, career, avocational and educational planning and development.

CREDIT (graded) COURSE: Course for which units are granted. At MJC, any course numbered 1 through 399.

CREDIT-NO CREDIT GRADING: A grading system allowing a course to be taken for a grade of Credit or No Credit rather than for a letter grade of A,B,C,D,F. See Academic Regulations for details.

ELECTIVES: Courses elected by the student which do not fulfill any specific requirement but provide units toward the degree.

GENERAL EDUCATION OR BREADTH: Courses required of all degree candidates regardless of their major, to assure a broad education. These differ for the A.A. and A.S. degrees and for transfer. See Instructional Programs for specific requirements.

GRADE POINT AVERAGE (G.P.A.): The average of a student’s grades. See Academic Regulations for method of computation.

LOWER DIVISION: The first two years of college work, i.e., freshman and sophomore years, for a bachelor’s degree. By law only lower division work can be offered at MJC.

MAJOR: The major field of study a student plans to pursue, e.g., biology, nursing, etc.

MINOR: The field of study a student plans to pursue in addition to the major but with less emphasis. A minor is not usually required.

NON-CREDIT (ungraded) COURSE: Course for which no units are given. At MJC, any course numbered 800-999.

PREREQUISITE: A requirement which must be completed prior to enrollment in a course. If required, it is listed in the course description. See section on Courses.

SEMESTER UNIT: In general, a semester unit represents 1 hour of lecture or 3 hours of laboratory per week for a semester. Graduation requires 62 semester units. One semester unit is equivalent to one and a half quarter units.

TRANSCRIPT (of record): Copy of student’s college record prepared by the Record’s Office.

UPPER DIVISION: The last two years of college work, i.e., junior and senior years and/or courses. Upper division work is not offered, and upon evaluation request may be accepted for credit at MJC.
## Index

### A

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>About MJC</td>
<td>6</td>
</tr>
<tr>
<td>Academic, Administrative &amp; Business Services</td>
<td>42</td>
</tr>
<tr>
<td>Academic Computer Labs</td>
<td>42</td>
</tr>
<tr>
<td>Academic Integrity</td>
<td>29</td>
</tr>
<tr>
<td>Academic Programs</td>
<td>8</td>
</tr>
<tr>
<td>Academic Probation and Dismissal</td>
<td>27</td>
</tr>
<tr>
<td>Academic Regulations</td>
<td>19</td>
</tr>
<tr>
<td>Academic Renewal</td>
<td>23</td>
</tr>
<tr>
<td>Academic Standards</td>
<td>27</td>
</tr>
<tr>
<td>Acceptance of Credit</td>
<td>21</td>
</tr>
<tr>
<td>Accounting Program</td>
<td>87</td>
</tr>
<tr>
<td>Accreditation</td>
<td>7</td>
</tr>
<tr>
<td>Activities, Student (ASMJC)</td>
<td>39</td>
</tr>
<tr>
<td>Administration, College</td>
<td>210</td>
</tr>
<tr>
<td>Administration of Justice</td>
<td>64</td>
</tr>
<tr>
<td>Admission/Matriculation Regulations</td>
<td>10</td>
</tr>
<tr>
<td>Advanced Registration</td>
<td>13</td>
</tr>
<tr>
<td>Bachelor's Degree or Higher</td>
<td>12</td>
</tr>
<tr>
<td>California Residency</td>
<td>10</td>
</tr>
<tr>
<td>Eligibility</td>
<td>10</td>
</tr>
<tr>
<td>Expenses</td>
<td>16</td>
</tr>
<tr>
<td>From Other Community College Districts</td>
<td>13</td>
</tr>
<tr>
<td>High School Students</td>
<td>11</td>
</tr>
<tr>
<td>International Students</td>
<td>12</td>
</tr>
<tr>
<td>Kindergarten through 8th Grade Students</td>
<td>11</td>
</tr>
<tr>
<td>Non-Resident Students</td>
<td>10</td>
</tr>
<tr>
<td>Priority Registration</td>
<td>13</td>
</tr>
<tr>
<td>Procedure for Admission</td>
<td>10</td>
</tr>
<tr>
<td>Readmission after Dismissal</td>
<td>12</td>
</tr>
<tr>
<td>Residence Requirements</td>
<td>10</td>
</tr>
<tr>
<td>Special Academic Programs</td>
<td>12</td>
</tr>
<tr>
<td>Wait Lists</td>
<td>13</td>
</tr>
<tr>
<td>Advanced Placement Credit</td>
<td>22</td>
</tr>
<tr>
<td>Advising</td>
<td>15</td>
</tr>
<tr>
<td>Advising and Counseling</td>
<td>33</td>
</tr>
<tr>
<td>Agricultural Courses and Programs</td>
<td>66</td>
</tr>
<tr>
<td>Agricultural Economics</td>
<td>86</td>
</tr>
<tr>
<td>Agricultural Economics Theory</td>
<td>68</td>
</tr>
<tr>
<td>Agricultural Science</td>
<td>70</td>
</tr>
<tr>
<td>Agriculture</td>
<td>66</td>
</tr>
<tr>
<td>Agriculture and Environmental Sciences Division</td>
<td>47</td>
</tr>
<tr>
<td>Agriculture, General</td>
<td>70</td>
</tr>
<tr>
<td>Agriculture Laboratory</td>
<td>70</td>
</tr>
<tr>
<td>Agriculture—Sales, Service</td>
<td>66</td>
</tr>
<tr>
<td>Agriculture, Vocational and Technical</td>
<td>71</td>
</tr>
<tr>
<td>Alcohol and Drug Abuse Policy</td>
<td>29</td>
</tr>
<tr>
<td>Allied Health</td>
<td>72</td>
</tr>
<tr>
<td>Allied Health Division</td>
<td>47</td>
</tr>
<tr>
<td>Alpha Gamma Sigma</td>
<td>41</td>
</tr>
<tr>
<td>Anatomy</td>
<td>72</td>
</tr>
<tr>
<td>Anatomy and Physiology</td>
<td>72</td>
</tr>
<tr>
<td>Animal Science</td>
<td>72</td>
</tr>
<tr>
<td>Anthropology</td>
<td>76</td>
</tr>
<tr>
<td>Application, Graduation</td>
<td>52</td>
</tr>
<tr>
<td>Applying for Admission</td>
<td>10</td>
</tr>
<tr>
<td>Architectural Drafting Technology Program</td>
<td>77</td>
</tr>
<tr>
<td>Architecture/Architectural Engineering</td>
<td>76</td>
</tr>
<tr>
<td>Art Department</td>
<td>79</td>
</tr>
<tr>
<td>Art Program</td>
<td>79</td>
</tr>
<tr>
<td>Art Gallery</td>
<td>40</td>
</tr>
<tr>
<td>Art Gallery/Museum Studies Program</td>
<td>78</td>
</tr>
<tr>
<td>Articulation Agreements (2+2)</td>
<td>20</td>
</tr>
<tr>
<td>Artificial Insemination Program</td>
<td>73</td>
</tr>
<tr>
<td>Arts Division Box Office</td>
<td>43</td>
</tr>
<tr>
<td>Arts, Humanities and Communications Division</td>
<td>48</td>
</tr>
<tr>
<td>Assessment</td>
<td>14</td>
</tr>
<tr>
<td>Associate in Arts Degree (A.A.)</td>
<td>7, 45, 52</td>
</tr>
<tr>
<td>Associate in Science Degree (A.S.)</td>
<td>7, 45, 52</td>
</tr>
<tr>
<td>Associated Students</td>
<td>39</td>
</tr>
<tr>
<td>Astronomy Department</td>
<td>82</td>
</tr>
<tr>
<td>Athletics</td>
<td>40</td>
</tr>
<tr>
<td>Eligibility (Required Load)</td>
<td>19, 178</td>
</tr>
<tr>
<td>Attendance</td>
<td>19</td>
</tr>
<tr>
<td>Autobody/Collision Repair &amp; Refinishing Department</td>
<td>82</td>
</tr>
<tr>
<td>Autobody/Collision Repair &amp; Refinishing Program</td>
<td>82</td>
</tr>
<tr>
<td>Autobody Refinishing Program</td>
<td>83</td>
</tr>
<tr>
<td>Automotive Technology Department</td>
<td>84</td>
</tr>
<tr>
<td>Automotive Technology Program</td>
<td>84</td>
</tr>
</tbody>
</table>

### B

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Education and Tutoring</td>
<td>51</td>
</tr>
<tr>
<td>Behavioral and Social Sciences Division</td>
<td>48</td>
</tr>
<tr>
<td>Behavioral and Social Sciences Program</td>
<td>86</td>
</tr>
<tr>
<td>Biological Sciences</td>
<td>86</td>
</tr>
<tr>
<td>Biology Department</td>
<td>86</td>
</tr>
<tr>
<td>Board of Trustees</td>
<td>212</td>
</tr>
<tr>
<td>Bookkeeping Program</td>
<td>88</td>
</tr>
<tr>
<td>Bookstore</td>
<td>43</td>
</tr>
<tr>
<td>Botany Department</td>
<td>87</td>
</tr>
<tr>
<td>Box Office, Arts Division</td>
<td>43</td>
</tr>
<tr>
<td>Broadcasting (See Radio-Television)</td>
<td>142</td>
</tr>
<tr>
<td>Building and Safety Code Administration Program</td>
<td>38</td>
</tr>
<tr>
<td>Bureau of Indian Affairs Grants</td>
<td>48</td>
</tr>
<tr>
<td>Business Division</td>
<td>87</td>
</tr>
<tr>
<td>Business Administration Department</td>
<td>88</td>
</tr>
<tr>
<td>Business Administration Program</td>
<td>88</td>
</tr>
<tr>
<td>Business Support Services</td>
<td>43</td>
</tr>
<tr>
<td>Business Computer Information Systems (See Computer Information Systems)</td>
<td>43</td>
</tr>
<tr>
<td>Business Management (See Business Operations)</td>
<td>89</td>
</tr>
<tr>
<td>Business Services Offices</td>
<td>43</td>
</tr>
<tr>
<td>Business Operations Program</td>
<td>89</td>
</tr>
</tbody>
</table>

### C

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cafeteria</td>
<td>43</td>
</tr>
<tr>
<td>Cal Grants</td>
<td>59</td>
</tr>
<tr>
<td>Cal WORKS</td>
<td>36</td>
</tr>
<tr>
<td>Calendar</td>
<td>4, 5</td>
</tr>
<tr>
<td>California Articulation Number (CAN)</td>
<td>61</td>
</tr>
<tr>
<td>California State University</td>
<td>55</td>
</tr>
<tr>
<td>Admission Requirements</td>
<td>55</td>
</tr>
<tr>
<td>General Education Requirements</td>
<td>55</td>
</tr>
<tr>
<td>Transfer to</td>
<td>55</td>
</tr>
<tr>
<td>Program Planning</td>
<td>55</td>
</tr>
<tr>
<td>Campus Life</td>
<td>40</td>
</tr>
<tr>
<td>Campus Maps</td>
<td>228</td>
</tr>
<tr>
<td>Campus Safety Program</td>
<td>32</td>
</tr>
<tr>
<td>Campus Safety Statistics</td>
<td>30</td>
</tr>
<tr>
<td>Career Development Center</td>
<td>33, 49</td>
</tr>
<tr>
<td>Catalog Rights</td>
<td>20</td>
</tr>
<tr>
<td>Certificates of Achievement</td>
<td>7, 45</td>
</tr>
</tbody>
</table>
Challenge of Academic Record Symbols ........................................... 24
Challenge of Prerequisite .................................................................... 18
Chemical Dependency Counseling Program ........................................ 140
Chemistry Department ...................................................................... 92
Child Care ....................................................................................... 33
Child Development Department ........................................................... 93
Child Development Matrix .................................................................. 95
Cinematography (See Film) .................................................................. 22
City and Regional Planning Program .................................................. 77
Classification, Student ........................................................................ 19
Clerical Program ................................................................................ 172
Clubs and Organizations, Student ........................................................ 40
CNC Program ..................................................................................... 155
College Readiness ............................................................................. 103
College Records .................................................................................. 18
College Skills ..................................................................................... 208
Columbia College Corresponding Courses ......................................... 62
Commercial Floristry Program ............................................................. 123
Communication Graphics Department .................................................. 98
Communication Graphics Program ....................................................... 98
Community College ............................................................................ 7
Community Education .......................................................................... 8
Community Participant Fee .................................................................. 16
Community Participants ....................................................................... 9
Computer Applications Program ......................................................... 105
Computer Electronics Department ....................................................... 101
Computer Electronics Program ............................................................ 101
Computer Graphics Applications Department ...................................... 102
Computer Graphics Applications Program ......................................... 102
Computer Information Systems Program ............................................. 105
Computer Labs ................................................................................... 43
Computer Numeric Machine Control Program .................................. 155
Computer Science Department ............................................................ 104, 227
Computer Science Program ................................................................ 105, 227
Conduct Regulations .......................................................................... 28
Construction (See Engineering Technology and Industrial Education) ................................................................. 33
Construction Management .................................................................. 77
Correctional Science Department ......................................................... 109
Costs .................................................................................................... 16
Counseling and Advising ..................................................................... 33
Counseling Center ............................................................................... 49
Course Numbering and Transferability ............................................... 20
Courses and Programs ........................................................................ 8
Credit
Acceptance ....................................................................................... 21
Advanced Placement ......................................................................... 22
By Examination .................................................................................. 21
Credit-No Credit ................................................................................. 23
Criminal Justice Training Center (See Public Safety Training Center) .......................................................... 111
Crop Science Program ....................................................................... 185
Culinary Arts Department ................................................................... 110
Culinary Arts Program ........................................................................ 110
CLART 301 (Certificate of Completion) ............................................... 110
D
Dairy Industry Department ................................................................... 110
Dairy Industry Program ....................................................................... 110
Dairy Science Program ....................................................................... 73
Data Entry .......................................................................................... 174
Data Processing (See Computer Science) .............................................
Dean's List (See President's List) ............................................................
Debate (See Speech Communications) .................................................
Debts to the College ........................................................................... 16, 17
Degree Programs ................................................................................ 8, 45
Dental Assisting Department ................................................................. 111
Dental Assisting Program ..................................................................... 111
Desktop Publishing (See Computer Graphics Applications) ................
Diplomas ............................................................................................. 8
Directory, Telephone ............................................................................
Disability Services ............................................................................... 34
Disciplinary Action .............................................................................. 28
Dismissal .............................................................................................. 27
Distance Education .............................................................................. 42
District Management ............................................................................ 210
Drama (See Theatre) ............................................................................
Drug and Alcohol Abuse Policy ............................................................ 29
E
Earth Science Department ................................................................... 113
Economics Department ....................................................................... 114
Education Programs, Older Adults ..................................................... 229
Educational Development .................................................................... 227
Educational Plans ................................................................................ 15
Electrician, Maintenance ...................................................................... 170
Electronics Technology Department .................................................... 114
Elementary Teaching ........................................................................... 126
Emergencies ....................................................................................... 32
Emergency Locating Service ................................................................. 34
Emergency Medical Services Department .......................................... 115
Emergency Medical Technician (EMT) Department ................................
Emergency Medical Technician (EMT) Program .................................. 115
Emeriti Faculty .................................................................................... 240
Engineering Department ..................................................................... 116
Engineering Program .......................................................................... 116
Engineering Drafting Technology Program ......................................... 117
Engineering Technology Department ................................................... 117
Engineering Technology Program ........................................................ 117
English Department ............................................................................ 118
English Program ................................................................................ 119
English as a Second Language (ESL) .................................................. 14
English as a Second Language (ESL) Program .................................... 122
Enrollment and Grade Verification ....................................................... 24
Enrollment Fees ................................................................................ 16
Environmental Horticultural Science Department ................................ 123
Environmental Horticultural Science Program .................................... 123
Environmental Resources ................................................................... 137
Environmental Sciences Department .................................................... 127
Escort Service ..................................................................................... 32
Ethnic Studies Program ....................................................................... 147
Examination, Credit By ................................................................. 21
Examinations, Final ............................................................................ 22
Excessive Units ................................................................................... 19
Expenses, Student ............................................................................... 16
Extended Opportunity Program & Services (EOPS) ................................ 34, 39
Event Sales .......................................................................................... 44
F
Facilities ............................................................................................. 44
Index

Facultys and Administrators ................................................................. 211
Faculty, Emeriti .......................................................... 219
Family and Consumer Sciences Division ........................................... 49
Family and Consumer Sciences Department ................................... 127
Family and Consumer Sciences Program ......................................... 127
Family Life Department ........................................................... 127
Fashion Merchandising Department ................................................. 128
Fashion Merchandising Program ...................................................... 128
Federal Programs ............................................................................. 38
Federal Supplemental Educational Opportunity Grants .................. 38
Fee Waiver Program ......................................................................... 38
Fees ................................................................................................. 16
Field Trip Fees ................................................................................ 16
Film ................................................................................................. 40
Film Department ............................................................................ 130
Film Program .................................................................................. 130
Final Examinations .......................................................................... 22
Financial Aid ................................................................................... 37
Fine Arts (See Art) ........................................................................... 131
Fire Academy .................................................................................. 131
Fire Science Department ............................................................... 131
Fire Science Program ....................................................................... 131
Food Processing Department ........................................................... 133
Food Program .................................................................................. 133
Food Service Department ................................................................ 135
Foods and Nutrition Department ...................................................... 135
Foreign Language Program .............................................................. 135
Forensics (See Speech Communication) ............................................ 40
Forensics - Competitive Speech ....................................................... 40
Forestry Program ............................................................................ 164
Foundation ....................................................................................... 44
French Department ........................................................................... 135
Fruit Science Program ..................................................................... 185

G
GED Preparation ................................................................................ 228
General College Major ................................................................. 46, 149
General Education .......................................................................... 228
General Education for Transfer to State Universities ....................... 55
General Education, Transfer ............................................................ 149
General Plant Maintenance Program ................................................ 142
Geography Department ................................................................. 136
Geology Department ...................................................................... 136
german Department ....................................................................... 137
Gerontology Department ................................................................. 137
Glossary of College Terms .............................................................. 223
Good Standing .................................................................................. 27
Governing Board ............................................................................ 210
Government, Student ....................................................................... 39
Grade, Enrollment Verification ........................................................... 24
Grade Point Average ....................................................................... 23
Grades ............................................................................................... 22
Improvement ..................................................................................... 24
Incomplete ........................................................................................ 23
Grading System ................................................................................. 22
Graduation Application .................................................................... 52
Honors ............................................................................................... 27
Requirements .................................................................................... 52, 53, 54
Grants ................................................................................................. 38
Graphic Design Program .................................................................. 99
Guidance Department ....................................................................... 137

H
Health Education Department ............................................................ 139
Health Fee ......................................................................................... 16
Health Occupations (See Allied Health) ............................................. 35
History Department ......................................................................... 138
History, MJC .................................................................................... 6
Home Building Technologies Program ............................................. 143
Home Economics (See Family and Consumer Sciences) ................. 143
Honor Society ................................................................................... 41
Hons, Graduation ............................................................................. 27
Hons Program (See Interdisciplinary Studies) .................................... 27
How to Read MJC Catalog Programs/ Courses Listing ....................... 62, 63
Human Services Department ............................................................. 140
Human Services Program .................................................................. 140
Humanities Department .................................................................... 141

I
I.D. Card Fee ..................................................................................... 16, 37
Image Consultant/Personal Shopper Program .................................. 128
Improvement of Grades ................................................................... 24
In Progress (IP) ............................................................................... 22
Incomplete (I) Grades ....................................................................... 23
Independent Study/Special Problems ............................................... 46
Individualized Instruction and Services Department ......................... 142
Industrial Electronics Program ......................................................... 114
Industrial Technology Department ................................................... 142
Industrial Technology Program ......................................................... 143
Instructional Divisions, Areas of Instruction ...................................... 47
Instructional Programs ..................................................................... 45
Insurance, Student .......................................................................... 35
Interdisciplinary Studies Department ............................................... 147
Interdistrict Attendance ................................................................... 13
Interior Design Department ............................................................. 149
Interior Design Program ................................................................. 149
International Business Program ....................................................... 89
International Education .................................................................... 45
International Students, Admission .................................................... 12
Intersegmental General Education Transfer Curriculum (GETC) ... 58
Italian Department ........................................................................... 163

J
Journalism Department ................................................................... 150
Journalism Program .......................................................................... 150

K
Keyboarding (See Office Administration)

L
Landscape Architecture Program ..................................................... 124
Landscape Design Program ............................................................... 124
Landscape and Park Maintenance Program ........................................ 123
Law Enforcement Academy ............................................................. 151
**Index**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Law Enforcement Department</td>
<td>151</td>
</tr>
<tr>
<td>Law Enforcement Reserve Officer Program</td>
<td>151</td>
</tr>
<tr>
<td>Learning Communities</td>
<td>45</td>
</tr>
<tr>
<td>Learning Resources Department</td>
<td>153</td>
</tr>
<tr>
<td>Learning Resources Division</td>
<td>49</td>
</tr>
<tr>
<td>Leave of Absence</td>
<td>19</td>
</tr>
<tr>
<td>Library</td>
<td>42</td>
</tr>
<tr>
<td>Literature and Language Arts</td>
<td>50</td>
</tr>
<tr>
<td>Loans</td>
<td>38</td>
</tr>
<tr>
<td>Lost and Found</td>
<td>32</td>
</tr>
<tr>
<td>Machine Tool Technology Department</td>
<td>154</td>
</tr>
<tr>
<td>Machine Technology Program</td>
<td>154</td>
</tr>
<tr>
<td>Maintenance Electrician Program</td>
<td>144</td>
</tr>
<tr>
<td>Maintenance Machinist Program</td>
<td>154</td>
</tr>
<tr>
<td>Maintenance Mechanic Program</td>
<td>84</td>
</tr>
<tr>
<td>Major, General College</td>
<td>46</td>
</tr>
<tr>
<td>Maps, Campus</td>
<td>228</td>
</tr>
<tr>
<td>Marketing Program</td>
<td>89</td>
</tr>
<tr>
<td>Mathematics Department</td>
<td>156</td>
</tr>
<tr>
<td>Advanced Mathematics</td>
<td>156</td>
</tr>
<tr>
<td>Calculus</td>
<td>157</td>
</tr>
<tr>
<td>Elementary Mathematics</td>
<td>156</td>
</tr>
<tr>
<td>Pre-Calculus</td>
<td>157</td>
</tr>
<tr>
<td>Statistics, Computers and Applications</td>
<td>157</td>
</tr>
<tr>
<td>Matriculation/Admission Regulations</td>
<td>10</td>
</tr>
<tr>
<td>Student Responsibilities (Notice to Students)</td>
<td>18</td>
</tr>
<tr>
<td>Mechanized Agriculture Program</td>
<td>68</td>
</tr>
<tr>
<td>Media Services</td>
<td>44</td>
</tr>
<tr>
<td>Medical Assisting Department</td>
<td>158</td>
</tr>
<tr>
<td>Medical Assisting Program</td>
<td>158</td>
</tr>
<tr>
<td>Meteorology Department</td>
<td>159</td>
</tr>
<tr>
<td>MID</td>
<td>9</td>
</tr>
<tr>
<td>Microbiology Department</td>
<td>160</td>
</tr>
<tr>
<td>Military Withdrawal</td>
<td>20</td>
</tr>
<tr>
<td>Mission and Objectives, Statements of Social Action</td>
<td>6, 7</td>
</tr>
<tr>
<td>Modeling Program</td>
<td>129</td>
</tr>
<tr>
<td>Multiple Degrees</td>
<td>25</td>
</tr>
<tr>
<td>Museum Studies (See Art)</td>
<td></td>
</tr>
<tr>
<td>Music</td>
<td>41</td>
</tr>
<tr>
<td>Music Department</td>
<td>160</td>
</tr>
<tr>
<td>Music Program</td>
<td>160</td>
</tr>
<tr>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Natural Resources Department</td>
<td>164</td>
</tr>
<tr>
<td>Network Administration Program</td>
<td>106</td>
</tr>
<tr>
<td>Newspaper, School</td>
<td>41</td>
</tr>
<tr>
<td>Nondiscrimination Policy</td>
<td></td>
</tr>
<tr>
<td>Inside front cover, 30</td>
<td></td>
</tr>
<tr>
<td>Non-Credit Courses</td>
<td>207</td>
</tr>
<tr>
<td>Non-Resident Tuition</td>
<td>16</td>
</tr>
<tr>
<td>Nurse, School</td>
<td>35</td>
</tr>
<tr>
<td>Nursery Production Program</td>
<td>183</td>
</tr>
<tr>
<td>Nursing Department</td>
<td>168</td>
</tr>
<tr>
<td>Associate Degree Program</td>
<td>168</td>
</tr>
<tr>
<td>Nurse Assistant Program</td>
<td>166</td>
</tr>
<tr>
<td>Student Loans</td>
<td>38</td>
</tr>
<tr>
<td>VN Certificate Upgrade Program</td>
<td>169</td>
</tr>
<tr>
<td>Work Experience Department</td>
<td>172</td>
</tr>
<tr>
<td>Vocational Nurse Program</td>
<td>167</td>
</tr>
<tr>
<td>Vocational Nurse Upgrade Program</td>
<td>170</td>
</tr>
<tr>
<td>Nursing Skills</td>
<td></td>
</tr>
<tr>
<td>Nutrition (See Foods and Nutrition)</td>
<td>229</td>
</tr>
<tr>
<td>O</td>
<td></td>
</tr>
<tr>
<td>Office Administration Department</td>
<td>172</td>
</tr>
<tr>
<td>Office Administration Program</td>
<td>173</td>
</tr>
<tr>
<td>Office Automation (See Computer Science and Office Administration)</td>
<td></td>
</tr>
<tr>
<td>Office Computer Applications Program</td>
<td>174</td>
</tr>
<tr>
<td>Office Support Program</td>
<td>174</td>
</tr>
<tr>
<td>Official Transcripts</td>
<td>24</td>
</tr>
<tr>
<td>Older Adult Programs</td>
<td>209</td>
</tr>
<tr>
<td>Open Class Policy</td>
<td>19</td>
</tr>
<tr>
<td>Orientation</td>
<td>15</td>
</tr>
<tr>
<td>Ornamental Horticulture (See Environmental Horticultural Science)</td>
<td></td>
</tr>
<tr>
<td>Online/TeleWeb Courses</td>
<td>42</td>
</tr>
<tr>
<td>P</td>
<td></td>
</tr>
<tr>
<td>Parent Education (See Family Life)</td>
<td></td>
</tr>
<tr>
<td>Parking</td>
<td>34</td>
</tr>
<tr>
<td>Parking Fee</td>
<td>16</td>
</tr>
<tr>
<td>Pell Grants (Federal)</td>
<td>38</td>
</tr>
<tr>
<td>Perkins Loan (Federal)</td>
<td>38</td>
</tr>
<tr>
<td>Permit, Interdistrict</td>
<td>13</td>
</tr>
<tr>
<td>Personal Safety and Prevention</td>
<td>32</td>
</tr>
<tr>
<td>Petitions</td>
<td>25</td>
</tr>
<tr>
<td>Philosophy Department</td>
<td>176</td>
</tr>
<tr>
<td>Philosophy of the Degrees</td>
<td>45</td>
</tr>
<tr>
<td>Photography (Also See Art)</td>
<td>50</td>
</tr>
<tr>
<td>Physical Education</td>
<td></td>
</tr>
<tr>
<td>Physical Education Department</td>
<td>177</td>
</tr>
<tr>
<td>Adaptive</td>
<td>180</td>
</tr>
<tr>
<td>Coed</td>
<td>180</td>
</tr>
<tr>
<td>Intramurals</td>
<td>181</td>
</tr>
<tr>
<td>Men</td>
<td>182</td>
</tr>
<tr>
<td>Women</td>
<td>183</td>
</tr>
<tr>
<td>Varsity Activities -- Men</td>
<td>182</td>
</tr>
<tr>
<td>Varsity Activities -- Women</td>
<td>183</td>
</tr>
<tr>
<td>Physical, Recreation, and Health Education Division</td>
<td>50</td>
</tr>
<tr>
<td>Physical Science Department</td>
<td>184</td>
</tr>
<tr>
<td>Physics Department</td>
<td>164</td>
</tr>
<tr>
<td>Physiology Department</td>
<td>184</td>
</tr>
<tr>
<td>Pirates Log</td>
<td>41</td>
</tr>
<tr>
<td>Plant Science Department</td>
<td>185</td>
</tr>
<tr>
<td>Political Science Department</td>
<td>187</td>
</tr>
<tr>
<td>Portuguese Department</td>
<td>187</td>
</tr>
<tr>
<td>Poultry Science Program</td>
<td>73</td>
</tr>
<tr>
<td>Prerequisites</td>
<td>18</td>
</tr>
<tr>
<td>President’s List</td>
<td>27</td>
</tr>
<tr>
<td>President’s Welcome</td>
<td>2</td>
</tr>
<tr>
<td>Printing (See Communications Graphics)</td>
<td></td>
</tr>
<tr>
<td>Probation, Academic</td>
<td>27</td>
</tr>
<tr>
<td>Probation, Progress</td>
<td>27</td>
</tr>
<tr>
<td>Professional Selling Program</td>
<td>64</td>
</tr>
<tr>
<td>Programming (See Computer Science)</td>
<td></td>
</tr>
<tr>
<td>Programs</td>
<td>90</td>
</tr>
<tr>
<td>Programs and Courses</td>
<td>8</td>
</tr>
<tr>
<td>Progress Probation and Dismissal</td>
<td>27</td>
</tr>
<tr>
<td>Subject</td>
<td>Page</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Psychology Department</td>
<td>188</td>
</tr>
<tr>
<td>Public Administration</td>
<td>205</td>
</tr>
<tr>
<td>Public Relations</td>
<td>205</td>
</tr>
<tr>
<td>Public Safety Training Division</td>
<td>50</td>
</tr>
<tr>
<td>Publication, School</td>
<td>41</td>
</tr>
<tr>
<td>R</td>
<td></td>
</tr>
<tr>
<td>Radio Broadcasting</td>
<td>41</td>
</tr>
<tr>
<td>Radio Broadcasting Department</td>
<td>188</td>
</tr>
<tr>
<td>Radio Station KRJC</td>
<td>41</td>
</tr>
<tr>
<td>Radio-T.V.-Film Activities</td>
<td>41</td>
</tr>
<tr>
<td>Reading Department</td>
<td>140</td>
</tr>
<tr>
<td>Readmission After Dismissal</td>
<td>13</td>
</tr>
<tr>
<td>Real Estate Department</td>
<td>190</td>
</tr>
<tr>
<td>Real Estate Program</td>
<td>190</td>
</tr>
<tr>
<td>Recommended Study Loads</td>
<td>19</td>
</tr>
<tr>
<td>Records Management/Data Entry Program</td>
<td>174</td>
</tr>
<tr>
<td>Recreation Department</td>
<td>191</td>
</tr>
<tr>
<td>Recreational Land Management Program</td>
<td>165</td>
</tr>
<tr>
<td>Refund Policy</td>
<td>17</td>
</tr>
<tr>
<td>Regional Fire Training Center (See Public Safety Training)</td>
<td>13</td>
</tr>
<tr>
<td>Registration Priority</td>
<td></td>
</tr>
<tr>
<td>Regulations</td>
<td></td>
</tr>
<tr>
<td>Academic</td>
<td>19</td>
</tr>
<tr>
<td>Admission/Matriculation</td>
<td>10</td>
</tr>
<tr>
<td>Student Conduct</td>
<td>28</td>
</tr>
<tr>
<td>Student Records</td>
<td>25</td>
</tr>
<tr>
<td>Remedial Course Limit</td>
<td>20</td>
</tr>
<tr>
<td>Report Cards</td>
<td>23</td>
</tr>
<tr>
<td>Report Delayed (RD)</td>
<td>22</td>
</tr>
<tr>
<td>Requirements</td>
<td></td>
</tr>
<tr>
<td>Graduation</td>
<td>52</td>
</tr>
<tr>
<td>Study Loads</td>
<td>19</td>
</tr>
<tr>
<td>Research and Information Courses</td>
<td>42</td>
</tr>
<tr>
<td>Residency Requirement</td>
<td>10</td>
</tr>
<tr>
<td>Respiratory Care Department</td>
<td>191</td>
</tr>
<tr>
<td>Respiratory Care Program</td>
<td>192</td>
</tr>
<tr>
<td>Retail Management Program</td>
<td>90</td>
</tr>
<tr>
<td>Robotics (See Computer Science)</td>
<td></td>
</tr>
<tr>
<td>S</td>
<td></td>
</tr>
<tr>
<td>Safety Statistics, Campus</td>
<td>30</td>
</tr>
<tr>
<td>Scholars Project (See Interdisciplinary Studies)</td>
<td></td>
</tr>
<tr>
<td>Scholarships</td>
<td>36</td>
</tr>
<tr>
<td>Science Department</td>
<td>194</td>
</tr>
<tr>
<td>Science, Math, and Engineering Division</td>
<td>51</td>
</tr>
<tr>
<td>Secondary Teaching</td>
<td>212</td>
</tr>
<tr>
<td>Secretarial (See Office Administration)</td>
<td></td>
</tr>
<tr>
<td>Semester Offerings</td>
<td>20</td>
</tr>
<tr>
<td>Setting Goals</td>
<td>13</td>
</tr>
<tr>
<td>Sexual Assault</td>
<td>32</td>
</tr>
<tr>
<td>Sexual Harassment Policy</td>
<td>31</td>
</tr>
<tr>
<td>Shakespeare Academy</td>
<td>119</td>
</tr>
<tr>
<td>Sheet Metal, Vocational</td>
<td>194</td>
</tr>
<tr>
<td>Sheet Metal Fabricating Program</td>
<td>204</td>
</tr>
<tr>
<td>Shorthand (See Office Administration)</td>
<td></td>
</tr>
<tr>
<td>Sign Language Department</td>
<td>195</td>
</tr>
<tr>
<td>Social Science Department</td>
<td>195</td>
</tr>
<tr>
<td>Sociology Department</td>
<td>195</td>
</tr>
<tr>
<td>Soil Science Program</td>
<td>186</td>
</tr>
<tr>
<td>Spanish Department</td>
<td>196</td>
</tr>
<tr>
<td>Special Topics and Problems</td>
<td>46</td>
</tr>
<tr>
<td>Speech Communication Department</td>
<td>196</td>
</tr>
<tr>
<td>Speech Communication Program</td>
<td>196</td>
</tr>
<tr>
<td>Spelling Department</td>
<td>198</td>
</tr>
<tr>
<td>Sports Medicine Program</td>
<td>178</td>
</tr>
<tr>
<td>State Programs (Financial Aid)</td>
<td>38,39</td>
</tr>
<tr>
<td>State University, California</td>
<td></td>
</tr>
<tr>
<td>Admission Requirements</td>
<td>55</td>
</tr>
<tr>
<td>General Education Pattern</td>
<td>56</td>
</tr>
<tr>
<td>Program Planning</td>
<td>55</td>
</tr>
<tr>
<td>Transfer To</td>
<td>55</td>
</tr>
<tr>
<td>Statement of Mission and Objectives</td>
<td>6, 7</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>16, 40</td>
</tr>
<tr>
<td>Student Activities</td>
<td>40</td>
</tr>
<tr>
<td>Student Ambassadors</td>
<td>39</td>
</tr>
<tr>
<td>Student Life</td>
<td>39, 40</td>
</tr>
<tr>
<td>Student Classification</td>
<td>19</td>
</tr>
<tr>
<td>Student Code of Conduct</td>
<td>28</td>
</tr>
<tr>
<td>Student Development &amp; Campus Life</td>
<td>36</td>
</tr>
<tr>
<td>Student Discrimination Complaint Procedure</td>
<td>31</td>
</tr>
<tr>
<td>Student Government</td>
<td>39</td>
</tr>
<tr>
<td>Student I.D. Card</td>
<td>16, 37, 40</td>
</tr>
<tr>
<td>Student Information</td>
<td>32</td>
</tr>
<tr>
<td>Student Information Center</td>
<td>34</td>
</tr>
<tr>
<td>Student Loans</td>
<td>38</td>
</tr>
<tr>
<td>Student, Non-Resident</td>
<td>10, 16</td>
</tr>
<tr>
<td>Student Parking</td>
<td>16, 32</td>
</tr>
<tr>
<td>Student Policy of Nondiscrimination</td>
<td></td>
</tr>
<tr>
<td>Non-discrimination</td>
<td></td>
</tr>
<tr>
<td>State University, California</td>
<td></td>
</tr>
<tr>
<td>Academic Study Loads</td>
<td>25, 26</td>
</tr>
<tr>
<td>Study Plans</td>
<td></td>
</tr>
<tr>
<td>Student Representation Fee</td>
<td>16, 40</td>
</tr>
<tr>
<td>Student Responsibility</td>
<td>18</td>
</tr>
<tr>
<td>Student Services</td>
<td>33</td>
</tr>
<tr>
<td>Students, International</td>
<td>12</td>
</tr>
<tr>
<td>Study Loads</td>
<td>19</td>
</tr>
<tr>
<td>Study Skills Department</td>
<td>198</td>
</tr>
<tr>
<td>Supervisory Management Department</td>
<td>199</td>
</tr>
<tr>
<td>Supervisory Management Program</td>
<td></td>
</tr>
<tr>
<td>T</td>
<td></td>
</tr>
<tr>
<td>Table of Contents</td>
<td>3</td>
</tr>
<tr>
<td>Teaching: Preschool, Early Intervention</td>
<td></td>
</tr>
<tr>
<td>(See Childhood Development)</td>
<td></td>
</tr>
<tr>
<td>Technical Education Division</td>
<td>51</td>
</tr>
<tr>
<td>Telecourses and Distance Education</td>
<td>42</td>
</tr>
<tr>
<td>Television Directory</td>
<td></td>
</tr>
<tr>
<td>Television Production</td>
<td></td>
</tr>
<tr>
<td>Television Production Program</td>
<td>200</td>
</tr>
<tr>
<td>Testing Services</td>
<td>37</td>
</tr>
<tr>
<td>Textbooks, Supplies</td>
<td>16</td>
</tr>
<tr>
<td>Theatre</td>
<td>41</td>
</tr>
<tr>
<td>Theatre Department</td>
<td>201</td>
</tr>
<tr>
<td>Theatre Program</td>
<td>201</td>
</tr>
<tr>
<td>Ticket Central</td>
<td>44</td>
</tr>
<tr>
<td>Title IX</td>
<td></td>
</tr>
<tr>
<td>Transcripts</td>
<td></td>
</tr>
<tr>
<td>Transfer</td>
<td></td>
</tr>
</tbody>
</table>
California State Universities ........................................... 55, 56
Center ................................................................. 33, 51
Information .............................................................. 55
Private Colleges .................................................. 60
Transferability of Courses ........................................ 20
University of California ............................................. 58, 60
Transfer, General Education ...................................... 223
TRIO
  Educational Talent Search ........................................... 35
  Student Support Services Program (COMPASS) ........ 35
  Upward Bound .................................................. 35
Trustees, Board of .................................................. 231
Tuition, Non-Resident .............................................. 16
Tutoring Center ...................................................... 37, 51
Tutoring Department ................................................. 203
Tutoring Program .................................................... 203
Tutoring and Basic Education .................................... 51
Typewriting/Keyboarding (See Office Administration)

U
Unit of Credit ........................................................ 22
University of California
  Program Planning ..................................................... 60
  Transfer To ......................................................... 58, 60
Upward Bound/TRIO .................................................. 35

V
Veterans ................................................................. 37
Visual Merchandising Program ................................... 129
Vocabulary (See Reading)

W
Wait Lists ............................................................... 13
Water Quality Report (MJC) ...................................... 29
Website, MJC ......................................................... Title page
Welcome Center ..................................................... 34
Welding Department ................................................. 204
Welding Program ...................................................... 204
Welding Specializations ............................................. 204
Withdrawal from Class ............................................. 19
  Military .............................................................. 20
Word Processing ...................................................... 170
Work Experience - General Department ...................... 207
Work Experience - Vocational Department .................. 204
Work-Study, Federal ................................................ 38
WorkForce Development ......................................... 230
WorkForce Training Center .................................... 9

Y
Yosemite Community College District
  Board of Trustees .................................................. 231

Z
Zoology Department ................................................. 207