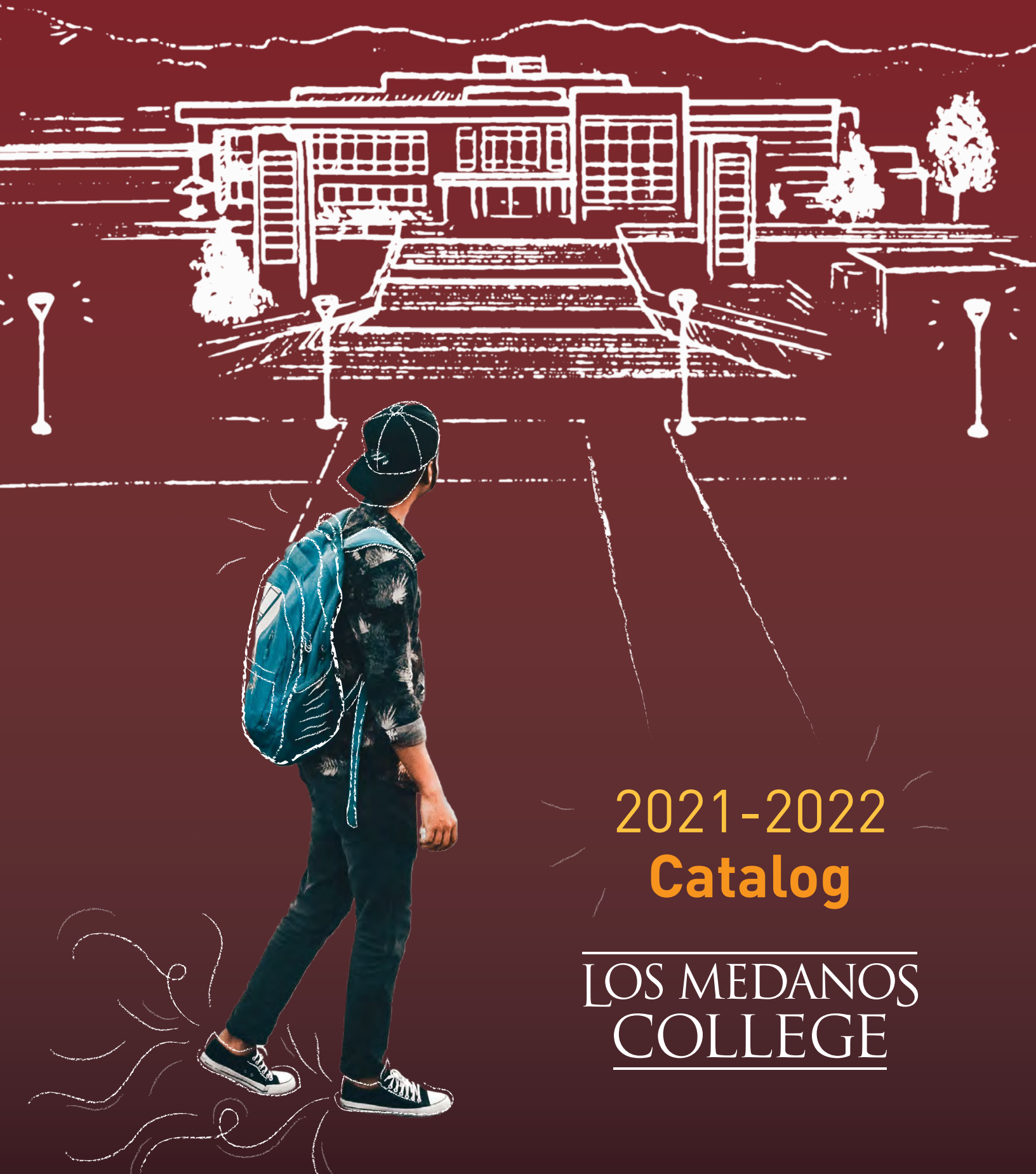


# Discover Your Future



2021-2022  
Catalog

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LOS MEDANOS  
COLLEGE

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## Aspen Prize

**Highlighting the critical importance of improving student success in America's community colleges, the Aspen Institute College Excellence Program named Los Medanos College as one of the nation's top 150 community colleges eligible to compete for the 2017, 2019, and 2021 Aspen Prize for Community College Excellence and \$1 million in prize funds.**

The Aspen Prize, awarded every two years, is the nation's signature recognition of high achievement and performance among America's community colleges and recognizes institutions for exceptional student outcomes in four areas: student learning, certificate and degree completion, employment and earnings, and access and success for minority and low-income students.

"It is an incredible honor to be nationally recognized by the Aspen Institute. Los Medanos College is committed to providing access, equitable outcomes, and success for all of our students, and that is reflected in the dedication and passion of our faculty, staff, and managers. Together, these educators foster an institutional culture of collaboration and innovation aimed at facilitating student success and serving our community. I am very proud of the work that LMC does, and am thrilled that our College community has been acknowledged for increasing opportunities and improving outcomes for students."

**Dr. Bob Kratochvil, LMC President**

**For more information, visit [www.losmedanos.edu/news/aspen.asp](http://www.losmedanos.edu/news/aspen.asp)**



# LOS MEDANOS COLLEGE

2700 East Leland Road

Pittsburg, CA 94565

(925) 439-2181

(925) 439-5709 TDD

[www.losmedanos.edu](http://www.losmedanos.edu)

21|22  
CATALOG

# Administration

## Contra Costa Community College District Governing Board

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Judy E. Walters, Ph.D. . . . .	Ward 2
Rebecca Barrett . . . . .	Ward 3
Andy Li . . . . .	Ward 4
Fernando Sandoval . . . . .	Ward 5
Austin Green . . . . .	Student Trustee

## District Chancellor

Bryan Reece, Ph.D.

## Los Medanos College Management Team

Rachel Anicetti . . . . .	Academic/Student Services Manager, Transfer & Career Services
Teresea Archaga . . . . .	Program Manager, Student Life & International Students Program
William Bankhead . . . . .	Program Manager, Workforce & Economic Development
David Belman . . . . .	Dean of Student Success
Jeffrey Benford . . . . .	Dean of Counseling & Student Support
Carl Chiu . . . . .	Technology Systems Manager
Robert Estrada . . . . .	Bookstore Manager
Angela Fantuzzi . . . . .	Director of Early Childhood Lab School
Steven Freeman, Jr. . . . .	Academic/Student Services Manager, EOPS/CARE
Rikki Hall . . . . .	Director of Admissions & Records
Natalie Hannum . . . . .	Vice President of Instruction
Chialin Hsieh, Ed.D. . . . .	Senior Dean of Planning & Institutional Effectiveness
Ryan Huddleston . . . . .	Police Lieutenant
Frank Ichigaya . . . . .	Custodial Manager
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Nicolette Moultrie . . . . .	Dean of Instruction
Trinh Nguyen, Ph.D. . . . .	Director of College Advancement
Ryan Pedersen . . . . .	Dean of Instruction
Maryam Portillo . . . . .	Academic/Student Services Manager, Outreach
Virginia Richards . . . . .	Manager of Disability Support Services
Carla Molina . . . . .	Senior Academic/Student Services Manager, Student Success & Retention Programs
Jinpa Tharchin . . . . .	Business Services Supervisor
Eileen Valenzuela . . . . .	Office of Instruction Supervisor
Vacant . . . . .	Dean of Workforce & Economic Development
Vacant . . . . .	Associate Dean of Nursing & Allied Health
Vacant . . . . .	Interim Academic/Student Services Manager, Outreach
Vacant . . . . .	Financial Aid Supervisor
Vacant . . . . .	Director of Maintenance & Operations



# 2021-2022 Catalog and Announcement of Courses

## Accreditation

Los Medanos College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education.

### Accrediting Commission for Community and Junior Colleges

10 Commercial Boulevard, Suite 204  
Novato, CA 94949  
(415) 506-0234  
[www.accjc.org](http://www.accjc.org)

## Approved by

Board of Governors of the California Community Colleges

California Department of Education, Bureau of School Approvals for the enrollment of veterans and eligible persons under Title 38 of the U.S. Code.

California State Fire Marshal

Commission on Peace Officer Standards and Training

Contra Costa Emergency Medical Services Agency

State Board of Registered Nursing

State Board of Vocational Nursing

## Non-Discrimination Policy

Los Medanos College complies with all Federal and state rules and regulations and does not discriminate on the basis of race, religion, color, national origin, ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation or gender. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities. Harassment of any employee/student with regard to the above characteristics is strictly prohibited. The lack of English language skills will not be a barrier to admission and participation in the college's education programs. Inquiries regarding compliance and/or grievance procedures may be directed to the Los Medanos College Title IX Officer and/or the Section 504/ADA Coordinator.

## Alternative Media

This publication is available in other formats easily accessible by persons with disabilities. For information, contact the Alternative Media Specialist at (925) 473-7848 or TDD (925) 439-5709.

## Telephone

Pittsburg Campus (925) 439-2181  
Bookstore (925) 439-2056  
Brentwood Center (925) 513-1625  
TDD (925) 439-5709

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# College Calendar

## Summer Intersession 2021

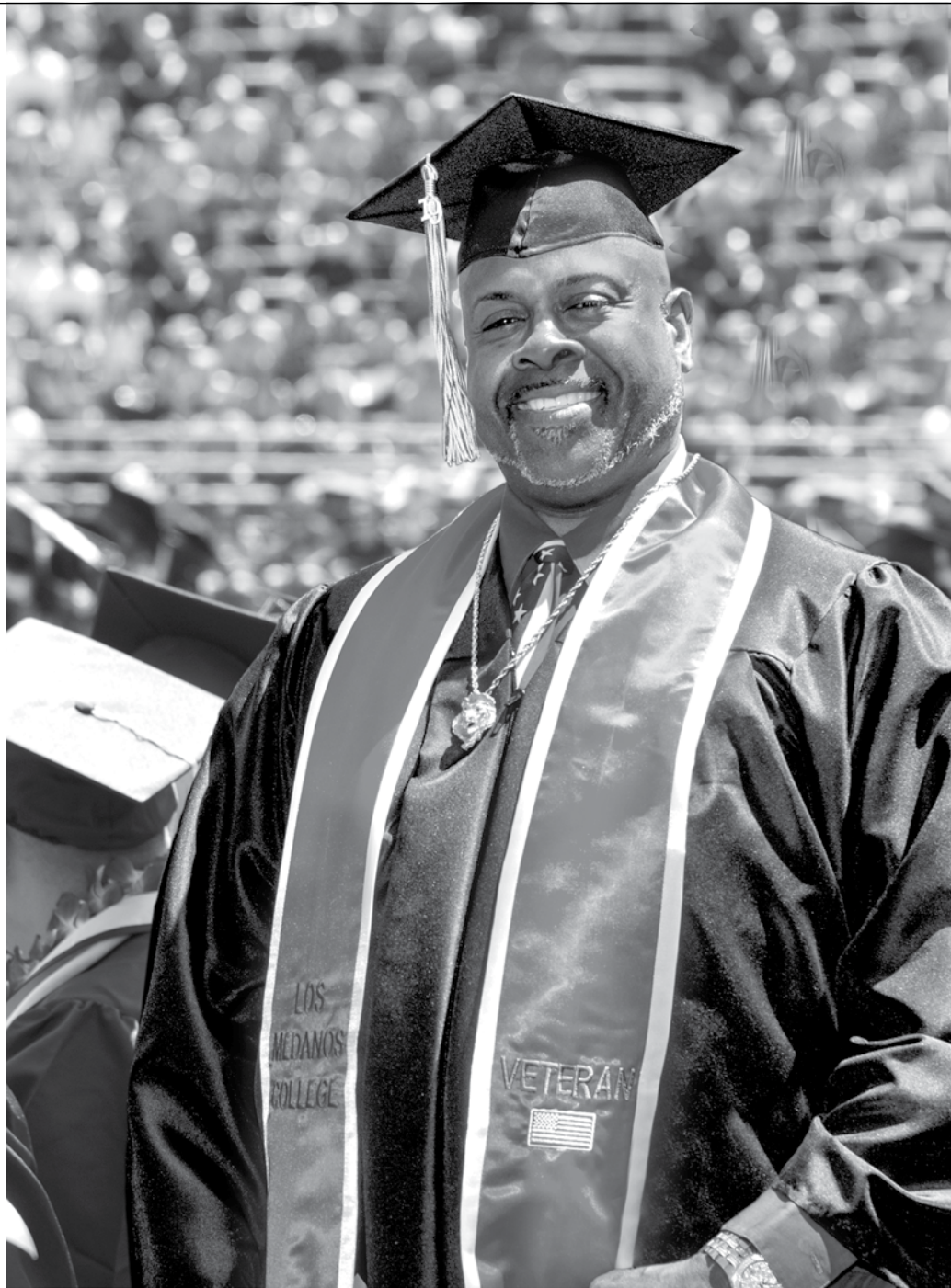
Instruction begins	May 23
Independence Day (college closed)	July 5
Last day to apply for Summer graduation	July 15
End of Summer Intersession	August 22

## Fall Semester 2021

Course enrollment	See Fall Schedule of Courses
Instruction begins	August 23
Last day to add and drop full-term classes with eligibility for fee refund or credit	September 3
Last day to drop for semester-length courses to avoid "W" on transcript if dropping in person	September 3
Labor Day (college closed)	September 6
Last day to drop for semester-length courses to avoid "W" on transcript if dropping on InSite	September 6
Last day to add semester-length classes on InSite	September 6
Last day to petition for pass/no pass	September 23
Native American Day (college closed)	September 24
Last day to apply for Fall graduation	October 15
Veterans Day (college closed)	November 8
Last day to drop semester-length courses	November 11
Thanksgiving (college closed)	November 25 – 28
Last day of instruction and final exams	December 12

## Spring Semester 2022

Course enrollment	See Spring Schedule of Courses
Martin Luther King Jr.'s Birthday (college closed)	January 17
Instruction begins	January 24
Last day to add semester-length classes in person	February 4
Last day to drop semester-length classes with eligibility for fee refund or credit in person	February 4
Last day to drop for semester-length courses to avoid "W" on transcript if dropping in person	February 4
Last day to add semester-length classes on InSite	February 6
Last day to drop for semester-length courses to avoid "W" on transcript if dropping on InSite	February 6
Lincoln's Birthday (college closed)	February 18
Washington's Birthday (college closed)	February 21
Last day to petition for pass/no pass option (SC) for semester-length courses	February 25
Last day to apply for Spring graduation	March 1
Spring recess	March 27-April 2
Last day to drop for semester-length courses	April 22
Last day of instruction—Graduation	May 20
Memorial Day (college closed)	May 30



# 1

## Section

### General College Information



# About the College

## Contra Costa Community College District – A Brief History

The Contra Costa Community College District (CCCCD) was established by a public vote on December 14, 1948. With boundaries roughly equal to those of Contra Costa County, CCCCDD covers 686 square miles, making it the eighth largest community college district in California. It serves and is supported by more than 1,000,000 residents of Contra Costa County. CCCCDD includes: Contra Costa College, opened in 1949 and located in San Pablo; Diablo Valley College, constructed in 1951, includes the Pleasant Hill Campus and San Ramon Campus; and Los Medanos College (LMC). In 1974, LMC opened the doors of its Pittsburg Campus to students and residents of eastern Contra Costa County. The College established the Brentwood Center in 1998, offering courses at the Liberty Union High School District Adult Education Center, and then in 2001 moved the Brentwood Center into a leased facility on Sand Creek Road. In 2020, the Brentwood Center moved to its current location – a newly-constructed permanent facility at Pioneer Square.

## Los Medanos College

The Pittsburg Campus of the College is located on a 120-acre site near the city's border with Antioch. The name of the College derives from the 8,000-acre Rancho Los Medanos, which was one of the last land grants made by the Mexican government when California was still a territory of Mexico. Rancho Los Medanos covered almost all of Pittsburg and Antioch, including the current site of the College. Translated into English, the name of the College refers to inland sand dunes or sand hills, which may be a reference to the sandy terrain that characterizes eastern Contra Costa County with its long history of sand mining. To further meet the needs of local residents and businesses in the easternmost part of the County, LMC provides an educational center in Brentwood.

Today, with its diverse learning opportunities and award-winning programs, Los Medanos College is a thriving center of higher education activity. LMC offers courses leading to transfer credit at four-year institutions, general education and major coursework leading to associate of arts or science degrees, and courses leading to certificates of achievement. The College is also the leading force in the economic development of eastern Contra Costa County. Short-term courses are offered in a variety of career education programs to enhance job skills, technology training, and preparation for the workforce. Los Medanos College offers high-quality instruction and support services that are focused on student success and achieving equitable outcomes for all students. From its welcoming campus culture to its state-of-the-art facilities, the College demonstrates its commitment to fostering an inclusive and supportive environment for all members of the campus community.

## Mission Statement

Los Medanos College provides our community with equitable access to educational opportunities and support services that empower students to achieve their academic and career goals in a diverse and inclusive learning environment.

## Our Vision

Los Medanos College will be a leader in providing innovative, dynamic, and equitable educational experiences, support services, and career opportunities that empower students and transform our community.

## Our Values

**Excellence:** We strive for **EXCELLENCE** in the academic programs, support services, resources, facilities, and educational experiences that we provide to our students and community. We continuously work toward performing at the highest level, exceeding standards, and achieving our institutional goals.

**Respect:** All members of our campus community deserve – and must be treated with – **RESPECT**. We honor the attributes, skills, abilities, and contributions of each individual, and are committed to treating one another with dignity, civility, and compassion.

**Diversity:** We believe deeply in the important role of **DIVERSITY** in the success of our students and institution. We recognize that our highest potential – individually and collectively – can only be achieved when we: embrace and celebrate the diversity in our student body and community; hire, support, and retain a diverse and highly-qualified workforce; provide a wide array of diverse course offerings, academic programs, and support services; ensure that diverse perspectives and culturally-responsive practices are reflected in our curricula and learning environments; and advocate for racial and social justice for all.

**Integrity:** We demonstrate **INTEGRITY** in the development and delivery of all programs, services, and operations. As good stewards of public resources and trust, it is incumbent upon us to educate and engage our students, colleagues, and community with honesty, transparency, and accountability.

**Responsiveness:** We demonstrate **RESPONSIVENESS** to serve our students and the community. Through strong collaboration with educational partners, business and industry, community-based organizations, and civic agencies, we are able to effectively address the changing needs and dynamic environment in our service area.

## Accreditation Information

Los Medanos College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC).

Accreditation provides assurance to the public that colleges meet the quality and effectiveness standards for a degree-granting institution of higher education. It also includes the College among those eligible for Title IV student financial aid.

Institutions complete a self-evaluation process every seven years in order to have their accreditation status re-affirmed by ACCJC. The process includes internal and external evaluations of the College's performance, as defined by the ACCJC Standards for:

- Mission, Academic Quality and Institutional Effectiveness, and Integrity
- Student Learning Programs and Support Services
- Resources
- Leadership and Governance

Additional information about LMC's accreditation status and process is available online at:  
[www.losmedanos.edu/accreditation/](http://www.losmedanos.edu/accreditation/)

## Los Medanos College Foundation

Everyone, regardless of economic and ethnic background, should have the opportunity to obtain an excellent education. Since 1997, the Los Medanos College Foundation has supported students to pursue the education they need to achieve successful futures.

The Los Medanos College Foundation partners with corporations, foundations, individuals, and alumni to support students in need. Funds raised go to student scholarships, emergency funds, and college enhancement programs. The foundation's work is essential because many of our students are from low or middle class backgrounds, often the first-generation to attend college, while many also work and raise children.

Join us in supporting LMC students in their pursuits to become scholars, police officers, EMTs, nurses, firefighters, digital technicians, or skilled factory workers. The future contributions of each make all of us stronger as a community.

You believe. They achieve!

The Los Medanos College Foundation is the non-profit 501 (c) 3 charitable organization and as such, your contributions are tax deductible to the extent provided by law.

To make a one-time or monthly recurring gift, please go to [www.losmedanos.edu/foundation](http://www.losmedanos.edu/foundation).

To explore legacy giving options please contact:

### Los Medanos College Foundation

**Trinh Nguyen**, Director of College Advancement  
2700 E. Leland Road Pittsburg, CA 94565  
Email: [trnguyen@losmedanos.edu](mailto:trnguyen@losmedanos.edu)  
Office: (925) 473-7315

## Getting Started Applying for Admission

### Student Outreach and Welcome Services

[www.losmedanos.edu/new/index.aspx](http://www.losmedanos.edu/new/index.aspx)

The Student Outreach Office assists prospective and current students by introducing them to information, processes and resources that will increase their awareness of the college experience, inform them of educational options, and provide steps to help them reach their educational goals. The office will assist students complete the core Student Success and Support Programs services. The Office will provide the leadership to create and enhance outreach programs and efforts that focus on underrepresented and under-prepared students.

### Student Classifications

**New Student:** The applicant has never been enrolled LMC.

**Returning Student:** The applicant has previously been enrolled at LMC, but has been away for two consecutive semesters or longer.

**Continuing Student:** The student has been enrolled at LMC within the past two semesters.

**Concurrently Enrolled/Special Admit Student:** The student is enrolled at LMC at the same time as being enrolled in the high school.

## Who Is Eligible for College Admission?

Admission to Los Medanos College is open to the following:

1. Applicants who are 18 years of age or older, or
2. Graduates of a regionally accredited high school, or
3. Applicants who have passed the GED (General Educational Development) test or the California High School Proficiency Exam

## Special Admissions

### High School Students

Applicants who are concurrently enrolled in the K-12 system, or are approved for home study, based on the following guidelines:

- Student is 14 years of age or older and has completed the eighth grade or higher.
- Los Medanos College may accept special admission students for enrollment in courses provided they have: 1) obtained written parental consent\*; 2) acquired a written recommendation of the principal or have an affidavit of home schooling; 3) demonstrated adequate preparation in the discipline to be studied; and 4) availed themselves of all opportunities to enroll in equivalent courses through their school of attendance.

- Special admit students are limited to seven units in Fall and Spring terms and five units during Summer session. Students wishing to appeal the unit limit must complete the Unit Limit Waiver section of the Special Admit Enrollment Form
- Special admit students 14-15 years of age must complete the Age Waiver section of the Special Admit Enrollment Form
- Special admit students shall conform to all LMC academic policies and regulations, as well as the code of conduct expected of all students.
- Los Medanos College reserves the right to exclude or limit enrollment into impacted programs and in other programs or courses where health, safety, instructional methodology, facility constraints, or legal requirements are deemed inappropriate for these special admit students.

\* Important Note: By giving consent, parents of concurrently enrolled students agree they understand that the college is an adult learning environment and students are expected to behave accordingly. Additionally, they understand that classes will be taught at the college level and the curriculum and college procedures will not be modified, nor will other accommodations be made.

**New and returning students** – applications for admissions may be submitted online by visiting the college website at [www.losmedanos.edu](http://www.losmedanos.edu). After the application is uploaded, students will receive an email with their student ID, User ID, registration date and password, and student email instructions.

**Special admit students** – New and returning students must submit a college application online. This application must be submitted prior to the Special Admit Enrollment/Concurrent High School Student registration date. Continuing high school students need not resubmit a college application.

## International Students

Los Medanos College welcomes international students to our campus. Students from a variety of cultures contribute to the diverse student population at LMC. Los Medanos College has authorization under federal law to enroll nonimmigrant students.

Applications for international student admission must be submitted by July 1 for the Fall semester and December 1 for the Spring semester. Applications and information packets are available online: [www.losmedanos.edu/inted](http://www.losmedanos.edu/inted). For information, call (925) 473-7552.

In order to qualify for admission, the following is required:

1. TOEFL internet	54
TOEFL computer	157
IELTS	5.0 (minimum band score of 4.5)
International Education Center (IEC)	Completion of Adv. B level certificate
Graduation from US high school	Transcript
International General Certificate of General Education	Certificate
General Certificate of Education	Completion of 0- level Certificate
Graduate from English medium diploma programme at International Baccalaureate School	

- English assessment scores must be no older than 2 years.
  - For GCE: Students must also pass five of the exams which must include English, math, social studies, Mother Tongue (or second language), and one science class.
  - Citizens of countries and territories where English is an official and/or major language may be exempt from this requirement. Contact us for more information [international@losmedanos.edu](mailto:international@losmedanos.edu).
- Sufficient funds to cover the payment of tuition, fees, and living expenses.
  - Health insurance fees will automatically be charged each semester when you register for courses.
  - International students must pay a nonresident tuition fee, in addition to enrollment fees.
  - The college does not have on campus housing and most students arrange their own housing. Information on the Home Stay program can be found at [www.diablovalleyhomestay.com](http://www.diablovalleyhomestay.com)

## California Residency Information

For purposes of establishing tuition fees, students are identified as either residents or non-residents.

**Residents:** Those who have lived in California as legal residents for at least one year and one day prior to the first day of a new semester or term. Evidence may include at least two of the following: payment of California State income taxes, registering and voting in California elections, obtaining a California driver's license, owning and registering a car in California and more. The burden of proof to establish residency is on the student. Residency must be cleared by the end of the fiscal year. Additional information may be found at the college website, [www.losmedanos.edu](http://www.losmedanos.edu).

Non-citizens who meet residency requirements and who desire to enroll as a California resident must provide documentation from the Immigration and Naturalization Service in addition to the California residency documentation.

**Nonresidents (out-of-state and international students):**

Those who do not meet the California resident requirements as stated above.

All questions concerning residence requirements and status should be directed to the Admissions & Records Office at (925) 473-7500 and [www.losmedanos.edu/admissions/](http://www.losmedanos.edu/admissions/) or email Admissions at [admissions@losmedanos.edu](mailto:admissions@losmedanos.edu) using your InSite email account.

## What You Need to Know

### Registration and Enrollment Policies

To register and enroll in courses at Los Medanos College, follow these steps. Not only are the steps required, but they will support you in having a successful academic experience.

1. All students new to Los Medanos College, as well as those who have missed two or more consecutive semesters, must complete an application to Admissions using our online application. Applications for the Summer, Fall and Spring semesters are accepted beginning September 15.
2. New students applying to Los Medanos College are required complete assessment process, complete orientation, and develop an education plan. Students choosing not to complete an assessment, orientation, or educational plan will not receive priority registration while enrolled at the college.
3. Registration is set up on a priority system (see Course Enrollment Priority) and must be completed online.
4. Enroll in courses and pay appropriate fees (see FEES section).
5. Auditing or "sitting-in" classes is not allowed. All students who attend a class must complete the enrollment process for that class. Grades and/or credit will not be given to students who are not officially enrolled.

### Open Course Policy

It is the policy of the Contra Costa Community College District that, unless specifically exempted by statute or regulation, every course, course section or class 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 California Code of Regulations, Title 5, Section 55000.

### How to Register

All registration takes place on InSite, Student Planning or InSite App. Detailed instructions for the use of this system can be found on the college website at [www.losmedanos.edu](http://www.losmedanos.edu) or in the Schedule of Classes.

Open registration is available on scheduled days prior to the start of the term online through InSite. Students who need to have prerequisites cleared and special admit high school students may also use InSite to complete transactions.

Students should pay enrollment fees at the time of course enrollment; however fees must be paid in full prior to registration for the following term.

### InSite and InSite Mail (Student Email)

InSite is the college's customized student portal to campus news, events and reminders, the LMC website, resources, and even real-time local weather. Students can access their class schedule, financial aid information, grades, and holds. This is also where students can check for schedule changes, notification of eligibility to register from the waitlist, reminders of class start dates, and online payment receipts. Important alerts will be posted here, such as emergencies and closures.

InSite is the portal to access InSite Mail, the college's official email system to students. Students are responsible for reading and responding to official communications sent to their InSite mail account.

The college recommends you forward your InSite email to a personal email account, so your messages are not missed.

### Course Enrollment Priority

Enrollment is based on Title 5 mandates and college policy. Registration is based on a priority system which is described on the college website at [www.losmedanos.edu](http://www.losmedanos.edu).

### Progress Evaluation by Faculty

Any student has the right to request and obtain an informal grade evaluation by his/her instructor prior to the mandatory drop date. In order for a student to make a knowledgeable decision of retention in a class and to increase motivation for improvement, the student needs to know his/her standing in each course.

### Address Changes

Students should notify the Admissions & Records Office of changes of address. Address and phone number changes should be submitted by going into InSite on the college website, ([www.losmedanos.edu](http://www.losmedanos.edu)). Students who are also working as employees of the college should submit address, phone and/or e-mail changes to Human Resources.

### Withdrawal and Drop Policy

Upon entering Los Medanos College, students assume the responsibility of completing each course in which they are enrolled. Students are responsible for officially withdrawing from any classes in which they no longer wish to attend; it should not be assumed that an instructor will process the drop when a student quits attending. Non-attendance and non-payment of fees does not release the student from this responsibility and may result in a failing grade and a debt on their record. Students may drop on InSite, prior to the designated deadline for dropping classes.

### Withdrawals

- Students who have documented extenuating circumstances such as accidents, illness or other situations beyond the control of the student, may apply for a withdrawal after 75% of the term.
- A 'W' shall not be assigned if the student withdraws due to the impact of fire, flood or other extraordinary conditions (petition required).
- In the case of discriminatory treatment or retaliation for discriminatory treatment a 'W' shall not be assigned.
- Active or reserve military students who receive orders compelling a withdrawal from courses will receive a military withdrawal which shall not be counted in the limit of withdrawals or progress alert.

### Instructor Initiated Drops

Los Medanos College instructors have the following rights:

1. The right to drop students who fail to attend the first meeting of any course.
2. The right to deny permission to use an audio/video recorder in class.
3. The right to drop the student when he/she is absent during two consecutive weeks of lab or lecture or when students are tardy to the degree that classes and learning opportunities are disrupted.
4. The right to drop a student at any point that the instructor concludes that absences have irretrievably affected a student's progress in a course.

Instructors may drop students due to inactive enrollment no later than the end of the last business day before the census day for all students who have been identified as no shows, or students who are no longer attending the course.

An instructor may drop a student from a class for excessive absences. Reinstatement is the prerogative of the instructor but must occur prior to the last day to add. Students who are dropped by instructors during the first two weeks of a term, shall have no notation made on their permanent academic record. Students who are withdrawn by instructors between the end of the second week and the last day of the twelfth week or 75% of a primary term, whichever is less, shall have a "W" posted on their permanent academic record. (reference procedure Title 5, Section 55024)

5. The right to remove a student from a single course session and one following for conduct disturbing to the class or the instructor.
6. The right to recommend suspension of a student.

### Prerequisites/Advisories

When registering for classes, students are required to adhere to enrollment policies that relate to prerequisites, co-requisites, and advisories.

In the Schedule of Classes, on the college website and in the course descriptions in this catalog, prerequisites and advisories are listed for certain courses and special information notes are included. This is a guide to assist students in selection of appropriate course levels for their maximum success. Catalog rights do not apply to prerequisites.

Important: To ensure proper placement, prerequisites for all classes will be checked at the time of registration. If you have taken a prerequisite course at a regionally accredited institution other than LMC, including high school, please submit transcripts or report cards using the Secure Document Uploader located in the LMC Student Forms tile on InSite so that prerequisites can be verified.\* References to "successful completion" requires a grade of "P" or "C" or better. Courses in progress outside the district will not be accepted as prerequisites. Advisories are recommendations only and need not be verified. Prerequisites may be challenged through the fifth day of the term for semester-length classes or through the last date to add for short-term classes.

\* Prerequisites coursework will only be accepted from regionally accredited institutions, as recognized by the U.S. Department of Education.

### Course Information

In each course, students are entitled to a course information sheet. The information about the course includes:

1. Title and catalog number
2. Instructor's name, office, phone extension and office hours
3. Course overview, including instructional methods and goals
4. Course meetings and a tentative calendar of tests and special assignments
5. Textbooks and special materials required and information about appropriate audio-visual or "on reserve" materials in the Library
6. Policy on attendance
7. Evaluation criteria for grades

### Instructional Materials


Board Policy 5017 states that each college of the Contra Costa Community College District may require students enrolled in credit or noncredit courses and programs to provide certain instructional and other materials including, but not limited to textbooks, tools, equipment and clothing if:

The instructional and other materials are used in the production of an "end product" that has continuing value to the student outside of the classroom setting.

Eligible students unable to buy their books may request assistance through the Office of Financial Aid and/or the LMC Foundation.



## Zero Textbook Cost

Los Medanos College is committed to increasing access to education by helping students save money on textbooks. To achieve this, LMC offers Zero Textbook Cost (ZTC) sections of courses. These sections do not require any cost for students to obtain the required textbooks/software for that section. Zero Textbook Cost (ZTC) sections are identified in the online schedule with the  symbol and include classes where:

- All required texts may be obtained for free online
- All assigned textbooks are optional
- There are no required textbooks
- There are no costs for required software

In compliance with California Education Code Section 66406.9, all ZTC sections are indicated in online class schedules.

However, the ZTC status of sections may change before the start of the class. If a change is made it will be updated on the online schedule of classes. Additionally, if a ZTC indication is removed (and course materials are required to be purchased), all currently enrolled students in that section will be notified of the change via email.

More information regarding the Zero Textbook Cost initiative can be found at [www.losmedanos.edu/OER](http://www.losmedanos.edu/OER)

## Duplicate or Conflicting Courses

Students are not permitted to enroll in more than one section of the same course and may not enroll in courses that have scheduled meeting times which conflict.

## Attendance

Students are expected to be punctual and attend all courses in which they are enrolled. Students may be dropped by the instructor for failure to attend class in the following circumstances:

1. Failure to attend first class meeting
2. Absence from two consecutive weeks of lab or lecture
3. At any point when it is concluded that absences have irretrievably affected the student's progress

Grades should not be used as punishment for absences. However, academic grades may be lowered to the degree that instructors can estimate the loss of cognitive, affective, or skills learning due to student absences.

Equally, students can expect the instructors also to be punctual in their attendance. Instructors have a professional obligation to enforce this institutional policy within the dictates of their particular courses and within the bounds of professional discretion.

If a cancellation notice for that meeting has not been posted and the instructor has not arrived, students are automatically dismissed without penalty 15 minutes after the scheduled course starting time. If a course session started late, the instructor should still dismiss as scheduled.

To protect student rights against instructor error and opportunity and to explain mitigating circumstances, the due process of appeal will follow this order:

1. To the instructor;
2. If necessary, to the instructor and appropriate dean;
3. In unusual cases, to the instructor, appropriate dean and the President.

All courses are required to have a final examination or skill evaluation appropriate to the type of course.

## Cancellation of Courses

The College reserves the right to cancel before or after the first day of instruction any planned or scheduled courses due to insufficient enrollment or inability to secure a qualified instructor.

## Fees and Exemptions

### Enrollment Fee for California Legal Residents

As established by state legislation, enrollment fees\* are \$46 (beginning Summer 2012) per unit for California residents.

- \* The District reserves the right to adjust the enrollment fee, based on changes in state legislation.

### Tuition for Non-California Residents

Nonresident tuition for non-California residents\* is \$300 per unit, in addition to the enrollment fee of \$46 per unit. The nonresident fee for non-U.S. citizens is \$300 per unit, in addition to the enrollment fee.\*\*

- \* The District reserves the right to adjust the nonresident tuition fee consistent with applicable law.

## EXEMPTIONS

### Nonresident Tuition Exemption\*

The VACA Act (Veterans Access, Choice and Accountability) was effective July 1, 2015. This act waives nonresident tuition for certain veterans and their dependents beginning Fall 2015 semester. Student veterans covered under Chapter 30 and 33 are eligible. For further information inquire at the Admissions & Records Office.

- \* (VACA, Veterans Access, Choice and Accountability Act, AB 13)

## Nonresident Tuition Exemption (AB 540/AB 68)

A student is exempt from paying nonresident tuition if the student meets all of the following four requirements:

1. The student must have:
  - Attended a combination of California high school, adult school, and California Community College for the equivalent of three years or more,
  - or
  - Attained credits earned in California from a California high school equivalent to three or more years of full-time high school course work and attended a combination of elementary, middle and/or high schools in California for a total of three or more years,
  - and
2. The student must have:
  - Graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or California High School Proficiency exam),
  - or
  - Completed an associate degree from a California Community College,
  - or
  - Completed the minimum requirements at a California Community College for transfer to the California State University or the University of California,
  - and
3. The student must register as an entering student at, or current enrollment at, an accredited institution of higher education in California,
- and
4. The student must file an affidavit with the college or university stating that if the student is a non-citizen without current or valid immigration status, the student has filed an application to legalize immigration status, or will file an application as soon as the student is eligible to do so.

### AB 1313

Students who owe enrollment fees or other debts will be not be permitted to register for classes and will not receive a diploma until their debts have been paid.

### Student Representation Fee (AB 1504)

Assembly Bill (AB) 1504, approved by the Governor on October 4, 2019, amended Section 76060.5 of the Education Code to require a community college to collect a student representation fee of \$2 at the time of registration. One dollar (\$1) of every two-dollar (\$2) fee collected shall be expended to support the Student Senate of the California Community Colleges (SSCCC), the statewide community college student organization recognized by the Board of Governors (BOG) of the California Community Colleges. The legislation is effective January 1, 2020.

AB 1504 also amends prior language regarding a student's choice to opt-out of the fee. Students must be provided an opportunity to opt out of the fee, without providing a reason at registration. This bill also eliminates the authorization of a student election to collect or terminate the additional fee. [www.losmedanos.edu/admissions/ActivityFeeRefundForm.pdf](http://www.losmedanos.edu/admissions/ActivityFeeRefundForm.pdf)

## Nonresident Tuition Exemption (AB 2000)

Effective January 1, 2015, students may be exempt from paying Nonresident Tuition under AB 540 if they attained credits earned in California from a California high school equivalent to three or more years of full-time high school coursework and a total of three or more years of attendance in California elementary schools, California secondary schools, or a combination of those schools. The student must also have received a diploma or equivalent in California.

### AB2210 Exemption

Education Code section 68075.6 grants an immediate nonresident tuition fee exemption to eligible Special Immigrant VIA (SIV) holders and refugee students who settled in California upon entering the United States. This exemption is granted for one year from the date the student settled in California upon entering the United States.

This exemption applies to the following:

- Iraqi citizens or nationals (and their spouses and children) who were employed by or on behalf of the United States Government in Iraq (Pub.L. No. 110-181, § 1244)
- Afghan and Iraqi translators (and their spouses and children) who worked directly with the United States Armed Forces (Pub.L. No. 109-163, § 1059)
- Afghanistan nationals who were employed by or on behalf of the U.S. government or in the International Security Assistance Force (ISAF) in Afghanistan (Pub.L. No. 111-8, § 602)
- Refugee students admitted to the United States under Section 1157 of Title 8 of the United States Code

## Nonresident Tuition Exemption (SB 150)

Concurrently enrolled students (high school students enrolled in college classes) who are classified as non-resident students for tuition purposes may be eligible for the SB150 waiver of non-resident tuition while still in high school. Students must be special admit part-time (enrolled in 11 units or less) students who currently reside in California and are attending high school in California. Students wishing to take advantage of this exemption should complete a residency reclassification form and attach a copy of high school transcripts showing current enrollment. Forms and attachments should be submitted to the Admissions & Records Office using the Residency Reclassification Request form on InSite located in the LMC Student Forms tile.

## DACA (Deferred Action for Childhood Arrivals)

Effective June 2014, students who have been given a C33 Visa (Deferred Action for Childhood Arrivals) may qualify for California residency with appropriate documentation. Please contact Admissions & Records for more information.

## Student Union Fee Information

Based on a student vote in a campus election, a student union fee is required of all students (except CCPG waiver recipients, with CalWORKs, TANF, general assistance, and SSI). The fee is \$1.00 per unit, to a maximum of \$10.00 per academic year. The student union fee must be paid at the time of registration. The fee will contribute funding toward the construction and maintenance of a student center in upcoming years.

## Student Activity Fee

The Student Activity Fee in the amount of \$5.00 per semester (Fall and Spring only) allows the Los Medanos College Associated Students (student government) to provide scholarships, leadership opportunities, cultural programs and other co-curricular programs for the college. It also funds programs such as the textbook on reserve program that allows students to check out course textbooks for use in the library. Students may request a refund of the fee by submitting the Student Activity Fee Refund Request Form before the refund deadline. That form is available online at: [www.losmedanos.edu/admissions/ActivityFeeRefundForm.pdf](http://www.losmedanos.edu/admissions/ActivityFeeRefundForm.pdf)

## Parking Fees

Parking permits are required during the following hours: 7:00 a.m.-11:00 p.m. (Monday-Thursday), and 7:00 a.m.-5:00 p.m. on Friday. Visit our parking and transportation page for all information about parking and parking fees. [www.losmedanos.edu/parking](http://www.losmedanos.edu/parking)

## Returned Check Fee

Only cash or cashier checks will be honored for clearing checks returned for insufficient funds. The returned check fee is \$15.00. Records are held until the fee is cleared. Students who fail to clear debt for enrollment fees will be placed on hold.

## Instructional Materials Fee

Instructional materials fees for certain selected courses may be paid at the time of registration, the first week of class or the materials may be purchased on your own. Authority for the charge is granted under Contra Costa Community College District Board Policy 5024. These instructional and other materials include but are not limited to: textbooks, tools, equipment and clothing if:

- a. The instructional and other materials required for the course have a continuing value to the student outside of the classroom setting, or

- b. The instructional and other materials are used in the production of an "end product" that has continuing value to the student outside the classroom setting.

At the beginning of each term, the instructor will inform you of the material specification. Students may choose to purchase the material on their own or may choose to pay the instructional materials fee.

Instructional materials fee refunds are provided to students who withdraw from school or drop the course by the required drop date. This refund is contingent upon the return of all usable materials. The instructor will verify that all materials have been returned and suitable for resale and reuse. Refund checks will be processed after the first two weeks of instruction and mailed to the student.

## ADDITIONAL INFORMATION

### Financial Holds

A hold may be placed on a student's record whenever that student has failed to pay any debt owed to the college or has failed to return a library book or other college property or equipment. Students who owe enrollment fees or other debts will be not be permitted to register for classes and will not receive a diploma until their debts have been paid. The hold will be removed once the student has cleared the obligation with the college.

If your debt remains unpaid, Los Medanos College may garnish your California state tax return through the state-mandated Chancellor's Office Tax Offset Program (COTOP). In this instance, a 33 1/3% administrative fee will be added to your delinquent balance. This balance will be forwarded for collection to the State Franchise Tax Board (FTB). In the event you are owed a state tax refund, win a California Lottery prize, or have unclaimed property to be distributed to you by the State of California Controller's Office for the upcoming tax year, California State Government Code sections 12419.2, 12419.7, 12419.10, and 12419.11 authorize the Office of the State Controller and the FTB to collect money owed to individuals and redirect these funds to pay the individual's debt owed to the agencies/colleges.

### Student Payroll

Paychecks for all student employees are distributed at the payroll window in Business Services on the tenth of each month and the following four business days. If the tenth of the month should fall on a Saturday or Sunday, the paychecks will be distributed the Friday before. After 5 business days, paychecks will be mailed to the address of record. All student employees with a bank account are eligible for direct deposit. Direct deposit stubs are no longer printed but pay advices are now available for viewing online through InSite.

## Veterans Benefits

Los Medanos College is approved for the training of veterans, dependents of deceased veterans, and children of disabled veterans under applicable federal and state laws administered by the Veterans Administration and the State Department of Veterans Affairs. Eligibility for benefits under any of these programs is determined by the appropriate federal or state agency. The College will make necessary certifications of enrollment and progress for such eligible students and will provide any desirable or necessary planning of programs of study. Certification of attendance depends upon the student's being registered in the College, enrolled in courses, and requesting such certification. Priority registration appointments are available by request to active military personnel and to honorably discharged veterans.

Only courses which meet requirements for the major and degree objective indicated on the student veteran's educational plan will be certified for payment of benefits. If the educational objective has changed, the student must request a new evaluation. Los Medanos College is approved to certify for an associate degree or a certificate of achievement, as listed in the catalog, or for transfer majors approved for UCs and CSUs colleges only. Students may earn multiple degrees or certificates. Veterans are cautioned that some courses are less than a semester in length and benefits are paid according to chapter and load.

Student veterans must report any change in academic program to the Admissions & Records Office immediately. Failure to report changes, such as withdrawal from courses or from the college, will be interpreted as a violation of the Educational Benefits Act.

A GPA of 2.0 is required to meet graduation requirements. A veteran whose GPA falls below the required minimum average will be placed on academic alert. If the veteran does not improve their GPA to the required minimum by the end of this period, their veterans benefits will be terminated. Additionally, repeated withdrawals from courses may also result in unsatisfactory progress. Unsatisfactory progress resulting in a status of progress alert will also result in the termination of benefits.

Six elective semester units will be granted toward the associate degree for honorably discharged veterans, provided that elective credit applies toward the student's educational objective. The credit will be granted upon verification of completion of a basic or recruit training program with the U.S. Armed Forces.

Additional information may be obtained from the Admissions & Records Office by calling (925) 473-7500, or from the Veterans Administration Regional office, San Francisco, (800) 827-1000.

## Refund Policy

Fee refunds for students who withdraw from school or drop classes by the deadline for refunds will be automatically calculated at the District Office. Refunds for complete or partial withdrawals from school will be processed after the first two weeks of instruction. Refund checks will be mailed to the student address\* on file with Admissions & Records. If the student paid by credit card with Admissions & Records, the refund will be processed as a credit to the credit card.

\*If you have a new address, please change your address with Admissions & Records prior to dropping classes.

A refund will not be made if the student has other outstanding debts to the college. Refund checks will be issued monthly after the first two weeks of instruction each semester. No refund of the enrollment fee will be made to any student who withdraws from classes after the first two weeks of instruction for a full semester class, or after 10% of the class time for a short-term class. The Student Union Fee refund policy is identical to the refund policy for enrollment fees.

Students who register early and subsequently drop all classes prior to the beginning of the semester may petition for an early refund at the Cashier's Office. The above policy also applies to the refund of nonresident tuition fees.

## Financial Aid Enrollment Fee Refunds

If subsequent to paying enrollment fees, a student becomes eligible for financial aid and receives an enrollment fee waiver, the student will automatically be mailed a full refund check or a credit card credit will be issued according to the same refund processing cycle as enrollment fee refunds.

## Parking Permit Refunds

Parking permit refunds will be made if the student drops all classes within the first two weeks of instruction for semester-length courses or by 10% of the length of short-term courses. Lost or stolen parking permits are not refundable.

Parking permits are sold through a third party vendor. Please go to our website to purchase parking permits. The parking decal must be returned to the Cashier's Office for a refund. Refunds will be provided by the vendor that sold the parking permit.

# Academic Policies and Standards

## Evaluative Symbols/Grading Scale

SYMBOL AND DEFINITION	GRADE POINTS
<b>A</b> Excellent	4
<b>B</b> Good	3
<b>C</b> Satisfactory	2
<b>D</b> Passing, less than satisfactory	1
<b>F</b> Failing	0
<b>P</b> Passing (at least satisfactory — C or better — units awarded not counted in GPA).	
<b>NP</b> No Pass (less than satisfactory or failing — units not counted in GPA).	
<b>SP</b> Satisfactory Progress towards completion of the course (used for noncredit courses only and is not supplemented by any other symbol)	

## Final Grades

Final grades can be accessed at the end of instruction, following instructor grade entry online. Students can check their final grades by logging into InSite at the college website.

## Pass/No Pass Grade Option

The purpose of the pass/no-pass (P/NP) option is to allow students to take challenging courses while avoiding undue concern for their grade point averages. Students who select this option are, however, expected to complete the course, comply with attendance requirements, and comply with all other requirements of the course.

Selected courses have been labeled with "SC" to indicate student choice for the P/NP option. If students do not choose the P/NP option before the deadline, they will be issued a letter grade for the course. Students should discuss this choice with a counselor.

In order to exercise this option, a petition must be filed with the Admissions & Records Office no later than the end of the fourth week of the semester for a full-semester class. Petitions for summer session and short-term courses must be filed within the first 30% of the course. After the deadline has passed, the grading choice may not be reversed.

### Important information related to the P/NP option:

- A "P" (pass) grade represents a letter grade of A, B, or C.
- An "NP" (no pass) grade represents a D or F letter grade.
- Units earned on a P/NP basis will not be used to calculate grade point averages.
- Units attempted for which NP is recorded will be considered in factoring alert and dismissal status.
- Units earned on a P/NP basis will apply to the 60 units required for an associate degree.

- Students should be aware that other colleges and universities may or may not limit the number of P units that will be accepted from transfer students.

### Los Medanos College offers:

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

Courses offered as "P/NP" or "SC" are identified in the course description section of the catalog.

## Non-Evaluative Symbols

- I Incomplete:** Conditions for Assigning an Incomplete: Academic work that is incomplete for unforeseeable, emergency, and justifiable reasons at the end of a term may result in an "I" symbol being entered in a student's record.

Procedures for Use of Incomplete: An Incomplete form shall be filed with the Director of Admissions and Records and a copy given to the student by the instructor at the end of the term. This Incomplete form shall contain the condition for removal of the "I" and the grade assigned in lieu of its removal.

A final grade shall be assigned when the work stipulated has been completed and evaluated or when the time limit for completing the work has passed. If the instructor has not changed the grade by the end of the expiration date, the grade will convert automatically.

The incomplete must be made up no later than one year following the end of the term in which it was assigned. Each campus shall adopt procedures enabling a student in unusual circumstances to petition for an extension of the time limit. The "I" symbol shall be used only in calculating enrolled units for progress alert.

- IP In Progress:** The "IP" symbol shall be used only in those courses which extend beyond the normal end of the academic term. It indicates that work is "In Progress," but that assignment of a substantive grade must await its completion. The IP symbol shall remain on the student's permanent record in order to satisfy enrollment documentation. The appropriate evaluative grade and unit credit shall be assigned and appear on the student's record for the term in which the required work of the course is completed. The "IP" symbol shall not be used in calculating units attempted, nor for grade points. If a student enrolled in an "open-entry, open-exit" course is assigned an "IP" at the end of an attendance period and does not re-enroll in that course during the subsequent attendance period, the appropriate faculty will assign a valuative symbol.



**RD Report Delayed:** Only the Director of Admissions and Records may assign the "RD" symbol. This symbol is to be used when, for reasons beyond the control of the student, there is a delay in reporting the grade of that student. The "RD" is a temporary notation to be replaced by a permanent symbol as soon as possible. The "RD" symbol shall not be used in calculating units attempted, or for grade points.

**W Withdrawal:** Withdrawal from a course shall be authorized through the last day of the fourteenth week of instruction or 75% of the course, whichever is less. No notation (W or other) shall be made on the academic record of the student who withdraws on or before the last business day prior to census.

1. The District may authorize withdrawal from a course in extenuating circumstances after the last day of the fourteenth week or 75% of the term, whichever is less, upon petition of the student after consultation with the appropriate faculty. Extenuating circumstances are verified cases of accidents, illnesses or other circumstances beyond the control of the student.
2. A "W" shall not be assigned, or if assigned shall be removed, from a student's academic record if a determination is made that the student withdrew from the course due to discriminatory treatment or due to retaliation for alleging discriminatory treatment.
3. A "W" shall not be assigned to any student who withdrew from one or more classes, where such withdrawal was necessary due to fire, flood or other extraordinary conditions.
4. A student may petition to take a course a fourth time; however, apportionment may not be claimed for the repeat if another "W" is received. The college must provide intervention in cases of multiple withdrawals.
5. MilitaryWithdrawal occurs when a student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses.
  - a. Upon verification of such orders, a withdrawal symbol may be assigned at any time after the period established by the Governing Board during which no notation is made for withdrawals;
  - b. Military withdrawals shall not be counted in progress alert and dismissal calculations.
  - c. "MW" shall not be counted for the permitted number of withdrawals.
6. Excused Withdrawal (EW) occurs when a student is permitted to withdraw from a course(s) due to specific events beyond the control of the student affecting his or her ability to complete a course(s) and may include a job transfer outside the geographical region, an illness in the family where the student is the primary caregiver, when the student who is incarcerated in a California state prison or county jail is released from custody or involuntarily transferred before the end of the term,

when the student is the subject of an immigration action, or other extenuating circumstances.

- a. Upon verification of these conditions and consistent with the district's required documentation substantiating the conditions, an excused withdrawal symbol may be assigned at any time after the period established by the governing board during which no notation is made for withdrawals.
- b. Excused Withdrawal shall not be counted in progress alert and dismissal calculations.
- c. Excused Withdrawal shall not be counted toward the permitted number of withdrawals or counted as an enrollment attempt.

## Student Grade Appeals

The evaluation in college-level courses is a prime responsibility of the instructor. Such evaluation involves the measurements of achievement against the objectives of the course and the assignment of a grade to denote the student's degree of success.

The grade, as submitted by the instructor, shall be considered final and permanent. Grades cannot be changed by submitting additional course work or taking examinations after the semester (or term) is completed. Under state law, the instructor's determination is final unless the grade given was the result of: 1) mistake; 2) fraud; 3) bad faith; or, 4) incompetence. (Ed Code Section 76224)

No grade may be challenged more than one year after the end of the session in which the grade was assigned. For information on the Policy regarding grade challenges, contact the Office of Student Life: (925) 473-7554.

## Earning Credit

Full-time status during Fall and Spring terms is 12 units; 6 units is considered full-time for Summer session; 19 units is the maximum load in Fall and Spring terms; 9 is the maximum load for Summer session. Students must request overload approval from Admissions & Records. Students should discuss the question of appropriate course load with a counselor.

## Course Repetition Policy

Courses are not repeatable unless noted within the course descriptions listed in the catalog. Students may repeat a non-repeatable course only to alleviate a substandard grade of D, F or NC/NP.

Students are limited to enrolling in credit classes a maximum of three times. This includes students earning substandard grades or dropping with a "W".

Students earning substandard grades or dropping with a "W" may submit a petition for course repetition. Students will be notified upon registration if they are enrolling for a second time. Students enrolling for a third time will be blocked from registration and required to submit a Petition for Course Repetition. Students are urged to manage course load and be

aware of the number of enrollments for a specific course, carefully consider dropping courses and understand all deadlines. Take advantage of tutoring and other support services to achieve successful completion of all courses.

When a course is repeated to alleviate a substandard grade, the previous grade will be disregarded in computing the student's grade point average. The substandard grade will remain on the student's transcript with a notation that the course has been repeated.

Courses that are repeatable are noted in the college catalog with the number of repeats allowed. Students may not repeat a course beyond the maximum repeats, even to alleviate substandard grades.

Courses of similar content will be placed in "families". Students cannot repeat individual courses within a family and the maximum of enrollments within a family will be four.

Course repetition cannot be used to make up an "I" incomplete grade.

## Repeat of Biology Courses

Students who have received two substandard grades or "W"s or any combination in the same Biology 40, 45 or 50 course will be blocked from future enrollment in that course. Students may appeal the policy using the Petition for Course Repetition form, along with a written explanation of the circumstances.

## Academic Renewal Policy

Based on the Academic Renewal Policy, substandard grades may be disregarded if they are not reflective of a student's demonstrated academic ability. If Academic Renewal is approved, the student's permanent record will be notated with appropriate comments and the substandard (D, F, NC/NP) unit values will not be computed in the cumulative grade point average. The "renewed" courses and the related grades will not be removed from the record, as the district is required to show a complete and accurate academic record for every student (Title 5, Section 55046).

Students MUST meet with a counselor to review options for Academic Renewal, as this procedure is irreversible.

1. You may only utilize Academic Renewal one time within the District.
2. Only substandard grades will be renewed.
3. You must not have received any D, F or NC/NP grades since the substandard coursework (minimum 2.0 since substandard work).
4. Up to 30 units may be renewed; district courses can be combined up to the maximum of 30 units, however, each college will adjust their own work.
5. Courses that have already been removed from GPA by course repetition will not be renewed.

6. You must complete one of the following:
  - a. Nine units of work with a 3.5 cumulative grade point average;
  - b. 12 units of work with a 3.0 cumulative grade point average;
  - c. 15 units of work with a 2.5 cumulative grade point average; or
  - d. 20 units of work with a 2.0 cumulative grade point average.

The unit count begins the semester after the last substandard grade was received. The coursework upon which the application for alleviation is based may have been completed within the Contra Costa Community College District or any other regionally accredited college or university, including upper division coursework.

7. If you have coursework from another college, student must provide official transcript.
8. Courses that have already been removed from GPA by course repetition cannot be reversed.
9. Academic Renewal cannot be reversed.
10. There is no minimum or maximum time limit (no waiting period since the substandard work).
11. The processing time is two weeks.

## Remedial Coursework Limitation

By state law, students are only allowed to enroll in a maximum of 30 units of remedial coursework. Remedial courses are non-degree applicable credit, basic skills courses. The 30 unit limit includes all remedial courses taken at the three community colleges within our district.

Students enrolled in ESL courses or officially identified as having a learning disability by the College Disabled Student Program are exempt from the 30 unit limit.

## TRANSFER OF CREDIT

### Credit from Other Institutions

Los Medanos College accepts credit from institutions accredited by one of the six regional accrediting associations or follows the recommendation of the American Association of Collegiate Registrars and Admissions Officers. Transcripts are evaluated when the student requests an evaluation from Admissions & Records.

# Advanced Placement

EXAMINATION	SCORE	LMC COURSE EQUIVALENTS- SEMESTER UNITS	LMC GE AA/AS DEGREE REQUIREMENTS SATISFIED	CSU GE/BREADTH AREA CERTIFICATION	CSU SEMESTER UNITS FOR TRANSFER	IGETC AREA CREDIT ALLOWED	UC SEMESTER UNITS FOR TRANSFER
Art History	3,4,5	No equivalent -N/A	Arts & Humanities	Area C1 or C2	6	3A or 3B	5.3
Biology	3,4,5	BIOSC 10 - 4 units	Natural Science	Area B2&B3	6	5B with lab	5.3
Chemistry	3,4,5	CHEM 25-5 units	Natural Science	Area B1&B3	6	5A with lab	5.3
Chinese Language & Culture	3,4,5	No equivalent -N/A	Arts & Humanities	Area C2	6	3B & 6A	5.3
Computer Science A	3,4,5	COMSC 44 or 122 - 3 units	N/A	N/A	3**	N/A	1.3
Computer Science AB	3,4,5	COMSC 44 + 48 - 6 units or COMC 122 + 132 - 6 units	N/A	N/A	6**	N/A	2.7
Economics: Macro	3,4,5	ECON 11 - 3 units	Social & Behavioral Science	Area D2	3	4B	2.7
Economics: Micro	3,4,5	ECON 10 - 3 units	Social & Behavioral Science	Area D2	3	4B	2.7
English: Language & Comp.	3,4,5	ENGL 100 - 3 units	Language and Rationality	Area A2	6	1A	5.3
English: Literature & Comp.	3,4,5	ENGL 100 - 3 units	Language and Rationality or Arts & Humanities	Area A2&C2	6	1A or 3B	5.3
Environmental Science	3,4,5	BIOSC 7 - 4 units	Natural Science	Area B1&B3 or Area B2 & B3*	4	5A with lab	2.7
French Language	3,4,5	No equivalent -N/A	Arts & Humanities	Area C2	6	3B & 6A	5.3
French Literature	3,4,5	No equivalent -N/A	N/A	Area C2	6	3B & 6A	5.3
German Language	3,4,5	No equivalent -N/A	Arts & Humanities	Area C2	6	3B & 6A	5.3
Govt. & Politics: U.S.	3,4,5	No equivalent -N/A	Social & Behavioral Science	Area D8	3****	4H	2.7
Govt. & Politics: Comparative	3,4,5	No equivalent -N/A	Social & Behavioral Science	Area D8	3	4H	2.7
History: United States	3,4	N/A	Arts & Humanities or Social & Behavioral Science	Area D6 or C2	6****	3B or 4F	5.3
History: United States	5	HIST 29 + 30 - 6 units	Social & Behavioral Science	Area D6 or C2	6	3B or 4F	5.3
History: European	3,4,5	No equivalent - N/A	Arts & Humanities or Social & Behavioral Science	Area D6 or C2	6	3B or 4F	5.3
History: World	3,4	N/A	Arts & Humanities or Social & Behavioral Science	Area D6 or C2	6	3B or 4F	5.3
History: World	5	HIST 34 + 35 - 6 units	Social & Behavioral Science	Area D6 or C2	6	3B or 4F	5.3
Human Geography	3,4,5	No equivalent -N/A	Arts & Humanities or Social & Behavioral Science	Area D5	3	4E	2.7
Italian Language & Culture	3,4,5	No equivalent -N/A	Arts & Humanities	Area C2	6	3B & 6A	5.3
Japanese Language & Culture	3,4,5	No equivalent -N/A	Arts & Humanities	Area C2	6	3B & 6A	5.3
Latin: Vergil	3,4,5	No equivalent -N/A	Arts & Humanities	Area C2	3	3B & 6A	2.7
Latin: Literature	3,4,5	No equivalent -N/A	Arts & Humanities	Area C2	6	3B & 6A	2.7
Mathematics: Calculus BC	3	N/A	Language and Rationality	Area B4	6**	2A	5.3
“ : Calculus AB	3,4,5	MATH 210 - 4 units	Language and Rationality	Area B4	3**	2A	2.7
“ : Calculus BC	4,5	MATH 210 + 220 - 8 units	Language and Rationality	Area B4	6**	2A	5.3
Music Theory	3,4	Music 15 - 3 units	Arts & Humanities	Area C1*****	6	N/A	5.3
Music Theory	5	Music 15 + 16 - 6 units	Arts & Humanities	Area C1*****	6	N/A	5.3
Physics 1	3,4,5	PHYS 35 - 4 units	Natural Science	Area B1&B3	4****	5A with lab	5.3****
Physics 2	3,4,5	PHYS 36 - 4 units	Natural Science	Area B1&B3	4****	5A with lab	2.7****
Physics C: Mechanics	3,4,5	PHYS 40 - 4 units	Natural Science	Area B1&B3	4****	5A with lab	2.7****
Physics C: Magnetism	3,4,5	PHYS 41 - 4 units (3)	Natural Science	Area B1&B3	4****	5A with lab	2.7****
Psychology	3,4,5	PSYCH 11 - 3 units	Social & Behavioral Science	Area D9	3	4I	2.7
Spanish Language	3,4	SPAN 52 - 5 units	Arts & Humanities	Area C2	6	3B & 6A	5.3
Spanish Language	5	SPAN 53 - 5 units	Arts & Humanities	Area C2	6	3B & 6A	5.3
Spanish Literature	3,4,5	No equivalent -N/A	Arts & Humanities	Area C2	6	3B & 6A	5.3
Statistics	3,4,5	MATH 110-4 units	Language and Rationality	Area B4	3	2A	2.7
Studio Art: 2D Design	3,4,5	ART 10 - 3 units	N/A	N/A	3	N/A	5.3
Studio Art: 3D Design	3,4,5	ART 11 - 3 units	N/A	N/A	3	N/A	5.3
Studio Art: Drawing	3,4,5	ART 20 - 3 units	N/A	N/A	3	N/A	5.3

**Notes:** 1. A student planning to transfer to a four-year college or university should consult that transfer institution's catalog regarding its awarding of Advanced Placement credit. Credit awarded at Los Medanos College for the completion of a CSU general education area and/or IGETC is as noted above.

2. Units awarded for Advanced Placement exams may not be used to meet the residency requirements for the associate degree.

3. AP tests may not satisfy the requirements for specific majors at four-year colleges. Please consult with a counselor or a university representative.

\* If test was taken in Fall 2009 or earlier, credits may apply to either B1& B3 or B2 & B3. After Fall 2009, these credits apply only to B1 & B3.

\*\* If more than one exam passed in calculus or computer science, only one exam may be used for transfer.

\*\*\* If more than one exam passed in physics: maximum of four units for CSU GE, six units for CSU transfer, 5.3 units for UC.

\*\*\*\* Partially fulfills the American History & Institutions requirement. California government requirement can be fulfilled after transfer.

\*\*\*\*\* If taken prior to Fall 2009.

# College Level Examination Program

CLEP EXAMINATION	SCORE	LMC COURSE EQUIVALENTS- SEMESTER UNITS	LMC AA/AS DEGREE REQUIREMENTS SATISFIED	SEMESTER UNITS TOWARD CSU GE/BREADTH AREA CERTIFICATION	CSU SEMESTER UNITS FOR TRANSFER	IGETC AREA CREDIT ALLOWED	UC SEMESTER UNITS FOR TRANSFER
American Government	50	No equivalent – N/A	N/A	3 units Area D8	3	N/A	N/A
American Literature	50	Elective credit – 3 units	Arts & Humanities	3 units Area C2	3	N/A	N/A
An. & Interpreting Literature	50	Elective credit – 3 units	Arts & Humanities	3 units Area C2	3	N/A	N/A
Biology	50	No equivalent – N/A	N/A	3 units Area B2	3	N/A	N/A
Calculus	50	No equivalent – N/A	N/A	3 units Area B4	3	N/A	N/A
Chemistry	50	CHEM 6 – 4 units	N/A	3 units Area B1	3	N/A	N/A
College Algebra	50	No equivalent – N/A	N/A	3 units Area B4	3	N/A	N/A
College Algebra-Trigonometry	50	No equivalent – N/A	N/A	3 units Area B4	3	N/A	N/A
College Mathematics	50	No equivalent – N/A	N/A	0 units N/A	0	N/A	N/A
English Composition -no essay	50	No equivalent – N/A	N/A	0 units N/A	0	N/A	N/A
English Composition - essay	50	Eligible for ENGL 100	N/A	0 units N/A	0	N/A	N/A
English Literature	50	Elective – 3 units	Arts & Humanities	3 units Area C2	3	N/A	N/A
Financial Accounting	50	No Equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
French Level I	50	FRENCH 60 – 5 units	N/A	0 units N/A	6	N/A	N/A
French Level II	59	FRENCH 61 – 5 units	N/A	3 units Area C2	12	N/A	N/A
Freshman College Composition	50	Eligible for ENGL 100	N/A	0 units N/A	0	N/A	N/A
German Level I	50	Elective credit – 5 units	N/A	0 units N/A	6	N/A	N/A
German Level II	60	Elective credit – 5 units	N/A	3 units Area C2	12	N/A	N/A
History, U.S. I	50	HIST 29 – 3 units	Social & Behavioral Science	3 units Area D6& US1	3	N/A	N/A
History, U.S. II	50	HIST 30 – 3 units	Social & Behavioral Science	3 units Area D6& US1	3	N/A	N/A
Human Growth & Developmt	50	No equivalent – N/A	N/A	3units Area E	3	N/A	N/A
Humanities	50	Elective credit – 3 units	Arts & Humanities	3 units Area C2	3	N/A	N/A
Info Sys & Comp Applications	50	COMSC 40 – 4 units	N/A	0 units N/A	3	N/A	N/A
Intro Educational Psychology	50	No equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
Introductory Business Law	50	No equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
Introductory Psychology	50	PSYCH 10 – 3 units	Social & Behavioral Science	3 units Area D9	3	N/A	N/A
Introductory Sociology	50	SOCIO 15 – 3 units	Social & Behavioral Science	3 units Area D10	3	N/A	N/A
Natural Sciences	50	No equivalent – N/A	N/A	3 units Area B1 or B2	3	N/A	N/A
Pre-Calculus	50	No equivalent – N/A	N/A	3 units Area B4	3	N/A	N/A
Principles of Accounting	50	No equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
Principles of Macroeconomics	50	ECON 11 – 3 units	Social & Behavioral Science	3 units Area D2	3	N/A	N/A
Principles of Management	50	No equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
Principles of Marketing	50	No equivalent – N/A	N/A	0 units N/A	3	N/A	N/A
Principles of Microeconomics	50	ECON 10 – 3 units	Social & Behavioral Science	3 units Area D2	3	N/A	N/A
Social Sciences & History	50	No Equivalent – N/A	N/A	0 units N/A	0	N/A	N/A
Spanish Level I	50	SPAN 50 – 5 units	N/A	0 units N/A	6	N/A	N/A
Spanish Level II	63	SPAN 51 – 5 units	N/A	3 units Area C2	12	N/A	N/A
Trigonometry	50	No equivalent – N/A	N/A	3 units Area B4	3	N/A	N/A
Western Civilization I	50	HIST 34 – 3 units	Social & Behavioral Science	3 units Area C2 or D6	3	N/A	N/A
Western Civilization II	50	HIST 35 – 3 units	Social & Behavioral Science	3 units – Area D6	3	N/A	N/A

# International Baccalaureate Examination

INTERNATIONAL BACCALAUREATE EXAMINATION (IB)	SCORE	LMC COURSE EQUIVALENTS- SEMESTER UNITS	LMC AA/AS DEGREE REQUIREMENTS SATISFIED	SEMESTER UNITS TOWARD CSU GE/BREADTH AREA CERTIFICATION	CSU SEMESTER UNITS FOR TRANSFER	IGETC AREA CREDIT ALLOWED	UC SEMESTER UNITS FOR TRANSFER
Biology HL	5,6,7	No equivalent – N/A	N/A	3 units Area B2	6	5B no lab	5.3
Chemistry HL	5,6,7	CHEM 25 – 5 units	Natural Science	3 units Area B1	6	5A no lab	5.3
Economics HL	5,6,7	ECON 10 + 11 – 6 units	Social & Behavioral Science	3 units Area D2	6	4B	5.3
Geography HL	5,6,7	No equivalent – N/A	N/A	3 units Area D5	6	4E	5.3
History (any region) HL	5,6,7	No equivalent – N/A	N/A	3 units Area C2 or D6	6	3B or 4F	5.3
Language A1(Any Language) HL Language A1(French) HL Language A1(Spanish) HL	4 5,6,7 5,6,7 5,6,7	Elective credit – 6 units Elective credit – 6 units FRENCH 60 – 5 units SPAN 50 – 5 units	N/A N/A N/A N/A	3 units Area C2 3 units Area C2	6 6	N/A 3B & 6A	N/A 5.3
Language A2 (Any) HL Language A2(French) HL Language A2(Spanish) HL	4 5,6,7 5,6,7 5,6,7	Elective credit – 6 units Elective credit – 6 units FRENCH 60 – 5 units SPAN 50 – 5 units	N/A N/A N/A N/A	3 units Area C2 3 units Area C2	6 6	N/A 3B & 6A	N/A 5.3
Language B (Any) HL Language B(French) HL Language B(Spanish) HL	4 5,6,7 5,6,7 5,6,7	Elective credit – 6 units Elective credit – 6 units FRENCH 60 – 5 units SPAN 50 – 5 units	N/A N/A N/A N/A	0 units N/A 0 units N/A	6 6	N/A 6A	N/A 5.3
Mathematics HL	4 5,6,7	No equivalent – N/A No equivalent – N/A	N/A N/A	3 units Area B4 3 units Area B4	6 6	N/A 2A	N/A 5.3
Physics HL	5,6,7	PHYS 15 – 4 units	Natural Science	3 units Area B1	6	5A no lab	5.3
Psychology HL	5,6,7	PSYCH 11 – 3 units	Social & Behavioral Science	3 units Area D9	3	4I	5.3
Theatre HL	4 5,6,7	DRAMA 15 – 3 units DRAMA 16 – 3 units	Arts & Humanities Arts & Humanities	3 units Area C1 3 units Area C1	6 6	N/A 3A	N/A 5.3

## Credit for Military Experience

1. Applicable lower-division credit for verified completion of special military schools, as recommended by Guide to the Evaluation of Educational Experiences in the Armed Services, published by American Council on Education.
2. Six elective semester units may be granted toward the associate degree for honorably discharged veterans, provided the elective credit applies toward the student's educational objective. The credit will be granted upon verification of completion of a basic or recruit training program with the United States Armed Forces.

## Credit by Examination

Credit by examination may be granted to eligible students, as authorized by California Administrative Code, Title 5, Sections 55002, 55023 and 55050, and Board Policy 4001. The credit by examination process provides an alternate means of receiving credit for designated courses offered at Los Medanos College (LMC).

Currently there are no courses approved for credit by exam.

## Credit through High School Articulation

Los Medanos College will grant college credit for courses formally articulated with area high schools in occupation/career areas where articulation agreements have been signed between high schools and Los Medanos College. The students' high school instructors will provide agreed upon information for the college credit. Los Medanos College will only award high school articulation credit through the Career & Technical Electronic Management Application (CATEMA®).

For a list of currently articulated high school courses, visit: [www.losmedanos.edu/cte/articulations.asp](http://www.losmedanos.edu/cte/articulations.asp)

## Credit by Advanced Placement (AP)

Los Medanos College grants credit toward undergraduate degrees for successful completion of examinations of the Advanced Placement Program of the College Board. The policy for granting credit for specific scores and exams is presented in the table.



Students who participate in this program should indicate at the time they take the Advanced Placement Examinations that their scores be sent to Los Medanos College. Credit may not be earned at Los Medanos College for courses which duplicate credit already allowed for examinations as listed under course equivalents.

Note that credit granted at LMC based on AP scores may not be accepted at other institutions.

## High School Credit

Students may use credit for courses completed at Los Medanos College toward completion of a high school diploma providing the high school agrees to accept the course for such purposes. Responsibility for making equivalency arrangements with the high school rests with the student.

## Transcript Requests

In order to evaluate previous college course work that may apply toward prerequisite verifications, program planning, veteran certifications, graduation requirements, and financial assistance, students must request official transcripts from high school or other colleges to be sent to the Los Medanos College Admissions & Records Office. Once received by LMC, incoming transcripts cannot be released to the student or forwarded to a third party. Students may request an evaluation of transcripts. The Admissions & Records Office must receive written authorization in order to release official LMC student records. Students may request their official transcripts online by logging into InSite. More information can be found at the college website.

Separate transcripts are maintained for each college within the district. Transcript requests processed through the college will only contain academic history for coursework completed at LMC.

## Enrollment and Degree Verifications

Enrollment and Degree Verification are available online through the National Student Clearinghouse. To obtain free copies of official verification of enrollment (24 hours a day, 7 days a week), visit: [www.losmedanos.edu](http://www.losmedanos.edu). Log into InSite and click on "Enrollment Verification" for this free service.

Students requesting an enrollment verification from the Admissions & Records Office will incur a charge, depending on the type of service requested.

If an agency needs to verify student enrollment or degree completion and will not accept a printed copy from the student, the agency should be referred to: National Student Clearinghouse, [www.studentclearinghouse.org](http://www.studentclearinghouse.org). Enrollment information is sent to the Clearinghouse three times each semester.

## Waivers, Appeals and Complaints

Students who wish to request waivers, or file appeals or complaints on the basis of their Title 5 Matriculation Rights must follow the sequence of steps outlined below:

- A. Initial Review of Waiver Appeal or Complaint
  1. The student should contact the Dean of Student Success and complete an "Appeal or Request for Waiver" form or file a complaint regarding matriculation rights. The completed form should be submitted to the Dean of Student Success.
  2. The Dean of Student Success will contact the student and schedule a meeting to discuss the problem and/or inform the student of the decision.
  3. In the event that the appeal or request for waiver is not granted, the student will be advised of his/her rights to further appeal and the correct procedures to follow.
- B. Appeal to the Vice President of Student Services
  1. If the initial appeal or request for waiver is not granted and the student does not accept this decision, the student may next submit the initial form to the Vice President of Student Services for further review.
  2. The Vice President will review the appeal or request for waiver and will meet with the student and/or inform the student of his or her decision concerning the matter.
  3. In the event the appeal or request for waiver is not granted by the Vice President of Student Services, the student will be advised of his/her further right to further appeal and the correct procedures to follow.
- C. Appeal to the President
  1. If the student does not accept the Vice President's decision, the student may then submit the appeal or request for waiver to the College President.
  2. The President will review the appeal and will meet with the student and/or inform the student of the final decision concerning the appeal or request for waiver.

## Alert and Dismissal

### Definition of Terms

**Units Attempted:** A, B, C, D, and F (for calculation of GPA)

**Units Enrolled:** A, B, C, D, F, W, I, P, and NP (for calculation of progress)

**Consecutive Semester:** The order shown on academic record, including Summer session

NOTE: Non-degree-applicable course grades are not included in calculating the GPA for a degree.

### Academic

**Academic Alert:** Cumulative GPA under 2.0 with 12 or more cumulative units attempted.

**Removal from Academic Alert:** Cumulative GPA 2.0 or better.

**Academic Dismissal Status:** Three consecutive semesters of Academic Alert unless most recent semester GPA is 2.0 or higher.

### Progress

**Progress Alert:** With 12 cumulative units attempted, 50% or more are W, I, and/or NP.

**Removal from Progress Alert:** Cumulative units completed are more than 50% of cumulative units attempted.

**Progress Dismissal Status:** Three consecutive semesters of Progress Alert unless most recent semester student completes 50% or more of attempted units.

## Notification of Alert and Dismissal

Students on Alert or Dismissal status are notified by the department of Student Success & Retention Programs as soon as possible, but not later than the end of the following term. Students on Alert II and/or Academic Dismissal status are required to meet with a Student Success & Retention counselor.

## Reinstatement for Academic Alert and Dismissal

A student on Alert I, II, or dismissal status will be required to complete the steps below prior to enrolling in courses. Requirements are based on students' respective status.

### Alert I Status:

**Step 1:** Review notice of Alert I status emailed to InSite.4cd.edu address

**Step 2:** Complete online Alert I Workshop

### Alert II Status:

**Step 1:** Review notice of Alert II status emailed to InSite.4cd.edu address

**Step 2:** Register and attend LMC Alert II Workshop (go to [www.losmedanos.edu/counseling/workshops.asp](http://www.losmedanos.edu/counseling/workshops.asp))

**Step 3:** Earn a minimum term GPA 2.0 or better with no grade below C, including NP, I or W.

**Step 4:** Submit Academic Progress Report (APR) by date specified to LMC Student Success & Retention Programs (SSRP).

**Step 5:** Meet with a Student Success & Retention Programs (SSRP) counselor by date specified

NOTE: Students on Alert II will lose their registration priority but may appeal their registration date with Admissions & Records. Students will also lose their eligibility for the California College Promise Grant (CCPG)- formerly known as Board of Governors (BOG) Fee Waiver. For more information on how to complete an appeal please check in with the Financial Aid Office.

Based on student cumulative GPA, one or more semesters may be required to remove a student from Alert II status.

### Dismissal Status:

**Step 1:** Review notice of dismissal status emailed to [insite.4cd.edu](mailto:insite.4cd.edu) address

**Step 2:** Register online to meet with a Student Success & Retention Coordinator to begin the process for reinstatement (go to [www.losmedanos.edu/counseling/workshops.asp](http://www.losmedanos.edu/counseling/workshops.asp)).

**Step 3:** Complete additional requirements and submit supporting documents.

**Step 4:** Receive notification of Petition for Reinstatement Status (i.e. approved, denied, or pending) at InSite.4cd.edu address within 10 business days after submission of supporting documents.

**Step 5:** If reinstatement petition is granted, student may register for classes and must adhere to the following guidelines:

- Earn a minimum term GPA 2.0 or better with no grade below C, including no NP, I or W.
- Meet with a Student Success and Retention Programs (SSRP) counselor by date specified
- Submit Academic Progress Report (APR) by date specified to LMC Student Retention and Support Services to maintain admissibility.

Students who fail to earn a term GPA 2.0 or better with no grade below a C, including an NP, I or W and/or fail to submit an APR will be dismissed for a period of at least one semester. Based on student cumulative GPA, one or more semesters may be required to remove student from dismissal status.

NOTE: Students on Dismissal will lose their registration priority but may appeal their registration date with Admission and Records, if their Hold Release petition is approved. Students will also lose their eligibility for the CCPG waiver. For more information on how to complete an appeal, please check in with the Financial Aid Office.

## Standards of Satisfactory Academic Progress (SAP) to Qualify for Financial Aid

Each student receiving financial aid in the District is expected to maintain satisfactory and measurable academic progress. Satisfactory and measurable academic progress is defined within the District as successfully maintaining a minimum cumulative GPA (grade point average) of 2.0 (C or greater) and pace of progression of at least 67% cumulatively. Also, students Must not have attempted more than 150 percent of the maximum units required for completion of the student's active academic program, as published by the institution

### Warning

Any student not meeting the minimum requirements will be placed on "warning" status for the next term. Students on "warning" remain eligible to receive financial assistance during the one term warning period, after which they must meet the requirements in order to be considered on "satisfactory" status once again.

## Suspension

Any student not meeting all of the academic requirements after the one term "warning" period, and/or not meeting the maximum timeframe requirement after any term, will be placed on "suspension" status. Students on "suspension" are no longer eligible to receive financial assistance (except for the CCPG, if otherwise eligible).

## Financial Aid Appeals

Students on "suspension" have two options to have their eligibility for financial assistance reinstated:

1. Complete coursework (without receiving financial assistance) until all academic requirements have been met again, or
2. Complete and submit an Appeal that is approved by the Appeal Committee.

Based on extenuating circumstances that were beyond the student's control, students on "suspension" may complete and submit an Appeal to be considered for reinstatement of financial aid eligibility.

Examples of what is considered an extenuating circumstance for Appeal include but are not limited to:

1. Unable to complete your academic program within the maximum timeframe due to: a change of academic major, enrollment in a high-unit academic major or a major with a large number of pre-requisite courses, or completion of ESL or remedial (Basic Skills) coursework.
2. Injury, illness or medical condition requiring a doctor's care (supporting documentation required) which greatly affected your ability to meet SAP.
3. Death of a family member, such as parents, brother/sister, grandparents, spouse, or child (supporting documentation required).
4. Other extenuating circumstances that were beyond the student's control (supporting documentation required) which greatly affected your ability to meet SAP.

The following circumstances are NOT considered to be extenuating and beyond the student's control:

1. Undocumented personal problems/issues that do not require professional intervention.
2. Poor time management, poor study habits, or lack of motivation.
3. Being unaware of institutional policies, guidelines, and/or procedures.
4. Not following your Educational Plan.
5. Other circumstances that were not extenuating and beyond your control, or did not greatly affect your ability to meet SAP.

Students are required to submit copies of supporting documentation with their Appeal. Examples of appropriate supporting documentation include:

1. Documentation of your academic major change (copy of the major change form) for maximum timeframe appeals.
2. Letter from a doctor/treatment center stating the date(s) of treatment and estimated recovery time.
3. Death certificate, obituary, or funeral program verifying the death of an immediate family member.
4. Police report, court documents, or other legal paperwork verifying an incident occurred.
5. Other documents/paperwork that you feel demonstrates a circumstance that was beyond your control.

## Student Recognition and Honors

### Honors Status & Dean's List

Full-time students who achieve a term grade point average of 3.0 or better in 12 or more units of graded courses are recognized with honors status for that term. Notation of this academic achievement is printed on the student's record. Full-time students (including students approved for Reduced Course Load) who achieve a term grade point average of 3.0 or better are recognized on the Dean's List for that term.

### Graduation with Honors

Students who achieve an overall grade point average of 3.5 or better for all coursework applied to the degree at the time of graduation are recognized with honors status. Notation of this academic achievement is printed on the student's record, on the diploma and in the graduation program.

**Alpha Gamma Sigma (AGS)** is the academic honor society and service organization of the California Community Colleges. Initial membership is attained by completing 12 units with a cumulative grade point average of 3.0.

All life members of the California Scholastic Federation and those who graduated high school with a 3.5 GPA are also eligible for temporary membership during their first semester at LMC. Permanent AGS status is achieved by maintaining active involvement in our chapter and a high GPA. Permanent membership is noted on the student's official college transcript. For further information, contact the AGS Advisor.

# Student Laws And Policies

## Student Records and Privacy

Family Educational Rights and Privacy Act (FERPA) A cumulative record of enrollment, scholarship, and educational progress shall be kept for each student. Student records shall be maintained in a manner to insure the privacy of all records and shall not, except as otherwise herein authorized, permit any access to nor release of information therein. Students have the right to examine their own records and provision is made for the student to have copies of those records by written request and by payment of appropriate fees. Provision is also made for the student to challenge the accuracy of these records.

In conformance with federal and state laws, Los Medanos College hereby provides notice that the Contra Costa Community College District Governing Board has adopted a policy regarding access to student records maintained by the college.

Release of Student Records. No instructor, official, employee, or governing board member shall authorize access to student records to any person except under the following circumstances:

- Student records shall be released pursuant to a student's written consent.
- Directory information may be released in accordance with Board Policy, unless otherwise specified by the student.

### Directory information shall include:

1. Student name
  2. Student participation in officially recognized activities and sports, including weight, height, and high school of graduation of athletic team members.
  3. Degrees and awards received by students, including honors, scholarship awards, athletic awards, and Dean's List recognition.
- Student records shall be released pursuant to a judicial order or a lawfully issued subpoena, or in the event of litigation towards the college district. If a parent or eligible student initiates legal action against an educational agency or institution, the educational agency or institution may disclose to the court, without a court order or subpoena, the student's educational records that are relevant for the educational agency or institution to defend itself.
  - Whenever there is included in any student record any information concerning any disciplinary action taken by a community college in connection with any alleged sexual assault, or physical abuse, or threat of sexual assault, or any conduct that threatens the health and safety of the alleged victim, the alleged victim of that sexual assault or abuse shall be informed within three days of the results of any disciplinary action by the community college and the results of any appeal. The alleged victim shall keep the results of that disciplinary action and appeal confidential.

- Student records may be released to officials and employees of the District only when they have a legitimate educational interest to inspect the record. The assigned custodian of records at each campus determines access to student records.
- Student records may be released to authorized representatives of the Comptroller General of the United States, the Secretary of Education, an administrative head of an education agency, state education officials, or their respective designees or the United States Office of Civil Rights, where that information is necessary to audit or evaluate a state or federally supported educational program or pursuant to federal or state law. Exceptions are that when the collection of personally identifiable information is specifically authorized by federal law, any data collected by those officials shall be protected in a manner that will not permit the personal identification of students or their parents by other than those officials, and any personally identifiable data shall be destroyed when no longer needed for that audit, evaluation, and enforcement of federal legal requirements.
- Student records may be released to officials of other public or private schools or school systems, including local, county or state correctional facilities where education programs are provided, where the student seeks or intends to enroll or is directed to enroll. The release is subject to the conditions in Education Code 76225.
- Student records may be released to agencies or organizations in connection with a student's application for, or receipt of, financial aid, provided that information permitting the personal identification of those students may be disclosed only as may be necessary for those purposes as to financial aid, to determine the amount of the financial aid, or conditions that will be imposed regarding financial aid, or to enforce the terms or conditions of financial aid.
- Student records may be released to organizations conducting studies for, or on behalf of, accrediting organizations, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering financial aid programs, and improving instruction, if those studies are conducted in such a manner as will not permit the personal identification of students or their parents by persons other than representatives of those organizations and the information will be destroyed when no longer needed for the purpose for which it is conducted.
- Student records may be released to appropriate persons in connection with an emergency if the knowledge of that information is necessary to protect the health or safety of a student or other persons, subject to applicable federal or state law. The assigned custodian of records at each campus will make this determination.

- The following information shall be released to the federal military for the purposes of federal military recruitment: student names, addresses, telephone listings, dates and places of birth, levels of education, degrees received, prior military experience, and/or the most recent previous educational institutions enrolled in by the students.

## Availability of Student Information

The following specific information is on file at the Admissions & Records Office and/or is available to students upon request.

1. The types of student records and information contained therein which are directly related to students and maintained by the institution.
2. The official responsible for the maintenance of each type of record, the persons who have access to those records, and the purposes for which they have such access.
3. The policies of the district for reviewing and expunging these records.
4. The right of the student to access to his/her records.
5. The procedures for challenging the content of student records.
6. The cost which will be charged for reproducing copies of records.
7. The categories of information which the institution has designed as directory information and the parties to whom such information will be released unless the student objects.
8. Any other rights and requirements set forth in Chapter 1.5 (commencing with Section 15430) of Division 18.5 of the Education Code.

## Students Rights and Responsibilities

### Students Have the Right to Ask the College:

- What it costs to attend and what the refund policies are if you drop out.
- How LMC determines whether you are making satisfactory academic progress and what happens if you're not.
- What kind of financial help is available, including information on all federal, state and college financial aid programs, not just loans.
- About the deadlines for submitting applications for each financial aid program and how recipients are selected.
- How your financial need is determined: including how costs for tuition, fees, housing, food, transportation, books, supplies, personal and miscellaneous expenses are considered in your cost of attendance.
- What resources (such as parental contribution, private scholarships, personal assets) are considered in the financial need calculation, and how much of your financial need (as determined by the college) is met.
- To explain the various elements in your financial aid package, and how and when you will receive your aid.

- To reconsider your financial aid application, if you believe you have extenuating circumstances.
- How much of your financial aid must be paid back, and what portion is grant or gift aid. If you are offered a loan, you have the right to know the interest rate, the total amount that must be repaid, repayment methods, scheduling payment with Department of Education, not Los Medanos College.
- About the effect outside scholarships may have on your financial aid award.
- For its statistics on crimes committed on and off campus, and for campus safety policies and procedures.

### Student Responsibilities

Students have a responsibility to:

- Review and consider all information about the college's programs before enrolling.
- Compare your anticipated monthly student loan payments and other expenses to your expected income pay after college.
- Complete the financial aid application accurately and submit it on time at [www.fafsa.gov](http://www.fafsa.gov). Intentional misrepresentation on an application for federal financial aid is a violation of law and a criminal offense subject to penalties.
- Read and keep copies of all forms and agreements you sign.
- Respond promptly and provide all required documentation, verification, corrections or new information to the appropriate office.
- Notify the college and lender promptly of changes in your name, permanent mailing address, telephone number or enrollment status.
- Know and comply with the deadlines for applications or reapplications for aid, and understand the school's refund policies.
- Repay your student loans, even if you don't complete your education, can't get a job or aren't happy with your education.
- File for a deferment or forbearance, or change repayment plans if you are at risk of default.
- Complete entrance counseling before you receive your first loan disbursement, and exit counseling before you leave school.
- Report in writing to your college financial aid office all additional financial aid resources you receive.



## Religious Observance Policy for Students

As required in Education Code Section 76121, it is the policy of Los Medanos College to make every reasonable effort to allow students to participate in the religious observance of the students' faith without penalty.

It is the obligation of the student to provide written notice of the date(s) of religious observance on which they will be absent prior to the last day to add the course. Absence from class(es) or examinations for religious observance does not relieve students of responsibility for any part of the course work required during the period of absence. Any student who is eligible to take a test or examination will be permitted to do so, without penalty, at a time when that activity would not conflict with the religious observances of the student's faith. However, this requirement shall not apply in the event that administering the test or examination at an alternate time would impose an undue hardship (one requiring significant difficulty or expense) on the institution.

## Non-Discrimination Policy

It is the policy of the Contra Costa Community College District and Los Medanos College to provide an educational and employment environment in which no person shall be unlawfully subject to discrimination on the basis of ethnic group identification, national origin, religion, age, sex, sexual orientation, race, color, medical condition, ancestry, marital status or physical or mental disability or based on association with a person or group with one or more of these actual or perceived characteristics. This holds true for all students who are interested in participating in educational programs and/or extracurricular activities. Unlawful harassment, discrimination or denial of access of any employee/student with regard to the above characteristics is strictly prohibited. The lack of English language skills will not be a barrier to admission and participation in the college's education programs.

Inquiries regarding compliance and/or grievance procedures may be directed to the Los Medanos College Title IX Officer and Section 504/ADA Coordinator:

**Contact:** Dr. Tanisha M.J. Maxwell, Vice President of Student Services

**Email:** tmaxwell@losmedanos.edu

**Phone:** (925) 473-7421

Requests for the elevation and addition of sports may also be directed to the Vice President.

### Inquiries/Complaint Procedure

Students who have questions about the procedures for filing an unlawful discrimination or harassment complaint should contact the college Title IX Coordinator/Section 504 Coordinator, the Vice President of Student Services. The Vice President will provide information about Board Policy 2001 and Human Resource Procedure 1040.07 and the student's right to file a discrimination complaint. Students may follow the

informal or formal complaint procedures. The Vice President can be reached by calling (925) 473-7421 or email, tmaxwell@losmedanos.edu.

### Informal Procedure

Student-complainants have the option of following the informal complaint procedure, working with the Vice President of Student Services. The Vice President will meet with the student-complainant, the respondent, and other appropriate college personnel to attempt an informal resolution within 30 calendar days of receiving the complaint. A record of the complaint and resolution will be maintained.

### Formal Procedure

Students also have the right to file a formal unlawful discrimination complaint. The Vice President will provide students with the District complaint form and forward the completed form to the District Vice Chancellor of Human Resources. Upon receipt of a formal complaint, the District will immediately notify the State Chancellor's Office. Within 10 calendar days of receipt, the District will commence an investigation of the complaint and notify the complainant. The District has 90 calendar days in which to investigate the complaint and report the administrative findings to the complainant and the State Chancellor's Office. The complainant may appeal the administrative determination to the District Governing Board within 15 calendar days of notice of such determination. The District Governing Board has 45 calendar days in which to act on the appeal.

### Inquiries/Complaints on Basis of Disability

Inquiries regarding access, treatment, or employment on the basis of disability, should be directed to the College Section 504/ADA Coordinator, Vice President of Student Services, Los Medanos College, 2700 East Leland Rd., Pittsburg, CA 94565, (925) 473-7421, or TDD (925) 439-5709.

## Reglamento de no discriminación

El Distrito de Colegios de la Comunidad de Contra Costa y el Colegio de Los Medanos por ley están comprometidos a ofrecer un ambiente con oportunidades de igualdad en programas educacionales y de empleo. El colegio no discrimina o apoya discriminación fundamentada en identificación de grupo étnico, origen nacional, religión, edad, sexo, orientación sexual, raza, color de piel, condición médica, ancestro, estado marital, incapacidad física o mental en cualquier nivel basado o asociado con personas y grupos con una o más de estas cualidades. Esto también aplica a todos los estudiantes que están interesados en participar en programas o actividades colegiales y/o actividades extracurriculares. Acoso ilegal, discriminación, denegación de acceso de cualquier empleado o estudiante con referencia a identificación a grupo étnico, origen nacional, religión, edad, sexo, raza, color de piel, ancestro, orientación sexual, Incapacidad física o mental es estrictamente prohibido. La falta de inglés no es impedimento para admisión o participación en los programas educacionales de este colegio.

Investigaciones en referencia sobre el cumplimiento y procedimientos reglamentarios pueden ser dirigidos a Los Medanos College Title IX Officer and Section 504/ADA Coordinador:

**Contacto:** Dr. Tanisha M.J. Maxwell, Vice President of Student Services. (Vicepresidenta de Servicios Estudiantiles.)

**Correo electrónico:** tmaxwell@losmedanos.edu

**Teléfono:** (925) 473-7421

### Investigaciones/Cumplimiento del Proceso

Los estudiantes que tengan preguntas o sientan que han sido discriminados pueden completar el procedimiento apropiado de denuncias sobre; reglamento de discriminación ilegal o acoso sexual, deben de notificar al Colegio Titulo IX Coordinador/ Sección 504 Coordinador, Vicepresidenta de Servicios Estudiantiles (Vice President, Student Services.) Vicepresidenta proporcionará información acerca la ley y la póliza del 2001, el procedimiento de Recursos Humanos 1040.07 y los derechos del estudiante en como documentar la queja de discriminación. Los estudiantes pueden seguir el procedimiento de quejas informal o formal. Vicepresidenta puede ser localizado por teléfono al (925) 473-7421 o por correo electrónico tmaxwell@losmedanos.edu.

### Proceso Informal

Si la queja no puede ser resuelta informalmente, el Presidente o la persona asignada deberá notificar al estudiante de sus derechos para presentar una queja formal de discriminación ilegal completando la forma de quejas de el distrito y enviarla al Vice Canciller de Relaciones Humanas De El Distrito. Una vez recibida la queja formalmente, el distrito notificará (inmediatamente) a la oficina del Canciller Del Estado. Dentro de 10 días después de recibir la queja, el Distrito deberá comenzar una investigación y notificar al estudiante. El Distrito tiene 90 días para investigar la queja y reportar los resultados administrativos al estudiante y a la oficina del Canciller del Estado. El estudiante podra apelar la determinación administrativa al Consejo Gubernamental Del Distrito dentro de los 15 días de la notificación de dicha determinación. El Consejo Gubernamental Del Distrito tendrá 45 días para actuar sobre la apelación. La falta de actuación del Consejo dentro de los 45 días, indicará la aprobación de la determinación administrativa. El estudiante tendrá el derecho de someter una apelación por escrito a la oficina del Canciller del Estado dentro de 30 días después que el Consejo Gubernamental emita la decisión final del Distrito o permita que la decisión administrativa sea final conforme a lo anterior. El Canciller tendrá la discreción de aceptar o rechazar cualquier petición semejante para revisar casos de discriminación de empleo.

### Preguntas quejas a base de incapacidad

Preguntas en cuanto al acceso, tratamiento o empleo a base de incapacidad, deben ser dirigidas al Vicepresidenta de Servicios Estudiantiles De El Colegio Los Medanos, 2700 East Leland Rd., Pittsburg, CA 94565, (925) 473-7421, o TDD (925) 439-5709.

## Student Rights & Responsibilities

### Student Responsibilities for Educational Goals and Participation

1. It is the student's responsibility to do assigned coursework and attend courses regularly.
2. It is the student's responsibility to drop courses they do not plan to attend.
3. Each student has the responsibility as to the completeness and correctness of their transcript to receive an associate degree or certificate of achievement.
4. It is the student's responsibility to verify the correctness and completeness of their transcript upon transferring to a four-year institution. It is the student's responsibility to pursue any discrepancies that may occur with the acceptance or non-acceptance of their transcript.

### Academic Freedom

The Contra Costa Community College District affirms its belief in the academic freedom of faculty, management and students to teach, study, conduct research, write and challenge viewpoints without undue restriction.

Contra Costa Community College District, Board Policy, 2018

### Freedom of Expression

Los Medanos College is committed to ensuring that all individuals are able to exercise their rights of free expression subject to the reasonable provisions for the time, place and manner of conducting such activities as contained in Board Policy 2019, Student Services Procedure 3025, and related college procedures.

Los Medanos College is a non-public forum, except for areas designated in Student Services Procedure 3025 and related college procedures as limited public forums. In general, expression in the form of speech or oral advocacy may be exercised in all areas of campus. However, the college reserves the right to limit public expression in, classrooms, libraries, faculty and administrative offices, student service areas and corridors adjoining those facilities where the resulting noise is incompatible with the essential functions of the campus.

No individual will be prohibited from engaging in protected expression based on its content.

Neither the Governing Board nor an administrator of Los Medanos College shall make or enforce a rule subjecting a student to disciplinary action solely on the basis of conduct that is speech or other communication that, when engaged in outside a campus of those institutions, is protected from governmental restriction by the First Amendment to the United States Constitution or Section 2 of Article I of the California Constitution. Students may be disciplined for harassment,

threats, intimidation, or hate violence unless such speech is constitutionally protected.

Contra Costa Community College District, Student Services Procedure 3025

## Student Organizations

Student Organizations include the Los Medanos College Associated Students (LMCAS) and other student clubs and/or groups which have been officially recognized by the College President or designee. Recognized student groups may use college facilities without charge in accordance with policies and conditions established by the Governing Board and the College President.

Students are encouraged to join existing student organizations or to create their own. Policies concerning the formation and administration of student organizations are contained in "The Guide: Student Leader Handbook" available from the Office of Student Life. Students may also contact the Office of Student Life for a list of currently recognized student organizations.

Contra Costa Community College District, Board Policy, 3003

## Student Participation in College Governance

One of the basic principles of governance in higher education is that authority derives not only from the powers vested in governing boards and their staff by law, but also from the knowledge and experience possessed by the faculty, staff and others. It is a complex process of consultation that demands from faculty, managers, classified staff, and students a respect for divergent opinions, a sense of mutual trust, and a willingness to work together for the good of the instructional enterprise.

Los Medanos College provides students the opportunity to participate effectively in governance through the associated student organization, Los Medanos College Associated Students (LMCAS), as the representative body to offer opinions and to make recommendations with regard to policies and procedures that have or will have a significant effect on students as defined in Title 5, Sections 51023.7.

The appointment of student representatives to serve on college and District councils, committees, task forces, or other governance groups will be made by LMCAS in consultation as appropriate with the President or his/her designee on college matters or with the Chancellor or his/her designee on District matters.

Students who are interested in participating in LMCAS should contact the Office of Student Life for more information.

Contra Costa Community College District, Administrative Procedure, 1009.01

## Student Trips

In-state trips and off-campus activities, including intercollegiate athletic activities, organized to supplement an educational program may be approved by the College President or designee. Out-of-state and out-of-country trips must receive prior authorization by the Governing Board. All trips must be directly related to the curriculum or programs of the college, and

generally defined as educational experiences which cannot be duplicated on campus. The California Education Code Section 72640 requires, in part, the following: "All persons making field trips or excursions shall be deemed to have waived all claims against the District or the State of California of injury, accident, illness, or death occurring during or by reason of the field trip or excursion."

Contra Costa Community College District, Board Policy, 4002

## Student Code of Conduct (CCCCD Student Services Procedure 3027)

### I. INTRODUCTION

The Student Code of Conduct is statements depicting the Contra Costa Community College District's expectations regarding student standards of conduct, in both academic and nonacademic environments. Students are expected to obey all laws and District policies and regulations. Students shall be subject to discipline for violation of these laws, policies, and regulations. Student misconduct may also be subject to other regulations of the District, including but not limited to regulations regarding complaints of harassment, discrimination, intimidation, and bullying.

The primary purpose of the Student Code of Conduct is to support and protect students and to ensure their academic and personal success throughout their attendance at any of the colleges within the District. In addition, the Student Code of Conduct intends to educate students about rights, responsibilities, and violations under the Student Code of Conduct and the associated consequences. The Student Code of Conduct includes a defined process for the fair and impartial review and determination of alleged improper student behavior. The Student Code of Conduct also specifies the various sanctions that may be imposed on District students for violations of the Student Code of Conduct.

The Student Code of Conduct is designed to be consistent with the principles of due process of law. Reasonable deviations from the Student Code of Conduct will not invalidate a decision or proceeding. The Student Code of Conduct is not intended to prevent or limit lawful exercise of academic freedom or constitutionally protected free speech or expression.

### II. DEFINITIONS

For the purpose of these Rules and Regulations, the following words and terms are defined as follows:

- A. Student means all persons enrolled in any courses at the colleges in the district, regardless of where courses are taught, whether they are enrolled full-time or part-time, for credit or non-credit or not-for credit or contract education, and whether or not s/he is planning to earn a degree, certificate of achievement or other certification. Persons who are enrolled in online or hybrid courses are also considered 'students'. Persons who are not officially enrolled for a particular term, but who have been admitted to the college and enroll in courses from time to time, and have a continuing relationship with the college are considered 'students'.

- B. Instructor means any academic employee of the District in whose class a student subject to discipline is enrolled, or counselor who is providing or has provided services to the student, or other academic employee who has responsibility for the student's educational program.
- C. Governing Board means the Governing Board of the Contra Costa Community College District.
- D. District means the Contra Costa Community College District, including but not limited to its administrative staff and each of its colleges.
- E. College means a college operated and maintained by the District.
- F. Member of the College Community means the District Trustees, the academic personnel, support staff, and administrative personnel of the District, the students of the District and any other person while on District or college property or at a District or college function or activity.
- G. Day refers to a college day during which the District is in session and classes are held.
- H. Good Cause, as defined in Education Code, Section 76033, refers to student conduct that will result in disciplinary action or sanctions in accordance with this procedure. Resulting disciplinary action may include removal, suspension or expulsion.
- I. Sexual harassment is unwelcome conduct of a sexual nature, including (but not limited to) unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature.
- J. Title IX Sexual harassment or Sexual Harassment under Title IX is limited to the following:
  - 1. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the institution's education program or activity;
  - 2. Sexual assault (as defined in the Clery Act), dating violence; domestic violence, or stalking, as defined in the Violence Against Women Act (VAWA).

Title IX sexual harassment is also limited to conduct alleged to have occurred within an education program or activity (i.e. locations, events, or circumstances over which the institution exercises substantial control as to the respondent and the context in which the harassment occurred), against a person in the United States. Sexual harassment occurring outside the United States is not covered under Title IX sexual harassment. Sexual harassment that is not covered under Title IX sexual harassment will still be investigated and students will still be subject to disciplinary action. However, as outlined below, allegations of Title IX sexual harassment require additional procedural protections.

- K. Sexual violence means any physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual also may be unable to give consent due to minor-

ity/or an intellectual or other disability. A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, and sexual coercion. All such acts of sexual violence are forms of sexual harassment.

- L. Complainant means any member of the college community (student, faculty or staff member) who submits a charge alleging that a student violated this Code. A complainant who accuses a student of sexual harassment or sexual violence and who believes they are a victim of these prohibited actions will be guaranteed the same rights as the student accused, including the right to present witnesses and other evidence and to be accompanied by an advisor at a hearing, the right to be notified of the outcome of the complaint and the same appeal processes as are provided to the accused student. Complainants may not be entitled to know the exact level of discipline imposed due to privacy rights.
- M. Preponderance of the evidence means the greater weight of the evidence (i.e. it is more likely than not that misconduct occurred).
- N. Hate violence means any act of physical intimidation or physical harassment, physical force or physical violence, or the threat of physical force or physical violence, that is directed against any person or group of persons, or the property of any person or group of persons because of ethnicity, race, color, national origin, religion, sex, sexual orientation, gender identity expression, disability or political or religious beliefs of that person or group.
- O. Affirmative Consent means an affirmative, unambiguous, and conscious decision by each participant to engage in mutually agreed-upon sexual activity.
- P. Supportive measures means individualized services reasonably available that are non-punitive, non-disciplinary, and not unreasonably burdensome to the other party while designed to ensure equal educational access, protect safety, or deter sexual harassment. Supportive measures can include transfer of one party or another to different classes, counseling services, or other academic or transcript adjustments.

### III. COMPLAINTS OF VIOLATIONS OF THE STUDENT CODE OF CONDUCT

#### A. Complaint Filed/Incident Reported

The District, through the college President or President's designee, will investigate all reports of alleged violations of the Student Code of Conduct. Anyone who believes a section of the Student Code of Conduct has been violated should contact the President's designee identified at each District campus. Reports of allegations are entered into a Districtwide system where it is assigned to the appropriate President's designee.

#### Additional Title IX Requirements

For allegations of Title IX sexual harassment only, a complainant (defined as an alleged victim of sexual harassment) must be participating in, or attempting to participate in

an educational activity at the college/District. Therefore, complaints from former students will not be processed under the special requirements for Title IX complaints. A Title IX coordinator may also sign a complaint on behalf of an apparent victim of sexual harassment. They may, however, still be processed as outlined herein. If, after filing a formal Title IX complaint, the complainant wishes to dismiss the complaint, they may notify the Title IX coordinator or investigator in writing of their desire to do so. However, the District, in its discretion, may still pursue the investigation process if it is not clearly unreasonable in light of known circumstances. The District also may, in its discretion, dismiss a Title IX sexual harassment complaint if it learns that the respondent is no longer enrolled.

Lastly, the District may, in its discretion, dismiss a Title IX sexual harassment complaint if specific circumstances prevent it from gathering evidence sufficient to reach a determination regarding responsibility. Dismissal of the formal complaint under Title IX does not preclude action under another policy or code of conduct. Where a previously filed formal complaint is dismissed prior to completion of the investigation process, the college/District must give the parties written notice thereof, and the reasons therefor.

The college/District may, in its discretion, consolidate formal complaints where the allegations arise out of the same facts.

#### B. Notice to Student

In all cases, the President's designee, will provide written notice to the accused student(s), providing them with (1) a description of the alleged violation(s); (2) the date and location of the alleged incident(s); and (3) a required date and time for the student to contact the President's designee to respond to the allegations.

##### Additional Title IX Requirements

With respect to allegations falling under the definition of "sexual harassment" under Title IX, the written notice to the student shall also include the identities of the parties involved. Additionally, both the accuser and the accused student must be informed in writing of their right to have an advisor or their choice present for the investigatory interview, and to review evidence obtained during the investigation. In addition, with respect to investigations involving allegations of Title IX sexual harassment, the written notice must include a statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the investigation process/appeal process. Lastly, the notice must include a statement informing the parties of any provision of the institution's student code of conduct that prohibits knowingly making false statements or knowingly submitting false information during the investigation/appeal/hearing process.

#### C. Investigation of Allegations/Mediation

The investigator will conduct interviews as necessary to determine whether any violation of the Student Code of Conduct has occurred. Interviews may be conducted with the complainant, any witnesses, and the accused student. The investigator shall also review relevant documentation and other evidence.

For alleged violations of the Student Code of Conduct not subject to Title IX or California Senate Bill 493, the Student Conduct Officer may, in its discretion, determine whether informal resolution is appropriate

##### Additional Title IX Requirements

With respect to Title IX sexual harassment allegations, both the complainant and the respondent are permitted to have an advisor present during the interview. However, the advisor may not disrupt the investigation process and may not coach or answer on behalf of the party being interviewed. Investigations should generally result in resolution within 90 calendar days after a complaint has been made, barring unexpected delays.

For allegations determined to be minor in nature by the President's designee, a voluntary alternative to the formal investigation and hearing process, as mutually agreed upon by the President's designee, the student, and any other involved individual, may be utilized as appropriate. The President's designee will select a trained mediator to assist the Student and Reporting Party in attempting to resolve the allegation. The mediator can be the College Disciplinary Officer, or any other employee of the District as designated by the College Disciplinary Officer. The College Disciplinary Officer or Designee may also utilize the services of an external mediator.

#### D. Findings and Determination

The President's designee will make one of the following findings following a thorough investigation of the allegations:

**Not Responsible** – The President's designee determines that insufficient evidence exists, by the Preponderance of Evidence standard, for a Finding of Responsible for the alleged violation(s). The case is closed and a record is retained.

**Responsible** – The President's designee determines that sufficient evidence exists, by the Preponderance of Evidence standard, for a Finding that the Student is Responsible for the alleged violation(s).

This determination may also be rendered through the Informal Administrative Resolution, where the student has admitted culpability for the alleged violation(s). The President's designee may close the case.



**E. Standard of Proof**

In all cases involving alleged violations of the Student Code of Conduct, the standard of proof for determining whether a Student is Not Responsible or Responsible is the Preponderance of Evidence standard (e.g., more likely than not). This standard of proof applies to the determinations made by the College President/Designee, Hearing Authority, and Governing Board as well.

**F. Additional Requirements for Title IX Sexual Harassment Allegations**

Before concluding the investigation, the President/Designee must provide the parties and their advisors, if any, equal opportunity to inspect and review any evidence obtained during the investigation that is directly related to the allegations raised in a formal complaint, even if the investigator has not relied on that evidence in reaching a determination. All inculpatory and exculpatory evidence must be included, except as provided for by law, and except for a party's medical, psychological, or similar treatment records, unless the party has provided a voluntary and consensual release for such records. The evidence must be provided to the parties in an electronic format or a hard copy, and the parties must be given 10 calendar days to submit a written response, which the investigator must consider before the completion of the investigative report. To the extent possible, the District shall use an electronic platform that prevents the downloading of the materials. Prior to permitting the review of such evidence, the investigator must obtain a signed non-disclosure agreement from the reviewing party to prevent the circulation of the evidence subject to inspection and review.

At the conclusion of the Title IX Sexual Harassment investigation, the investigator must create an investigative report that fairly summarizes relevant evidence. The investigator must send to the parties and their advisors, if any, the investigative report in an electronic format or a hard copy for their review and written response. The final investigative report must be provided at least 10 days before any hearing so the parties have time to review and provide written responses.

**G. Additional requirements for all allegations of sexual harassment pursuant to California Senate Bill 493**

In determining the appropriate sanction for violations of the Student Code of Conduct, the District's primary concern shall be student safety.

An individual who participates as a complainant or witness in any investigation related to sexual harassment/stalking will not be subject to disciplinary sanctions for violations of the Student Code of Conduct that occurred at the same time or near the time of the sexual harassment/stalking incident, unless the District determines that the violation of the complainant/witness was egregious. Offenses that the District considers "egregious" include, but are not limited to, actions that places the health or safety of any other person at risk or involve plagiarism, cheating, or academic dishonesty.

Any student who submits a complaint of sexual harassment, either verbally or in writing, shall be provided with a copy of this policy, along with HR Procedure 1040.07 and Board Policy 2002. The respondent shall also be provided with a copy of these policies, regardless of whether the accused is another student, or an employee.

The investigation and adjudication of alleged sexual misconduct is not an adversarial process between the complainant, the respondent, and the witnesses, but rather a process for the District to comply with its obligations under existing law. The complainant does not have the burden to prove, nor does the respondent have the burden to disprove, the underlying allegation or allegations of misconduct.

The District shall ensure trauma-informed and impartial investigation of complaints. Student parties shall be given an opportunity to identify witnesses and other evidence to assist the District in determining whether a policy violation has occurred, and shall be informed that any evidence available but not disclosed during the investigation might not be considered at a subsequent hearing.

Regardless of whether or not a complaint has been filed under the institution's grievance procedures, if the District knows, or reasonably should know, about possible sexual harassment involving individuals subject to the institution's policies at the time, the District shall promptly investigate to determine whether the alleged conduct more likely than not occurred, or otherwise respond if the District determines that an investigation is not required. If the District determines that the alleged conduct more likely than not occurred, it shall immediately take reasonable steps to end the harassment, address the hostile environment, if one has been created, prevent its recurrence, and address its effects.

The District shall consider and respond to requests for accommodations relating to prior incidents of sexual harassment that could contribute to a hostile educational environment or otherwise interfere with a student's access to education where both individuals are, at the time of the request, subject to District policies.

**Requests for Confidentiality**

If a complainant requests confidentiality, which could preclude a meaningful investigation or potential discipline of the potential respondent, or that no investigation or disciplinary action be pursued to address alleged sexual harassment, the District shall take the request seriously, while at the same time considering its responsibility to provide a safe and nondiscriminatory environment for all students, including for the complainant. The District shall generally grant the request. In determining whether to disclose a complainant's identity or proceed to an investigation over the objection of the complainant, the District may consider whether any of the following apply:

- There are multiple or prior reports of sexual misconduct against the respondent.
- The respondent reportedly used a weapon, physical restraints, or engaged in battery.
- The respondent is a faculty or staff member with oversight of students.
- There is a power imbalance between the complainant and respondent.
- The complainant believes that the complainant will be less safe if the
- complainant's name is disclosed or an investigation is conducted.
- The institution is able to conduct a thorough investigation and obtain relevant
- evidence in the absence of the complainant's cooperation.

If the District determines that it can honor the student's request for confidentiality, it shall still take reasonable steps to respond to the complaint, consistent with the request, to limit the effects of the alleged sexual harassment and prevent its recurrence without initiating formal action against the alleged perpetrator or revealing the identity of the complainant. These steps may include increased monitoring, supervision, or security at locations or activities where the alleged misconduct occurred; providing additional training and education materials for students and employees; or conducting climate surveys regarding sexual violence.

The District shall also take immediate steps to provide for the safety of the complainant while keeping the complainant's identity confidential as appropriate. These steps may include changing living arrangements or course schedules, assignments, or tests. The complainant shall be notified that the steps the District will take to respond to the complaint will be limited by the request for confidentiality.

If the District determines that it must disclose the complainant's identity to the respondent or proceed with an investigation, it shall inform the complainant prior to making this disclosure or initiating the investigation. The institution shall also take immediate steps to provide for the safety of the complainant where appropriate. In the event the complainant requests that the institution inform the respondent that the student asked the District not to investigate or seek discipline, the District shall honor this request.

#### **Past Sexual History**

The investigator or hearing officer shall not consider the past sexual history of a complainant or respondent except in the limited circumstances permitted below:

The investigator or hearing officer shall not consider prior or subsequent sexual history between the complainant and anyone other than the respondent for any reason unless directly relevant to prove that physical injuries alleged to have been inflicted by the respondent were inflicted by another individual.

The investigator or hearing officer shall not consider the existence of a dating relationship or prior or subsequent consensual sexual relations between the complainant and the respondent unless the evidence is relevant to how the parties communicated consent in prior or subsequent consensual sexual relations.

Where the investigator or hearing officer allows consideration of evidence about a dating relationship or prior or subsequent consensual sexual relations between the complainant and the respondent, the mere fact that the complainant and respondent engaged in other consensual sexual relations with one another is never sufficient, by itself, to establish that the conduct in question was consensual.

Before allowing the consideration of any evidence proffered pursuant to this subdivision, the investigator or hearing officer shall provide a written explanation to the parties as to why consideration of the evidence is consistent with this clause.

#### **Additional Requirements for Questioning at Hearing**

The District shall prohibit questions of either party or of any witness that are repetitive, irrelevant, or harassing.

The District shall decide whether or not a hearing is necessary to determine whether any sexual violence more likely than not occurred. In making this decision, the District may consider whether the parties elected to participate in the investigation and whether each party had the opportunity to suggest questions to be asked of the other party or witnesses, or both, during the investigation.

Any hearing shall be subject to the following rules:

Any cross-examination of either party or any witness shall not be conducted directly by a party or a party's advisor.

Either party or any witness may request to answer the questions by video from a remote location.

Student parties shall have the opportunity to submit written questions to the hearing officer in advance of the hearing. At the hearing, the other party shall have an opportunity to note an objection to the questions posed. The District may limit such objections to written form, and neither the hearing officer nor the District are obligated to respond, other than to include any objection in the record. The hearing officer shall have the authority and obligation to discard or rephrase any question that the hearing officer deems to be repetitive, irrelevant, or harassing. In making these determinations, the hearing officer is not bound by, but may take guidance from, the formal rules of evidence.

Generally, the parties may not introduce evidence, including witness testimony, at the hearing that the party did not identify during the investigation and that was available at the time of the investigation. However, the hearing officer has discretion to accept for good cause, or exclude, such new evidence offered at the hearing.

The preponderance of the evidence standard shall apply, and is met if the District determines that it is more likely than not that the alleged misconduct occurred, based on the facts available at the time of the decision.

The District shall provide a reasonably prompt timeframe for all of the major stages of the complaint process. These timelines may be extended for good cause only, and any need to extend the timelines shall be communicated to the complainant and respondent.

Investigations shall normally be completed within 90 days of the date the complaint was formally submitted. Both the respondent and complainant should be notified of the outcome within this 90 day period.

Appeals are governed by Title 5 of the California Code of Regulations and Title IX.

The District shall not unreasonably deny a student party's request for an extension of a deadline related to a complaint during periods of examinations or school closures.

The District shall provide a status update on the investigation if it is not possible to complete the investigation within the 90-day investigation timeline. Any extension of the 90-day timeline will be communicated to the complainant and respondent in writing, along with the reason for that extension.

The District will take steps to prevent recurrence of any harassment and to correct its discriminatory effects on the complainant and others, if appropriate.

Both the complainant and respondent will receive notice if the District is conducting a formal investigation. The notice shall include a brief summary of the allegations and the alleged District policy violations under review. Any new allegations that arise during the course of the investigation that could subject either party to new or additional sanctions shall be subject to the same notice requirements.

Student parties shall have the opportunity to each have a support person or adviser accompany the student party during any stage of the process.

Student parties have the right to consult with an attorney, at their own expense, at any stage of the process if they wish to do so. An attorney may serve as a support person or adviser.

The District has counseling resources available to student parties. Additional information regarding these resources may be obtained in the counseling departments of the individual colleges, or from the District/college Title IX Coordinators.

Both respondent and complainant, if both students, shall have equal rights to appeal if the outcome is a recommendation for suspension or expulsion, or any other penalty that results in a hearing.

Interim measures (e.g. stay away orders, counseling, academic accommodations, etc.) may be put in place during the pendency of an investigation. Supportive measures (e.g. stay away academic accommodation) may be provided in the absence of an investigation as well.

The District shall not mandate mediation to resolve allegations of sexual harassment, and shall not allow mediation, even on a voluntary basis, to resolve allegations of sexual violence.

The District shall not require that the complainant enter a voluntary resolution agreement or any other form of resolution as a prerequisite to receiving remedial measures from the institution which safeguard the complainant's access to education.

When requested by a complainant or otherwise determined to be appropriate, the District shall issue an interim no-contact directive prohibiting the respondent from contacting the complainant during the pendency of the investigation. An institution shall not issue an interim mutual no-contact directive automatically, but instead shall consider the specific circumstances of each case to determine whether a mutual no-contact directive is necessary or justifiable to protect the noncomplaining party's safety or well-being, or to respond to interference with an investigation. A no-contact directive issued after a decision of responsibility has been made shall be unilateral and only apply against the party found responsible.

Upon the issuance of a mutual no-contact directive, an institution shall provide the parties with a written justification for the directive and an explanation of the terms of the directive. Upon the issuance of any no-contact directive, the institution shall provide the parties with an explanation of the terms of the directive, including the circumstances, if any, under which violation could be subject to disciplinary action.

#### H. **Retaliation Prohibited**

Retaliation is prohibited against any individual for exercising rights under Title IX or this procedure, including the participating in or refusing to participate in the filing of a complaint, the investigation, or any proceeding or hearing.

Examples of prohibited retaliation include intimidation, threats, coercion, or discrimination, and specifically include bringing charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same fact or circumstances as a report or complaint of sex discrimination or sexual harassment.

### **IV. GROUNDS FOR DISCIPLINARY ACTION**

- A. Students shall conduct themselves in a manner consistent with the Student Code of Conduct while on campus or participating off campus in online or hybrid courses, or at college sponsored events or programs, including but not limited to field trips, student conferences, debate competitions, athletic contests, club-sponsored events, and international study programs, regardless of location. Students shall also conduct themselves in a manner consistent with the Student Code of Conduct in any matter related to school activity or attendance. Students shall be suspended or expelled only for good cause.

**Jurisdiction:** Students may be disciplined for violations of the Student Code of Conduct wherever the District has jurisdiction under existing law, including, but not limited to, situations involving sexual harassment and sexual assault, regardless of where and when such offenses occurred. The college may have an obligation to respond to student-on-student harassment that initially occurred off campus. Because students often experience the continuing effects of off-campus harassment in the educational setting, colleges should consider the effects of off-campus conduct when evaluating whether the District has jurisdiction to process the complaint. The college should take steps to protect a student who was assaulted off campus from further harassment or retaliation from the perpetrator and their associates.

The Student Code of Conduct applies to off-campus conduct when the effects of the off-campus conduct create a hostile environment or impact a substantial District/college interest. A substantial District/college interest may include:

1. Any action that constitutes a criminal offense as defined by law. This includes, but is not limited to, a single or repeated violation(s) of any local, state, or federal criminal statute or ordinance;
2. Any situation where it appears that a student may present a danger or threat to the health or safety (including emotional safety) of themselves or others;
3. Any situation that significantly impinges upon the rights, property, or achievements of self or others, or that significantly breaches the peace or causes significant disruption; and
4. Any situation that is detrimental to the educational interest of the District/college.

B. The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student.

1. Acts of academic dishonesty, including, but not limited to:
  - a. cheating defined as unauthorized copying or collaboration on a test or assignment, or the use or attempted use of unauthorized materials;
  - b. tampering defined as altering or interfering with evaluation instruments or documents;
  - c. fabrication defined as falsifying experimental data or results, inventing research or laboratory data or results for work not done, falsely claiming sources not used or fabricating or falsifying documentation to try to change a course grade;
  - d. lying;
  - e. plagiarism defined as representing someone else's words, idea, artistry, or data as one's own, including copying another person's work (including published and unpublished material, and material from the Internet) without appropriate referencing,

presenting someone else's opinions and theories as one's own, or working jointly on a project, then submitting it as one's own; or

- f. assisting others in an act of academic dishonesty, defined as assisting another student in an act of academic dishonesty, such as taking a test or doing an assignment for someone else, changing someone's grades or academic records, or inappropriately distributing exams to other students.
2. Other forms of dishonesty, such as lying, plagiarism, knowingly furnishing false information, or reporting a false emergency to any college official, faculty or staff member or office or to the District;
3. Forgery, alteration, misappropriation or theft, misuse of any District or college document, record, key, electronic device, or identification including, but not limited to, unauthorized grade changes and forged signatures on official college forms;
4. Misrepresentation of oneself or of an organization to be an agent of the District;
5. Obstruction or disruption on or off District property of teaching or of the District's educational process, administrative process, disciplinary procedures, or other District functions and activities, on or off District property;
6. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel
7. Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact, verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying.
8. Engaging in harassing or discriminatory behavior based on disability, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law.
9. Vandalism, graffiti, or other willful misconduct which results in cutting, defacing, or other damages to any real or personal property owned by the District or a member of the college community;
10. Assault, battery, violence or threat of violence, or any willful misconduct which results in an injury or death of a student or District personnel or behavior that threatens the health and safety of any member of the college community;
11. Theft of District property, or property in the possession of, or owned by, a member of the college community;
12. Violation of District or college policies or regulations including but not limited to those concerning the formation and registration of student organizations, the use of college facilities or the time, place, and manner of public expression or the distribution of leaflets, pamphlets, or other materials;

13. Failure to comply with the directions of District or college officials acting in the performance of their duties and/or failure to identify oneself to these persons when requested to do so;
14. The use, sale, distribution, or possession on District property of, or presence on District property while under the influence of, any controlled substances, or any poison classified as such by Schedule D section 4160 of the Business and Professions Code or other California laws on District property or at any District-sponsored event. Use of a prescription drug if the prescription was not issued to the student, or the distribution or sale of a prescription drug to a person to whom the prescription was not originally issued. Intentionally or recklessly inhaling or ingesting substances (e.g., nitrous oxide, glue, paint, etc.) that will alter a student's mental state is also prohibited. Possession of drug paraphernalia including, but not limited to, bongos or glass pipes is prohibited. This regulation does not apply when the person named on the prescription possesses the drugs or narcotics or when the drugs or narcotics are permitted for and are being used in research, instruction, or analysis;
15. Possession, consumption, sale, distribution or delivery of any alcoholic beverage on District property in college buildings or on college grounds, or at college-sponsored or supervised activities, regardless of their location, unless authorized by college officials;
16. Possession or use of explosives, dangerous chemicals, or deadly weapons on District property or at a campus function, without prior authorization of the College President;
17. Engaging in lewd, indecent, or obscene behavior on District-owned or controlled property or at a District-sponsored or supervised function;
18. Rape, date rape, sexual harassment, sexual violence, sexual assault, or threat of an assault upon a student or member of the college community on District property, or at a college or District-sponsored or supervised function;
19. Sexual misconduct, including sexual activity in the absence of affirmative consent. Sexual contact without affirmative consent is a form of sexual misconduct as is any intentional sexual touching with any object by a person upon another person, that is without affirmative consent and/or by force. Sexual contact includes intentional contact with the breast, buttock, groin, or genitals, or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts; or any other intentional bodily contact in a sexual manner, as well as non-consensual sexual intercourse, including vaginal or anal penetration by a penis, object, tongue, or finger, or oral copulation (mouth to genital contact), no matter how slight the penetration or contact;
20. Sexual assault, defined as actual or attempted sexual contact with another person without that person's consent, regardless of the victim's affiliation with the community college, including, but not limited to, any of the following:
  - a. Intentional touching of another person's intimate parts without that person's consent or other intentional sexual contact with another person without that person's consent.
  - b. Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's consent.
  - c. Rape, which includes penetration, no matter how slight, without the person's consent, of either of the following:
    1. The vagina or anus of a person by any body part of another person or by an object.
    2. The mouth of a person by a sex organ of another person.
21. Sexual exploitation, defined as a person taking sexual advantage of another person for the benefit of anyone other than that person without that person's consent, regardless of the victim's affiliation with the community college, including, but not limited to, any of the following:
  - a. Prostituting another person.
  - b. Recording images, including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness without that person's consent.
  - c. Distributing images, including video or photograph, or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or audio did not consent to the disclosure and objected to the disclosure.
  - d. Viewing another person's sexual activity, intimate body parts, or nakedness in a place where that person would have a reasonable expectation of privacy, without that person's consent, and for the purpose of arousing or gratifying sexual desire.
22. Unauthorized use of, or misuse of District property, including, but not limited to, unauthorized possession, duplication or use of District keys and/or unauthorized entry into, unauthorized use of, or misuse of District property;
23. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the Governing Board, or college policy;
24. Knowingly assisting another person in the commission of a violation of the Student Code of Conduct;
25. Misuse of computers and networks which includes but is not limited to utilizing an unauthorized account, password, campus network, interfering with normal computer operations, circumventing data protection schemes or uncovering security loopholes, or violating terms of the software agreements. It also includes unauthorized entry, use, transfer, or tampering with the communications of others, and interference with the work of others, and with the operation of computer and electronic communications facilities, systems, and services;



26. Stalking, which is defined as engaging in a repeated course of conduct directed at a specific person that would cause a reasonable person to fear for their or others' safety or to suffer substantial emotional distress. For the purpose of this definition, course of conduct means two or more acts, including, but not limited to acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveys, threatens, or communicates to or about a person, or interferes with a person's property; reasonable person means a reasonable person under similar circumstances and with the same protected status as the victim; substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.
27. Unauthorized Electronic/Digital Recording. Electronic/digital recording by any person on District Property without that person's knowledge or consent. This definition shall not apply to recordings conducted in public or a commonly recognized public event. Electronic/digital recordings or streaming are prohibited in classrooms, labs, during lectures, or on field trips without the prior approval of the Instructor or having proper authorization by the College DSPS Office.
28. Unauthorized Use of Course or Copyrighted Materials. Students of the District will abide by all aspects of United States copyright law, Title 17 of the United States Code, to the extent possible, under authoritative interpretation of the law. Students shall not reproduce copyrighted materials without prior permission of the copyright owner, except as allowed by the "fair use" doctrine.
29. Willful disruption of the orderly operation of a college campus or District site/facility;
30. Leading or inciting others to disrupt scheduled and/or normal authorized activities;
31. Obstruction of the free flow of pedestrian or vehicular traffic on College premises or at college sponsored or supervised events;
32. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.
33. Endangering the welfare of others, including a violation of any state or federal law relating to the placing at risk of physical or emotional harm of a member of the District community.
34. Failure to appear before a District official when directed to do so.
35. Failure to identify oneself to, or comply with the directions of, a District official, employee, policy, law enforcement, or other public official when requested to do so; or resisting or obstructing such District or other public officials in the performance of or the attempt to perform their duties.
36. Failure to obtain a permit when a permit is required.
37. Failure to: (a) repay debts to the District; (b) return District property; (c) return property of any member of the District community.
38. Knowingly and purposefully, causing, making, and/or circulating a false report or warning of an emergency, such as a fire, explosion, crime, or other catastrophe.
39. Participation in hazing or any method of initiation or pre-initiation into a campus organization or other activity engaged in by the organization or members of the organization at any time that causes, or is likely to cause, physical injury or personal degradation or disgrace which can inflict psychological or emotional harm to any Student or other person.
40. Engaging in the inappropriate usage of social media. Using social media to harass, intimidate, or threaten other individuals. Usage of social media that will have indirect or direct impact on an individual or interference with the educational process.
41. Misuse of identification, including transferring, lending, borrowing, altering or unauthorized creation of identification.
42. Any other cause identified as good cause by Education Code section 76033, not identified above; or any applicable Penal Code sections, or other applicable local, state, or federal laws; and
43. Any other ground constituting good cause.
- C. Violation of parking laws, regulations, or rules shall not be cause for the removal, suspension, or expulsion of a student (California Education Code Section 76036).
- D. Nothing in these procedures shall preclude a student with a disability from receiving appropriate accommodations as identified by Disability Support Services.

## V. RESPONSES TO CODE OF CONDUCT VIOLATIONS

The following actions and sanctions may be imposed, individually or in various combinations, on any student alleged or found to have violated the Student Code of Conduct. With the exception of situations involving alleged sexual misconduct, the following designations of "subject to appeal" and "not subject to appeal" apply.

### Non-Disciplinary Action – Not Subject to Appeal

#### WARNING:

A warning is a written or oral notice to the student that continuation or repetition of certain conduct may result in disciplinary action.

**REMOVAL FROM CLASS:**

Exclusion of the student from class by an instructor. The period of removal will not exceed the day of the removal and, if deemed necessary, the next class meeting.

**SUPPORTIVE MEASURES:**

Measures taken to ensure equal educational access and protect safety. Measures may include transfer of one party or another to different classes, no contact orders, counseling services, or other academic adjustments.

**Disciplinary Action – Not Subject to Appeal****WRITTEN OR ORAL REPRIMAND:**

An admonition to the student to cease and desist from conduct determined to violate the Student Code of Conduct.

**RESTITUTION:**

Restitution is reimbursement by the student for damage to, loss of or misappropriation of property. Reimbursement may take the form of appropriate service by the student to repair property or otherwise compensate for damage.

**PROJECTS AND ASSIGNMENTS:**

Projects and assignments may include community service, educational projects and essays, service to the college, and other related discretionary assignments.

**DISCIPLINARY PROBATION:**

Probation is a status imposed for a specific period of time in which a student must demonstrate that his or her conduct conforms to District standards of conduct as set forth in these regulations. Conditions may be imposed at the discretion of the District or the President's designee. Misconduct during the probationary period or violation of any conditions of the probation may result in more serious disciplinary action, such as loss of privileges, suspension, or expulsion.

**LOSS OF PRIVILEGES:**

Loss of privileges is the denial of extra-curricular activities or other special privileges for a designated period of time. Loss of privileges may also include facility access limitations. Violation of any condition or campus regulation during the period of sanction may result in far more serious disciplinary action, such as suspension or expulsion.

**HOLD ON RECORDS:**

Hold on Records which consists of withholding of student records or adding administrative holds on student accounts that restrict registration activities. The President's designee may impose such withholding when a student fails to repay debts to the District, return District equipment or make restitution to the District. A hold on records may also be asserted if a student does not comply to requests such as, but not limited to, required Administrative Review or appointments.

**SHORT-TERM SUSPENSION:**

Exclusion of the student by the President's designee for good cause from one or more classes for a period of up to ten consecutive days of instruction.

**Disciplinary Action – Subject to Appeal****LONG-TERM SUSPENSION:**

Exclusion of the student by the College President for good cause from one or more classes for the remainder of the school term, or from all classes and activities of the college for one or more terms, up to a maximum of five years.

**Disciplinary Action – Final Determination Made By Governing Board****EXPULSION:**

Expulsion is the permanent termination of student status by the Governing Board for good cause when other means of correction fail to bring about proper conduct, or when the presence of the student causes a continuing danger to the physical safety of the student or others. A student who is expelled is prohibited from participating in any college activities or programs and from entering District premises.

**REVOCAION OF DEGREE OR CERTIFICATION:**

A degree or certificate awarded from the college may be revoked for fraud, misrepresentation, or other violation of college standards in obtaining a degree or certification, or for other serious violations committed by a student prior to graduation.

**VI. RECIPROCITY OF SANCTIONS**

During a period of suspension from all classes at a college or expulsion, the suspension or expulsion shall apply to all colleges within the District. Other disciplinary actions or sanctions may apply to the student at all District colleges.

**VII. DOCUMENTATION AND PROTECTION OF ALLEGED VICTIMS**

Any disciplinary action imposed on a student, including oral warnings, must be documented in writing via written notice to the student, and in the student's records, as outlined below. Where the conduct of the student appears to have caused, will cause, or may cause an ongoing threat to others, including students or staff, the District shall consider any measures that may be appropriate to protect those individuals, including written directives to the student, seeking of a temporary restraining order, report to the police, etc. Where the alleged misconduct involves violation of the District's anti-discrimination and/or sexual harassment/sexual assault policies, the alleged victim must be provided with a copy of the District's complaint policies and procedures. In evaluating the type of discipline to be imposed, the President's designee must review the student's past disciplinary record to determine whether the student has been previously disciplined in the past, particularly for similar offenses. Where the student has been disciplined in the past for similar offenses, a more severe consequence must be imposed.

## VIII. RECORD OF DISCIPLINARY ACTION

- A. Education Code Section 76220 Requirements:  
In accordance with Education Code section 76220, Community College Districts shall establish, maintain and destroy student records according to regulations adopted by the Board of Governors of the California Community Colleges. The President's designee will create a record of disciplinary actions, along with relevant supporting documents and evidence. Consistent with the Family Educational Rights and Privacy Act and District Student Services Procedure 3009, this record shall be maintained as a confidential student education record and may not be released without the permission of the student, except as permitted by law and policy. The student shall have a right to inspect the record and to challenge the contents. Disciplinary records shall be retained in a manner consistent with federal and state law and District policy, and may be destroyed in a manner consistent with District Administrative Procedure 1900.01.
- B. Education Code Section 76234 Requirements:  
In accordance with Education Code section 76234, whenever there is included in any student record information concerning any disciplinary action taken by the college or District in connection with any alleged sexual assault or physical abuse, including rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault, or any conduct that threatens the health and safety of the alleged victim, the alleged victim of the sexual assault or physical abuse shall be informed within three (3) days of the results of any disciplinary action by the college and the results of any appeal. The alleged victim shall keep the results of that disciplinary action and appeal confidential.
- C. Title IX requirements:  
For any complaints involving allegations of Title IX sexual harassment, as defined above, the District must maintain documentation for seven (7) years, as required below:
1. Investigations, including any determination regarding responsibility and any audio or audiovisual recording or transcript, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to the institution's education program or activity;
  2. Any appeal and the result therefrom;
  3. Any informal resolution; and
  4. All materials used to train Title IX coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process.
  5. Records of any actions (including any supportive measures) taken in response to a report or formal complaint of sexual harassment. In each instance, the institution must document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the institution's education program or activity.

6. If no supportive measures were provided to the complainant in a Title IX sexual harassment matter, the President/designee must document the reasons why such a response was not clearly unreasonable in light of the known circumstances.

## IX. PROCEDURE FOR REMOVAL BY INSTRUCTOR

An instructor, for good cause, may remove a student from his or her class for the day of the removal and the next class meeting. (California Education Code Section 76032 and 76033.)

### A. Procedures Before The Removal.

1. The instructor shall notify the student of the instructor's consideration of the removal from class and the reasons for the proposed removal.
2. The instructor may remove the student from the classroom immediately. Under normal conditions, the instructor should permit the student an opportunity to present a rebuttal to the accusation or otherwise offer relevant comment on the proposed removal. There need be no delay between the time notice is given to the student and the time of such a review.
3. The instructor shall decide whether or not to proceed with the proposed removal after hearing the student's explanation and considering all of the information relative to the issue. There need be no delay between the time notice is given to the student and the removal.
4. The decision may be given to the student either orally or in writing.
5. The instructor's decision is final and may not be appealed.

### B. Procedures After The Removal.

1. Immediately following the removal, the instructor must notify the President's designee of the removal so that appropriate action can be taken.
2. If the student removed is a minor, the College President or President's designee shall ask the parent or guardian of the student to attend a parent conference regarding the removal as soon as possible. If the instructor or the parent or guardian so requests, a college administrator shall attend the conference.
3. The instructor may request that the student meet with the College President or President's designee, within three (3) days of removal, prior to returning to class.
4. During the period of removal from class, the student shall not be returned to the class without the concurrence of the instructor.
5. After the student returns to class, if there are additional incidents of disruption or other behavior constituting good cause, the faculty member will provide the necessary documentation to the President's designee so that more serious consequences, such as suspension from this particular class or from all classes for the rest of the semester, can be assigned.

## X. PROCEDURES FOR SHORT-TERM SUSPENSION, LONG-TERM SUSPENSION, OR EXPULSION

The following procedures shall be taken before suspension or expulsion except as noted in Section XIV Emergency/Interim Suspension.

- A. **Administration.** The President's designee shall administer these procedures and take appropriate action, subject to the approval of the college President and the Governing Board if required herein or otherwise by law.
- B. **Reporting Of Conduct.** Alleged student misconduct shall be reported to the President's designee. The President's designee shall be an individual designated by the college President as being responsible for administration of matters relating to Student Conduct. Any official may be designated as the President's designee, whenever necessary for the efficient operation of the District.
- C. **Investigation.** Upon receiving a report of alleged student misconduct, the President's designee shall initiate an investigation in accordance with Section III(C).
- D. **Notice.** Before imposing discipline, the President's designee will provide the student with written notice of the conduct warranting discipline. The written notice will include the following:
  1. The specific section of the Student Code of Conduct that the student is accused of violating
  2. A short statement of the facts supporting the accusation
  3. The right of the student to meet with the President's designee to discuss the accusation, or to respond in writing
  4. The nature of the discipline that is being considered

If the student is a minor, the President's designee shall also notify the parent or guardian in writing of the investigation and charges.
- E. **Meeting.** The student will be provided an opportunity to attend a meeting with the President's designee. The meeting will be scheduled within a reasonable period of time (normally within five (5) days following the delivery to the student of the notice referred to above). At the meeting, the student must again be told the facts leading to the accusation, and must be given the opportunity to respond verbally or in writing to the accusation. If a student chooses not to meet with the President's designee, or does not attend the scheduled meeting, the President's designee may proceed with proposed discipline without meeting with the student. A student may elect to be accompanied by an advisor of their choosing. The role of the advisor is passive in this procedure. The advisor may be present at the meeting and may counsel the student. The advisor may not address the President's designee and shall not be permitted to participate in any way during the meeting except to offer counsel to the student

- F. **Determination and Notice to Student.** After considering all of the information and evidence presented, including any explanation provided by the student (in the meeting and/or in writing), The President's designee shall decide whether or not to proceed with the proposed suspension or to recommend expulsion. The President's designee shall proceed as follows in accordance with the determined disciplinary action:

**Short-Term Suspension** – Within five (5) day after the meeting, the President's designee shall provide written notice of the decision to the student. The notice will include the length of time of the suspension. The President's designee's decision on a short-term suspension shall be final and cannot be appealed, except in situations in which the suspension is the result of a formal complaint of Title IX sexual harassment. In instances involving a formal complaint of Title IX sexual harassment, the student shall be entitled to appeal as outlined below.

**Long-Term Suspension** – Within five (5) after the meeting described above, the President or President's designee shall provide written notice of the decision to shall be provided to the student pursuant to (H) Notification of a Long-Term Suspension.

**Expulsion** – Within five (5) days after the meeting described above, the President or President's designee shall decide whether to recommend expulsion to the Board of Trustees. Written notice of the decision shall be provided to the student, pursuant to (I) Notification of a Recommendation for Expulsion.

- G. **Notice To The College President.** The President's designee shall report any disciplinary action imposed to the college President.
- H. **Notification of a Long-Term Suspension.** The President's designee shall promptly send the student a letter of notification that is hand delivered or sent via certified mail to the student's last known address. The notification shall include:
  1. A statement of the charges, the decision regarding disciplinary action, and a description of facts related to the misconduct, including the evidence against the student, the date(s), time(s), and location(s) of the offense(s).
  2. A copy of the Student Code of Conduct and Board Policy 3012.
  3. An explanation that a student who has been suspended for more than five (5) days is entitled to appeal the decision and has a right to a further hearing ("Appeal Hearing"). The notification shall also state that a request for an Appeal Hearing shall be filed within five (5) business days of the service or mailing of the notification, whichever is earlier. The written request for an appeal hearing must be submitted to the President's designee, and must cite the specific ground(s) for the appeal (from those listed below), and provides information which substantiates the ground(s) on which the appeal is being made.

4. An explanation that, if the student does not request a hearing within five (5) business days, the decision will be final and no longer subject to appeal.
5. **Grounds for appeal** - A student may appeal the decision of the President's designee on grounds that:
  - a. Fair consideration was not provided to the student, (i.e., there is evidence that some aspect of the disciplinary process was prejudicial, arbitrary, or capricious);
  - b. New and significant information, not reasonably available at the time of the initial decision, has become available, and/or;
  - c. The sanction or remedy imposed is not in due proportion to the nature and seriousness of the offense. Any evidence supporting these grounds must be included in the request for an appeal hearing.
6. A statement that the student has the right to be accompanied at the Appeal Hearing by an on-campus advisor of his or her choice. If the student decides to be accompanied by an advisor, the name and address of that advisor must be submitted to the President's designee at the time the appeal is filed.
7. The Notification may include terms that must be satisfied prior to reinstatement, as deemed necessary and appropriate by the President or President's designee.

#### I. **Notification of a Recommendation for Expulsion**

1. The appropriate District official shall promptly send the student a letter of notification that is hand delivered or sent via certified mail to the student's last known address. The notification shall include:
  - a. A statement of the charges, the decision regarding disciplinary action, and a description of facts related to the misconduct, including the evidence against the student, the date(s), time(s), and location(s) of the offense(s).
  - b. A copy of Student Services Procedure 3027 and Board Policy 3012.
  - c. The date, time, and location of the expulsion hearing.

### **XI. PROCEDURE FOR APPEAL OF A LONG-TERM SUSPENSION**

- A. **Student Right To Appeal.** The student may accept a long-term suspension without admitting the conduct charged. In such a case, the decision of the President's designee will be final. Should the student not accept the long-term suspension, the student has a right to appeal. An appeal must be filed by the student no later than five (5) business days from the date the notification letter is personally served or mailed. The appeal must demonstrate acceptable grounds for an appeal, as described in the notification.

- B. **Schedule of Hearing.** The President's designee shall schedule an Appeal Hearing to be held no later than working 30 days from the date of the statement of charges is sent/delivered to the student. The President's designee shall notify the student in writing of the date, time, and location of the Appeal Hearing.

### **XII. HEARING AUTHORITY FOR LONG-TERM SUSPENSION APPEAL HEARING**

- A. The college President will assign either an Administrative Hearing Officer or may utilize a Student Discipline Committee ("Committee") to conduct Appeal Hearings at the college ("Hearing Authority").
- B. An Administrative Hearing Officer may be a college official, or may be a licensed California attorney with experience in student discipline and due process issues.
- C. A Committee shall include: one faculty member, one administrator or manager, and one student. The selection process for the Committee, if any, will normally occur at the beginning of each academic school year.
  1. The Academic Senate will select a faculty representative and alternate(s). Vacancies will be filled by an action of the Academic Senate.
  2. The Associated Student Body will select a student representative and alternate(s). Vacancies of student members shall be filled by an action of the Associated Student Body.
  3. The College President will select the administrative or management representative and alternate(s). The administrative or management representative will serve as the Committee Chair.  
  
The student or the college employee shall notify the Committee if he or she has a conflict of interest because he or she is involved in the discipline matter, or has a personal relationship with any of the involved parties, and, therefore, is unable to serve as a neutral party.
  4. Alternate faculty, administrative, and student members shall be appointed to ensure that a standing committee can always be convened promptly.

### **XIII. LONG-TERM SUSPENSION APPEAL HEARING PROCEDURES**

- A. The President's designee shall submit to the Hearing Authority: a description of the charges, notices, request for hearing submitted by the student, evidence, and a copy of the proposed decision.  
  
The Chair will call the Appeal Hearing to order, explain the procedures of the Appeal Hearing, and have all Parties introduce themselves.
- B. The Chair/Hearing Authority will present the rules governing the hearing. The Chair shall guarantee control of the hearing, making certain that all participants respect the right of others to make statements, and to ensure confidentiality of such statements.



- C. The President's designee shall present relevant evidence regarding the alleged misconduct. The evidence presented may include live witness testimony, declarations submitted under penalty of perjury, and documentary evidence. Following the testimony of each witness, the accused student and Hearing Authority will have the opportunity to cross-examine witnesses. The accused student may then present any relevant evidence, including live witness testimony, declarations submitted under penalty of perjury, and documentary evidence. The President's designee and Hearing Authority will then have the opportunity to cross-examine witnesses. Opening and closing statements shall be limited to five (5) minutes. The President's designee shall speak first, followed by the student.
- D. The Hearing Authority shall rule on all questions of procedure and admission of evidence. Only relevant and material evidence shall be presented to and considered by the Hearing Authority. Irrelevant, immaterial, and/or unduly repetitious evidence shall be excluded.
- E. Hearings need not be conducted in accordance with strict rules of evidence or formality of a court hearing.
- F. The Hearing Authority shall consider no evidence other than that evidence received at the hearing. Hearsay evidence may be used for the purpose of supplementing or explaining other evidence, but shall not be sufficient in itself, to support a finding.
- G. A student may be accompanied by an advisor of his or her choosing, at the student's request. The role of the advisor is passive in this procedure. The advisor may be present at the hearing and may counsel the student. The advisor may not address the Hearing Authority and shall not be permitted to participate in any way during the hearing except to offer counsel to the student. If the student wishes to be represented by an attorney, a request must be submitted, in writing, not less than 14 days prior to the hearing. If the student is represented by an attorney, the President's designee may request legal assistance. Any legal advisor provided to the panel may act in an advisory capacity but shall not serve as a member of the panel nor participate in any vote.
- H. The Appeal Hearing shall be closed to protect the privacy and confidentiality of everyone involved unless the student and District agree in writing to have a public hearing at least five (5) days in advance of the hearing. A closed hearing will be closed to everyone except the following:
  - 1. The student charged;
  - 2. The Hearing Authority;
  - 3. An advisor for the student charged, if so desired;
  - 4. The President's designee;
  - 5. A witness, while presenting evidence;
  - 6. An on-campus advisor for a witness while presenting evidence.
- I. An official audio or video recording of the hearing shall be kept. The record shall be the property of the District. The student charged may listen to the tape at a mutually agreeable location at the college. An accused student may, upon request, be provided a copy at his or her own expense.
- J. An accused student who fails to appear for the hearing after having been notified of an Appeal Hearing is deemed to have waived their rights to participate in the appeal. The Appeal Hearing shall be terminated and the Appeal Committee shall be dismissed. The initial recommendation for disciplinary action shall stand.
- K. Additional Requirements for Hearings Involving Title IX Sexual Harassment Allegations:
  - 1. The Hearing Authority must be free from conflict of interest or bias and must have received training on (a) how to serve impartially (b) issues of relevance and how to rule on relevance objections; (c) how to apply the rape shield protections provided for complainants; and (d) any technology to be used at the hearing.
  - 2. Every witness at the hearing must be subject to cross-examination by the parties' advisors.
  - 3. The Hearing Authority must allow a party's advisor to directly and in real time present all relevant questions and follow up questions to another party or witness. Cross-examination must come from a party's advisor and may not come directly from a party.
  - 4. If a party does not have an advisor for the hearing, the District/College must provide that party with an advisor at no cost, for the purpose of conducting cross-examination on behalf of the party, or, in the discretion of the District/College, for the duration of the hearing in general.
  - 5. If a party or witness does not submit to live cross-examination, the panel or hearing officer cannot rely on any statement made by that party or witness when making the decision about the respondent's responsibility. This includes statements made during the investigation process.
  - 6. Police reports, sexual assault nurse examiner (SANE) reports, medical reports, and other documents and records may not be relied on to the extent they contain the statements of a party or witness who has not submitted for cross-examination. In addition, where the evidence is a text exchange or an email thread and one party has refused to submit to cross-examination, but the other has not, the panel or hearing officer may rely only upon the statements made by the party who was cross-examined. However, the panel or hearing officer is not prevented from relying on a description of the words allegedly used by a respondent if they constitute part of the alleged sexual harassment at issue because the verbal conduct does not constitute the making of a factual assertion to prove or disprove the allegations of sexual harassment.

7. The panel/hearing officer cannot draw any inference regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.
8. Questions posed to parties and witnesses at the hearing must be relevant. Before a complainant, respondent, or witness answers a cross-examination or other question, the panel/hearing officer must determine whether the question being asked is relevant and, upon objection on relevance grounds, provide an explanation as to any decision to exclude a question as not relevant.
9. Questions relating to a complainant's prior sexual behavior are deemed not relevant, unless the questions are offered to prove someone else was responsible for the alleged conduct or offered to prove consent.
10. At the request of either party, the District/College must provide for the entire hearing to occur with the parties located in separate rooms with technology enabling the parties to see and hear each other.

**L. Additional Hearing Requirements For Sexual Misconduct Matters Not Subject to Title IX**

In cases of student sexual misconduct that are not subject to Title IX, when an accused student is subject to severe disciplinary sanctions (e.g. suspension or expulsion), and the credibility of witnesses was central to the investigative findings, District student discipline procedures must provide an opportunity for the accused student to cross-examine witnesses indirectly at a live hearing, either in person or by videoconference.

For purposes of this section, "indirect" cross-examination shall be conducted as follows: Any question to the witness shall be asked by a neutral party appointed by the District for the sole purpose of asking questions. The neutral party shall not be the accused student, the accused student's representative, or a member of the hearing panel. The accused student may submit written questions before and during the cross-examination, including any follow-up questions. The neutral party asking questions shall not exclude any questions unless there is an objection to the question by the hearing panel.

**XIV. HEARING AUTHORITY'S CONSIDERATION AND RECOMMENDATION**

Following presentation of the evidence, the Hearing Authority shall privately consider the evidence with all persons excluded. The Hearing Authority shall send a written report to the College President, and a copy to the complainant and the respondent, within five (5) working days of the termination of the hearing. The report shall contain the following information:

- A. A summary of factual findings and a determination that the accused student did or did not commit the act(s) charged.
- B. A finding that the student's act(s) did or did not constitute a violation of the Student Code of Conduct.

- C. A recommendation for upholding or modifying the proposed discipline. The Hearing Authority may also recommend further investigation.
- D. The sanctions imposed on the respondent and the remedies provided to the parties, including the rights of the parties to appeal the decision, if applicable.

**XV. COLLEGE PRESIDENT'S DECISION**

- A. The college President shall reach a decision after reviewing the report submitted by the Hearing Authority. The college President may refer the matter back to the Committee or hearing officer for further clarification on details of the case, such as evidence and findings of fact. The college President may uphold the long-term suspension or recommend expulsion, uphold the recommendation by the Hearing Authority, or adopt a lesser or different sanction, if appropriate. A written statement of the decision shall be sent via certified or registered mail to the student's last known address within ten days of the college President's receiving the Hearing Authority's recommendation.
- B. The decision of the college President to suspend, recommend expulsion, or impose a lesser sanction shall be final and not subject to further appeal. However, as noted below, an expulsion is not final until it is approved by the Governing Board.
- C. The college President shall report a disciplinary suspension or expulsion recommendation of any student to the Governing Board at its next regular meeting. A copy of the suspension determination or expulsion recommendation, including the reasons for the disciplinary action, suspension, shall be placed in the student's permanent disciplinary record (not the transcript).
- D. If the college President determines that a student should be expelled, he or she will forward that recommendation through the Chancellor, to the Governing Board for final approval.
- E. In the event that a college President is or will be unavailable for the making of a prompt decision, the college President or Chancellor may appoint an unbiased designee to act on the appeal.
- F. For any hearing involving allegations of Title IX sexual harassment, both the complainant and the respondent shall have the right to appeal the decision to the Governing Board.

**XVI. EMERGENCY INTERIM SUSPENSION/ INTERIM RESTRICTION**

- A. Interim measures are in effect immediately and shall not be delayed. These Interim actions may include:
  1. **Interim Suspension** – A Student who is suspended on an interim basis is subject to all of the same restrictions as if they had been suspended as a final sanction.

2. **Interim Restriction** – These restrictions may include but are not limited to:

- a. Restricted access to District facilities and District events;
- b. No-contact orders with specific individuals; or
- c. Any other restrictions deemed by the College Disciplinary Officer or Designee to be necessary to achieve the goals stated above.

B. An emergency/summary suspension is an immediate suspension imposed upon a student for good cause. (California Education Code Section 66017.)

C. The college President or the President's designee may impose an emergency interim suspension. It is an extraordinary measure and shall be utilized when necessary to protect lives or property and to ensure the maintenance of order pending a hearing. Prior to imposing these measures, the District/college shall do the following:

1. Undertake an individualized safety and risk analysis to determine whether there is an immediate threat to the physical health or safety of any person;
2. Make an affirmative determination that such an immediate threat exists based on its individualized safety and risk analysis;
3. Provide the Respondent with notice and an opportunity to challenge the emergency decision immediately following the respondent's removal.

D. A preliminary hearing shall be provided within ten (10) calendar days of an emergency interim suspension. (California Education Code Section 66017.) The procedures set forth in Section XIII shall apply to the preliminary hearing.

E. An emergency interim suspension shall be reported to the Governing Board at its next regular meeting after such suspension has been imposed. A copy of the suspension may be placed in the student's permanent record at the discretion of the college President.

## **XVII. NOTIFICATION OF LAW ENFORCEMENT**

The college President or President's designee shall, upon suspension or expulsion of any student, notify the appropriate law enforcement authorities of the county or city in which the school is situated of any acts of the student which may be in violation of Section 245 of the Penal Code. (California Education Code Section 76035.)

## **XVIII. EXTENSIONS OF TIME**

Calendar restraints may be extended with the agreement of both parties.

## **XIX. EXPULSION**

The Governing Board has the sole authority to expel a student. If the College President determines that a student should be expelled, he or she shall send the recommendation through the Chancellor to the Governing Board.

A. Within 30 instructional days of the receipt of the recommendation from the college President, and with the agreement of the Chancellor, the Governing Board shall conduct a review of the President's decision on the expulsion in closed session.

1. Before commencement of the hearing, the Governing Board shall review a description of the charges, notices, evidence, findings, and a copy of the proposed decision from the college-level disciplinary appeal hearing. The Governing Board shall consider no evidence other than that evidence received in the hearing process.
2. The college President (or the President's designee) shall make a brief statement to the Governing Board, referring to relevant evidence regarding the alleged misconduct.
3. The accused student may then make a brief statement to the Governing Board and present any relevant evidence.
4. The statements shall be limited to five (5) minutes.
5. Upon completion of these statements, the Governing Board will have an opportunity to ask questions of both the student and the College President (or President's designee).
6. The Governing Board will conclude the hearing, dismiss the parties, and privately deliberate as to a decision.
7. The Governing Board shall issue a statement of decision to either uphold the College President's decision regarding the expulsion, or modify that decision. If the Governing Board's decision is to modify the decision, it must include legal and factual support for that decision. The Governing Board may also recommend further investigation.
8. Pursuant to Education Code section 72122, the final action of the Governing Board shall be taken in open session, and the result of that action shall be a public record. The name of the student, however, shall not be released.
9. The Chancellor's Office will send a written statement of the Governing Board's decision via certified or registered mail to the student's last known address within three (3) working days of the hearing.
10. If the Governing Board's decision is unfavorable to the student, the student shall have the right to submit a written statement of his/her objections to the decision. This statement shall become a part of the student's records.
11. The decision of the Governing Board is final, and not subject to further appeal.

## XX. BOARD CONSIDERATION OF TITLE IX HEARING APPEALS

### A. Grounds for Appeal

Under the August 2020 Title IX regulations, for any sexual harassment complaint governed by Title IX, as defined above, both the complainant and the respondent have the right to appeal the findings of the Hearing Authority to the Governing Board. The grounds for appeal of decisions on Title IX determinations made by the Hearing Authority are limited to the following:

1. Procedural irregularity that affected the outcome;
2. New evidence that was not reasonably available when the determination of responsibility was made that could affect the outcome; and
3. The Title IX Coordinator, investigator, or decision-maker had a general or specific conflict of interest or bias against the complainant or respondent that affected the outcome.

## Student Complaint Process

The Student Complaint Procedures are available to every Los Medanos College student, offering an equitable means of seeking an appropriate remedy for a grievance related to any college-related matter (other than as defined under the unlawful discrimination section of this catalog). Complaint procedures are provided for the following: grade appeals process; complaints regarding a faculty member; complaints regarding a staff member; or complaints about a manager. Information about these processes and related forms are available online at: [www.losmedanos.edu/students/grievance.aspx](http://www.losmedanos.edu/students/grievance.aspx).

- Adopted 03/02/04
- Revisions adopted 06/17/08, 9/25/12

Copies of the Student Complaint Procedures are also available in the following locations:

- Welcome Desk/Center, (925) 473-7434
- Office of Student Life, (925) 473-7555
- Office of Instruction, (925) 473-7397/(925) 473-7398
- Counseling Center, (925) 473-7450

## Student Right-To-Know and Campus Security Act

It is the policy of the district to comply with the Student Right-to-Know and Campus Security Act (Public Law 101542) signed into law November 8, 1990.

- The district shall make available the completion or graduation rates of certificate or degree seeking, full-time students entering any of the colleges, to current students, and to each prospective student upon request prior to that student's enrolling or entering into any financial obligation, beginning July 1, 1993, and annually thereafter.

- Annual reports of criminal activity on campus and procedures for prevention of campus crime, as required by the Crime Awareness and Campus Security Act of 1991. This information is available, on request, from the campus Police Services Office or the LMC website under Campus Police.

## Other Policies for Students

### Animals on Campus

The Contra Costa Community College District (CCCCD) fully supports individuals with disabilities who benefit from trained service animals. Per CCCCCD Governing Board Policy 2058, and in compliance with state and federal law, individuals with a disability are permitted to use a trained service animal in all District facilities. Students using service animals should coordinate with Disabled Students Programs & Services (DSPS). To provide the LMC community with a safe and productive environment for teaching, learning, and working, other animals – including emotional support animals – are prohibited on CCCCCD property. This policy shall not prohibit an employee from possessing an animal for approved instructional activities on District property.

### Drug-Free Campus Policy

As defined by State and Federal law, it is the policy of Los Medanos College to maintain a campus where students, faculty, staff, and administration are prohibited from the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances, including marijuana and cannabis products, as listed in Schedules I through IV of Section 202 of the Controlled Substances Act (21 USC Section 812) and from abuse of alcohol.

This policy applies not only to the campus, but also includes participation in field trips, athletic competition, international study programs, and any activity sponsored by the College. Any violation of this policy will be cause for disciplinary action, up to and including expulsion.

For information about substance abuse treatment, students may contact a campus counselor or refer to the information binder located in the Counseling Center and Information Center.

### Parking Regulations & Enforcement

[www.losmedanos.edu/parking](http://www.losmedanos.edu/parking)

All vehicles parked on campus – whether in a parking lot, gravel lot, or on any perimeter road – must have a valid parking permit. Please note that there are designated areas for student parking, as well as faculty/staff parking areas. Parking permits are required for Spring, Fall, and Summer.

Students registering for classes via InSite will have the opportunity to pay for a semester parking permit online. Detailed information about this new feature is available on the InSite landing page. Once the process of registering for classes has been completed, students will be able to access the parking permit link in InSite.

Everyone who parks on campus must have a valid permit. If you do not have a valid semester permit displayed on the car parked on campus, you are required to purchase and display a daily permit. Daily permits are available online at [www.mycampuspermit.com/4cd](http://www.mycampuspermit.com/4cd). If you plan on visiting campus, you can purchase your daily permit in advance.

Students who park in faculty/staff spaces will be ticketed. Students can park in staff lots after 5:00 p.m., except in Lot B. These defined spaces are indicated on the campus map, which may be picked up at the Information Desk or at the Police Services station located in Parking Lot 1A. Copies of the College parking regulations are available in the Business Services office and Police Services office. The College District assumes no responsibility for damage or loss to vehicles or persons using parking facilities.

Parking regulations are enforced 24 hours a day, from 7:00 a.m. on Monday through 5:00 p.m. on Friday. Parking regulations are not enforced on weekends or holidays.

## Smoking Policy

Los Medanos College is a Tobacco-Free Institution

Los Medanos College is committed to promoting the good health of our students, staff and broader community by providing a healthy environment in which to learn and work. Given the negative health impacts of tobacco and similar product use, the Governing Board has established policy (BP #2045) designating Los Medanos College as a tobacco-free institution. Therefore:

Smoking, smoking substitutes, smoke inducing devices and vaping are considered a health hazard and are prohibited on all college property. This includes, but is not limited to, products containing tobacco or nicotine, e-cigarettes, cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, hookah smoking, personal vaporizers/electronic smoking devices, marijuana and controlled substances regulated under federal law.

The use of all smoking/tobacco/vaping products as defined is prohibited on campus grounds, playing fields, walkways, roadways, parking lots, in all vehicles on Los Medanos College property and in or around the perimeter of any building.

This policy shall apply to all students, employees, volunteers, vendors, consultants, agents, contractors, and visitors on Los Medanos College property as defined above. Consistent with Government Code 7597.1, the Governing Board has imposed fines and set enforcement standards for Los Medanos College in order to ensure a tobacco-free environment.

Los Medanos College recognizes the health hazards associated with tobacco addiction. Los Medanos College also recognizes the challenges faced by those addicted to tobacco products and therefore supports efforts of employees and students to quit using tobacco products. Any student who needs information about cessation programs may consult a college counselor, who can provide the student with information about available resources.

Adherence to our tobacco-free policy relies, in large part, on the initiative of students and staff to politely request that smokers comply and on the courtesy of smokers to acknowledge and observe the restrictions. Los Medanos College promotes the initiative of educating others about the hazards of smoking and will endeavor to educate rather than punish. In the absence of compliance, however, any student who violates the policy may be subject to citation and disciplinary measures in accordance with the provisions of the Student Code of Conduct and Governing Board policy. Visitors to Los Medanos College who do not comply with this policy may be cited and/or asked to leave Los Medanos College property.

## Evening, Weekend and Online Courses

Most of the courses LMC offers are scheduled for weekdays, and during both daytime and evening hours. The College also provides weekend and online courses. Short-term classes are offered, and may start at various times throughout a semester.

Opportunities are available for those who may want to broaden their general education, wish to learn or improve a vocational skill, and those who are working toward a college degree, and/or transfer to a four-year university.

# Help Along the Way: Student Support Services

## Assessment Center

[www.losmedanos.edu/assessment](http://www.losmedanos.edu/assessment)

(925) 473-7438

The Assessment Center provides a self-guided assessment process for math and English placement. The placement recommendations are created by submitting an online evaluation which includes completing a self-guided placement. To use academic history (transcript evaluation) for placement, students may also submit a college transcript to the Admissions & Records Office; transcripts can be submitted to the Admission & Records Office using the Document Uploader located in the InSite portal by clicking on the red tile titled "LMC Student Forms." Assessment is required for all students who plan to earn an associate degree, transfer to a four-year institution, or enroll in certain courses with prerequisites. To obtain an early registration date, students must develop an educational plan, and complete the college orientation and assessment processes. ESL assessments are administered by the Assessment Center and are available by appointment during the scheduled assessment hours. Look for the new online ESL assessment coming Spring of 2021.



## Career Services –

see Transfer & Career Services, Page 142

## Counseling Services

[www.losmedanos.edu/counseling](http://www.losmedanos.edu/counseling)

(925) 473-7450 (Pittsburg Campus, dial 7-digit number)

(925) 513-1625 (Brentwood Center)

The Department's work is a partnership with students and grounded in a deep respect for the unique intellectual, psychological, socio-cultural and life experiences of each student. All members of the Department promote the holistic development of students with the goals of: 1) Enhancing critical thinking skills and applying them to real life problems; 2) Clarifying career goals and defining educational pathways that lead to them; 3) Encouraging social accountability which enables students to more clearly see how their individual choices affects others; 4) Encouraging adaptability, a life skill that enables students to resolve conflict by modifying personal attitudes and behaviors; and, 5) Celebrating student resilience, the capacity to drawn on internal resources and remain goal-focused while experiencing life challenges.

Through instruction, academic advising, and a range of services, the Counseling Department assists students with the process of defining their individual pathway, which involves selecting a career goal (college professor, pediatric nurse), an area of study (e.g., business, biology), mapping a sequence of courses or an education plan that will lead to the attainment of a specific educational goal (e.g., certificate, degrees, transfer) that and creating an educational plan or sequence of courses that lead to goal completion.

The Department currently offers the following courses-- Orientation To College (COUNS 030), Educational Planning (COUNS 031), Introduction to Career Development (COUNS 032), Transfer Planning (COUNS 033), College Success (COUNS 034) Theories and Application of Learning in College (COUNS 035), Career & Life Planning (COUNS 36), MESA/SEM Scholars Success (COUNS 045), and Independent Study in Counseling (COUNS 098). Advising services focus on such general areas as:

1. Exploration of solutions to personal and educational problems
2. Exploration of vocational and career choices
3. Exploration of vocational majors offered at LMC
4. Exploration of majors offered at four-year institutions
5. Advice concerning general education requirements
6. Advice concerning major and transfer requirements
7. Assistance in adjusting to College
8. Assistance in developing effective study habits and study skills
9. Assistance in developing an educational plan—abbreviated and comprehensive

10. Referrals to mental health services offered on campus (by Student Wellness Program) and off campus (by Confidential Student Assistance Program)

## Disabled Students Program and Services

[www.losmedanos.edu/dsps](http://www.losmedanos.edu/dsps)

(925) 473-7471 | TDD (925) 439-5709 | Google voice: (925) 318-1673

[DSPSoffice@losmedanos.edu](mailto:DSPSoffice@losmedanos.edu)

The Disabled Students Program and Services (DSPS) provides reasonable academic accommodations and auxiliary aids and specialized instruction to individuals with verified disabilities. To ensure equality of access for students with disabilities, academic accommodations and auxiliary aids shall be provided to the extent necessary to comply with state and federal law regulations. For each student, academic accommodations and auxiliary aids shall specifically address those functional limitations of the disability that adversely affect equal educational opportunity.

Services may include educational counseling and planning, adaptive equipment, assistive technology, sign language interpreting and captioning services, note takers, scribes, textbooks in audio and alternate format, instructional material in alternate format, testing accommodations (including alternate format), and priority registration. All services are elective and must be requested by the student. Some accommodations require advance appointments.

### Substitution Policy

When the severity of the disability of an otherwise qualified student precludes successful completion of a course required for graduation from LMC, despite an earnest effort on the part of the student to complete the course and despite provisions of academic accommodations and/or auxiliary aids, a course substitution shall be considered. Contact the Disabled Student Program & Services office for more information on policies and procedures.

## Extended Opportunity Programs & Services (EOPS)

[www.losmedanos.edu/eops](http://www.losmedanos.edu/eops)

(925) 473-7480

### EXTENDED OPPORTUNITY PROGRAMS & SERVICES (EOPS)

is state-funded program that exists to increase the enrollment, retention, persistence, and success rates of low-income students from educationally disadvantage backgrounds. To qualify for EOPS, one must: 1) be a California resident; 2) be enrolled full-time at LMC; 3) qualify for a California College Promise Grant (CCPG) fee waiver (A or B); 4) have earned less than 70 degree-applicable units; and, 5) demonstrate an academic disadvantage (for example, if neither parent earned a four-year college degree). By partnering with EOPS, students are eligible for academic and financial support services that are above, beyond,

and in addition to services available to all LMC students, such as priority registration, parking permits, transfer application fee waivers to public and private colleges and universities, academic and personal counseling, calculator loans and book vouchers.

### COOPERATIVE AGENCIES RESOURCES FOR EDUCATION

**(CARE)** is a state-funded program that exists to increase the enrollment, retention, persistence, and success of EOPS students who are single parents with a child 13-year-old or younger, participating in the TANF/CalWORKs program. By partnering with EOPS, CARE students benefit from an additional layer of academic and financial support services such as—cash grants, personal life development workshops, childcare provided through the LMC Child Study Center.

### CalWORKs

(925) 473-7482

The CalWORKs program is a state-funded program that designed to help students that receive TANF/CalWORKs services successfully transition from welfare-dependency to long-term self-sufficiency. The CalWORKs team works directly with students to develop educational plans with specified majors, while offering additional services, e.g., work study, job placement, childcare assistance, work-ready skill-building activities, supply kits, book vouchers, parking permits, one-to-one and group counseling, and priority registration. All services are designed to ensure that students enrollment, successfully complete classes, maintain enrollment and focus on career and educational goals. To promote student success, the program encourages CalWORKs students to devise strategies for overcoming obstacles that draw on personal strengths and external resources.

## Financial Aid and Scholarship Program

[www.losmedanos.edu/financialaid](http://www.losmedanos.edu/financialaid)

(925) 473-7525

[www.losmedanos.edu/scholarship](http://www.losmedanos.edu/scholarship)

(925) 473-7518

The Los Medanos College Office of Financial Aid, in compliance with Titles VI and VII of the Civil Rights Act of 1964, and Title IV of the Higher Education Act of 1965, P.L. 89-329, as amended and the Rehabilitation Act of 1973, does not discriminate on the basis of race, creed, color, national origin, mental or physical handicaps, age, or sex in any of its policies, practices or procedures.

Financial Aid is a means of assisting students to receive a college education who would otherwise be unable to afford this opportunity. Students to be helped are those who show the most financial need and who demonstrate the desire and ability to achieve academic goals and complete a course of study in a degree or certificate program.

There are three types of financial aid:

- **Grants** – awards that a student does not have to repay unless student drops all classes before completing 60% of the semester or drops below half-time status between the first and second payments, and/or is a no-show for one or more of the classes.

- **Federal Work-Study** – part-time work earned on a monthly basis.
- **Loans** – low interest government loans that students can borrow and must be repaid with interest.

### Basic Requirements

To be eligible, students must meet certain requirements:

- Complete a Free Application for Federal Student Aid (FAFSA).
- Be a U.S. citizen or eligible noncitizen.
- Be enrolled in an eligible program working toward a degree or certificate (an associate degree or transfer program to a four-year school or a certificate program that meets requirements).
- Have a high school diploma, a GED Certificate, or a home school certificate.
- Not be in default on a Federal student loan or owe a repayment on a Federal grant.
- Be registered with Selective Service (male students).

### How to Apply for Financial Aid

All students are encouraged to apply for all forms of Federal and State financial aid programs offered at Los Medanos College by completing the Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.gov](http://www.fafsa.gov).

The FAFSA should be completed beginning October 1 and no later than March 2 to meet priority filing date. Students must reapply each year to continue receiving funding.

1. Complete a "Free Application for Federal Student Aid (FAFSA)" online at [www.fafsa.gov](http://www.fafsa.gov).
2. If you complete the FAFSA you will also be automatically considered for the California College Promise Grant fee waiver which waives or refunds your enrollment fees (assuming you are a California resident). You do not have to file a separate (CCPG) application.
3. If you want only your fees paid or refunded, you can complete the shorter CCPG fee waiver form online using OpenCCC, [www.losmedanos.edu/financialaid/apps.asp](http://www.losmedanos.edu/financialaid/apps.asp). Next, click on "CCPG Application".

State financial aid programs are available to AB540 students. AB540 students are encouraged to complete the California Dream Act application online at [dream.csac.ca.gov](http://dream.csac.ca.gov).

### California College Promise Grant Program

All California residents and AB540 students are encouraged to apply for a state-funded California College Promise Grant (CCPG), which waives or refunds your enrollment fees.

Students who complete the FAFSA or Dream Act application will automatically be considered for the CC Promise Grant fee waiver. Students will be considered for one of the fee waivers as follows:

**CCPG – A:**

You or your family are receiving public assistance from CalWORKs/Temporary Assistance for Needy Families (TANF) or Supplemental Security Income (SSI) or General Assistance/General Relief.

**CCPG – B:**

You must meet the following income criteria for the 2021-2022 academic year:

Family Size	Base Year Income
1	\$19,140
2	\$25,860
3	\$32,580
4	\$39,300
5	\$46,020
6	\$52,740
7	\$59,460
8	\$66,180

Each Additional Family Member: \$6,720

- \* These standards are based upon the federal poverty guidelines, as published each year by the US Department of Health and Human Services. Under Title 5 of the California Code of Regulations, the student or student's family must have a total income in the prior prior year that is equal to or less than 150% of the U.S. Department of Health and Human Services Poverty Guidelines based on family size.

The base year is defined as the income year used for the determination of an expected family contribution (EFC) for federal Title IV student financial aid unless professional judgment is exercised by a financial aid office to use the current year income.

**CCPG – C:**

You have completed the Free Application for Federal Student Aid (FAFSA) and you have "Financial Need" as defined by the Department of Education located on your Student Aid Report.

**CCPG-D:**

You may qualify for CCPG D if the financial aid office has verified you have been without a residence in the last 24 months (homeless).

**CCPG – F:**

You must have certification from the California Department of Veteran Affairs.

Beginning with the Fall 2018 semester, there are minimum academic progress standards that must be met for continued eligibility for the CCPG.

- Academic standards: sustain a cumulative GPA of 2.0 or higher
- Progress standards: cumulative satisfactory completion of more than 50% of all coursework attempted.

Students with extenuating circumstances are given an opportunity to appeal.

## Other Federal and State financial aid programs available at Los Medanos College:

Student Success Completion Grant

Federal Supplemental Educational Opportunity Grant

Federal Pell Grant

Federal Work-Study

Federal Direct Loans (Subsidized and Unsubsidized)

Cal Grant B

Cal Grant C

California Chafee Grant

**Deadlines**

To get the best aid available, apply early. Students whose applications are completed by March 2 will receive priority for some limited funds and can apply for certain state programs.

If this deadline has already passed, don't panic! Students may still be eligible for significant assistance—like a Pell Grant and a CCPG Waiver.

**Refusal of Financial Aid Award**

If you decide not to accept any program on your Financial Aid Award Notification Letter, please contact the Office of Financial Aid.

**Financial Aid Disbursement**

If you have a Federal Work-Study job, you will receive a monthly pay check for the hours you work. Contra Costa Community College District offices will mail out Student's Financial Aid Disbursement Checks, according to the agreed upon District-wide Financial Aid Processing Schedule. Students can also select a refund preference with BankMobile.

For more information, visit <http://www.4cd.edu/bankmobile> or <http://bankmobiledisbursements.com/refundchoicesso/>.

**Refund and Repayment**

A "student refund" is money you receive if you pay fees and then drop out of Los Medanos College during the refund period. All LMC students receive 100% refund of fees if they drop by the refund period. If subsequent to paying enrollment fees the student is eligible for the CCPG, the student will automatically be mailed a full refund check or a credit card credit will be issued according to the same refund processing cycle as enrollment fee refunds. Students who qualify for the CCPG, are exempt from the portion of parking fees that exceeds thirty dollars (\$30) per semester.

A "repayment" is money you may owe to the Federal programs if you received money for your indirect expenses (like rent, food, etc.) and dropped all classes before completing 60% of the semester. The Office of Financial Aid will calculate the percentage of Federal Aid that you have "earned", according to the day you withdrew. Note: If you withdraw after you have earned 60% of your Financial Aid, you will not have to repay any of the Financial Aid money that you received. Otherwise, you must make the repayment when notified.

## Scholarship Program

A scholarship is considered a gift of money to assist a student in financing their higher education. LMC scholarships are provided to students by the generosity of the LMC Foundation, corporations and individual donors. Generally, scholarships may be awarded based on academic achievement, demonstrated leadership, community involvement, athletic talents, and field of study. The amount available for individual students and scholarships may vary.

## Health Services Referral

Information on a variety of topics related to social, emotional and academic challenges may be obtained by calling LMC Counseling Department at Pittsburg (925) 473-7450.

It is the student's responsibility to assume all expenses involving injury or illness.

Students who have a medical condition that might require immediate action (e.g., diabetes, bee sting allergy, epilepsy, etc.) should inform their instructors and also contact Police Services, CC1-132, (925) 473-7332.

## Student Life

Student Union

[www.losmedanos.edu/studentlife](http://www.losmedanos.edu/studentlife)

(925) 473-7552

LMC offers a range of extracurricular activities for students. These activities help students make friendships, connect with faculty and staff outside of the classroom, and build their leadership skills in clubs and organizations.

### Mission Statement

The Office of Student Life provides leadership opportunities that support students in becoming agents of positive social change and responsible members of a diverse and global society.

### Program Student Learning Outcomes

Students who participate in activities offered through Office of Student Life will:

1. Student Life Associates will be able to demonstrate strong leadership skills in planning and implementation of sponsored events by the Office of Student Life.
2. Students who participate in the Impact Conference will learn skills and strategies for being effective leaders in their clubs, communities, organizations and programs.
3. LMCAS students will understand shared governance by participation on committees and be able to engage in thoughtful discussion regarding funding initiatives and programs.

### Bulletin Boards

The Office of Student Life supervises and authorizes all campus publicity on official Student Life bulletin boards throughout the Pittsburg Campus. All individuals or organizations wishing to post on these LMC bulletin boards must bring 10 copies of their postings directly to the Office of Student Life (GA-1) or through

campus mail to mailbox #63, for approval and posting. Postings will also be forwarded for posting at the Brentwood Center.

## Leadership Programs

[www.losmedanos.edu/studentlife/prog.aspx](http://www.losmedanos.edu/studentlife/prog.aspx)

The Office of Student Life provides a variety of leadership development programs and opportunities to support the many student leaders engaged throughout the fabric of LMC. These programs include orientations, workshops, courses for credit, campus retreats, trips to regional conferences, film discussions and more. All LMC students are welcome and encouraged to participate in the many opportunities provided by the Office.

## Student Government (LMCAS)

[www.losmedanos.edu/lmcas](http://www.losmedanos.edu/lmcas)

The Los Medanos College Associated Students (LMCAS) is the official student government at LMC. Their primary purpose is to advance the welfare of all students. They do this by providing programs and services designed to meet the varied needs of students, sponsoring activities and events, and representing the student body on many College and District committees.

The LMCAS Student Senate holds open public meetings every week and members of the student government are regularly available for consultation in the Office of Student Life.

## Student Clubs & Organizations

[www.losmedanos.edu/studentlife/clubs](http://www.losmedanos.edu/studentlife/clubs)

Students are encouraged to organize and participate in clubs that reflect their interests. Each club is registered with the Student Life Office and has a faculty/staff advisor who helps organize meetings and plan activities.

The Office of Student Life provides support and advising to all LMC clubs by holding orientations and retreats for club leaders. In addition, the office advises and coordinates the Inter-Club Council (ICC), the coordinating body for many of the clubs. ICC members collaborate on joint club events and recommend the allocation of funds to support club activities. Contact the Office of Student Life to join a club or start one of your own!

## Student Life Associates

Student Life Associates are a select group of student leaders who represent the diverse population of Los Medanos College. These student leaders support student engagement on campus by supporting the planning, production, and marketing of a variety of events and activities in Student Life each year.

## Student Success & Retention Programs (SSRP)

[www.losmedanos.edu/studentlife/engage/index.aspx](http://www.losmedanos.edu/studentlife/engage/index.aspx)

(925) 473- 7483

The Office of Student Success & Retention Programs is dedicated to ensuring a transformative educational experience for all students by building a comprehensive network of integrated services and resources that promotes academic, personal, and social success. The mission of the Office of

Student Success and Retention Programs is to educate students on how to return back to good academic standing, support students in choosing and declaring a major, and to encourage students who are academically under prepared. In addition, we work towards identifying resources to support student success as students work towards achieving their academic and career goals.

## Transfer & Career Services

[www.losmedanos.edu/transfercareer](http://www.losmedanos.edu/transfercareer)

(925) 473-7444

Transfer & Career Services provides a variety of career development and exploration services to all students as well as information for students planning to transfer to four-year colleges and universities. Support services are available to help students explore and plan for transfer and career success.

### Career Services

Transfer & Career Services provides information and programming that assists students in exploring majors and careers, preparing for job and internship searches through resume, cover letter and interview assistance, and best practices on-the-job for new professionals. Individual appointments are available with a career counselor to discuss career exploration, ideas and goals.

Transfer & Career Services provides a robust calendar of events that include the opportunity for students to connect with career and industry professionals as a way to explore options and make connections for internship and job opportunities. Programs include speakers, career panels, networking events and company visits.

### Transfer Services

Transfer & Career Services provides information and programming that assists students in transferring to a four-year college. Outreach programs, university tours, workshops, fairs, weekly newsletters and social media, and the Transfer Academy (a learning community supporting students toward transfer-ready status) develop awareness of the opportunities and resources available to achieve student success and transfer.

Transfer & Career Services schedules regular visits by representatives from colleges and universities. Students can drop in for questions or schedule individual advising appointments with these representatives. Transfer & Career Services also coordinates tours of various transfer universities each semester.

Transfer & Career Services has extensive information regarding UC, CSU, out-of-state and private institutions, historically black colleges and universities (HBCUs), as well as provides workshops on topics such as completing UC, CSU, and private university admissions applications, financial aid resources, and next steps after receiving transfer admission. Additionally, LMC coordinates many programs designed to facilitate the transfer process. Some examples are Transfer Admission Guarantees (TAGs), Cross Enrollment programs, "On-the-Spot" Admissions, and the Transfer Academy.

The Transfer Academy provides a dynamic academic experience with strong supports in and outside of the classroom, like academic counseling, academic support, workshops, leadership development, and campus tours. Benefits of the academy include blocked General Education (GE) classes with other Transfer Academy students, academic support, and transfer counseling.

### Learning Support Outcomes in Transfer & Career Services

As a result of the student's experience with this service, the following outcomes will be achieved:

1. Students who participate in a Transfer Basics class presentation will increase their knowledge of transfer options and resources available to them.
2. Increase the number of Black/African American students participating in transfer activities (workshops, class presentations, and university tours) by 15% by Fall 2022
3. Students who attend an industry tour will be able to identify resources available to employees and/or internships at the company they visit
4. Increase Cooperative Work Experience Education student enrollment to 279 students annually by Fall 2022

## Vocational Rehabilitation

The California Department of Rehabilitation (DOR) provides financial assistance in some cases to students who require vocational training. Aid covers fees and books. Applicants should see a Vocational Rehabilitation Counselor well in advance of the school term to work out necessary arrangements. Contact the Department of Rehabilitation, 3656 Delta Fair Blvd., Antioch; (925) 754-7700



# Academic Support Services

## Athletic Program

[www.losmedanos.edu/athletics](http://www.losmedanos.edu/athletics)  
(925) 473-7605

Los Medanos College has a proud tradition of winning teams and successful athletes, who have followed their dreams of college graduation, transfer to four-year colleges and career success.

The Athletic Program supports seven intercollegiate teams competing among colleges throughout Northern California. Men's and women's basketball, football, women's soccer and women's volleyball participate in conference play in the Fall. Baseball and softball teams compete in the spring. Successful teams compete in regional and state play-offs. To be eligible for intercollegiate sports, a student must be enrolled in 12 units for the first season and must complete 24 units and a 2.0 GPA before the second season of participation. Interested students should contact the appropriate coach or the Athletic Director at (925) 473-7605 or [rvillegas@losmedanos.edu](mailto:rvillegas@losmedanos.edu).

## Center for Academic Support

Core Building, CO-300  
[www.losmedanos.edu/cas](http://www.losmedanos.edu/cas)  
(925) 473-7590

The Center for Academic Support provides quality academic support to all LMC students as they pursue their particular educational goals in a comfortable intimidation-free environment.

### Reading and Writing Consultants

Our Reading and Writing Consultants offer individualized support with reading and writing assignments for all disciplines. Consultants will provide assistance during any phase of the reading and writing process such as reading comprehension, assignment clarification, prewriting, thesis development, organization and more.

### Tutoring Services

The mission of LMC's peer tutoring services is to assist students in becoming critical thinkers as well as independent, self-reflective, lifelong learners. Our outstanding tutors provide general tutoring and subject specific tutoring available in various labs on campus, including the Center for Academic Support, the Math Lab, the Music Lab, and at the Brentwood Center.

### The Professor Is In!

Students who are stumped by class concepts or need advice on tackling a difficult assignment can meet with select professors who hold office hours in the Center for Academic Support.

## Cooperative Work Experience Education (CWEE)

[www.losmedanos.edu/cwee](http://www.losmedanos.edu/cwee)  
(925) 473-7428

Cooperative Work Experience Education, or CWEE, is an academic program designed to accelerate the career growth of students by combining classroom learning with work experience, i.e. internships, employment or volunteer work. An agreement is established between the college, the employer and the student to develop work-based learning objectives and to use various mechanisms to evaluate learning outcomes. In addition to undertaking new learning objectives at work, students complete career development assignments according to their individual needs. Students may earn up to 4 units per semester of transferable college credit.

## Drop-In Computer Lab

Core Building, CO-200, Pittsburg Campus  
[www.losmedanos.edu/computerscience/](http://www.losmedanos.edu/computerscience/)  
(925) 473-7788

The Drop-In Computer Lab provides computers and networking resources for students, faculty and staff. Students have the opportunity to sharpen their computer skills, apply theory and complete assignments in most disciplines. The lab is staffed by technicians, student assistants, instructors and tutors.

Lab equipment is constantly updated to reflect the ongoing changes in today's technology.

## Library

Library Building, 1<sup>st</sup> floor  
[www.losmedanos.edu/library](http://www.losmedanos.edu/library)  
General Information: (925) 473-7570  
Reference Desk: (925) 473-7575

The Library strives to impact the success of all LMC students by teaching information literacy skills and offering the guidance and encouragement to support students in their quest towards their academic goals. The library provides the entire LMC community with access to a place and information resources designed to support academic inquiry.

The library accomplishes its mission by providing materials, services and instruction to all students and faculty on campus, online and at the Brentwood Center. Current students, faculty and staff may borrow materials from the library or through interlibrary loan with the other District libraries and use the electronic databases and eBooks both on and off campus. Members of the community may also use materials in the library. The library currently holds over 25,000 print titles and has an additional 200,000+ eBook titles. The library subscribes to print periodicals and over 50 electronic databases, which allow for 24/7 access to thousands of full-text journals, magazine, newspapers and streaming videos. Additionally, the library holds over 1,600 DVDs and CDs along with the equipment needed to utilize these items.

Two reserve textbook collections are available for limited checkout and on-site use during normal operating hours. The largest reserve collection is housed at the Circulation Desk in the main Pittsburg Campus library, and there are additional reserve textbooks located at the Brentwood Center. This reserve system is designed to meet the needs of students who cannot otherwise afford to purchase required books for general education. The textbooks in the collection come from titles requested by faculty, students and the library staff who make note of textbooks students frequently inquire about.

LMC Librarians assist patrons with their research needs in various ways, including research consultation appointments and drop-in research help at both the reference desk and the Brentwood Center, email reference, IM chat, video conferencing and phone reference. The library provides custom library instruction workshops at the request of faculty members.

Highlights of the Library building include:

- Over 50 computer stations for student and public use
- Children's book collection and reading area
- ESL and Spanish language collections
- 5 group study rooms
- Seating for 200
- Wireless access for enrolled students
- Full-color and black & white printers
- 1 document scanner
- 2 copy machines

## Math Lab

Math Building, MA-102

[www.losmedanos.edu/mathlab](http://www.losmedanos.edu/mathlab)

(925) 473-7662 Pittsburg Campus

(925) 473-6925 Brentwood Center

The Math Tutoring and Computer Math Labs are staffed by professors, tutors, and Math Lab coordinators and is the place for students to get help on lab assignments, course concepts, computer software, and other assignments. The Math Tutoring Lab at the Pittsburg Campus offers a large study area along with five smaller rooms for study groups. Students can check out calculators to use in class as well as textbooks to use in the Math Tutoring Lab. Each Math Lab computer is installed with software used in the most current math courses. A separate quiet study room and testing center offers a noise-free space for students to work (no tutoring occurs in here as a courtesy to other students) and take mastery quizzes and exams. There is also a Math Tutoring Lab at the Brentwood Center. This service is limited to LMC students enrolled in the college's math classes.

## MESA Program

[www.losmedanos.edu/mesa](http://www.losmedanos.edu/mesa)

(925) 473-7685

Math Engineering Science Achievement (MESA) Program provides academic support for of educationally and economically disadvantaged students so they can excel in math and science. MESA helps develop the necessary academic and leadership skills to successfully transfer and later graduate from a four-year university with a degree in mathematics, engineering, science or computer science. The MESA program supports STEM students through counseling, mentoring, tutoring, and workshops and by providing them with scholarship and numerous internship opportunities.

## Puente Program

[www.losmedanos.edu/puente](http://www.losmedanos.edu/puente)

The mission of the Puente Program is to increase the number of educationally under-served and first-generation students who transfer to four-year colleges and universities, earn college degrees, and return to the community as mentors and leaders to future generations. The nationally recognized Puente Program, with a twenty-year legacy at Los Medanos College, is sponsored by the University of California and the California Community College Chancellor's Office.

Benefits to being a Puente student:

- A dedicated English instructor and Counselor
- Blocked classes
- Individualized counseling services
- Transfer support, including college visits
- Culturally-relevant activities and trips
- A large network of Puente students and alumni

## Umoja Scholars Program

[www.losmedanos.edu/umoja](http://www.losmedanos.edu/umoja)

(925) 473-7602

The Umoja Scholars Program is committed to enriching, fostering, and nurturing the educational experience of all students, especially African-American and first-generation college students, ultimately preparing them for academic, personal, and professional success beyond Los Medanos College. This program addresses student needs through academic support services and a curriculum that focuses on African-American literature and history as well as contemporary issues facing the African-American community.

Member benefits:

- Counseling Services: Educational and career planning
- Blocked courses
- Support services
- Community service & Leadership opportunities
- Cultural events & activities
- Culturally relevant curriculum

# Other Services for Students

## Bookstore

[www.lmcbookstore.net](http://www.lmcbookstore.net)

(925) 439-2056

The Bookstore is a self-supporting, institutionally owned enterprise. Bookstore profits are used for the general benefit of the student body, as determined by the Governing Board. Thank you for supporting your Bookstore!

The Bookstore is your place for official Los Medanos College textbooks, gear and supplies. Buy, sell and rent used and new textbooks, find official LMC clothing, and purchase supplies and gifts. The Bookstore is now located in the Student Union Building. To view textbook information related to specific classes, order books and other materials online, visit our website.

Textbook Rental Program – over 100 book titles and over 1,000 books are available for rent. A valid picture ID, student ID #, e-mail address, and Visa or MasterCard are required to rent books.

### Payment for Purchases

Purchases may be paid for with cash, MasterCard or Visa. Personal checks are not accepted. An ATM is located in the bookstore for your convenience.

### Buy-Back Policy

During the last week of each semester, a textbook buy back will be held. The days and hours will be posted online and in the store.

Up to 50% of the purchase price per book will be given unless:

- The instructor has dropped the text for next semester.
- The publisher has printed a new edition.
- The store is overstocked for the next term.
- The book is not in resalable condition in the bookstore's judgment.
- The course will not be offered the next term.
- The instructor has not notified the store of the book(s) that will be required.
- The book is a one-time use item such as a workbook or loose leaf.
- The book retails for less than \$3.95.

#### You are urged to:

- Read signs regarding buy-back policies before selling any books.
- Ask how much is being offered for each book.
- Keep any books that may be used again (in or out of class).
- Not sell your books if you feel the amount offered is not a fair return.

## Refund Policy

During the first week of each semester, the Bookstore will accept textbook returns and refund the cost to students, provided:

1. Textbooks were purchased at the beginning of the current semester.
2. The original cash register receipt received at the time of purchase is submitted with the refunded book.
3. New textbooks are returned in new condition. If books are marked with any highlighting or names, the refund allowance may be at the USED book purchase price. Used books must be in resalable condition.
4. Shrink-wrapped books cannot be returned if the wrap has been removed.
5. Refunds/exchanges can only be performed at the main campus Bookstore in Pittsburg, regardless if the original purchase was made at the Brentwood Center or online.
  - No refunds/exchanges on reference books, supplies, food/drink and study aids.
  - Always save your receipt. Refunds/exchanges can only be processed with original cash register receipt.
  - SUMMER SESSION: Refunds/exchanges are issued only during the first four days of summer session.
  - SHORT-TERM SESSIONS: Refunds/exchanges are only issued when textbooks are returned within the first 24 hours of the first day of class.

## Child Care Services

[www.losmedanos.edu/childcare](http://www.losmedanos.edu/childcare)

(925) 473-7640

LMC provides a wide variety of childcare through the Child Study Center. Programs include:

- Full-day and half-day child care for Infants, toddler, pre-school, pre-kindergarten and kindergarten children. Children aged 0 to 5 years may attend the part time child care program in four-hour scheduled time blocks. The hours for this program are 8:00 a.m. to 4:00 p.m., Monday through Friday.
- Enrollment is open to the children of LMC students, LMC employees, and community members. Children must attend the Center on a regular basis – no drop-in care is available. Hours are scheduled in minimum four-hour time blocks. Highest priority is given to full-time LMC student-parents who are continuing their education from semester to semester.
- A parenting class is being offered and weekly participation of 1.5 hours is required for all students wishing to apply for partial scholarship options.
- For up-to-date information on schedules and cost, see the Child Care Center webpage: [www.losmedanos.edu/childcare](http://www.losmedanos.edu/childcare).

## LMC LGBTQ Resources

[www.losmedanos.edu/studentservices/GandLcenter/](http://www.losmedanos.edu/studentservices/GandLcenter/)  
[www.facebook.com/LMC.LGBTQ/](https://www.facebook.com/LMC.LGBTQ/)  
 (925) 473-7857/ (925) 473-7841

LMC's LGBTQ+ Resources ensure that all people in our community are valued and served with dignity and respect, regardless of sexual orientation or gender identity. LMC publishes an "OutList" of LGBTQ+ LMC employees, an "Allies List" of allied LMC employees, and has a robust LGBTQ+ student club, ALLIES. We are also excited to offer our brand new LGBTQ+ Studies AA-T Degree! We strive to offer empowering, supportive, and stimulating opportunities for LGBTQ+ people to meet, learn, grow, and thrive.

## Police Services

[www.4cd.edu/crpa/pd](http://www.4cd.edu/crpa/pd)  
 (925) 473-7332  
 Campus Safety Center

Within the Contra Costa Community College District, the Police Services department is responsible for campus safety and security and serves as the primary law enforcement agency at all District locations, including LMC's Pittsburg Campus and Brentwood Center. The officers and staff are available to assist with problems involving unsafe conditions, lost property, personal injury, theft, civil disturbance, etc... All sworn officers are authorized to enforce all State and Federal laws and regulations on College/District-controlled property and surrounding areas.

## Student Newspaper—The Experience

[www.losmedanos.edu/journalism](http://www.losmedanos.edu/journalism)  
 (925) 473-7827

Los Medanos College's award-winning newspaper, the "Experience," is a practical laboratory for journalism students and serves as a First Amendment forum for the college community. Students experience the excitement of a working newsroom while honing practical skills as reporters, columnists, artists, photographers, videographers and editors. Groups and organizations with short news items for publication should contact the "Experience" at least two weeks before an event or activity to ensure there is enough lead time for the assignment of full-length preview stories or event coverage. The weekly print edition is available for pick-up from newspaper stands on campus when the college is open. You can read the online edition at [lmexperience.com](http://lmexperience.com). For those needing information from older editions of the college newspaper, a historical archive of issues from Fall 1974 through Spring 2015 is available through the California Digital Newspaper Collection at [www.cdnc.ucr.edu/](http://www.cdnc.ucr.edu/). Go to Browse by Title and click on the Experience link. You can view historical issues online or download the PDF files of specific issues.

## Veterans Resource Center

College Complex, CC-821  
[www.losmedanos.edu/veterans](http://www.losmedanos.edu/veterans)  
 (925) 473-7511

The Veterans Resource Center opened in April 2016, and provides an evolving array of services and resources for our student veterans. Current staff include the Veterans Program Coordinator, veterans counselors, education benefit certifying officials, and work-study student veterans. Resources consist of access to computers with printing; a relaxing atmosphere and lounge for our veterans to study and network with other veterans; financial aid information/application assistance; academic counseling; and referrals to off-campus community veteran services and resources with dedicated meeting space on-site as needed. The Veterans Resource Center is also home to the LMC Veterans Club. Participation in the LMC Veterans Club leadership council is highly encouraged, and all LMC student veterans are automatically members of the Club.

# 2

## Section



### College Transfer and Graduation Requirements



# Transfer Information

Many students will transfer to a four-year college or university after completing their lower division courses at Los Medanos College. Each four-year institution has a basic pattern of lower-division general education/breadth requirements and specific major requirements which may be fulfilled at Los Medanos College before transferring.

All students who plan to transfer should consult with an LMC counselor to develop an educational plan and to update it on a regular basis. Students should acquaint themselves with the catalog and website of the intended university, especially regarding admission requirements and application procedures. Students are advised to talk with LMC counselors and/or university representatives when selecting courses to meet major and general education requirements.

Some majors, such as engineering, pre-medical/dental/veterinary, biology, chemistry, physics, astronomy, architecture, and liberal studies, have very specific courses that must be completed before transfer, and do not require as many general education courses. A very useful website for LMC students planning to transfer to California public universities is [www.assist.org](http://www.assist.org). Students should also consult with an LMC counselor regarding majors leading to professional careers in fields such as teaching or law. Information about the teaching profession may be obtained at [www.teachcalifornia.org](http://www.teachcalifornia.org).

Students will find that the LMC Transfer & Career Services provides information and support for transfer planning. Students can drop in at Transfer & Career Services, call (925) 473-7444, or visit [www.losmedanos.edu/transfer](http://www.losmedanos.edu/transfer).

## Transfer to the California State University (CSU)

Los Medanos College transfers students to all 23 campuses of the California State University system. The CSU campuses are located throughout the state, and students can find information about the CSU system at [www.calstate.edu](http://www.calstate.edu). Admission representatives from local CSU campuses visit Transfer & Career Services on a regular basis. Please consult with an LMC counselor and check with Transfer & Career Services for more information.

Transfer Admission Requirements for CSU Students who have completed college units after graduation from high school are considered transfer students. Students should complete classes that meet general education and major requirements.

To transfer as a junior to CSU, students must complete all of the following:

- Minimum 60 CSU transferrable units with a 2.0 grade point average
- At least 30 of these units must be general education courses from the college's CSU –GE sheet (see page 56 of catalog)

- The "Golden Four": Courses in oral communication, composition, critical thinking, and quantitative reasoning, completed with a grade of "C" or higher

Many majors have specific course requirements beyond those above that must be met to be eligible for admission. A higher grade point average than the minimum may also be required. The requirements for a particular major may differ from one CSU campus to the next and may change annually, so students must consult regularly with a counselor when selecting their courses.

## Special Note

Students who complete college units before they graduated from high school or during the summer between high school graduation and CSU enrollment are considered first-time freshman and must meet those admission requirements.

## Transfer to the University of California (UC)

Every year, Los Medanos College students transfer successfully to the UC system. The UC system is comprised of ten campuses, the following nine of which have undergraduate programs: UC Berkeley, UC Davis, UC Irvine, UCLA, UC Merced, UC Riverside, UC San Diego, UC Santa Barbara and UC Santa Cruz. Admission representatives from UC campuses visit the Transfer & Career Services on a regular basis. Check with the Transfer & Career Services counter to obtain a schedule of these visits, or visit [www.losmedanos.edu/transfer](http://www.losmedanos.edu/transfer).

## Minimum Admission Requirements for UC Transfer Applicants

To be eligible to apply for transfer as a junior, students must complete at least 60 units of UC transferable credit and meet specific admission requirements. In addition:

- Two UC-transferrable college courses in English composition, and
- One UC-transferrable college course in mathematical concepts and quantitative reasoning; and
- Four UC-transferrable college courses chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, and the physical and biological sciences

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

Many majors have specific course requirements beyond those above that must be met to be eligible for admission. A higher grade point average than the minimum may also be required. The requirements for a particular major may differ from one UC campus to the next and may change annually, so students must consult regularly with a counselor when selecting their courses.

Information on transferring to the UC system may be obtained online at [www.universityofcalifornia.edu/admissions](http://www.universityofcalifornia.edu/admissions).

## Special Transfer Admissions Programs

### Transfer Admission Agreements/Guarantee

Some universities offer a program that guarantees students admission to a specific major as a junior if they complete the specified requirements. Participating universities include many University of California campuses and a variety of private universities, including 36 Historically Black Colleges and Universities (HBCUs).

To learn about current universities offering transfer guarantees, their specific requirements, and the timeline for completing an agreement, visit the Transfer & Career Services or check online at [www.losmedanos.edu/transfer](http://www.losmedanos.edu/transfer).

### Concurrent Enrollment (UC Berkeley)

The Concurrent Enrollment Program permits access to UCB classes so that eligible students may test their potential for success in a university setting and/or students may take required courses at the University, which may not be available at the community college.

### Cross Registration (CSU East Bay)

The Cross Registration Program allows eligible students to enroll concurrently at CSU East Bay and provides the opportunity to take required or exploratory courses at this baccalaureate institution.

## Honors Transfer Admission Agreements

Graduates of the Honors Program receive either guaranteed or priority admission from our ten honors transfer partners. Many of our transfer partners also offer guaranteed or priority scholarship assistance to accepted Honors Students. The honors transfer partners include UCLA, CSU East Bay, San Francisco State University, Mills College, Saint Mary's College and other public and private universities around the state. For details and a complete list, visit the Honors Program website at [www.losmedanos.edu/honors](http://www.losmedanos.edu/honors), or contact Honors Director Jennifer Saito at [jsaito@losmedanos.edu](mailto:jsaito@losmedanos.edu).

## Intersegmental General Education Transfer Curriculum (CSU & UC)

The Intersegmental General Education Transfer Curriculum (IGETC) is a general education pattern which community college transfer students can use to fulfill lower-division general education requirements in either the California State University (CSU) or University of California (UC) system without the need, after transfer, to take additional lower-division general education courses.

IGETC is not advisable for all students planning to transfer. IGETC is only one way to fulfill the lower-division general education requirements of the UC or CSU. It is not recommended for certain majors and certain colleges, and some colleges do not accept IGETC. Students pursuing majors that require extensive

lower-division major preparation may not find the IGETC option to be advantageous. Engineering and architecture are examples of those majors. Roosevelt and Revelle Colleges at UC San Diego, the HAAS School of Business at UC Berkeley, and the College of Environmental Design (architecture and landscape architecture majors) at UC Berkeley will not accept the IGETC.

Some students may be better served by taking courses which fulfill the CSU general education-breadth requirements OR those of the UC campus or college to which they plan to transfer. The IGETC will probably be most useful for students who want to keep their options open before making a final decision about transferring to a particular CSU or UC campus. Students should check with an LMC counselor or university representative about whether or not IGETC is appropriate for them.

To be certified under IGETC, the entire program must be completed prior to transfer. All courses must be completed with a grade of "C" or better. If the IGETC is not completed prior to transfer, students will be subject to the lower-division general education requirements of the campus or college to which they transfer.

All coursework applicable to the IGETC must be completed and certified in order to be accepted by CSU and UC. In addition to the course requirements for each subject area, full certification for the CSU must include completion of the oral communication requirement. For the UC, oral communication is not required, but the certification must include satisfaction of the foreign language proficiency requirement. Students should consult with an LMC counselor and contact the Admissions Office at LMC for IGETC certification.

See the following pages for classes that meet the IGETC pattern or the CSU GE/Breadth requirements at Los Medanos College. Contact the Counseling Services or Transfer & Career Services for the most current approved course list and for questions related to IGETC or general education.

## Transfer to Private and Out-of-State Colleges and Universities

Every year, LMC students transfer to private colleges and universities in California. LMC students also transfer to universities and colleges out of state, both private and public. Entrance requirements and general education course equivalents are so varied, however, that students anticipating transfer to one of these colleges should obtain its catalog, or consult its website, and work closely with a Los Medanos College counselor to ensure that transfer planning is effective. Some private and out-of-state colleges and universities will accept the completed IGETC to meet their lower-division general education requirements. Admission representatives from local private colleges and universities visit Transfer & Career Services on a regular basis. Contact Transfer & Career Services for more information.

# Graduation Requirements

## Applying for Graduation

Petitions to graduate with an associate degree or certificate of achievement must be submitted using the Graduation tile on InSite. Information regarding deadlines, policies, and procedures surrounding graduation are published on the college website. Only courses and credit from regionally accredited institutions may be used to satisfy graduation requirements. See "Credit Accepted at Los Medanos College" in the Standards of Scholarship section for more information. Applications for college skills certificates can be submitted once requirements are complete. Petitions for Skills Certificates, Noncredit Certificates of Competency, and Noncredit Certificates of Completion are available in the LMC Student Forms tile through InSite.

The graduation commencement ceremony is held once a year at the end of the spring semester for those students who complete the requirements for graduation during the academic year. Awards will be mailed to graduates approximately twelve weeks after the end of the semester in which requirements are completed.

## Catalog Rights

LMC publishes a new catalog every year, and the requirements for the degree/certificate programs may change from one catalog to the next. Catalog rights do not pertain to prerequisites. Students have the right to graduate under the terms and regulations of any of the catalogs that are published while in continuous enrollment at LMC, prior to eligibility for graduation.

Continuous enrollment at LMC is defined as the period of time in which a student's record reflects completion of at least one course, for one semester or term, during a given catalog (academic) year, from the time of original enrollment. A student who has a break in attendance more than a year must use the catalog that is in effect at the time of readmission or a subsequent catalog for the period of continuing enrollment.

## Associate Degree for Transfer Requirements

LMC offers Associate in Arts (AA-T) or Associate in Science (AS-T) degrees, which are designed to provide a clear pathway to a CSU major and baccalaureate degree. Students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses.

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirements for the 120-unit baccalaureate degree within 60 semester or 90 quarter units.

Students are encouraged to meet with a counselor to review their options for transfer and to develop an education plan that best meets their goals and needs.

## Associate Degree Requirements

LMC students have the option of obtaining an Associate of Arts degree or an Associate of Science degree. Students should consult with an LMC counselor. The counselor will assist the student in planning the courses required to satisfy the major for the degree and all other graduation requirements. Students may earn multiple degrees.

Students may apply for substitutions only in their major and only for associate of arts degrees, associate of science degrees, and certificates of achievement.

In order to receive an associate degree from Los Medanos College, a student must meet competency requirements in mathematics, reading and writing.

### Mathematics Competency Requirement:

1. Complete ETEC-009; PTEC-009; MATH-026, MATH-029, MATH-030, MATH 110, MATH-120, MATH-140, MATH-155 or higher with a grade of "C" or better,,  
or
2. Score a grade of 3, 4 or 5 on any AP Calculus Exam

### Reading and Writing Competency Requirements:

1. The reading/writing requirement is cleared when an "A", "B", or "C" grade is earned in ENGL-100. 100e,  
or
2. Score a grade of 3, 4 or 5 on AP English Literature Exam or AP English Language Exam

## Certificate of Achievement Requirements

Satisfaction of the requirements defined in the Majors section, including 12 units in residency, and a cumulative grade point average of 2.0, qualifies a student for the certificate of achievement. Students may earn multiple certificates.

## College Skills Certificate Requirements

These certificates require less than 16 units of course work within the major programs of study. Students must complete at least 50% of the courses required for the skills certificates at Los Medanos College. Course substitutions allowed. For information, contact the department chair or a counselor.

## Noncredit Certificate Requirements

Noncredit Career Development and College Preparation Programs and required courses classified as noncredit Career Development and College Preparation (CDCP) prepare students for employment or to be successful in college level credit coursework. Certificate of Competency- Noncredit Career Development and

### College Preparation (CDCP)

Students enroll in a noncredit educational program of noncredit courses has demonstrated achievement in a set of competencies that prepares students to progress in a career path or to undertake degree-applicable or non-degree-applicable credit courses. Students must earn a "P" (Pass) in all required courses.

## Certificate of Completion- Noncredit Career Development and College Preparation (CDCP)

Students complete a noncredit educational program of noncredit courses that prepares students to progress in a career path or to take degree applicable credit courses. Students must earn a "P" (Pass) in all required courses and must fulfill the total required hours in required courses.

# General Education

## Philosophy

"Central to an Associate Degree, General Education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges, then, that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture and the society in which they live. Most importantly, General Education should lead to better self-understanding." — California Code of Regulations, Title 5, 55061

General Education is designed to enhance the lives of students in the broadest sense. A person who graduates from Los Medanos College should have well-developed reading, writing, speaking and critical thinking skills, and will mobilize these abilities in all areas of their lives, for the rest of their lives. They can ask thoughtful questions, grapple with difficult texts and concepts, reason quantitatively, consider competing perspectives, challenge arguments and question conventional ideas, evaluate sources of information, admit their own limitations, and demonstrate curiosity and a desire for continued learning.

The ends of general education, then, are interdisciplinary, and are more than academic; they are civic, ethical, and personal. Civic, because citizens in a democracy need to think, be informed, and work collaboratively with others in their communities. Ethical, because we are bound to uphold rights, promote equity, respect diversity, and oppose the mistreatment of humanity and the natural world. And personal, to enhance self-awareness and intellectual discipline.

The GE program at LMC is rigorous and challenging, but also responsive to students and relevant to real-world issues. It honors the diversity of its students' opinions and life experiences. The courses in the GE program are active, dynamic, probing, far-reaching, and open to unexpected lines of inquiry, and will engage and benefit any student, not only those with a professional or personal interest in the subjects.

— adopted April 8, 2020

## Student Learning Outcomes for all General Education courses

### GE SLO 1: Human Communication

At the completion of the LMC GE program a student will be able to communicate and collaborate effectively as a speaker, visual communicator, and/or performer.

### GE SLO 2: Information Literacy

At the completion of the LMC GE program a student will be able to evaluate information and its sources critically.

### GE SLO 3: Ethical Insight

At the completion of the LMC GE program a student will be able to analyze and address ethical problems with a clear understanding of personal, social and civic responsibilities.

### GE SLO 4: Diverse Perspectives

At the completion of the LMC GE program a student will be able to evaluate diverse social, multicultural and/or global perspectives regarding current or past issues and events.

### GE SLO 5: Quantitative Reasoning

At the completion of the LMC GE program a student will be able to utilize quantitative reasoning and apply mathematical principles to real world situations.

### GE SLO 6: Scientific Inquiry

At the completion of the LMC GE program a student will be able to apply methods of scientific inquiry in real world situations.

## Student Learning Outcomes for all degree-applicable courses

### Universal SLO 1: Reading and Writing

At the completion of an LMC degree or certificate of achievement, a student will be able to read critically and write effectively.

### Universal SLO 2: Critical Thinking

At the completion of an LMC degree or certificate of achievement, a student will be able to think critically.

# LMC Programs of Study

PROGRAMS OF STUDY	Noncredit Certificates	College Skills Certificate	Certificate of Achievement	Associate Degree
<b>Administration of Justice</b>			•	<b>AS-T*</b>
Basic Law Enforcement Academy Intensive			•	
Criminal Investigations			•	
Criminal Law			•	
<b>Anthropology</b>				<b>AA-T*</b>
<b>Art</b>				
3D Design			•	
Art History				<b>AA-T*</b>
Fine Arts				<b>AA</b>
Graphic Communications			•	<b>AA</b>
Studio Arts				<b>AA-T*</b>
<b>Automotive Technology</b>			•	<b>AS</b>
Air Conditioning Specialist		•		
Chassis Specialist		•		
Advanced Performance Engine Builder		•		
Powertrain Specialist		•		
Smog Technician Specialist		•		
Transmission Specialist		•		
<b>Biology</b>				<b>AS-T*</b>
<b>Business</b>				
Accounting			•	<b>AS</b>
Business Administration				<b>AS-T*</b>
Business Information Professional Level I		•		
Business Information Professional Level II		•		
Small Business Management and Operations			•	<b>AS</b>
<b>Chemistry</b>				<b>AS-T*</b>
<b>Child Development</b>				
Assistant Teacher Permit Coursework		•		
Associate Teacher Permit Coursework		•		
Curriculum in Early Childhood Specialization Certificate		•		
Early Childhood Education			•	<b>AA-T*</b>
Specialization – Infant Toddler Care		•		
Specialization Administration of Director Early Childhood Programs		•		
Specialization - Special Needs Care & Education		•		
<b>Communication Studies</b>				<b>AA-T*</b>
<b>Computer Science</b>				<b>AS-T*</b>
Computer Applications Support Specialist				<b>AS</b>
Computer Applications Support Specialist (Advanced)			•	
Computer Support Specialist (Basic)			•	
Computer Applications Support Specialist (Basic)		•		
Foundation		•		
Game Design		•		

See the Los Medanos College Catalog for information on LMC program requirements.

\*Degrees designed especially for those who plan to transfer to a California State University (CSU) campus.



# LMC Programs of Study

PROGRAMS OF STUDY	Noncredit Certificates)	College Skills Certificate	Certificate of Achievement	Associate Degree
Information Technology				<b>AS</b>
Information Technology (Advanced)			•	
Information Technology (Basic)			•	
Web Design		•		
<b>Construction</b>				
Construction Pre-Apprenticeship	•			
<b>Counseling</b>				
College and Career Preparation	•			
<b>Drama</b>				
Acting				<b>AA</b>
Theatre Arts				<b>AA-T*</b>
<b>Electrical/Instrumentation Technology</b>				
Electrical Technology			•	<b>AS</b>
Instrumentation Technology			•	<b>AS</b>
Transit Electrical Technology			•	
<b>Emergency Medical Services</b>		•		
EMS Recertification		•		
<b>Engineering</b>				<b>AS</b>
<b>English</b>				<b>AA-T*</b>
<b>English as a Second Language</b>				
Advanced English for Academic & Professional Advancement	•	•		
Basic Vocabulary & Reading	•	•		
Essential Pronunciation & Conversation	•	•		
Foundational Grammar for General Communication	•	•		
Fundamental Writing Skills	•	•		
Intermediate English for College & Career Success	•	•		
<b>Fire Technology</b>			•	<b>AS</b>
Basic Fire Academy		•	•	
Fire Prevention		•		
Fire Protection		•		
<b>History</b>				<b>AA-T*</b>
<b>Humanities</b>				<b>AA</b>
<b>Journalism</b>				<b>AA/AA-T*</b>
<b>Kinesiology</b>				<b>AA-T*</b>
<b>Liberal Arts</b>				
Arts and Humanities				<b>AA</b>
Behavioral Science and Social Science				<b>AA</b>
Math and Science				<b>AA</b>

# LMC Programs of Study

PROGRAMS OF STUDY	Noncredit Certificates	College Skills Certificate	Certificate of Achievement	Associate Degree
<b>Management and Supervision</b>			•	<b>AS</b>
<b>Mathematics</b>				<b>AS-T*</b>
Elementary Algebra and Arithmetic	•			
Elementary Algebra and Prealgebra	•			
<b>Music</b>				<b>AA/AA-T*</b>
<b>Nursing</b>				
Registered				<b>AS</b>
Vocational			•	
<b>Philosophy</b>				<b>AA-T*</b>
<b>Physics</b>				<b>AS-T*</b>
<b>Political Science</b>				<b>AA-T*</b>
<b>Process Technology</b>			•	<b>AS</b>
Bridge to Advanced Manufacturing		•		
<b>Psychology</b>				<b>AA-T*</b>
<b>Recording Arts</b>			•	<b>AA</b>
Recording Arts Level 1		•		
Recording Arts Level 2		•		
<b>Social Justice Studies</b>				
African American Studies				<b>AA-T*</b>
Chicano/a Studies				<b>AA-T*</b>
LGBTQ Studies				<b>AA-T*</b>
<b>Sociology</b>				<b>AA-T*</b>
<b>Transfer Studies</b>				
CSU GE			•	
IGETC			•	
<b>Travel Marketing</b>		•	•	<b>AS</b>
Cruise Specialist		•		
Home-Based Travel Specialist		•		
<b>Welding Technology</b>			•	<b>AS</b>
Welding Pre-Apprenticeship		•		
<b>World Languages</b>				
American Sign Language			•	<b>AA</b>
Spanish			•	<b>AA-T*</b>

See the Los Medanos College Catalog for information on LMC program requirements.

\*Degrees designed especially for those who plan to transfer to a California State University (CSU) campus.

# GET READY TO TRANSFER!

Transfer & Career Services is the place to go



## TRANSFER RESOURCES

- Reference books on higher education
- Internet access for college transfer information, including ASSIST and CSU Apply
- CSU, UC, and private university admission applications
- A variety of college guides to help you choose the right school for you
- Transfer & Career Services offers a wide array of services and resources to help students transfer to the four-year institution of their choice

## TRANSFER SERVICES

- Transfer information and assistance
- Workshops and seminars on transfer issues and concerns
- Application filing assistance
- Opportunities to meet with representatives from four-year colleges and universities
- General education information (CSU, GE and IGETC)
- Transfer Admission Guarantee
- Annual College Transfer Day
- University tours
- Friendly and helpful staff

## SPECIAL TRANSFER PROGRAMS

- **TAG (Transfer Admission Guarantee)**  
TAG guarantees students admission to a specific major as a junior if they complete the specified requirements. LMC does TAGs with UC Davis, UC Santa Barbara, UC Irvine, UC Merced, UC Santa Cruz, UC Riverside, as well as HBCUs (Historically Black Colleges and Universities) and more.
- **Cross Enrollment (CSUEB)**  
Cross Registration is a program that allows students to enroll concurrently at CSUEB if they meet eligibility requirements. It gives the students the opportunity to take courses at CSUEB while paying community college fees.
- **Cross Enrollment (UC Berkeley)**  
This program permits access to UCB classes so students may test their potential for success in a university setting and/or may take required courses at the University that might not be available at their home institution.
- **Transfer Academy**  
The Transfer Academy provides a dynamic academic experience with strong supports in and outside of the classroom, like academic counseling, academic support, workshops, leadership development and campus tours.

LOS MEDANOS  
COLLEGE

Transfer & Career Services

[www.losmedanos.edu/transfer](http://www.losmedanos.edu/transfer)

# Certificates at LMC

## LMC offers four types of Certificates:

- **Certificate of Achievement**
- **College Skills Certificate**
- **Certificate of Competency** -  
Noncredit Career Development and College Preparation (CDCP)
- **Certificate of Completion** -  
Noncredit Career Development and College Preparation (CDCP)

### Certificate of Achievement

Students complete the requirements defined in the Majors section, including 12 units in residency (completed at LMC).

### College Skills Certificate

Locally approved certificates that require less than 16 units of coursework within the major programs of study. Students must complete 50% of the courses required for the skills certificates at LMC.

### Certificate of Competency

#### Noncredit Career Development and College Preparation (CDCP)

Students enroll in a noncredit educational program of noncredit courses has demonstrated achievement in a set of competencies that prepares students to progress in a career path or to undertake degree-applicable or non-degree-applicable credit courses. Students must earn a "P" (Pass) in all required courses.

### Certificate of Completion

#### Noncredit Career Development and College Preparation (CDCP)

Students complete a noncredit educational program of noncredit courses that prepares students to progress in a career path or to take degree applicable credit courses. Students must earn a "P" (Pass) in all required courses and must fulfill the total required hours in required courses.

Students need to consult a counselor to make sure you are selecting the best courses for your program of study.

# Associate Degrees at LMC

The Associate Degree requires 60 degree-applicable or transfer-level units.

LMC offers  
four types of  
Associate Degrees:

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

Students who intend to transfer to a CSU, UC, or private school are advised to complete the California State University General Education Breadth (CSU-GE), Intersegmental General Education Transfer Curriculum (IGETC) requirements, or the unique general education pattern of the private school. The LMC Local General Education pattern does not prepare students for transfer.

## Associate Degree for Transfer

Students complete 60 transferable units that include the required units in a major or Area of Emphasis and one of the following:

- IGETC for CSU or CSU-GE Breadth
- IGETC or CSU-GE Breadth for STEM pattern requirements (Biology and Chemistry ADTs only)

IGETC for STEM: Students are advised that for this major, they may use the IGETC for STEM (Science, Technology, Engineering and Mathematics) pattern. IGETC for STEM allows students to concentrate on the lower division math and science courses required for a STEM major; and it is impossible for students to complete major preparation coursework and IGETC or CSU GE Breadth without going over 60 units prior to transfer.

This pattern allows students to complete one course in Area 3A; one course in Area 3B; and two courses in Area 4 from two different disciplines. Some variations in major requirements may exist at certain four year institutions; therefore, students who intend to transfer are advised to refer to the catalog of the prospective transfer institution and consult a counselor.

CSU-GE Breadth: for STEM: Students pursuing certain ADTs may be eligible to take "GE Breadth for STEM," deferring one lower-division course in Subarea C and one lower-division course in Subarea D until after transfer. GE Breadth for STEM is applicable only to majors for which the Transfer Model Curriculum specifies GE Breadth for STEM.

## Associate of Arts & Associate of Science

Students must complete:

- 60 degree-applicable units with a cumulative GPA of 2.0 or higher,
- 12 units in residency (completed at LMC),
- The specific major requirements (a minimum of 18 units) listed in the Majors section with a grade of C or better.
- One of the following General Education pattern requirements:
  - California State University General Education Breadth (CSU-GE) requirements.
  - Intersegmental General Education Transfer Curriculum (IGETC) requirements.
  - LMC Local General Education Pattern requirements.

Students planning to transfer to a private or out-of-state university need to consult a counselor since four-year college requirements vary widely and are subject to change.



# Associate Degree Requirements

## LMC Local General Education Pattern

A minimum total of 60 degree-applicable units are required for the associate degree. Students must complete this coursework, in addition to 18 or more units in a defined major as listed in the catalog. Of the total units completed, 12 units must be at LMC, with a cumulative grade point average of 2.0 or higher. Completing the required courses in the boxes below will total

between 18-19 units. Please see a counselor for assistance in selecting appropriate courses. Students choosing the transfer track option are strongly encouraged to see a counselor since four-year college requirements vary widely and are subject to change. This document is subject to change. For updates, contact Counseling Services or [www.losmedanos.edu](http://www.losmedanos.edu)

## LR: Language and Rationality

6 units (minimum)

Complete two course.

### LR1: English Composition

Complete one course: ENGL-100, 100E;

### LR2: Communication and Analytical Thinking

Complete one course from LR2a or LR2b.

#### LR2a: Communication

Complete one course:

ENGL-220, 221, 230; PHIL-110, 210 ; SPCH-110, 120

Satisfy one of the following:

- Students who have received a grade of C or higher in both semesters of a high school Algebra 2 course,
- Received transfer credit equivalent to Intermediate Algebra or higher, from a regionally accredited institution may submit official transcripts to meet the Mathematics competency requirement (LR2b).

#### LR2b: Analytical Thinking (Math Comprehension)

Complete one course:

ETEC-009\*; PTEC-009\*; MATH-026, MATH-029, MATH-030, MATH 110, MATH-120, MATH-140, MATH-155 or higher;

## NS: Natural Sciences

3 units (minimum)

Complete one course

ASTRO – 010, 011;

CHEM- 006, 007, 025, 026, 028, 029;

BIOSC – 005\*\*, 007, 008, 010, 020, 021, 040, 045, 050;

ENGIN – 010\*;

PHYS – 015; 035, 036, 040, 041, 042;

PHYSC – 005;

PTEC-015;

RNURS-036\*;

## AH: Arts and Humanities

3 units (minimum)

Complete one course

ART 005, 006, 007, 008, 009, 016, 017, 018, 019, 032, 033, 035;

DRAMA – 015, 016, 070;

ENGL – 113, 114, 115, 120, 121, 122, 124, 127, 128, 129, 130, 132, 133, 144, 150, 220, 221, 230, 240, 245;

FRNCH-060, 061;

HUMAN – 019, 020, 021, 022, 023, 024, 030, 035, 040, 050;

ITAL-060, 061;

JOURN – 100, 110\*;

MUSIC – 010, 012, 015, 017;

PHIL – 100, 110, 120, 122, 130, 132, 133, 140, 150, 151;

SIGN-050, 051, 052, 053;

SPAN-049, 050, 051, 052, 053, 057, 060;

SPCH-110, 130;

# Los Medanos College 2021-2022

## SB: Social and Behavioral Sciences

3 units (minimum)

Complete one course

ADJUS – 110, 160, 220;  
ANTHR – 001, 004, 005, 006, 007, 008;  
CHDEV – 010, 020;  
ECON – 005, 010, 011;  
EDUC- 100;  
ENGL-110, 136;  
ETHN-045;

HIST – 029, 030, 031, 034, 035, 037, 038, 039, 040, 052, 055, 056,  
057, 060, 061, 062, 065, 066;  
POLSC – 010, 033, 040, 043, 050, 160;  
PSYCH – 010, 011, 014, 017;  
SOCIO – 012, 015, 016, 017;  
SOCSC – 110;  
SPCH-120, 130;

## EM: Ethnic/Multicultural Studies

3 units (minimum)

Complete one course

ADJUS-160;  
CHDEV – 050;  
DRAMA – 015, 030;  
ENGL – 110, 120, 121, 127, 128, 129, 133, 135, 136;

ETHN-045;  
HIST – 037, 046, 047, 052, 054, 055, 056, 057, 060, 061, 062, 066;  
SOCSC – 110, 135, 136, 150;  
SPCH-150;

## Total Units

18 units (minimum)

Courses can be counted in one category only.

\*These courses meet LMC GE requirements, but transfer as  
electives or major requirements.

\*\*Degree credit if taken Summer 2011 and later.

## Elective Units for GE Transfer

While these courses are not part of LMC Local Pattern General Education pattern requirements they may transfer as GE units in the  
CSU-GE or IGETC requirements patterns if you decide to transfer in the future.

ACS-010  
COUNS-035, 036

DD-214 (Basic Training clears CSU-GE Area E)  
KINES-100

# CSU: California State University 2021 - 2022

## GENERAL EDUCATION - BREADTH REQUIREMENTS

Students choosing to transfer are **strongly encouraged to see an LMC counselor**, since four-year college requirements vary widely and are subject to change. Students must request that the CSU GE certification be sent to the four-year campus that they will be attending. Request forms are available in the LMC Student Forms tile on InSite. Partial GE Certification is available.

### AREA A English Language Communication and Critical Thinking

A Minimum Of One Course In Areas A1, A2 And A3

<b>A1</b>	<b>Oral Communication</b> (3 units) SPCH-110, 120
<b>A2</b>	<b>Written Communication</b> (3 units) ENGL-100, ENGL-100E
<b>A3</b>	<b>Critical Thinking</b> (3 units) PHIL-110, 210, ENGL-220, ENGL-221, 230, SPCH-120

Some CSU campuses also require English 230 to satisfy graduation requirements. Please consult with a counselor.

### AREA B Scientific Inquiry and Quantitative Reasoning

A minimum of one course in areas B1, B2 and B4. At least one course in physical science or biological science must have a laboratory activity as outlined in B3. (9 Semester units minimum)

<b>B1</b>	<b>Physical Science</b> (3 units) ASTRO-010, CHEM-006, 007, 008, 025, 026, 028, 029 PHYS-015, 035, 036, 040, 041, 042, PHYSC-005
<b>B2</b>	<b>Life Science</b> (3 units) BIOSC-007, 008, 010, 020, 021, 040, 045, 050, ANTHR-001
<b>B3</b>	<b>Laboratory Activity</b> ASTRO-010 and 011, BIOSC-007, 008, 010, 020, 021, 040, 045, 050, CHEM-006, 007, 008, 025, 026, 028, 029 PHYS-015, 035, 036, 040, 041, 042
<b>B4</b>	<b>Mathematics/Quantitative Reasoning</b> (3 units) Satisfactory completion qualifies for exemption from the ELM examination requirements. MATH- 110, 120, 140, 155, 160, 210, 220, 230, 240, 250

### AREA C Arts and Humanities

A minimum of one course in C1 & C2 and one additional course in C1 or C2.

<b>C1</b>	<b>Arts</b> ART-005, 006, 007, 008, 009, 019, 032, 033, 035, DRAMA-015, 016, 025, 070, 072, HUMAN-035, MUSIC-010, 012, 015, 017, SPAN-060
<b>C2</b>	<b>Humanities</b> ART-016, 017, 018, 019, DRAMA-025, 030, 072 ENGL-113, 114, 115, 120, 121, 122, 124, 127, 128, 129, 132, 133, 144, 150, 230, 231, 240, 245, FRNCH-060, 061, HIST-029, 030, 031, 033, 034, 035, 038, 039, 040, 046, 047, 052, 055, 056, 057, 060, 061, HUMAN-019, 020, 021, 022, 023, 024, 030, 040, 050, ITAL-060, 061, PHIL-100, 120, 122, 130, 132, 133, 140, 150, 151, POLSC-033, SIGN-050, 051, 052, 053, SOCSC-150, SPAN-049, 050, 051, 052, 053, 057, 058

### AREA D

#### Social Sciences

Six semester units taken from at least 2 disciplinary perspectives.

ADJUS-110, 160, 220  
ANTHR-004, 005, 006, 007, 008  
CHDEV-010, 020, 050  
ECON-005, 010, 011  
ENGL-110, 135, 136  
ETHN-045  
HIST-029, 030, 031, 033, 034, 035, 038, 039, 040, 046, 047, 052, 055, 056, 057, 060, 061  
JOURN-100,  
POLSC-010, 033, 040, 043, 050, 160  
PSYCH-010, 011, 014, 017  
SOCIO-015, 016, 017  
SOCSC-110, 135, 136, 150  
SPCH-130, 150

### AREA E

#### Lifelong Learning and Self-Development

Minimum of one course, 3 units.

ACS-010, ANTHR-007, BIOSC-005, CHDEV-010, COUNS-035, 036, KINES-100, PSYCH-014, SOCIO-012, Form DD-214 (basic training clears Area E)

### AREA F

#### Ethnic Studies

3 semester units.

ETHN-045

#### U.S. History, Constitution and American Ideals

These courses may double count in Area D  
Students can meet this requirement in two ways:

- 1) POLSC-010 and any course listed in US-1 Courses below.
  - 2) POLSC-040 and POLSC-160 and any course listed in US-1 Courses below
- US-1 courses:** ECON-005, HIST-029, HIST-030, HIST-038, HIST-046, HIST-047, HIST-052, HIST-056, HIST-057, HIST-060, HIST-061.

# IGETC: Intersegmental General Education Transfer Curriculum 2021 – 2022

## REQUIREMENTS FOR STUDENTS TRANSFERRING TO CSU OR UC

Students choosing to transfer are **strongly encouraged to see an LMC counselor**, since four-year college requirements vary widely and are subject to change.

Although courses may be listed in more than one area, they may be used to satisfy the requirement in only one area.

Students must request that the IGETC certification be sent to the four-year campus that they will be attending. Request forms are available in the LMC Student Forms tile on InSite.

**Note:** Although it is possible to fulfill the Associate Degree for Transfer by completing the IGETC for UC pattern, awarding the ADT and admission to CSU requires completion of an Oral Communication course (CSU GE Area A-1; IGETC Area 1C); therefore, students who plan to transfer to CSU should complete this course as part of their GE or elective units.

AREA 1	English Composition
<b>CSU:</b>	Three courses required: One course from 1A, 1B and 1C.
<b>UC:</b>	Two courses required: One course from 1A and 1B.
1A	<b>English Composition:</b> ENGL-100, 100E
1B	<b>Critical Thinking – Composition:</b> ENGL- 221, 230, PHIL-110
1C	<b>Oral Communication (CSU only):</b> SPCH-110, 120

AREA 2	Mathematical Concepts and Quantitative Reasoning
	One course required (3 semester units minimum).
	MATH- 110, 140, 155, 160, 210, 220, 230, 240, 250
	Math 140 and 210 combined: credit for one course only.

AREA 3	Arts & Humanities
	At least 3 courses, with at least one course from the arts and one course from the humanities. (9 semester units.)
3A	<b>Arts:</b> ART-005, 006, 007, 008, 009, 016, 019, 032, 033 DRAMA-015, 016, 070, HUMAN-040, MUSIC-010, 015, 017
3B	<b>Humanities:</b> ART-017, 018, 019, 035, DRAMA-025, 030, 072, ENGL-120, 121, 122, 124, 127, 128, 129, 132, 133, 144, 150, 230, 231, 240, 245, FRNCH-061, HIST-056, 057, 060, HUMAN-019, 020, 021, 022, 023, 024, 030, 035, 050, ITAL-061, MUSIC-012, PHIL-100, 120, 122, 130, 132, 133, 140, 150, 151, POLSC-133, SIGN-051, 052, 053, SPAN-051, 052, 053, 057, 058
	ENGL-127, ENGL-133, MUSIC-012 satisfies American Cultures Requirement, UC Berkeley.
	Please check with the Counseling Department for up-to-date information. The current list of all CSU and UC transferable courses are found at <a href="http://www.assist.org">www.assist.org</a> .

AREA 4	Social & Behavioral Sciences
	At least 3 courses from at least 2 disciplines. (9 semester units).
4	<b>Social Sciences:</b> ENGL/SOCSC-110, 136, SOCSC-150, HIST-056, 057, 060, POLSC-160
4A	<b>Anthropology and Archaeology:</b> ANTHR-004, 005, 006, 007, 008
4B	<b>Economics:</b> ECON-010, 011
4C	<b>Ethnic Studies:</b> HIST-046, SPCH-150
4D	<b>Gender Studies:</b> ENGL/SOCSC-135, 136, HIST-055, PSYCH-014, SPCH-180
4F	<b>History:</b> ECON-005, HIST-029, 030, 031, 033, 034, 035, 038, 039, 040, 061
4G	<b>Interdisciplinary, Social and Behavioral Sciences:</b> CHDEV-010, HIST-047, 052, JOURN-100, POLSC-043, SPCH-130,
4H	<b>Political Science, Government and Legal Institutions:</b> ADJUS-110, PHIL-133, POLSC-010, 033, 040, 050,
4I	<b>Psychology:</b> PSYCH-010, 011, 014, 017
4J	<b>Sociology and Criminology:</b> ADJUS-110, SOCIO-015, 016, 017

AREA 5	Physical & Biological Sciences
	At least 2 courses, one physical science course and one biological science course; at least one must include a laboratory. (7-9 semester units.)
5A	<b>Physical Science:</b> ASTRO-010, 011, CHEM-006, 008, 025, 026, 028, 029, PHYS-015, 035, 036, 040, 041, 042, PHYSC-005
5B	<b>Biological Science:</b> BIOSC-007, 008, 010, 020, 021, 040, 045, 050, ANTHR-001

**All science courses listed above include lab (5c) activity, except for: ANTHR-001, PHYSC-005 and ASTRO-010. ASTRO-011 may be completed along with ASTRO-010 for lab activity credit.**

No credit for BIOSC-010 if taken after BIOSC-020.

No credit for CHEM-006 if taken after CHEM-025.

No credit for PHYS-015 if taken after PHYS-035.

No credit for PHYSC-005 if taken after college level course in Astronomy, Chemistry, Geology or Physics.

AREA 6	Languages Other Than English
	UC Requirement only. Proficiency equivalent to two years of high school study in the same language. One course (3-5 semester units)
	FRNCH-060, 061; ITAL-060, 061; SIGN-050, 051, 052, 053; SPAN-050, 051, 052, 053, 057, 058

U.S. History, Constitution & American Ideals
CSU Requirement only. Courses used to satisfy this requirement may be double counted in Area 3 & 4. Students can meet this requirement in two ways:
1) POLSC-010 and any course listed in US-1 Courses below.
2) POLSC-040 and POLSC-160 and any course listed in US-1 Courses below.
<b>US-1 courses:</b> ECON-005, HIST-029, HIST-030, HIST-038, HIST-046, HIST-047, HIST-052, HIST-056, HIST-057, HIST-060, HIST-061.

# Student Planning

All students should have an education plan. Your education plan is your individualized roadmap to your college goals. Use the "Student Planning" tool to track your progress, update the plan as needed, make an appointment with a counselor and register for courses. To start working on your education plan, log on through the portal using your InSite username and password. Select "Student Planning" under "Select Student Planning using the Plan-Progress tile.". And be sure to see a counselor to make sure you are selecting the best courses for your program of study.

## SCHEDULE PAGE

**Schedule Page Annotations:**

- Choose sections for your planned courses.** (Points to the course grid)
- You'll still register using InSite when a Add Authorization is required.** (Points to a course section)
- These are your registered courses.** (Points to a course section)
- Register or Drop sections directly from your schedule.** (Points to the 'Drop' button)

## TIMELINE PAGE

**Timeline Page Data:**

Term	Courses	Status	GPA	Credits
Fall 2013	ADJUS-160-2112: Community & Justice System (3), BUS-086-9564: Medical Terminology (3), MATH-027-0302: Algebra for Statistics (6)	Completed	1.75	12 Enrolled Credits
Spring 2014	ART-005-7058: The Visual Arts (3), ENGL-220-9645: Critical Analysis and Inquiry (3), PSYCH-011-9588: General Psychology (3)	In Progress	0.00	6 Enrolled Credits, 3 Planned Credits
Fall 2014	HIST-031: History of California (3), PE-016: Beginning Swimming (1), PHIL-002: Contemporary Ethical Issues (3)	Planned		7 Planned Credits
Spring 2015	ASTRO-010: Introduction to Astronomy (3), PE-055: Advanced Jazz Dance (1)	Planned		4 Planned Credits

**APPLY and REGISTER online and using the mobile InSite app**

Detailed instructions for the use of this system can be found on the college website at [www.losmedanos.edu](http://www.losmedanos.edu) or in the Schedule of Classes.



# 3

## Section



### Program Requirements, Courses and Learning Outcomes

# Understanding the Course Descriptions

The course descriptions provide information believed to be true and correct as of the publication of this college catalog. Courses described may not be offered every term or every academic year. Check the Schedule of Classes for our current listings of LMC course offerings.

Courses are listed alphabetically by department and numerically within the departmental sequence.

Any course may be offered during any term, evening or day hours, on or off campus, when there is evidence of sufficient numbers of students to justify offering the class. Any course listed in the Schedule of Classes may be canceled when the enrollment is too low to justify offering the class or if an instructor is not available.

## Course Codes/Descriptors

### Class Hours

References the number of lecture, lab, and/or activity hours of class meeting time per week or total hours that a course will meet over the duration of the term.

### Units (of Credit)

The measure of how much credit may be earned for any given course. Unit totals are determined by the type of instruction associated with the course (i.e. lecture, lab) and the total number of hours the course will meet. See the "Guidelines on Units of Credits" section for further information.

### Prerequisites/Co-requisites/Advisories

Prerequisites, co-requisites and advisories are listed for certain courses in the college catalog and class schedules. Prerequisites are courses or other requirements that a student must have completed and have verified in the Admissions & Records Office prior to enrolling in a given course. Prerequisites are required for classes when there is a need for a specific skill level or knowledge in order to be successful in the desired class. Co-requisites are courses that must be taken concurrently with the desired course, in order to provide additional knowledge, skills, or lab time. Advisories are associated with particular classes to indicate the desired knowledge or skill level for successful course completion. Advisories are not required classes, but are recommended for student success. Prerequisite coursework will only be accepted from regionally accredited institutions, as recognized by the U.S. Department of Education.

### Course Repeatability

Not all courses may be repeated, once they have been successfully completed (with a grade of "P", "C" or better). If a course is repeatable, it will be stated at the end of the course description. If there is no statement regarding repeatability, a course may only be repeated if the first grade received was substandard ("NP", "D", or "F"). See the "Standards of Scholarship" section for further information about the Course Repetition Policy.

## Grading Information

Courses may be graded with letter grades (A – F), or by student choice (SC). If a class is graded by pass/no pass, P/NP will appear at the end of the course description. If the student has a choice as to receiving a letter grade or credit/no credit, SC will appear at the end of the course description. LR will appear at the end of the course description for letter grade only.

If a student wishes to initiate the student choice option, they must complete a petition by the posted time line in the Admissions & Records Office (the deadline for short-term classes will vary, depending upon the length of the class). See the "Standards of Scholarship" section for further information.

## Associate Degree Requirements

Associate Degree Requirements Courses may be identified as meeting a requirement for the standard Associate of Arts/ Associate of Science degree(s). These courses will be coded with an "LMC: ADR:" and the appropriate area requirement it meets. See page 68 for a listing of courses that are required to meet the standard Associate of Arts/Associate of Science path.

## Degree Applicability

Courses are either identified as degree applicable or non degree applicable. If a course is degree applicable, it will be coded with "DA" below the course description and will apply toward the completion of requirements for an associate degree. If a course is non degree applicable, it will be coded with "NDA" and cannot be applied to units required for an associate degree.

## Transfer Status Designations

CSU transferable (CSU): Courses identified with the CSU code are transferable to campuses of the CSU system. However, they may only be transferable as an elective. Students should check with their counselor or the Transfer Center for complete information about the transferability of courses toward meeting general education breadth requirements or major requirements.

CSU General Education Breadth Requirements (CSU GE): Courses identified with the CSU GE code are transferable to campuses of the CSU system. These courses meet the general education breadth requirements of the CSU system.

UC transferable (UC): Courses identified with the UC code are transferable to UC campuses. A course must be on the transfer course agreement (TCA) at the time the class is taken to be transferable to UC.

The lists of CSU, CSU GE and UC transferable courses are available at [www.assist.org](http://www.assist.org).

Intersegmental General Education Transfer Curriculum (IGETC): Courses identified with the IGETC code are part of a comprehensive pattern of courses prospective transfer students from the California Community Colleges may complete to satisfy lower-division General Education requirements at both the University of California and the California State University.

## Course Identification Numbering System C-ID

C-ID, the Course Identification Numbering System, is a faculty-driven system that was initially developed to assign identifying designations (C-ID numbers) to significant transfer courses. C-ID addresses the need for a "common course numbers" by providing a mechanism to identify comparable courses. Most C-ID numbers identify lower-division transferable courses commonly articulated between the California Community Colleges (CCC) and universities (including Universities of California, the California State Universities, as well as with many of California's independent colleges and universities). While C-ID's focus is on courses that transfer, some disciplines may opt to develop descriptors for courses that may not transfer to UC or CSU. As submission of a course to C-ID by a CCC indicates acceptance of courses bearing that C-ID number, C-ID is a means of establishing intrasegmental (with the CCC) articulation.

The C-ID number is a designation that ties that course to a specific course "descriptor" that was developed by intersegmental discipline faculty and reviewed statewide. It provides information for students, staff, and faculty who must identify which community college courses best meet the expectations transfer partners have for courses that contribute to transfer into a major at specific universities. The C-ID descriptor also provides information for ongoing curriculum development and revision of lower division courses.

Once the descriptor for a course has undergone wide discipline review, it is posted for general viewing. Individual college courses are compared to the minimum requirements set by these descriptors. Any community college course that bears the C-ID supranumber conveys that intersegmental faculty have determined it meets the published course content, rigor, and course objectives. The C-ID descriptor also means that any other course elsewhere, bearing the same number will be accepted by the institution.

## Guidelines on Units of Credits

The college unit is an arbitrary measure, but arbitrary measures should also have consistent meaning. This guideline establishes a unit/hour ratio that describes the method of instruction and the type of learning activity in the various course offerings at Los Medanos College.

Instructional Category	In-class Hours	Outside-of-class Hours
<b>Lecture</b> (Lecture, Discussion, Seminar and Related Work)	1	2
<b>Laboratory</b> (Traditional Lab, Natural Science Lab, Clinical, and Similar)	3	0
<b>Activity</b> (Activity, Lab w/ Homework, Studio, and Similar)	2	1

# Reading Course Descriptions

If no prerequisite is noted, none is required; and any student may enroll in the course.

## Course Title

## Course ID

## Semester class hours lecture

## Semester class hours laboratory

## Units of credit

## Prerequisite

Mastery of subject at a certain level is necessary for success in this class.

## Advisories

Certain preparation is advised before students enter the course.

## Co-requisite

Concurrent (simultaneous) enrollment in or prior successful completion of a companion course and/or lab is required.

## Degree Applicability

**DA**-Applies toward the completion of requirements for an associate degree;

**NDA**-Cannot be applied to units required for an associate degree.

## Transfer

Course carries transfer credit to CSU and/or UC, but some restrictions may apply

## Repeatability

## Grading

## BIOSC-020

## Principles of Biology: Cellular Processes

54 total hours lecture, 108 total hours lab  
5 Units

**PREREQUISITE:** MATH-029, MATH-030 or equivalent

**ADVISORY:** BIOSC-010, High school biology, chemistry

This is an integrated study of the fundamental concepts of biology. Using laboratory methods and techniques, the principles and laws underlying life's processes are addressed on the molecular and cellular levels. An interdisciplinary approach will be used to treat cytology, biochemical cycles, proteomics, genomics, reproduction, and embryonic development. The critical and creative process of scientific inquiry and the implications of scientific knowledge will be emphasized. Skills in critical thinking, problem solving, and effective learning will be employed throughout the course. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area B2, B3; IGETC Area 5B

## ENGIN-022

## Programming with MATLAB for Engineers and Scientists

54 total hours lecture, 54 total hours lab  
4 Units

**CO-REQUISITE:** MATH-060

**ADVISORY:** Eligibility for ENGL-100

This course teaches computer programming using the MATLAB's syntax, control, and data structures. It includes object oriented programming techniques, introduces numerical techniques for scientific and engineering applications, and emphasizes optimal programming practices. Various aspects of the software life-cycle, including design, documentation, implementation, debugging, testing, and maintenance are introduced. Case studies and software projects are significant parts of the course. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC, CSU

# Academic and Career Success

Academic and Career Success courses are designed to help students develop knowledge, skills, and abilities to succeed within the college environment, both inside and outside of the classroom. Courses focus on the development of cognitive strategies, academic skills and behaviors, as well as contextual awareness and skills necessary for navigating the complex system of higher education..

## COURSE DESCRIPTIONS

### ACS-010      **Becoming a College Scholar-a First-Year Seminar**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100/100S*

Becoming a College Scholar – a First-Year Seminar introduces first-year students into intellectual life, prepares them for rigorous university-level work, develops multidisciplinary thinking skills, and supports them in developing a strong sense of academic purpose and identity. The course explores topics such as motivation and attitudes, values, goal setting, decision-making processes, critical and creative thinking, personal health, interpersonal communication, study group collaboration, behavioral expectations and etiquette, personality and learning theories, cultural and economic diversity, information and technology competence, as well as techniques for maximizing the ability to succeed as a lifelong learner. Students will develop thinking strategies that can be used for lifelong problem solving in academic, social, and personal life. There is an emphasis on the development of academic writing, inquiry, and collaboration. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area E

### ACS-098      **Independent Study in Education**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

### ACS-900s      **Selected Topics in Education**

DA varies with course content.

# Administration of Justice

**DEGREE**–Associate in Science for Transfer

Administration of Justice



## CERTIFICATES OF ACHIEVEMENT

Administration of Justice

Basic Law Enforcement Intensive

Criminal Investigations

Criminal Law

## ASSOCIATE IN SCIENCE

### ADMINISTRATION OF JUSTICE FOR TRANSFER DEGREE

The Administration of Justice program prepares students for entry-level positions in criminal justice and for transfer to the California State Universities. There are three components in administration of justice – law enforcement, the court system, and corrections. Law enforcement is the gateway function and includes police, sheriffs, and federal law enforcement agencies. The court system is responsible for adjudicating crimes as presented by the prosecutor. The court-room work group includes the judge, the attorneys, bailiffs, court clerks and court reporters. Corrections, which comprise incarceration and community-based corrections, include custody officers, probation and parole officers, program counselors, and other rehabilitative services.

The Administration of Justice department at Los Medanos College offers an Associate in Science in Administration of Justice for Transfer which can be completed in two to three years by a full-time student.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

Students choosing to transfer are strongly encouraged to see an LMC Counselor since four year college requirements vary widely and are subject to change.

REQUIRED CORE COURSES (6 UNITS TOTAL):		UNITS
ADJUS-110	Introduction to Criminal Justice	3
ADJUS-120	Concepts of Criminal law	3

LIST A - CHOOSE ANY TWO OF THE FOLLOWING COURSES (6 UNITS TOTAL):		UNITS
ADJUS-122	Criminal Trial Process	3
ADJUS-124	Legal Aspects of Evidence	3
ADJUS-140	Introduction to Criminal Investigation	3
ADJUS-160	Community & the Justice System	3
ADJUS-200	Introduction to Corrections	3
ADJUS-220	Juvenile Procedures	3



LIST B - SELECT TWO OF THE FOLLOWING OR ANY COURSE FROM LIST A NOT ALREADY USED: (MINIMUM 6 UNITS TOTAL):		UNITS
<b>SOCIO-015</b>	Introduction to Sociology	<b>3</b>
<b>MATH-110</b>	Introduction to Statistics	<b>4</b>
<b>PSYCH-011</b>	General Psychology	<b>3</b>

TOTAL UNITS FOR THE MAJOR: **18-19**

TOTAL UNITS FOR THE DEGREE: **60**

### Program Student Learning Outcomes

1. Students will complete the academic requirements to transfer to a California State University Administration of Justice degree program.
2. Demonstrate the skills and knowledge necessary to take and pass local, state and federal criminal justice entry-level examinations or career advancement examinations.
3. Demonstrate excellent communications skills (oral, physical and/or written), critical thinking, ethical decision making and cultural and ethnic sensitivity.

## CERTIFICATES OF ACHIEVEMENT ADMINISTRATION OF JUSTICE

### Certificate of Achievement in Administration of Justice

The Administration of Justice program prepares students for entry-level positions in criminal justice and for transfer to the California State Universities. There are three components in administration of justice – law enforcement, the court system, and corrections. Law enforcement is the gateway function and includes police, sheriffs, and federal law enforcement agencies. The court system is responsible for adjudicating crimes as presented by the prosecutor. The court-room work group includes the judge, the attorneys, bailiffs, court clerks and court reporters. Corrections, which comprise incarceration and community-based corrections, include custody officers, probation and parole officers, program counselors, and other rehabilitative services.

The Administration of Justice department at Los Medanos College offers an Associate of Science for Transfer Degree which can be completed in two to three years by a full-time student. The Certificate of Achievement in Administration of Justice includes the core curriculum of the Associate of Science Degree and may be completed by a full-time student in two semesters. The Certificates of Achievement in Criminal Investigations and in Criminal Law may be completed in two semesters each by a full-time student.

REQUIRED COURSE:		UNITS
<b>ADJUS-110</b>	Introduction to Criminal Justice	<b>3</b>
<b>ADJUS-120</b>	Concepts of Criminal Law	<b>3</b>
<b>ADJUS-122</b>	Criminal Trial Process	<b>3</b>
<b>ADJUS-140</b>	Introduction to Criminal Investigation	<b>3</b>
<b>ADJUS-160</b>	Community & the Justice System	<b>3</b>
<b>ADJUS-220</b>	Juvenile Procedure	<b>3</b>
TOTAL UNITS FOR THIS CERTIFICATE:		<b>18</b>

### Program Student Learning Outcomes

1. Cite and apply the process of substantive and procedural law.
2. Analyze and critique the historical developments of the criminal justice system.
3. Write accurate written reports and demonstrate culturally-sensitive communication skills.
4. Demonstrate a commitment to community diversity through ethical service, law enforcement and order maintenance.
5. Prepare students to take and successfully pass entry-level industry examinations.

### Certificate of Achievement in Basic Law Enforcement Academy – Intensive

Certificate of Achievement in Basic Law Enforcement Academy – Intensive is a 25-unit program designed for persons seeking full-time employment in law enforcement and for those who have been recently hired by a local law enforcement agency. It is certified by the California Commission on Peace Officer Standards and Training (P.O.S.T.) and is presented in the intensive full-time format consisting of 1,020 hours of instruction delivered over 26 weeks. The content includes: Leadership, Officer Safety, Use of Force, Legal Authority/Individual Rights, Police Vehicle Operation, Conflict Resolution, Problem Solving/Decision-Making, Communication, Ethics, Stress Tolerance and Emotional Maturity. Upon successful completion the student will receive a POST Certificate of Completion and is eligible for employment as a peace officer in most California jurisdictions. Mandatory materials fee due on first day on instruction.

REQUIRED COURSE:		UNITS
<b>ADJUS-005</b>	Basic Law Enforcement Academy	<b>25</b>
TOTAL UNITS FOR THIS CERTIFICATE:		<b>25</b>

### Program Student Learning Outcomes

1. Be academically prepared to obtain an entry-level or midlevel position within the Criminal Justice System.
2. Apply critical thinking to research, evaluate, analyze and synthesize criminal justice information.
3. Demonstrate the skills and knowledge necessary to take and pass local, state, and federal law enforcement entry level examination or career advancement examinations.
4. Appropriately apply the hands-on and technological skills necessary to succeed in the field of criminal justice.
5. Demonstrate excellent communication skills (oral and/or written) that need to be demonstrated in these carried professions.
6. Demonstrate professional and ethical responsibility in their decisions.

### Certificate of Achievement in Criminal Investigations

The Administration of Justice program prepares students for entry-level positions in criminal justice and for transfer to the California State Universities. There are three components in administration of justice – law enforcement, the court system, and corrections. Law enforcement is the gateway function and includes police, sheriffs, and

federal law enforcement agencies. The court system is responsible for adjudicating crimes as presented by the prosecutor. The court-room work group includes the judge, the attorneys, bailiffs, court clerks and court reporters. Corrections, which comprise incarceration and community-based corrections, include custody officers, probation and parole officers, program counselors, and other rehabilitative services.

The Certificate of Achievement in Administration of Justice includes the core curriculum of the Associate of Science Degree and may be completed by a full-time student in two semesters. The Certificates of Achievement in Criminal Investigations and in Criminal Law may be completed in two semesters each by a full-time student.

REQUIRED COURSES:		UNITS
ADJUS-110	Introduction to Criminal Justice	3
ADJUS-120	Concepts of Criminal Law	3
ADJUS-124	Legal Aspects of Evidence	3
ADJUS-140	Introduction to Criminal Investigation	3
ART-072	Introduction to Digital Photography	3
TOTAL UNITS FOR THIS CERTIFICATE:		15

#### Program Student Learning Outcomes

1. Identify and protect a crime scene, label and process all evidence.
2. Write an accurate report based on evidentiary findings.
3. Properly follow the chain of custody for evidence.
4. Accurately testify findings in court.
5. Prepare students to take and successfully pass entry-level industry examinations.

#### Certificate of Achievement in Criminal Law

REQUIRED COURSES:		UNITS
ADJUS-110	Introduction to Criminal Justice	3
ADJUS-120	Concepts of Criminal Law	3
ADJUS-122	Criminal Trial Process	3
ADJUS-160	Community & the Justice System	3
ADJUS-220	Juvenile Procedures	3
TOTAL UNITS FOR THIS CERTIFICATE:		15

#### Program Student Learning Outcomes

1. Systematically research, cite, compare and contrast previous cases to current case
2. Demonstrate culturally-sensitive communication skills in interviewing witnesses and interrogating suspects
3. Communicate findings through accurate written reports
4. Prepare students to take and successfully pass entry-level industry examinations

#### COURSE DESCRIPTIONS

##### ADJUS-005 Basic Law Enforcement Academy

162 total hours lecture, 858 total hours lab  
25 units

**PREREQUISITE:** Students are required to: 1) complete an academy application, 2) have a high school diploma or GED, 3) be at least 18 years old, 4) have a valid driver's license, 5) show proof of vehicle insurance at the first class meeting, 6) supply a statement from a physician indicating his/her ability to engage in strenuous physical activity, 7) obtain clearance with the Department of Justice and, 8) sign a Felony Disclaimer.

**ADVISORY:** Eligibility for ENGL-100

The Basic Law Enforcement Academy is a 25-unit course designed for persons seeking full-time employment in law enforcement and for those who have been recently hired by a local law enforcement agency. It is certified by the California Commission on Peace Officer Standards and Training (P.O.S.T.) and is presented in the intensive full-time format consisting of 1,020 hours of instruction delivered over 26 weeks. Subject matter includes: leadership, officer safety, use of force, legal authority/individual rights, police vehicle operation, conflict resolution, problem solving/decision-making, communication, ethics, stress tolerance and emotional maturity. Upon successful completion the student will receive a certificate of completion and is eligible for employment as a peace officer in most California jurisdictions. Interested students must contact the Office of the Sheriff, Contra Costa County, Law Enforcement Training Center, 340 Marina Blvd., Pittsburg, CA by calling (925) 427-8238 to register for the Academy. Mandatory materials fee of \$4,385 is due on first day of instruction. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

##### ADJUS-098 Independent Study in Administration of Justice

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**ADJUS-110 Introduction to the Criminal Justice System**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

This course introduces students to the characteristics of the criminal justice system in the United States. Focus is placed on examining the integrated, interdisciplinary methods of crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the justice system and the evolving forces that have shaped those principals and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the United States justice system, particularly the structure and function on United States police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, and sentencing and incarceration policies. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4H, 4J; C-ID AJ 110

**ADJUS-120 Concepts of Criminal Law**

54 total hours lecture  
3 Units

**PREREQUISITE:** ADJUS-110

**ADVISORY:** ENGL-100

This course is an in-depth study of the concepts, historical development, and philosophy of criminal law and the substantive criminal law commonly enforced in California. It includes a detailed examination of legal definitions, classifications of crimes, corpus delicti, parties to a crime, defenses to crime, and a brief introduction to laws of arrest and judicial procedure. Students will be required to research legal briefs/decisions. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID AJ 120

**ADJUS-122 Criminal Trial Process**

54 total hours lecture  
3 Units

**PREREQUISITE:** ADJUS-110

**ADVISORY:** ENGL-100

This course provides an examination and analysis of due process in criminal proceedings from pre-arrest through trial and appeal utilizing statutory law and state and constitutional precedents. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU; C-ID AJ 122

**ADJUS-124 Legal Aspects of Evidence**

54 total hours lecture  
3 Units

**PREREQUISITE:** ADJUS-110

**ADVISORY:** ENGL-100

This course covers the origin, development, philosophy and the legal basis for California rules of evidence; the presentation of evidence; judicial decisions, and the statutory rules of evidence governing the admissibility of testimony, writings, and material objects at a criminal trial; constitutional and procedural considerations affecting searches and seizures, and admissions and confessions. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU; C-ID AJ 124

**ADJUS-140 Introduction to Criminal Investigation System**

54 total hours lecture  
3 Units

**PREREQUISITE:** ADJUS-110

**ADVISORY:** ENGL-100, ART-072

This course addresses the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, source of information, utility of evidence, scientific analysis of evidence and the role of the investigator in the trial process. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU; C-ID AJ 140

**ADJUS-160 Community & the Justice System**

54 total hours lecture  
3 Units

**ADVISORY:** ADJUS-110; ENGL-100

This course is a theoretical and conceptual overview of multicultural concepts and issues, including those relating to culture, racial, gender, age, and sexual orientation and how their applications are put into place in criminal justice disciplines (law enforcement, the court system, and corrections). The identification of problems related to our increasingly diverse population will be examined and strategies analyzed to overcome those problems particularly related to the maintenance of social order. Conflict resolution and problem solving techniques are applied. Criminal justice agency hiring practices are defined and examined. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; Ethnic/Multicultural Studies; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; C-ID AJ 160

### ADJUS-170 Occupational Work Experience Education in Administration of Justice

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA

**TRANSFER:** CSU

### ADJUS-180 Internship in Administration of Justice

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

**LMC:** DA

**TRANSFER:** CSU

### ADJUS-200 Introduction to Corrections

54 total hours lecture

3 Units

**PREREQUISITE:** ADJUS-110

**ADVISORY:** ENGL-100

This course explores criminal behavior, the historical development, current concepts and practices, functions, and objectives of the criminal justice system. The focus is on the institutions, probation and parole processes as they modify the offender's behavior. It also covers professional career opportunities in public and private agencies. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU; C-ID AJ 200

### ADJUS-220 Juvenile Procedures

54 total hours lecture

3 Units

**ADVISORY:** ADJUS-110; ENGL-100

This course will explain the philosophy of the legal and procedural handling of juvenile offenders and victims; prevention and repression of delinquency; diagnosis and referral; and the organization of community services. The specifics of juvenile law and procedures will be covered in depth. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** CSU Gen. Ed. Area D; C-ID AJ 220

### ADJUS-900s Selected Topics in Administration of Justice

DA varies with course content.

# Anthropology

**DEGREE**—Associate in Arts for Transfer  
Anthropology



## ASSOCIATE IN ARTS ANTHROPOLOGY FOR TRANSFER DEGREE

The Associate in Arts in Anthropology for Transfer degree at Los Medanos College will provide students with an introduction to the fields of anthropology. Anthropology is the study of the human species throughout time; focusing on our diverse modern culture and cultural adaptations, our biological classifications as a species and our inclusion in the Order Primates, and our species past developments, including our historically steps to our first civilizations. The goal of Anthropology is to study the similarities and differences in biological and cultural adaptations and features across the globe throughout our human history.

Anthropology is a holistic discipline, which means that anthropologists study all aspects of humans and our behavior. The field of Anthropology has been broken up into five main sub-fields: Cultural Anthropology, Physical Anthropology, and Archaeology, Linguistics, and Applied anthropology. Cultural Anthropology is concerned with the study of human culture and its variations across time and space. Physical Anthropologists aim to study our species from a biological perspective- examining our DNA, relationship to our closest animal relatives, the primates and the fossil evidence of our earliest human ancestors. Archaeology is the study of our past, focused specifically on reconstructing past behavior by looking at objects used by past people. Linguistic Anthropologists study human language and communication. Applied anthropology aims to solve global social problems affecting the world.

The Associate in Arts in Anthropology for Transfer degree is designed to meet the needs of a broad spectrum of students. In addition to providing valuable multicultural understanding and cultural literacy life skills, career opportunities for students include jobs in international development/assistance(nonprofit and government), education, museums, international business, zoos, human services, health care, social services occupations and other related fields. The associate degree in Anthropology provides preparation for transfer to Anthropology programs at four-year institutions.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

### REQUIRED CORE COURSES (9 UNITS TOTAL):

<b>ANTHR-001</b>	Introduction to Biological Anthropology	<b>3</b>
<b>ANTHR-004</b>	Introduction to Archaeology	<b>3</b>
<b>ANTHR-006</b>	Cultural Anthropology	<b>3</b>
<b>TOTAL UNITS</b>		<b>9</b>

### LIST A – SELECT ONE COURSE:

<b>ANTHR-008</b>	Anthropological Linguistics	<b>3</b>
<b>MATH-110</b>	Introduction to Statistics	<b>4</b>

### LIST B – SELECT ONE TO TWO COURSES:

<b>One course from List A not already used</b>		<b>3-4</b>
<b>PSYCH-017</b>	Introduction to Research Methods in Psychology	<b>3</b>
or		
<b>SOCIO-017</b>	Introduction to Research Methods	<b>3</b>
<b>TOTAL UNITS</b>		<b>3-6</b>

### LIST C – SELECT ONE COURSE OR ONE COURSE FROM LIST A OR LIST B NOT ALREADY USED:

<b>SOCIO-015</b>	Introduction to Sociology	<b>3</b>
<b>ANTHR-007</b>	Culture Change and Globalization	<b>3</b>
<b>HIST-046</b>	History and Cultures of Native Americans in North America (Pre European Contact through 1838)	<b>3</b>
<b>HIST-047</b>	History and Cultures of Native Americans in North America (1830 to Present)	<b>3</b>
<b>SPCH-150</b>	Intercultural Communication	<b>3</b>
<b>TOTAL UNITS IN THE MAJOR</b>		<b>18-19</b>

**TOTAL UNITS FOR THE DEGREE 60**

### Program Level Student Learning Outcomes:

1. Utilize critical thinking skills to analyze, evaluate and make decisions regarding current issues in anthropology.
2. Recognize the complexity of social, cultural and global diversity in anthropology.
3. Demonstrate understanding of the major theoretical perspectives, concepts and research findings in the field of anthropology.
4. Demonstrate an understanding of biological and cultural developments underlying behavior and the human experience.
5. Demonstrate the knowledge of the social and ethical implications and outcomes of gathering data, while doing fieldwork, participant-observation, and research.



**COURSE DESCRIPTIONS****ANTHR-001 Biological Anthropology**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

Anthropology is a holistic discipline and attempts to view humans, their biology, cultural history, and activities in as broad a view as possible. Biological anthropology is a subfield of the larger discipline that studies humankind. The primary goal of this subfield is to understand the biological nature and history of humans and their closest living and extinct relatives. Biological anthropology is firmly rooted in evolutionary theory; thus, the evolutionary biology of humans is the central focus of this course. My intent is to promote insight into the evolution of human biology and behavior from an objective or scientific perspective. My approach will introduce the concepts, methods of inquiry, and scientific explanations for biological evolution, and their applications to studying the human species. Topics addressed will include: 1) The various subfields of biological anthropology such as forensic anthropology and the anthropological perspective 2) biological anthropology and paleoanthropology as "multidisciplinary" natural sciences 3) evolutionary processes/change over time and the origin of species 4) DNA, genetics, heredity, variation, and evolution, 5) race, ethnicity, and the biological diversity of modern humans 6) The Order Primates: primate biology and ecology 7) primate social behavior, behavioral ecology, morphology, and classification 8) Earth-life history, continental drift, and the Geologic Time Scale (9) primate origins and the various primate adaptations 10) The "Ape" question and hominin origins 11) Australopithecines 12) the evolution and adaptation of the genus HOMO 13) The origin and dispersal of anatomically modern Homo Sapiens out of Africa and the first evidence of the "Human Spark" 14) Main contributors to explain principles of Mendelian, molecular and population genetics 14) Dating techniques, methods of interpreting the fossil record, major groups of hominin fossils. The ultimate goal in this course is to understand humanity's place in nature. May not be repeated. LR

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B2; IGETC Area 5B; C-ID ANTH 110

**ANTHR-004 Introduction to Archaeology**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

This course is an introduction to the fundamental principles of method and theory in archaeology, beginning with the goals of archaeology, going on to consider the basic concepts of culture, time, and space, and discussing the findings and excavation of archaeological sites. Students will analyze the basic methods and theoretical approaches used by archaeologist to reconstruct the past and understand human prehistory. This includes human origins, the peoples of the globe, the origins of agriculture, ancient civilizations including the Maya civilization, Classical and Historical archaeological, and finally the relevance of archaeology today. The course includes an analysis of the nature of scientific inquiry; the history and interdisciplinary nature of archaeological research; dating techniques, methods of survey, excavation, analysis, and interpretation; cultural resource management, professional ethics; and cultural change and sequences. The inclusion of the interdisciplinary approach utilized in this field will provide students with the most up to data interpretation of human origins, the reconstruction of human behavior, and the emergence of cultural, identity, and human existence. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4A; C-ID ANTH 150

**ANTHR-005 General Anthropology**

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

An introduction and general overview of the 5 fields of anthropology focusing on the study of human evolution and culture. Topics center on the variety of characteristics which are the product of human existence everywhere. These include: the uniqueness of human learning, evolution of cultural and physical variation, human and non-human primate development, Australopithecus divergence, variations of cultures, human languages and communications, social and family organizations, as well as religious and artistic expression. Opportunities for the development of skills in critical thinking, problem-solving, and effective learning will be provided throughout the course. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4A

**ANTHR-006 Cultural Anthropology**

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100

This course is an introduction to the study of cultural anthropology which focuses on a broad view of the learned aspects of human life. The course includes the observations and analysis of cultural traditions, i.e. child-rearing processes, life styles types and adaptations, social and family organizations, creative elements of human life, and basic anthropological theories and concepts. Students will be exposed to divergent cultures and to the status of today's vanishing cultures. Opportunities for the development of skills in critical thinking, problem-solving and effective learning will be provided throughout the course. May not be repeated. SC

**LMC:** ADR: *Social and Behavioral Sciences*; DA**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4A; C-ID ANTH 120**ANTHR-007 Culture Change and Globalization**

54 total hours lecture

3 Units

**ADVISORY:** Eligibility for ENGL-100

This course focuses on the tremendous impact of culture change experienced worldwide both in industrialized and non-industrialized societies. The content deals with the processes of change, problems which arise due to change and controversial issues such as deculturation and assimilation. Students will have the opportunity to understand and approach change from a psychological, social, economic, political, and environmental perspective. May not be repeated. SC

**LMC:** ADR: *Social and Behavioral Sciences*; DA**TRANSFER:** UC; CSU Gen. Ed. Area D, E; IGETC Area 4A**ANTHR-008 Introduction to Anthropological Linguistics**

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100

This introductory course serves as a foundation for understanding language from an anthropological perspective. The course addresses such core questions as how, what, when, where, why and with whom we communicate. This course surveys such core areas in linguistics as structural linguistics: phonetics, phonology, morphology and syntax, as well as the bio-cultural basis of language; historical linguistics: origins and evolution/change, dialects, and language families; and sociocultural linguistics: language acquisition in cultural context. It emphasizes the relationship between language and culture, and issues of language conservation and loss. May not be repeated. LR

**LMC:** ADR: *Social and Behavioral Sciences*; DA**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4A; C-ID ANTH 130**ANTHR-098 Independent Study in Anthropology**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used.

Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**ANTHR-900s Selected Topics in Anthropology**

DA varies with course content.

# Art

## DEGREE—Associate in Arts for Transfer

Studio Arts  
Art History



## DEGREES—Associate of Arts

Fine Arts  
Graphic Communications

## CERTIFICATE OF ACHIEVEMENT

Graphic Communications  
Three Dimensional Design

The Art Department (Fine Arts, Art History and Graphic Communications) provides comprehensive, coherent, integrated and cumulative studies in foundation courses (2D, 3D, drawing and photography) intermediate studio courses (drawing, painting and ceramics), art appreciation and art history courses, as well as graphic communications courses (design, software-based illustration, page layout, photo manipulation and animation). We offer students several pathways to success. These include a local A.A. degree with a focus in either fine arts or graphic communications, a certificate in graphic communications, and G.E. courses that meet transfer requirements to the UC or CSU systems.

## ASSOCIATE IN ARTS

### STUDIO ARTS FOR TRANSFER DEGREE

The Art Department (Fine Arts and Graphic Communications) provides comprehensive, coherent, integrated and cumulative studies in foundation courses (2D, 3D, drawing and photography) intermediate studio courses (drawing, painting and ceramics), art appreciation and art history courses, and graphic communications courses (design, software-based illustration, page layout, photo manipulation and animation). We offer students several pathways to success. These include a local A.A. degree with a focus in either fine arts or graphic communications, a certificate in graphic communications, and general education courses that meet transfer requirements to the UC or CSU systems.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

### Associate in Arts in Studio Arts for Transfer

REQUIRED COURSES:		UNITS
ART-008	Early Modern Art History (1550 - 1920 CE)	3
ART-009	Late Modern and Contemporary Art History (1920 CE - present)	3
ART-010	Two-Dimensional Design Concepts	3
ART-011	Three-Dimensional Design Concepts	3
ART-020	Introduction to Drawing	3
TOTAL UNITS		15

#### LIST A: SELECT ONE OF THE FOLLOWING: 3 UNITS:

ART-016	Asian Art History	3
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#### LIST B: SELECT THREE OF THE FOLLOWING ELECTIVES (9 UNITS):

ART-021 or ART-030	Intermediate Drawing Figure Drawing	3 3
ART-038	Introduction to Printmaking	3
ART-040	Introduction to Painting	3
ART-047	Color Theory	3
ART-066	Introduction to Ceramics	3
ART-069	Ceramic Sculpture	3
ART-072	Introduction to Digital Photography	3
ART-250	Introduction to Digital Art	3

TOTAL UNITS FOR THE MAJOR 27

TOTAL UNITS FOR THE DEGREE 60

#### Program Level Student Learning Outcomes:

1. Demonstrate appropriate and safe practices in various two-dimensional media, three-dimensional media, and computer-based studio environments.
2. Present, explain and justify their conceptual design solutions using the vocabulary of design elements and principles, and critique the solutions of others in a thoughtful, constructive manner.
3. Research and synthesize examples of historical and cultural products with their own ideas in order to improve their creative and conceptualization processes.

**ASSOCIATE IN ARTS****ART HISTORY FOR TRANSFER DEGREE**

To achieve the Associate in Arts in Art History for Transfer to a CSU from Los Medanos College, students must (1) complete the 24 units of Art History degree major emphasis requirements; (2) fulfill requirements of either the CSU-General Education; and/or The Intersegmental General Education Transfer Curriculum (IGETC) (3) complete 60 semester units college transfer level units; and (4) obtain a minimum grade point average of 2.0. Note: students must earn a "C" or better in all courses required in the major area of emphasis. Students will be prepared to transfer with a broad and deep appreciation and knowledge of the academic discipline of art history, the chronological and cultural developments that allow them to make connections of historical events and artistic products. Perhaps even more importantly, students will be prepared to practice the disciplines of critical thinking, analysis and synthesis in reading and writing that they have been prepared for by the major and other transfer requirements.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) and/ or the California State University General Education (CSU-GE) Breadth Requirements.

REQUIRED COURSES:		UNITS
<b>ART-006</b>	Art of the Ancient World (Prehistoric to 350 CE)	<b>3</b>
<b>ART-007</b>	Medieval and Renaissance Art History (350 - 1550)	<b>3</b>
<b>ART-008</b>	Early Modern Art History (1550 - 1920 CE)	<b>3</b>
<b>ART-009</b>	Late Modern and Contemporary Art History (1920 CE - present)	<b>3</b>
<b>ART-020</b>	Introduction to Drawing	<b>3</b>
<b>TOTAL UNITS</b>		<b>15</b>

**LIST A – SELECT ONE COURSE: 3 UNITS:**

<b>ART-016</b>	Asian Art History	<b>3</b>
<b>ART-018</b>	Indigenous Americas Art History	<b>3</b>

**LIST B – SELECT ONE COURSE: 3 UNITS:**

<b>ART-010</b>	Two-Dimensional Design Concepts	<b>3</b>
<b>ART-011</b>	Three-Dimensional Design Concepts	<b>3</b>
<b>ART-030</b>	Figure Drawing	<b>3</b>
<b>ART-066</b>	Introduction to Ceramics	<b>3</b>
<b>ART-069</b>	Ceramic Sculpture	<b>3</b>
<b>ART-072</b>	Introduction to Digital Photography	<b>3</b>
<b>ART-250</b>	Introduction to Digital Art	<b>3</b>

**LIST C – SELECT ONE COURSE OR ANY COURSE NOT USED IN LIST A OR LIST B:**

<b>ART-005</b>	Visual Arts Concepts	<b>3</b>
<b>ART-017</b>	Introduction to American Art History	<b>3</b>
<b>HUMAN-019</b>	Ancient Humanities	<b>3</b>
<b>HUMAN-020</b>	Medieval and Renaissance Humanities	<b>3</b>
<b>HUMAN-021</b>	Modern Humanities	<b>3</b>
<b>HUMAN-022</b>	American Humanities	<b>3</b>
<b>HUMAN-024</b>	Shakespeare's English Kings: History, Literature and Drama	<b>3</b>
<b>HUMAN-030</b>	Modernist Paris: Artists and Intellectuals	<b>3</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>24</b>

**TOTAL UNITS FOR THE DEGREE** **60**

**Program Level Student Learning Outcomes:**

1. Read art-related historical texts and resource documents critically; synthesize their research and observational skills in order to communicate effectively as a writer and speaker.
2. Model and distinguish between differing art historical methodologies and approaches to problem solving in related disciplines.
3. Make connections between artistic products and processes over time; observe how art informs culture and culture informs art in order to develop good critical and creative thinking skills.
4. Consider the ethical implications inherent in artistic patronage and artistic production.
5. Develop and demonstrate a worldview informed by diverse art and architectural products created in multiple historical, social, multicultural and global environments.

**ASSOCIATE OF ARTS DEGREE****FINE ARTS****GRAPHIC COMMUNICATIONS**

For the Associate of Arts Degree, students must complete the units of coursework listed below as well as the General education requirements. Consult a Los Medanos College counselor to develop an education plan.

## Associate of Arts Degree in Fine Arts

REQUIRED COURSES:		UNITS
ART-005	Visual Arts Concepts	3
ART-006, 7, 8 or 9 or ART-016 or ART-017 or ART-018	Art History Courses Asian Art History American Art History Indigenous Americas Art History	3
ART-010	Two-Dimensional Design Concepts	3
ART-011	Three-Dimensional Design Concepts	3
ART-020	Introduction to Drawing (Fine Arts)	3
ART-047	Color Theory	3
TOTAL UNITS		18

### Fine Art Electives

SELECT A MINIMUM OF 12 ELECTIVE UNITS FROM:		
ART-021	Intermediate Drawing	3
ART-030	Figure Drawing	3
ART-038	Introduction to Printmaking	3
ART-040	Introduction to Painting	3
ART-041	Intermediate Painting	3
ART-047	Introduction to Color Theory	3
ART-060	Introductory Concepts of Sculpture	3
ART-062	Introduction to Ceramic Sculpture	3
ART-063	Intermediate Ceramic Sculpture	3
ART-064	Introduction to Ceramics Through the Pottery Wheel	3
ART-065	Intermediate Ceramics Through the Pottery Wheel	3
ART-074	Photo II: Developing a Personal Vision	3
ART-075	Documentary Photography	3
TOTAL UNITS FOR THE MAJOR		30
TOTAL UNITS FOR THE DEGREE		60

### Program Student Learning Outcomes

1. Demonstrate appropriate studio practices
2. Present, explain and justify their design solutions using the vocabulary of art and design
3. Research and use examples of historical and cultural products to inform their creative process

## Associate of Arts Degree in Graphic Communications

For the Associate of Arts Degree, students must complete the units of coursework listed below as well as the General education requirements. Consult a Los Medanos College counselor to develop an education plan.

REQUIRED COURSES:		UNITS
ART-005	Visual Arts Concepts	3
ART-006, 7, 8 or 9 or ART-016 or ART-017 or ART-018	Art History Courses Asian Art History American Art History Indigenous Americas Art History	3
ART-010	Two-Dimensional Design Concepts	3
ART-012	Design Drawing (Graphic Communications)	3
ART-047	Color Theory	3
ART-250	Introduction to Digital Art	3
TOTAL UNITS		18

### Graphic Communications Electives

SELECT A MINIMUM OF 12 ELECTIVE UNITS FROM:		
ART-015	Graphic Design	3
ART-025	Advertising, Marketing and Publication Design	3
ART-050	Designing with Adobe InDesign	3
ART-054	Adobe Photoshop	3
ART-057	Designing with Adobe Illustrator	3
ART-058	Designing for the Web	3
ART-072	Introduction to Digital Photography	3
ART-074	Photo II: Developing a Personal Vision	3
ART-075	Documentary Photography*	3
ART-085	Introduction to Animation	3
ART-086	Animation and 3D Modeling	3
TOTAL UNITS FOR THE MAJOR		30
TOTAL UNITS FOR THE DEGREE		60

### Program Student Learning Outcomes

1. Demonstrate appropriate graphic design and computer studio practices
2. Present, explain and justify their graphic design solutions using the vocabulary of art and design
3. Research and use examples of historical and cultural products to inform their creative process in graphic design



**CERTIFICATE OF ACHIEVEMENT****GRAPHIC COMMUNICATIONS**

For the Certificate of Achievement in Graphic Communications, complete 30 units of coursework listed below. Consult a Los Medanos College counselor to develop your education plan.

**REQUIRED COURSES (18 UNITS):**

<b>ART-005</b>	Visual Arts Concepts	<b>3</b>
<b>ART-010</b>	Two-Dimensional Design Concepts	<b>3</b>
<b>ART-012</b>	Design Drawing	<b>3</b>
<b>ART-015</b>	Graphic Design	<b>3</b>
<b>ART-025</b>	Advertising, Marketing, and Publication Design	<b>3</b>
<b>ART-072</b>	Introduction to Digital Photography	<b>3</b>
<b>TOTAL UNITS</b>		<b>18</b>

**AND SELECT A MINIMUM OF 12 ELECTIVE UNITS FROM:**

<b>ART-050</b>	Designing with Adobe InDesign	<b>3</b>
<b>ART-054</b>	Adobe Photoshop	<b>3</b>
<b>ART-057</b>	Designing with Adobe Illustrator	<b>3</b>
<b>ART-075</b>	Documentary Photography*	<b>3</b>
<b>ART-085</b>	Introduction to Animation	<b>3</b>
<b>ART-086</b>	Animation and 3D Modeling	<b>3</b>
<b>ART-250</b>	Introduction to Digital Art	<b>3</b>
<b>JOURN-110</b>	Writing for the Media	<b>3</b>
<b>JOURN-160</b>	Photojournalism*	<b>3</b>
<b>TOTAL UNITS FOR THIS CERTIFICATE</b>		<b>30</b>

Note: Computer-based courses in graphic communications require familiarity with basic computer operations.

\* Same course

**Program Student Learning Outcomes**

1. Demonstrate appropriate graphic design and computer studio practices
2. Present, explain and justify their graphic design solutions using the vocabulary of art and design
3. Research and use examples of historical and cultural products to inform their creative process in graphic design

**CERTIFICATE OF ACHIEVEMENT****THREE DIMENSIONAL DESIGN**

The Three- Dimensional Design Certificate Program is designed to prepare students for transfer into three-dimensional design/fine arts fields at CSUs or UC's. It can also provide hands-on experience with materials for students who plan to transfer in fields such as engineering or architecture. In this program students will complete courses which provide experiences with 3D media such as ceramics and metal, which are required in sculpture and design programs at transfer institutions. In addition, this Certificate may provide, through the Three- Dimensional Design course, experience with a Makerspace (digitally programmed fabrication lab, when it becomes available). In this program students learn to generate ideas, design, fabricate, and complete projects, using traditional and contemporary materials and methods. This program can empower beginning-level or experienced students to design projects, and at six courses students can complete this certificate and have it to show potential employers or transfer institutions in two semesters.

**REQUIRED COURSES (18 UNITS):**

<b>ART-011</b>	Three Dimensional Design	<b>3</b>
<b>ART-012</b>	Design Drawing or Art 20: Introduction to Drawing	<b>3</b>
<b>ART-062</b> or <b>ART-064</b>	Introduction to Ceramic Sculpture	<b>3</b>
<b>ART-066</b> or <b>ART-060</b>	Introduction to Ceramics through the Pottery Wheel	<b>3</b>
<b>ART-066</b>	Introductory to Hand-built Ceramics	<b>3</b>
<b>ART-060</b>	Introductory Concepts of Sculpture	<b>3</b>
<b>ART-072</b>	Introduction to Digital Photography	<b>3</b>
<b>ART-086</b>	Animation and 3D Modeling	<b>3</b>
<b>TOTAL UNITS</b>		<b>18</b>

The Department suggests that the students take Art 11 early on in the sequence of courses for the certificate, and Art 60 later in the sequence, but these are suggestions not requirements, as all the classes listed are introductory level.

**Program Student Learning Outcomes**

1. Demonstrate appropriate and safe practices in digital photography, drawing and three-dimensional media, and computer-based studio environments for animation and 3D modeling.
2. Present, explain and justify their conceptual design solutions using the vocabulary of three dimensional design elements and principles, and critique the solutions of others in a thoughtful, constructive manner.
3. Research and synthesize historical and contemporary examples of three-dimensional design with their own ideas in order to improve their creative and conceptualization processes.

## COURSE DESCRIPTIONS

### ART-003 Art Studio Practice

18 total hours lecture, 36 total hours lab  
1.5 Units

**ADVISORY:** *Enrolled in ART-005 or Art History Classes; or other Studio Arts Class*

In this course students will learn to create projects using the two-and-two-and-three-dimensional media labs, using materials such as clay, plaster, and mixed media. Processes and tool use will be explained, demonstrated, and discussed in order to help students safely and successfully produce projects based on assigned problems and/or individualized creative plans. Students will improve their skills and will research and apply contemporary and historical examples and methods for creating their projects. Students will learn and apply the vocabulary of the elements and principles of design, and fine arts vocabulary, to their projects. Mandatory material fees due will vary depending on your project. This also covers the cost of firing and glazing the work. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

### ART-005 The Visual Arts

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

An interdisciplinary course that focuses on the creative process. Course content provides an overview of visual art from a variety of cultures looked at via thematic and technical perspectives. Learning and using the vocabulary of design to analyze and evaluate art is also emphasized. Meets Creative Art Requirement for General Education. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1; IGETC Area 3A

### ART-006 Ancient Art History (to 350 CE)

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

An integrated, interdisciplinary survey of art as an aspect of cultures and civilizations from Europe, Africa and Western Asia, focusing on the Prehistoric period to 350 C.E. Investigates how art and architecture reflect the religious, political and philosophical perspectives of the artists and societies that created them, including Egypt, Mesopotamia, the Ancient Aegean, Greece and Rome. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1; IGETC Area 3A; C-ID ARTH 110

### ART-007 Medieval and Renaissance Art History (350 to 1550 CE)

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

An integrated, interdisciplinary survey of art as an aspect of cultures and civilizations in Europe 350 to 1550 C.E. An interdisciplinary course that investigates how art and architecture reflect the religious, political and philosophical perspectives of the artists and societies that created them. Includes Late Roman, Byzantine, Early Medieval, Romanesque, Gothic, Late Gothic and Renaissance periods. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1; IGETC Area 3A; C-ID ARTH 110

### ART-008 Early Modern Art History (1550 to 1920 CE)

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

Presents art as an aspect of cultures and civilizations from Western Europe and the United States, focusing on the period from 1550 to 1920. An interdisciplinary course that investigates how art and architecture reflect the religious, political and philosophical perspectives of the artists and societies that created them. Includes Baroque, Neoclassical, Romantic, Realist, Impressionist, Post-Impressionist and Early Modern Art. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1; IGETC Area 3A

**ART-009 Late Modern and Contemporary Art History (1920 CE-Present)**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Presents art as an aspect of Western Europe and the United States, focusing on the period from 1920 to the present. An interdisciplinary course that investigates how art and architecture reflect the religious, political and philosophical perspectives of the artists and societies that created them. Meets Arts and Humanities requirement for general education. May not be repeated. LR

**LMC:** *ADR: Arts and Humanities; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C1; IGETC Area 3A***ART-010 Introduction to Two-Dimensional Concepts**

36 total hours lecture, 72 total hours lab

3 Units

This is a foundational art course. It presents the process and discipline of design as applied in two-dimensional forms such as drawing, painting and collage. Focus is placed on the methods, tools and materials of two-dimensional form presented in current day, historical and cultural contexts. This course is an in-depth exploration of the visual elements, including line, shape, space, texture and value. May not be repeated. SC

**LMC:** *DA***TRANSFER:** *UC; CSU; C-ID ARTS 100***ART-011 Three-Dimensional Design Concepts**

36 total hours lecture, 72 total hours lab

3 Units

This course is an introduction to the methods and materials of three-dimensional modeling, including construction in planar materials, both soft and rigid; forming frameworks with wire and other linear materials, modeling, carving, and casting using clay and plaster, and using found materials. This is a foundation course, presenting the fundamentals of design upon which all other courses are based, transferable to UC and CSU, and is required for all art majors. May not be repeated. LR

**LMC:** *DA***TRANSFER:** *UC; CSU; C-ID ARTS 101***ART-012 Design Drawing**

36 total hours lecture, 72 total hours lab

3 Units

An art foundation course that introduces drawing as a visualization tool used in the process of design. Focuses on perspective drawing as a means to build the skills necessary for rapid and intuitive, but accurate drawing with application to two or three-dimensional design and problem solving, particularly useful for students eventually transferring to major in product, environmental/architectural and graphic design. Required foundation course for art majors and Certificate of Achievement in Graphic Communications. May not be repeated. SC

**LMC:** *DA***TRANSFER:** *UC; CSU***ART-014 Typography: Aesthetics, Application, and History**

36 total hours lecture, 72 total hours lab

3 Units

Effective visual communication depends upon clear, appropriate, and functional typography. This course facilitates an understanding of the effects produced by fonts and typographic techniques used in contemporary visual design. Students will learn a historical overview of typography and explore the formal qualities of characters and typefaces through a range of theoretical and applied projects, utilizing a combination of traditional and digital media. May not be repeated. SC

**LMC:** *DA***TRANSFER:** *CSU***ART-015 Graphic Design**

36 total hours lecture, 54 total hours lab

3 Units

Studies and practice in two dimensional graphic design with emphasis on the definition, research and solution of applied design problems. Special emphasis will be placed on conceptualizing and integrating visual and verbal information into unified communication concepts. Course work will also address design history and explore career areas within the graphic communications industry, and will include portfolio preparation, career possibilities and professional practices in the business world. Course assignments progressively develop the skills necessary to develop, visualize and execute concepts as finished art. May not be repeated. SC

**LMC:** *DA***TRANSFER:** *UC; CSU*

**ART-016 Asian Art History**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

An integrated, interdisciplinary survey of art as an aspect of cultures and civilizations from Southern and Eastern Asia, including India, China, Japan and Korea from prehistory through the present day. Investigates how art and architecture reflect the religious, political and philosophical perspectives of the artists and societies that created them. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3A

**ART-017 American Art History**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

An integrated, interdisciplinary survey of art as an aspect of American art and culture from the Colonial period to the present day. Investigates how American art and architecture reflect the religious, political and philosophical perspectives of the artists and societies that created them. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B

**ART-018 Indigenous Americas Art History**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

An integrated, interdisciplinary survey of art as an aspect of cultures and civilizations from the indigenous North, Central and South Americas from prehistory through the present day. Investigates how art and architecture reflect the religious, political and philosophical perspectives of the artists and societies that created them. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B

**ART-019 History of Photography**

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

This course will examine the history of photography from its invention to the present and will address technical, artistic, and social underpinnings of the art and science of photography. This course will discuss processes, the work of major photographers, aesthetic movements, and artist groups that shaped the course of the medium, and how these influenced the course of history. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1, C2 ; IGETC Area 3A, 3B

**ART-020 Introduction to Drawing**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-010 or equivalent

This is a studio art course that focuses on basic drawing skills and the conventions of representational, two-dimensional art. Line, shape, value, texture, illusionistic depth, and the figure will be explored using various dry and wet drawing media. Emphasis will be on fundamental skills that the student can use in the development of a personal approach to drawing. Lectures will reflect contemporary and historical uses of drawing and its various applications within the wider field of art. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID ARTS 110

**ART-021 Intermediate Drawing**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-020

This is a studio art course where students begin to use their foundational skills to develop a personal approach to drawing. Line, form, value, texture, and spatial manipulation will be further explored using various dry and wet drawing media, as well as mixed media. Theory and concepts in drawing, such as abstraction, are introduced. Slides and lectures will reflect contemporary and historical uses of drawing as an art form. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID ARTS 205

**ART-025 Advertising, Marketing and Publication Design**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** ENGL-100

Studies and practice in the techniques, tools, materials and methodology of layout, including magazines, newspapers, books, brochures and advertisements. Coursework includes the design, layout and publishing of advertising and promotional materials for printed media, with emphasis on the requirements of working with clients, art directors, illustrators, photographers and production artists. Emphasis is placed on typography and its application, proofreading, and print specification. Instruction is computer-based using industry standard software. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ART-030 Figure Drawing**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-012 and ART-020

This class is an introduction to drawing the figure from observation. The course will provide an introduction to anatomy, as well as historical and contemporary applications of the figure in context. Students will use a variety of media including charcoal, pastel, and brush and ink, while learning to apply descriptive and interpretive approaches to the human form. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-032 Architectural History I: The World Before 1500CE**

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

An integrated, interdisciplinary survey of architecture around the world from prehistory to 1500CE. An investigation into how built environments reflect and influence the religious, political and philosophical perspectives of the builders and societies that created them. Includes architecture from prehistory, the ancient Near East, Greece and Rome, South and Southeast Asia, China, early Islamic Empires, Medieval and Renaissance Europe, and Pre-Columbian America. Meets Arts and Humanities requirement for general education May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1; IGETC Area 3A

**ART-033 Architectural History II: The World After 1500CE**

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

An integrated, interdisciplinary survey of architecture around the world from 1500CE to present. An investigation into how built environments reflect and influence the religious, political and philosophical perspectives of the builders and societies that created them. Includes global architecture ranging from the Middle East, East and South Asia, Europe and the Americas from the early modern period to the present. Meets Arts and Humanities requirement for general education. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1; IGETC Area 3A

**ART-035 Themes in Mesoamerican Culture through Ceramics**

45 total hours lecture, 36 total hours lab  
3 Units

**ADVISORY:** ENGL-100

Same as HUMAN-035. This class presents an integrated, interdisciplinary approach to aspects of Mesoamerican culture and civilization through art and history. In this broad context, students will investigate the intellectual, spiritual, cultural and political foundations of Mesoamerican culture. Students will also investigate the creative process of modern and contemporary Mesoamerican artists as well as reflect on and integrate these investigations into their own creative coursework and projects. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1; IGETC Area 3B

**ART-038 Introduction to Printmaking**

36 total hours lecture, 72 total lab hours by arrangement  
3 Units

**ADVISORY:** ART-010 or equivalent

This is an introductory course to the basic materials, equipment, and processes of printmaking. Students will learn about the history of printmaking, contemporary practices and its cultural influence. Students will make a wide range of prints in the four areas of printmaking, including relief, intaglio, planography and stencil. This class is open to beginning and advanced students. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ART-040 Introduction to Painting**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-010, 012 or 020

An introduction to the tools, materials and techniques of painting in oil and acrylic media. The student will select the medium of preference. This course emphasizes the process of painting, through rigorous exercises as well as longer-term assignments that apply principles presented in lectures and readings. Coursework includes studies and practice in a variety of subject matters and styles of painting, which may include still life, landscape, abstraction, fantasy, figure, and portrait studies, as well as the use of applied light and color theory, and composition. Lectures focus on painting from cultural, historical and contemporary perspectives. An optional material fee may be applied. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU



**ART-041 Intermediate Painting**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-010, 12, 20 or ART-040

Continuing studies and practices in tools, materials and techniques of painting in oil, acrylic and watercolor media at the intermediate level. Special emphasis will be placed on developing students' confidence and personal initiative through progressively more independent and complex activities and projects. Students will investigate painting from cultural, historical and contemporary perspectives. An optional material fee may be applied. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-042 Introduction to Watercolor Painting**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-010, 20 or 40

Fundamentals of watercolor tools, materials and techniques. Tools include brushes and palettes; materials, a variety of water-based media (including liquid and cake watercolor as well as gouache) and papers for painting; techniques address brushwork, color mixing and application as transparent washes and gradients or opaque bodycolor. Students will utilize the media in a variety of genres, including still life, landscape and students' choice of concepts. Historical examples also will be presented, discussed and researched. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-043 Intermediate Watercolor Painting**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-010, 012 and 020

Continuing studies and practices in tools, materials and techniques of painting in watercolor media at the intermediate level. Special emphasis will be placed on developing students' confidence and personal initiative through progressively more independent and complex activities and projects. Students will investigate painting from cultural, historical and contemporary perspectives. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-047 Color Theory**

36 total hours lecture, 72 total hours lab  
3 Units

A study of the principles, theories, and applications of additive and subtractive color in two dimensions. Topics will include major historical and contemporary color systems, production of projects in applied color, and the elements of design as they apply to color. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID ARTS 270

**ART-050 Designing with Adobe InDesign**

36 total hours lecture, 54 total hours lab  
3 units

**ADVISORY:** ENGL-095

This course is an exploration of concepts of publishing with specific application of Adobe InDesign layout software on the Apple Macintosh computer system. The course will review/cover basic operating procedures and will introduce the advanced capabilities of the current version of InDesign. More than just learning about how to use the software, students will learn how to use it with a sense of design. Taught with an artistic rather than purely technical emphasis, this course provides visual training for non-artists and computer training for students already experienced in visual communications. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ART-054 Adobe Photoshop**

36 total hours lecture, 54 total hours lab  
3 Units

An introduction to computer image processing. Studies and practice in the design and execution of photo manipulation, graphics, artwork and illustration using Adobe Photoshop. Students will complete successive and cumulative exercises and projects based on current industry standards and expectations. Students will concentrate on solving problems based on their understanding the principles of image processing. Taught with both artistic and technical emphases, this course addresses the needs of the current graphic communications industry and students who presently are employed or seek employment in it. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ART-057      Designing with Adobe Illustrator**

36 total hours lecture, 54 total hours lab  
3 Units

Studies and practice in the design and execution of graphics, artwork and illustration using Adobe Illustrator on the Apple Macintosh computer. Students will complete projects based on current industry needs as well as be able to propose projects related to their own specific needs. Students will concentrate on solving problems and creating portfolio quality pieces. Taught with an artistic and technical emphasis, this course addresses the use of vector graphics in both traditional print and the World Wide Web. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ART-058      Designing for the Web**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** *Eligibility for ENGL-095*

Studies and practice in web design and development. Students will concentrate on solving problems by planning and building a portfolio-quality website. Taught with an artistic and technical emphasis, students will be introduced to Adobe Dreamweaver and other general web design skills such as best practices for designing a website, maintaining consistency, separating content from design, using web fonts, and utilizing HTML5 and CSS3. Students will create a responsive website that is equally functional on multiple operating systems, browser versions, configurations, and devices while demonstrating knowledge of page layout design concepts and principles of website usability, readability, and accessibility. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-060      Introductory Concepts of Sculpture**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** *ART-011; eligibility for ENGL-095*

This introductory course explores the concepts of sculpture through the use of plaster, metal, wood, and mixed media as expressive mediums. This course will emphasize self expression and development of personal imagery as well as technical aspects of working with these materials. Demonstrations and lab assignments focus on modeling, casting, carving and assembling techniques. Lectures will highlight the use of these versatile media from contemporary, cultural and historical perspectives. Students will learn and practice using sculpture terminology, as well as the vocabulary of design elements and principles. An optional material fee may be applied. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-061      Intermediate Concepts of Sculpture**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** *ART-011 and ART-060; eligibility for ENGL-095*

This intermediate course explores the concepts of sculpture through the use of plaster, metal, wood, and mixed media as expressive mediums. This course will emphasize self expression and development of personal imagery as well as technical aspects of working with these materials. Demonstrations and lab assignments focus on modeling, casting, carving and assembling techniques. Lectures will highlight the use of these versatile media from contemporary, cultural and historical perspectives. Students will learn and practice using sculpture terminology, as well as the vocabulary of design elements and principles. An optional material fee may be applied. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-062      Introduction to Ceramic Sculpture**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** *ART-011; eligibility for ENGL-095*

In this course students will learn to create sculptures with clay using various tools and techniques such as slab forming, pinching, coiling and carving. Processes and tool use will be explained, demonstrated, and discussed in order to help students safely and successfully produce projects based on assigned problems and/or individualized creative plans. Students will improve their skills in representing the human figure and other subjects and will research and apply contemporary and historical examples and methods for creating ceramic sculpture. Students will learn and apply the vocabulary of the elements and principles of design, and ceramics vocabulary, to their projects. A mandatory material fee will be applied. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-063 Intermediate Ceramic Sculpture**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-011, ART-062, ART-064; eligibility for ENGL-095

In this course students will learn to create sculptures with clay using various tools and techniques such as slab forming, pinching, coiling and carving. Processes and tool use will be explained, demonstrated, and discussed in order to help students safely and successfully produce projects based on assigned problems and/or individualized creative plans. Students will improve their skills in representing the human figure and other subjects and will research and apply contemporary and historical examples and methods for creating ceramic sculpture. Students will learn and apply the vocabulary of the elements and principles of design, and ceramics vocabulary, to their projects. A mandatory material fee may be applied. The material fee will consist of the price per bag of clay, usually \$10-\$15 for 25lbs. This also covers the cost of finishing the work. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-064 Introduction to Ceramics Through the Pottery Wheel**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-011; eligibility for ENGL-095

This course explores the use of clay and the pottery wheel as an expressive and utilitarian medium. Lectures will highlight the use of this versatile medium from contemporary, cultural, and historical perspectives, and students will research and discuss historical examples and apply them to their projects. Pottery shapes requiring singular form components will be investigated along with an introduction to kiln firing and glaze mixing. This course will introduce development of personal imagery as well as ceramic design, decoration, and glazing. Lab assignments focus on throwing techniques and glazing. Students will purchase clay and tools. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-065 Intermediate Ceramics Through the Pottery Wheel**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-011 and ART-064; eligibility for ENGL-095

This course further develops the use of clay and the pottery wheel as an expressive and utilitarian medium. Lectures will highlight the use of this versatile medium from contemporary, cultural, and historical perspectives, and students will research assigned and student-chosen historical examples and apply the research to their projects. Pottery shapes requiring singular and multiple form components will be investigated along with kiln firing and glaze mixing and calculation. This course will continue development of personal imagery and concepts of ceramic design, decoration, and glazing. Lab assignments focus on throwing techniques and glazing. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-066 Introductory Hand-built Ceramics**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-011

This course explores the use of hand-building with clay as an expressive and utilitarian medium. Lectures will highlight the use of this versatile medium from contemporary, western and non-western cultures and historical perspectives, and students will research and discuss historical examples and apply them to their projects. Various forms will be investigated along with an introduction to kiln firing and glaze mixing. This course will introduce development of personal imagery as well as ceramic design, decoration, and glazing. Lab assignments focus on hand-building techniques and glazing. An mandatory material fee will be applied. Students will purchase clay and tools. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-067 Intermediate Hand-built Ceramics**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ART-011

This course continues exploration of the use of hand-building with clay as an expressive and utilitarian medium. Lectures will highlight the use of this versatile medium from contemporary, western and non-western cultures and historical perspectives, and students will research and discuss historical examples and apply them to their projects. Plaster mold making will be investigated along with developing kiln firing and glaze mixing techniques. Broadening and deepening technical aspects of hand-building will be combined with further aesthetic exploration. This course will continue investigations of ceramic design, decoration, and glazing. Lab assignments focus on hand-building techniques and glazing. An mandatory material fee will be applied. Students will purchase clay and tools. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-072 Introduction to Digital Photography**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** Eligibility for ENGL-100

Studies and practice in digital photography. This course will explore the technical areas of f-stop and shutter speed, exposure and lighting, the artistic concepts of balance, and composition as well as the communications possibilities of the medium. Students will complete projects designed to help them learn to solve their own photographic problems. Students will concentrate on solving problems and creating portfolio quality pieces. Taught with an artistic and technical emphasis, this course addresses the use of digital cameras, scanners and computers in creating high quality photographs. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-074 Photo II: Developing a Personal Vision**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** ART-072 (Strongly Recommended)

This course presents a methodical approach to creating high-quality photographs through the study and practice of photography. Coursework includes technical areas of lighting, exposure, and image processing using Photoshop. Additional attention is given developing photographic styles and approaches, and the affect of technology on photography. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-075 Documentary Photography**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** ART-072 or ART-074 or concurrent enrollment or completion of any other journalism class

Cross-listed JOURN-160. This course deals with the photographer as a journalist, focusing on theory and practice in press and publications photography, with emphasis on using the camera as a reporting and communications tool. Covered are news and feature photography and photographic essays, including composition, impact, and creativity, for newspapers, magazines, Internet and other mass communications media. The course includes a background in the history, ethics and aesthetics of the documentary still photograph. Students will complete successive and cumulative exercises and projects based on current industry standards and expectations, including photographic assignments, exercises, quizzes as well as participate in class discussions and critiques. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-084 Motion Graphics and Video Editing**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** ART-015, ART-085, ART-086

Studies and practice in 2D and 3D computer-based animation focusing on animated graphic communication. Students will apply introductory industry standard routines, practices and software to create animated images incorporating design, type, video and sound. This course develops the students' understanding of visual communication, advertising and branding through motion graphics. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ART-085 Introduction to Animation**

36 total hours lecture, 72 total hours lab  
3 Units

Studies and practice in three-dimensional computer-based animation with emphasis on the definition of, research for, and solutions to animation problems. Includes basic history of animation. Using industry standard routines and analyses, this course develops students' understanding of motion and visual effects generated in 3D scenes. Special emphasis will be placed on animation styles, production pipelines, and story development. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-086 Animation and 3D Modeling**

36 total hours lecture, 72 total hours lab  
3 Units

Studies and practice in three dimensional animations with emphasis on the definition, research, solution to animation and modeling problems. Using industry standard routines and analysis, this course develops students' understanding of motion and visual effects generated in 3D scenes to develop a demo reel by the end of the course. This course is not about learning "how to" use a specific program but learning the basic 3D modeling and animation concepts to emphasize creativity. Special emphasis will be placed on stylized modeling and animation, production pipelines, and story development. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-098 Independent Study in Art**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**ART-170 Occupational Work Experience Education in Art**

60-300 total hours  
1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per

semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA

**TRANSFER:** CSU

**ART-180 Internship in Art**

60-300 total hours  
1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

**LMC:** DA

**TRANSFER:** CSU

**ART-250 Introduction to Digital Art**

36 total hours lecture, 54 total hours lab  
3 Units

This course is an introduction to the fundamental concepts, practices and theories of digital art creation. Topics include integration of traditional design, color and compositional principles with contemporary digital tools like Adobe Photoshop, Illustrator, and InDesign. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**ART-900s Selected Topics in Art**

DA varies with course content.



# Astronomy

## COURSE DESCRIPTIONS

### ASTRO-010 Introduction to Astronomy

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100

A survey of current concepts of the Universe and their historical evolution. Emphasis is placed on the process of scientific inquiry by which current scientific understanding has been achieved, on the aesthetics of science, and on the limitations and implications of scientific knowledge. The material is presented throughout with the aid of the planetarium for Pittsburg sections. Interdisciplinary connections, ethical implications, and multicultural perspectives are infused throughout the course. May not be repeated. LR

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B1; IGETC Area 5A

### ASTRO-011 Astronomy Laboratory

54 total hours lab

1 Unit

**PREREQUISITE:** Prior or concurrent enrollment in ASTRO-010

**ADVISORY:** ENGL-100

This course provides laboratory experience in astronomical observation. It involves the study of fundamental concepts of astronomy, including investigations of the moon, sun, planets and stars and offers practical experience in the use of telescopes and other tools. ASTRO-010 and ASTRO-011, if both completed, meet the CSU lab science requirement. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area B3; IGETC Area 5A, 5C

### ASTRO-098 Independent Study in Astronomy

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

### ASTRO-900s Selected Topics in Astronomy

DA varies with course content.

# Athletics

## COURSE DESCRIPTIONS

See Kinesiology-Intercollegiate Athletics, page 204.

# Automotive Technology

**DEGREE**—Associate of Science

Automotive Technology

**CERTIFICATE OF ACHIEVEMENT**

Automotive Technology

**COLLEGE SKILLS CERTIFICATES**

Smog Technician Specialist

Air Conditioning Specialist

Transmission Specialist

Powertrain Specialist

Advanced Performance Engine Builder

Chassis Specialist

Automotive Diesel Specialist

Automotive Certificate of General Maintenance

## ASSOCIATE OF SCIENCE DEGREE AND CERTIFICATE OF ACHIEVEMENT AUTOMOTIVE TECHNOLOGY

Automotive Technology provides instruction in engine diagnosis, tune-up, emission control, brakes, front-end, and suspension systems. These courses are designed to prepare students for certification in these areas and for employment as automotive mechanics.

For the Associate of Science Degree in Automotive Technology, complete 18-24 units of coursework listed below as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan.

For the Certificate of Achievement in Automotive Technology, complete 18 units of coursework listed below. Consult a Los Medanos College counselor to develop your education plan.

### SELECT A MINIMUM OF 18 - 24 UNITS FROM:

<b>AUTO-045</b>	Automotive Laboratory Practice	<b>1.5</b>
<b>AUTO-111</b>	Automotive Electrical Systems	<b>4</b>
<b>AUTO-112</b>	Engine Technology	<b>4</b>
<b>AUTO-113</b>	Automotive Heating and Air Conditioning	<b>3</b>
<b>AUTO-120</b>	Automotive Suspension and Steering	<b>4</b>
<b>AUTO-121</b>	Automotive Brakes	<b>4</b>
<b>AUTO-122</b>	Automotive Machining	<b>4</b>
<b>AUTO-130</b>	Automatic Transmission and Transaxles	<b>4</b>
<b>AUTO-132</b>	Automotive Diagnosis I	<b>4</b>
<b>AUTO-133</b>	Manual Transmission and Differential	<b>2</b>

<b>AUTO-142</b>	Automotive Diagnosis II	<b>4</b>
<b>AUTO-150</b>	Smog Check Training Level I	<b>3</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>18-24</b>
<b>TOTAL UNITS FOR THE DEGREE</b>		<b>60</b>

## ASSOCIATE OF SCIENCE

### Program Student Learning Outcomes

1. Demonstrate problem solving techniques used in troubleshooting automotive systems by writing up a diagnosis and completing the repair.
2. Use written or oral service directions used in the automotive field to locate service information, demonstrate mechanical knowledge by diagnosing the failure and replacing the proper component.
3. Demonstrate the skills and knowledge necessary to take and pass the state and ASE exams required for employment in the automotive field.

## CERTIFICATE OF ACHIEVEMENT

### Program Student Learning Outcomes

1. Demonstrate problem solving techniques used in troubleshooting automotive systems by writing up a diagnosis and completing the repair.
2. Use written or oral service directions used in the automotive field to locate service information, demonstrate mechanical knowledge by diagnosing the failure and replacing the proper component.
3. Demonstrate the skills and knowledge necessary to take and pass the state and ASE exams required for employment in the automotive field.

## COLLEGE SKILLS CERTIFICATES

### AUTOMOTIVE TECHNOLOGY

#### Smog Technician Specialist

REQUIRED COURSES:		UNITS
<b>AUTO-132</b>	Automotive Diagnosis I	<b>4</b>
<b>AUTO-142</b>	Automotive Diagnosis II	<b>4</b>
<b>AUTO-111</b>	Automotive Electrical Systems	<b>4</b>
<b>AUTO-150</b>	Smog Check Training Level I	<b>3</b>
<b>AUTO-057</b>	Smog Update	<b>.5</b>
<b>TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE</b>		<b>15.5</b>

### Program Student Learning Outcomes

1. Demonstrate the skills and knowledge necessary to take and pass the State smog license and ASE exam (A 6, A 8 & L 1) required for employment in the automotive field.

#### Air Conditioning Specialist

REQUIRED COURSES:		UNITS
<b>AUTO-113</b>	Automotive Heating & Air Conditioning	<b>3</b>
<b>TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE</b>		<b>3</b>

### Program Student Learning Outcomes

1. Demonstrate the skills and knowledge necessary to take and pass the State refrigerant handling license and ASE exam (A 6) required for employment in the automotive field.

#### Transmission Specialist

REQUIRED COURSES:		UNITS
<b>AUTO-111</b>	Automotive Electrical Systems	<b>4</b>
<b>AUTO-130</b>	Automatic Transmission & Transaxles	<b>4</b>
<b>AUTO-133</b>	Manual Transmission & Differentials	<b>4</b>
<b>TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE</b>		<b>12</b>

### Program Student Learning Outcomes

1. Demonstrate the skills and knowledge necessary to take and pass the ASE exam (A2 & A3) required for employment in the automotive field.

#### Powertrain Specialist

REQUIRED COURSES:		UNITS
<b>AUTO-111</b>	Automotive Electrical Systems	<b>4</b>
<b>AUTO-132</b>	Automotive Diagnosis I	<b>4</b>
<b>AUTO-142</b>	Automotive Diagnosis II	<b>4</b>
<b>TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE</b>		<b>12</b>

### Program Student Learning Outcomes

1. Demonstrate the skills and knowledge necessary to take and pass the ASE exam (A2 & A3) required for employment in the automotive field.

#### Advanced Performance Engine Builder

REQUIRED COURSES:		UNITS
<b>AUTO-112</b>	Engine Technology	<b>4</b>
<b>AUTO-122</b>	Automotive Machining	<b>4</b>
<b>AUTO-143</b>	Engine Mastery	<b>4</b>
<b>TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE</b>		<b>12</b>

### Program Student Learning Outcomes

1. Demonstrate the skills and knowledge necessary to take and pass the ASE exam (A1) required for employment in the automotive field.

#### Chassis Specialist

REQUIRED COURSES:		UNITS
<b>AUTO-111</b>	Automotive Electrical Systems	<b>4</b>
<b>AUTO-121</b>	Automotive Brakes	<b>4</b>
<b>AUTO-120</b>	Automotive Suspension and Steering	<b>4</b>
<b>TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE</b>		<b>12</b>

### Program Student Learning Outcomes

1. Demonstrate the skills and knowledge necessary to take and pass the ASE exam (A4 & A5) required for employment in the automotive field.

**COURSE DESCRIPTIONS****AUTO-045 Automotive Laboratory Practice**

72 total hours lab

1.5 Units

This course is designed for students who want to improve their existing skills. More lab time is very valuable in improving skills to gain employment in the automotive field. Projects will vary depending on the student's need. Work can include electrical and mechanical diagnosis and repair. Students must be able to perform repairs based on their current knowledge of the repair, with supervision from the instructor. May not be repeated. P/NP

**LMC:** DA**TRANSFER:** CSU**AUTO-057 Smog Update**

8 total hours lecture, 12 total hours lab

.5 Units

**ADVISORY:** ENGL-095

The State of California mandates that all smog check repair technicians renew their smog license every two years and take a minimum of 16 hours of Smog Update training. This course is the latest 16-hour update course required by the California Bureau of Automotive Repair for smog check repair technicians who need to renew their smog license. May not be repeated. P/NP

**LMC:** DA**AUTO-098 Independent Study in Automotive Technology**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**AUTO-100 Introduction to Industrial Technology and Trades**

18 total hours lecture, 54 total hours lab

2 Units

This is a career exploration course for the industrial trades including: Appliance Repair, Automotive Technology, Electrical/Instrumentation Technology, Process Technology and Welding Technology. It will provide hands-on experience for students who are maybe undecided about their career direction, and allows them to explore through doing, in this survey course of the industrial trades. It will also teach them some basic skills in each trade. This is one course and will be listed under all of following course numbers AUTO-100, ETEC-100, PTEC-100 and WELD-100. Students may register for this course using any one of the provided course numbers. May not be repeated. P/NP

**LMC:** DA**TRANSFER:** CSU**AUTO-110 Automotive Essential Car Care**

96 total hours lecture, 16 total hours lab

5.5 Units

**ADVISORY:** Eligibility for ENGL-095

This course is designed to teach the operation and maintenance of modern automobiles. There is an emphasis on the theory of the basic operating systems, including engine, electrical, chassis, and driveline systems. This course is designed for the student seeking a career as an automotive technician as well as the home mechanic or who wants to learn about his or her automobile. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**AUTO-111 Automotive Electrical Systems**

48 total hours lecture, 80 total hours lab

4 Units

**ADVISORY:** Eligibility for ENGL-095

The course covers automotive electrical principles including reading wiring diagrams, diagnosing electronic components, and using meters/lab scopes. This course is designed for the student seeking a career as an automotive technician as well as the existing technicians who want to expand their knowledge. This course will prepare students to take the California Automotive Lamp Installer's license and the ASE A-6 Examination. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU

**AUTO-112      Engine Technology**

48 total hours lecture, 80 total hours lab  
4 Units

**ADVISORY:** *Eligibility for ENGL-095*

This course is an introductory course to the basics of engine mechanical technology. The core of this course is to provide fundamental engine measurements, inspection and proper assembly techniques required for both common and modern engines. As an entry level course, emphasis is focused on safety, proper tool usage and organizational skills. Material in this class provides the essential knowledge for students to take the ASE A1-Engine Repair exam. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-113      Automotive Heating and Air Conditioning**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** *Eligibility for ENGL-095*

This course is designed to provide students with the knowledge and skills needed to succeed in the field of automotive heating and air conditioning; and retrofitting R12 to R134a systems. This course will prepare students to take the federal exam for a refrigerant handling license and the ASE A-7 Examination. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-120      Automotive Suspension and Steering**

48 total hours lecture, 80 total hours lab 4 Units

**ADVISORY:** *Eligibility for ENGL-095*

The course is designed for students to learn and improve the skills necessary to diagnose and repair wheels, tires, shocks, steering, suspension systems and alignment procedures. The course places emphasis on the manufacturer's standards and procedures. This course will prepare students for the ASE A-4 Examination. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-121      Automotive Brakes**

48 total hours lecture, 80 total hours lab  
4 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course is designed to give students the knowledge, and practical skills necessary to troubleshoot, diagnose and repair modern automotive brakes and ABS systems. The course places emphasis on manufacturers' standards and procedures required to keep brakes performing within state and federal specifications. This course will prepare students for the California Brake Installer's License exam and the ASE A-5 Examination. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-122      Automotive Machining**

48 total hours lecture, 80 total hours lab  
4 Units

**ADVISORY:** *Eligibility for ENGL-095; AUTO-110*

The course teaches students how to diagnose, rebuild and machine a modern automotive engine. This course is designed for students seeking a career as an automotive technician and/or engine rebuilder. It prepares students for the ASE A1 examination and the AERA Cylinder Head and Engine Machinist Certification. Students will also learn how to repair engines to lower emissions and achieve better efficiency. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-124      Electric Vehicle Technology**

72 total hours lecture, 18 total hours lab  
4 Units

**ADVISORY:** *AUTO-111*

This course provides training in the service, maintenance, diagnosis and repair of Electric Drive Vehicles. Training includes Plug-In Hybrid Electric Vehicles (PHEV), Hybrid Electric Vehicles (HEV), Battery Electric Vehicles (BEV) and Extended Range Vehicles. Students are exposed to the most advanced and up-to-date service, maintenance, diagnosis and repair procedures for these Advanced Technology Vehicles. This course prepares you for the ASE L-3 light duty hybrid/electric vehicle specialist test. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-130      Automatic Transmission and Transaxles**

48 total hours lecture, 80 total hours lab

4 Units

**ADVISORY:** *Eligibility for ENGL-095*

This course is designed to provide students with the knowledge and skills to maintain and repair automotive transmissions and transaxles. This course provides experience in complete overhaul and rebuilding of automatic transmissions. It prepares students for the ASE A2 Examination. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**AUTO-131      Introduction to Diesel Technology**

48 total hours lecture, 80 total hours lab

4 Units

**ADVISORY:** *Eligibility for ENGL-095*

This course is designed to introduce students to light duty automotive and truck diesel engine systems. They will learn the differences and advantages of diesel vs. gas engines, as well as the skills necessary to properly diagnose and repair modern high pressure diesel engines and fuel systems. It will provide students new to diesel technology a solid working knowledge of modern diesels, and is a valuable refresher for current automotive technicians that may not be up to date on the latest diesel technology. It will prepare students for the ASE T2 diesel examination. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**AUTO-132      Automotive Diagnosis I**

48 total hours lecture, 80 total hours lab

4 Units

**ADVISORY:** *Eligibility for ENGL-095*

This course provides a practical background in the theory, operation, and testing of automotive engine systems and emission control components. This is the first of two courses (AUTO-132 and AUTO-142) designed to familiarize the student with engine systems. It will prepare students for the ASE A-6 Examination. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**AUTO-133      Manual Transmission and Differentials**

24 total hours lecture, 40 total hours lab

2 Units

**ADVISORY:** *Eligibility for ENGL-095*

The course is designed to provide students with the knowledge and ability to diagnose and rebuild a manual transmission, clutch, transaxle, driveshaft and differential. Students will gain knowledge and skill in the theory, operation and inspection of manual transmission and transaxle systems. Students will learn diagnostic skills necessary to trouble shoot, repair and adjust most modern manual transmission and transaxle systems. It will prepare students for the ASE A-5 Examination. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**AUTO-140      Hybrid and Alternative Fuels Technology**

24 total hours lecture, 40 total hours lab

2 Units

**ADVISORY:** *Eligibility for ENGL-095*

This course provides basic electric and hybrid electric vehicle safety procedures; common electric and hybrid electric vehicle component fundamentals; current hybrid vehicle design; an introduction to hybrid electric vehicle maintenance and troubleshooting and an introduction to hybrid electrical vehicle test equipment and procedures. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**AUTO-141      Advanced Diesel Technology**

48 total hours lecture, 80 total hours lab

4 Units

**ADVISORY:** *Eligibility for ENGL-095*

This course is designed to build upon the theories and skills learned in Auto 131, Introduction to Diesel Technology. Students will be introduced to more complex engine, fuel, and emission systems, and learn the proper diagnostic and repair skills associated with those systems. Although the course still follows the same basic information contained in the textbook used in Auto 131, most of the classroom material and lab activities are similar to the training a student would receive at an OEM factory training center. At the completion of Introduction to Diesel Technology and Advanced Diesel Technology a student should be prepared to enter the workforce as an entry level diesel technician at an independent or OEM repair facility. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU



**AUTO-142 Automotive Diagnosis II**

48 total hours lecture, 80 total hours lab  
4 Units

**ADVISORY:** *AUTO-132; eligibility for ENGL-095*

This advanced course is the second of two courses on tune-ups and diagnostics. The course is designed to give students the ability to gain and refine the skills necessary to perform engine tune-ups and diagnostic techniques on late model vehicles. The course places emphasis on manufacturer's standards and procedures required to keep the automobile engine performing within state and federal specifications. It course prepares students for the ASE A-8 Examination. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-143 Engine Mastery**

48 total hours lecture, 80 total hours lab  
4 Units

**PREREQUISITE:** *AUTO-122*

**ADVISORY:** *AUTO-132; AUTO-142*

Advanced engine performance combining automotive mathematics and practical engine assembly through Dyno Testing. This courses focuses on how to develop an engine plan based on intended use, analyze engine tear down, cleaning and inspection procedures, selection of engine components, machine to blueprint, and assembly of specific engine projects. Students perform all services utilizing industry standard equipment from companies like Dynamite, Superflow, Mustang and others. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-150 Smog Check Training Level I**

54 total hours lecture, 26 total hours lab  
3 Units

**ADVISORY:** *AUTO-132 and 142*

This course will prepare you to become a smog check inspector or repair technician. The course is the first of two state required courses and will include safety, basic engine operation, all basic automotive systems (ignition, induction, exhaust, cooling, emission controls), emissions causes and effects and an introduction to smog rules and regulations. This course is designed for students seeking a career as a smog technician or the technician needing a California BAR Smog License for employment at a repair shop or dealership. Instruction will include competencies of automobile emissions systems to meet the requirements of the California State BAR Smog Inspection and Maintenance Program Level I training. Level I certification is required by the CA State BAR prior to registration for Level II training and both are required for the State Smog License examination. This course will prepare the

student for the ASE L-1 Advanced Engine Performance examination. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-151 Smog Check Training Level 2**

27 total hours lecture, 13 total hours lab  
1.5 Unit

**ADVISORY:** *AUTO-150*

This course is required by the State of California Bureau of Automotive Repair (BAR) for an automotive technician to complete the education requirements for the state smog inspector license certification. Students must take this course to earn a Level II certificate that will allow them to take the state smog check inspector exam. This course provides training in the procedures of the smog check program and instructs students how to properly perform a smog check inspection. This course provides a practical background in the theory, operation and testing of automotive engine systems and emission control components. The course will also prepare a student to take the ASE L1 exam. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-170 Occupational Work Experience Education in Automotive Technology**

60-300 total hours  
1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA

**TRANSFER:** CSU

**AUTO-180 Internship in Automotive Technology**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

LMC: DA

TRANSFER: CSU

**AUTO-900s Selected Topics in Automotive Technology**

DA varies with course content.

# Biological Science

**DEGREE—Associate in Science for Transfer**

Biology



The Associate in Science in Biology for Transfer degree at Los Medanos College prepares students to transfer into a curriculum at a CSU to pursue a baccalaureate degree in biology. The ADT in Biology will introduce students to many areas of study including cytology, biochemical cycles, proteonomics, genomics, reproduction, embryonic development, ecology, comparative anatomy and physiology and evolution.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

Students choosing to transfer are strongly encouraged to see an LMC Counselor since four year college requirements vary widely and are subject to change.

REQUIRED COURSES:		UNITS
<b>BIOSC-020</b>	Principles of Biology: Cellular Processes	<b>5</b>
<b>BIOSC-021</b>	Principles of Biology: Organismic	<b>5</b>
<b>TOTAL UNITS</b>		<b>10</b>
<b>LIST A (22 UNITS):</b>		
<b>CHEM- 025</b>	General College Chemistry	<b>5</b>
<b>CHEM- 026</b>	General College Chemistry	<b>5</b>
<b>MATH-210</b> or <b>MATH-140</b>	Calculus and Analytic Geometry I Applied Calculus	<b>4</b> <b>4</b>
<b>PHYS- 035</b>	College Physics I	<b>4</b>
<b>PHYS -036</b> or <b>PHYS -040</b>	College Physics II Physics for Scientists and Engineers I	<b>4</b> <b>4</b>
<b>PHYS -041</b>	Physics for Scientists and Engineers II	<b>4</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>32</b>
<b>TOTAL UNITS FOR THE DEGREE</b>		<b>60</b>

**Program Student Learning Outcomes**

1. Utilize the scientific method to develop hypotheses, conduct scientific experiments, critically analyze experimental data, and communicate results through written reports and oral presentations.
2. Analyze the relationship of structure & function at and across molecular, cellular, and organismal levels.
3. Describe how evolutionary processes explain the similarities and differences among organisms.
4. Illustrate the interdependency among living and non-living things in diverse and changing ecosystems.

**COURSE DESCRIPTIONS****BIOSC-005      Biology of Health**54 total hours lecture, 18 total hours lab 3 Units

This is an introductory course that covers the biological concepts and principles underlying human health and illness. We will cover not only the basic functions of the human cardiovascular, respiratory, nervous, digestive, immune, and reproductive systems, but also the effects of diet, exercise, prescription and illicit drugs, and stress on these systems and how you can make changes to improve your health. The course includes up-to-date information on biological and medical discoveries related to human health. In addition, we will discuss issues related to mental health, addiction, and sexually transmitted diseases. The local and global health consequences of some human practices will also be explored. Hands-on activities will serve to demonstrate concepts that are critical to the health and wellbeing of the whole individual. May not be repeated. LR

**LMC:** ADR: *Natural Sciences; DA***TRANSFER:** UC; CSU Gen. Ed. Area E**BIOSC-007      Ecology and the Environment**54 total hours lecture, 54 total hours lab 4 Units**ADVISORY:** *Eligibility for ENGL-100*

This course provides an introduction to the biological concepts and principles underlying ecology and environmental science. Utilizing an interdisciplinary, case-based approach, students explore the interconnectedness of ecosystems on planet Earth by investigating human impact on local and global systems. By grappling with questions surrounding sustainability, personal responsibility, and ecological health, students will work towards the goals of developing environmental literacy and thinking scientifically about environmental issues. Lab explorations, field exercises, and field trips to local environmental sites will facilitate deeper understanding of our place in the ecosystem and provide hands-on experience throughout the course. This course meets the General Education Requirement for Science. May not be repeated. LR

**LMC:** ADR: *Natural Sciences; DA***TRANSFER:** UC; CSU Gen. Ed. Area B2, B3; IGETC Area 5B, 5C**BIOSC-008      Human Biology**54 total hours lecture, 54 total hours lab  
4 Units**ADVISORY:** *Eligibility for ENGL-100*

This is an introductory course for non-science majors that explores major biological principles as they apply to human beings. Problem solving and critical thinking skills will be emphasized as students investigate the structure and function of the human organism. Areas of study include the major body systems, human evolution, homeostasis, cells, tissues, heredity, gene expression, biotechnology and the interaction of humans and the environment. Weekly laboratory experiments on all major topics will allow the student to use the scientific method to gain knowledge and practical experience in the collection and analysis of data, and in drawing appropriate conclusions. This course meets the LMC General Education Requirement for Science. May not be repeated. LR

**LMC:** ADR: *Natural Sciences; DA***TRANSFER:** UC; CSU Gen. Ed. Area B2, B3; IGETC Area 5B, 5C**BIOSC-010      General Biology**54 total hours lecture, 72 total hours lab  
4 Units**ADVISORY:** *MATH-012 or higher; eligibility for ENGL-100*

An integrated study of life forms with weekly laboratory activities. The course will focus on biological concepts, principles, and laws pertaining to life processes, as well as the scientific method used to investigate these processes. Throughout the course students will be encouraged to apply their critical thinking abilities to investigate the connections between biological theories and real world observations. This course meets the General Education Requirement for Lab Science. May not be repeated. LR

**LMC:** ADR: *Natural Sciences; DA***TRANSFER:** UC; CSU Gen. Ed. Area B2, B3; IGETC Area 5B, 5C

**BIOSC-020 Principles of Biology: Cell and Molecular**

54 total hours lecture, 108 total hours lab

5 Units

**PREREQUISITE:** MATH-029, MATH-030 or equivalent**ADVISORY:** AP High School Biology, AP High School Chemistry, BIOSC-010, ENGL-100, CHEM-025 or the equivalent.

This is an integrated study of the central concepts of cell and molecular biology intended for biology majors. This course will cover the concepts and applications of prokaryotic and eukaryotic cytology, biochemical and metabolic pathways, proteomics, reproduction and genomics. The critical and creative process of scientific inquiry and the implications of scientific knowledge will be emphasized. Skills in critical thinking, problem solving, and effective learning will be employed throughout the course. Required for biological science majors. Students can receive Honors credit for this class. Contact the Honors Program for more information. May not be repeated. LR

**LMC:** ADR: Natural Sciences; DA**TRANSFER:** UC; CSU Gen. Ed. Area B2, B3; IGETC Area 5B, 5C; C-ID BIOL 135S**BIOSC-021 Principles of Biology: Organismal**

54 total hours lecture, 108 total hours lab

5 Units

**PREREQUISITE:** MATH-029, MATH-030 or equivalent**ADVISORY:** BIOSC-010, BIOSC-020; High School AP Biology, AP Chemistry

This is an integrated study of the vast array of organisms on this planet. It focuses on biological processes and principles that lead to increasing higher levels of organization. The course is centered on three major areas of study: evolutionary principles, unity and diversity of life and ecology. Major topics will include: origin of life, evolutionary mechanisms, evidence of evolution, speciation, diversity of life; plant form and function; population and community ecology; ecosystems and environmental concerns. Skills in critical thinking, problem solving and effective learning will be presented throughout the course. Laboratory methods, techniques and field work will be included with all major topics. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU Gen. Ed. Area B2, B3; IGETC Area 5B, 5C; C-ID BIOL 135S, BIOL 140**BIOSC-030 Introduction to Anatomy and Physiology**

54 total hours lecture, 54 total hours lab

4 Units

**ADVISORY:** Eligibility for ENGL-100

This course is designed to cover basic anatomy and physiology. Fundamentals of body structure and function and the elegant inter-relationships between body organs and how they perform will be explored. All of the systems of the body, including very basic microscopic anatomy and simple physiological chemistry will be covered in this one semester course. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU**BIOSC-040 Human Anatomy**

54 total hours lecture, 108 total hours lab

5 Units

**ADVISORY:** BIOSC-030 or equivalent; ENGL-100

This course is a comprehensive exploration of gross and microscopic anatomy from cellular to systems that presents the human body as an integrated organism. Extensive dissection of human cadavers and preserved animal organs will constitute the bulk of the lab. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU Gen. Ed. Area B2, B3; IGETC Area 5B, 5C; C-ID BIOL 110B**BIOSC-045 Human Physiology**

54 total hours lecture, 108 total hours lab

5 Units

**ADVISORY:** BIOSC-040 and CHEM-007; eligibility for ENGL-100

A comprehensive exploration of general human physiology that begins with a discussion of the molecular and cellular basis of physiology, followed by an analysis of molecular, cellular, and tissue functions as they relate to each of the systems of the body and the total human organism. Critical and quantitative thinking and problem solving will be emphasized, and modern physiological recording instruments will be utilized extensively to analyze human physiological function. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU Gen. Ed. Area B2, B3; IGETC Area 5B, 5C

**BIOSC-050 Microbiology**

36 total hours lecture, 108 total hours lab  
4 Units

**PREREQUISITE:** CHEM-006, 007, 008, 020, 021 or 025, or equivalent

**ADVISORY:** Eligibility for ENGL-100

Explores the fundamental principles related to bacteria, viruses, and other microorganisms. Examines the microbial world with an emphasis on bacteria and their role in disease. Basic areas to be studied in the classroom and the laboratory include microbial characteristics, microbial metabolism, microbial growth and its control, microbial genetics and biotechnology, interactions between microbes and host, microorganisms and human disease, and industrial and environmental applications of microbiology. The process of scientific inquiry will be emphasized, and opportunities for analytical thinking and problem solving will be interwoven throughout the course. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area B2, B3; IGETC Area 5B, 5C

**BIOSC-098 Independent Study in Biological Science**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**BIOSC-900s Selected Topics in Biological Science**

DA varies with course content.

# Business

**DEGREES**—Associate in Science for Transfer  
Business Administration



**DEGREES**—Associate of Science

Accounting

Small Business Operations

**CERTIFICATES OF ACHIEVEMENT**—Business

Accounting

Small Business Operations

**COLLEGE SKILLS CERTIFICATES**

Business Information Professional Level I

Business Information Professional Level II

**ASSOCIATE IN SCIENCE****BUSINESS ADMINISTRATION FOR TRANSFER DEGREE**

The Associate in Science in Business Administration for Transfer Degree is designed for students desiring advanced degrees in business administration. The LMC Business Administration courses meet lower division transfer requirements for business degrees such as accounting, marketing, management, international business, or finance. The curriculum includes the first and second year requirements for transfer to a four-year institution. A baccalaureate degree is the recommended preparation for those considering professional careers in business.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

**REQUIRED CORE COURSES:**

<b>BUS-186</b>	Financial Accounting	<b>4</b>
<b>BUS-187</b>	Managerial Accounting	<b>4</b>
<b>ECON-010</b>	Principles of Microeconomics	<b>3</b>
<b>ECON-011</b>	Principles of Macroeconomics	<b>3</b>
<b>BUS-294</b>	Business Law	<b>3</b>

**LIST A - SELECT ONE OF THE FOLLOWING:**

<b>MATH-140</b>	Applied Calculus	<b>4</b>
<b>MATH-110</b>	Introduction to Statistics	<b>4</b>

LIST B - SELECT TWO OF THE FOLLOWING OR ONE OF THE MATH CLASSES NOT ALREADY USED IN LIST A AND ONE OF THE FOLLOWING:

<b>BUS-109</b>	Introduction to Business	<b>3</b>
<b>BUS-059</b>	Business Communications	<b>3</b>
<b>COMSC-040</b>	Introduction to Computer and Business Information Systems	<b>4</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>26- 28</b>

**TOTAL UNITS FOR THE DEGREE 60**

Business Program curriculum is designed to accomplish several goals: 1) to prepare students for entry-level careers; 2) to prepare students for career advancement in business, industry, government, and non-profit organizations; 3) to prepare students for entrepreneurship and small business start-ups, operations, management and expansion; 4) to prepare business students to transfer to four-year colleges; and 5) to provide major prep courses for students with bachelor of arts degrees seeking advanced business degrees.

The Business Department offers majors in accounting, small business operations and office administration.

The Business Department provides three ways to achieve your business education and training goals: 1) associate of science degrees; 2) certificates of achievement; and/or 3) college skills certificates.

#### Program Student Learning Outcomes

1. Analyze practical business problems and utilize research and critical thinking to evaluate and recommend alternative solutions.
2. Demonstrate strong oral and written skills necessary to effectively collaborate and communicate from a global perspective with diverse groups of people.
3. Apply accounting concepts and principles in making decisions about business operations.
4. Identify and explain the major functional areas of the business organizations including management, marketing, finance, and accounting.
5. Apply commonly used computer application programs to create relevant business documents.

## ASSOCIATE OF SCIENCE DEGREE AND CERTIFICATE OF ACHIEVEMENT ACCOUNTING

The associate degree and certificate of achievement curriculum in accounting prepare students for entry-level positions and professional advancement in public, private, and governmental accounting. Entry-level employment opportunities include positions such as accounts payable/receivable clerk, payroll accountant, accounting paraprofessional, and tax examiner assistant. The Business Department also offers a transfer curriculum to a four-year university.

For the Certificate of Achievement in Accounting, complete the units of coursework listed. Consult a Los Medanos College counselor to develop your education plan.

For the Associate of Science Degree in Accounting, complete the units of coursework listed as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan.

REQUIRED COURSES:		UNITS
<b>BUS-185</b>	Computer Assisted Accounting	<b>3</b>
<b>BUS-186</b>	Financial Accounting	<b>4</b>
<b>BUS-187</b>	Managerial Accounting	<b>4</b>
<b>BUS-018</b>	Microsoft Excel for Windows	<b>3</b>
<b>BUS-109</b>	Introduction to Business	<b>3</b>
<b>TOTAL UNITS</b>		<b>17</b>

#### AND SELECT A MINIMUM OF 6 UNITS FROM:

<b>BUS-027</b>	Small Business Management	<b>3</b>
<b>BUS-294</b>	Business Law	<b>3</b>
<b>BUS-059</b>	Business Communications	<b>3</b>
<b>BUS-091</b>	Managing/Working in a Diverse Workforce	<b>.5</b>
<b>BUS-092</b>	Business Ethics	<b>.5</b>
<b>BUS-093</b>	Dealing with Difficult People	<b>.5</b>
<b>BUS-095</b>	Developing Customer Service Satisfaction	<b>.5</b>
<b>BUS-096</b>	Time Management and Goal Setting	<b>.5</b>
<b>BUS-160</b>	Personal Finance	<b>3</b>
<b>BUS-170</b>	OWEE in Business	<b>1-4</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>23</b>

**TOTAL UNITS FOR THE DEGREE 60**

**TOTAL UNITS FOR THIS CERTIFICATE 23**

#### Program Student Learning Outcomes

1. Demonstrate the knowledge and skills necessary for an entry level position in public and/or private accounting.
2. Analyze information from source documents and narratives and record in the proper accounting records the typical types of financial transactions encountered daily by a for-profit business.
3. Construct financial statements and reports from accounting records.



## ASSOCIATE OF SCIENCE DEGREE AND CERTIFICATE OF ACHIEVEMENT

### SMALL BUSINESS OPERATIONS

The Small Business Operations associate degree and certificate curriculum is designed to prepare students for success in small business management—starting, operating, and expanding a small business. It is geared to the potential or current entrepreneur and to persons who serve as employees of small business firms.

For the Certificate of Achievement in Small Business Operations, complete the units of coursework listed. Consult a Los Medanos College counselor to develop your education plan.

For the Associate of Science Degree in Small Business Operations, complete the units of coursework listed as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan.

REQUIRED COURSES:		UNITS
BUS-181	Accounting: Applied Principles	3
or		
BUS-186	Financial Accounting	4
BUS-027	Small Business Management	3
BUS-035	Microsoft Office	3
or		
BUS-035 A/B/C	Microsoft Word/Excel/PowerPoint	4.5
MANGT-075	Managing Human Resources	3
TOTAL UNITS		12-14.5

#### AND SELECT A MINIMUM OF 17 UNITS- DEGREE; OR 12 UNITS- CERTIFICATE FROM:

BUS-285	Tax Accounting	3
BUS-018	Introduction to Excel	3
BUS-109	Introduction to Business	3
BUS-294	Business Law	3
BUS-058	Business English	3
BUS-059	Business Communications	3
BUS-091	Managing/Working in a Diverse Workforce	.5
BUS-092	Business Ethics	.5
BUS-093	Dealing with Difficult People	.5
BUS-095	Developing Customer Service Satisfaction	.5
BUS-096	Time Management and Goal Setting	.5
BUS-160	Personal Finance	3
BUS-185	Computer Assisted Accounting	3
ART-015	Graphic Design	3
COMSC-030	Web Site Development-Part 1	1.5
COMSC-031	Web Site Development-Part II	1.5
COMSC-060	Emerging Microcomputer Technologies	4
JOURN-100	Mass Communication	3
MANGT-050	Introduction to Supervision	3
MANGT-060	Making Effective Decisions	3
MANGT-065	Mastering Management's Essential Tools	3
MANGT-070	Relating in Human Terms	3
TOTAL UNITS FOR THE MAJOR		29-31.5

TOTAL UNITS FOR THE DEGREE 60

TOTAL UNITS FOR THIS CERTIFICATE 29-31.5

### Program Student Learning Outcomes

1. Describe starting, operating, and expanding a small business that supports an ethical, legal, and social responsibility focused approach.
2. Explain sound financial management principles and procedures.
3. Discuss effective communication, human resources management, and decision making practices and techniques.

## COLLEGE SKILLS CERTIFICATES

### BUSINESS INFORMATION PROFESSIONAL LEVEL I

### BUSINESS INFORMATION PROFESSIONAL LEVEL II

#### Business Information Professional Level I

REQUIRED COURSES:		UNITS
COMSC-040	Introduction to Computer Information Systems	4
BUS-036	MS Office II (MS Windows, Outlook & Access)	3
BUS-035A	Introduction to MS Word	1.5
BUS-018	Introduction to Excel	3
BUS-059	Business Communications	3
MANGT-070	Relating in Human Terms	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		17.5

### Program Student Learning Outcomes

1. Demonstrate the knowledge and skills necessary to obtain an entry level business office position.

#### Business Information Professional Level II

REQUIRED COURSES:		UNITS
BUS-035C	MS PowerPoint	1.5
BUS-022	Intermediate MS Excel	3
BUS-185	Computerized Accounting w/QuickBooks	3
BUS-056	Electronic Records Management using MS Access	3
BUS-091/092/093	Customer Relationship Management	2
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		12

### Program Student Learning Outcomes

1. Demonstrate the knowledge and skills necessary to obtain an entry level business office position.

**COURSE DESCRIPTIONS****BUS-018 Introduction to Excel**

54 total hours lecture, 18 total hours lab by arrangement  
3 Units

**ADVISORY:** *MATH-012 or fundamental math skills*

Business 18 is a hands-on, performance-based, skills development spreadsheet course that covers fundamental MS Excel features and functions in the Windows environment. Students will produce business reports, financial statements, budgets, payroll, graphs, etc.) The class emphasizes spreadsheet design, data analysis for decision-making, and the use of Excel as a problem-solving tool for a variety of business applications in various industries. Students will learn to create a variety of professional spreadsheets, will develop their problem-solving and decision-making skills and will increase their MS Windows file management proficiency. This course prepares students for intermediate level instruction, will give them the skills to use Excel in a variety of college-level courses, and prepares them for entry-level employment opportunities. This class is one of the required courses for the career pathway Business Information Worker Level I Certificate. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-019 Intermediate MS Excel**

54 total hours lecture, 18 total hours lab by arrangement  
3 Units

**ADVISORY:** *MATH-012, BUS-109, and BUS-035/BUS-018 or fundamental math skills, knowledge of basic business functions/processes, AND fundamental Excel skills*

This Intermediate Excel course is a hands-on, performance-based, skills development class that provides students with the opportunity to learn how to use MS Excel intermediate to advanced level functions, formulas and features such as PivotTables, Pivot Charts, and other data analysis tools. The class takes a case study approach with an emphasis on good spreadsheet planning and design. Students will develop their critical-thinking and decision-making skills and learn to use Excel as a problem-solving tool for a variety of business applications in various industries. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-027 Small Business Management**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course combines theory with the practical "real world" aspects of the organization, planning, operation, and management of small business in the American Free Enterprise System. The course is designed for students who (1) have an idea for a new venture and have assessed its feasibility or, (2) are now involved in managing a small business and would like to expand the business or, (3) are involved in managing a department/division of an existing medium to large sized enterprise. In this course, emphasis is placed on managing a business or department through careful planning. Students will write a business plan, and learn how the plan can be used to manage a business or department/division. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-035 Microsoft Office**

54 total hours lecture, 18 total hours lab  
3 Units

**ADVISORY:** *BUS-018 or experience with Microsoft Excel*

This course combines theory with the practical "real world" aspects of the organization, planning, operation, and management of small business in the American Free Enterprise System. The course is designed for students who (1) have an idea for a new venture and have assessed its feasibility or, (2) are now involved in managing a small business and would like to expand the business or, (3) are involved in managing a department/division of an existing medium to large sized enterprise. In this course, emphasis is placed on managing a business or department through careful planning. Students will write a business plan, and learn how the plan can be used to manage a business or department/division. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-035A Microsoft Word**

18 total hours lecture, 27 total hours lab  
1.5 Units

Business 35A is a skills/performance-based 1.5-unit class that focuses on Microsoft® Word. Word is one of the most commonly used programs that help you create letters, reports, research papers, newsletters, brochures, and other types of documents. You will be given the opportunity to explore the basic and intermediate features of MS Word including creating, editing, and formatting letters, memos, reports and other documents; enhancing documents with pictures, WordArt, and SmartArt graphics; organizing text into tables and columns; merging documents to create labels, envelopes, and mass mailings; working with templates, styles and charts to make your job easier, and much more. Students are expected to have basic computer technology and Windows skills. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-035B Microsoft Excel**

18 total hours lecture, 27 total hours lab  
1.5 Units

Business 35B is a skills/performance-based class that provides students the opportunity to learn the basic features of one of the most vital and widely used spreadsheet programs - Microsoft Excel. Students learn how to create, edit, and format common business and personal spreadsheet documents such as budgets, invoices, expense reports, balance sheets, and other basic financial reports, how to use basic math formulas/functions in Excel, and how to create basic charts. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-035C Microsoft Powerpoint**

18 total hours lecture, 27 total hours lab  
1.5 Units

**ADVISORY:** *Eligibility for ENGL-100*

Business 35C is a skills/performance-based class that provides students the opportunity to learn the basic and intermediate features of one of the most widely used graphic presentation programs, Microsoft PowerPoint, to build professional and personal presentations easily and effectively. Students learn how to create, edit and format slideshows; enhance slides with multimedia, graphics, and animation; create and use custom templates, themes and backgrounds, and prepare presentations for various types of delivery. Students are expected to have basic computer technology and Windows skills. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-036 Intermediate Microsoft Office**

54 total hours lecture, 18 total hours lab  
3 Units

**ADVISORY:** *BUS-018 or experience with Microsoft Excel*

Business 36 is a hands-on, performance-based, skills development class that provides students with the opportunity to learn to use the Microsoft Windows operating system, the MS Outlook email/personal information management software, and the MS Access relational database management system. Students will increase their MS Windows file management proficiency. They will learn how to communicate/manage email, use the calendar for scheduling, manage contacts, create tasks/notes, as well as how to customize and integrate Outlook components. Students will learn how to customize and maintain Outlook and Windows. This course also teaches fundamental MS Access features and functions. Students will learn how to use MS Access to capture, organize, store, maintain, track, retrieve, sort, and print, business data, and how to report and present business information. Students will learn to create, modify and manage database tables that are organized, accurate and up to date. They will learn to perform database queries and create forms and reports that will assist decision making and help make analyzing business data more efficient and effective. Students will learn the differences between MS Excel, MS Access, and MS SharePoint and how to decide when to best use each software productivity tool. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-052 Introduction to Entrepreneurship**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100, MATH-025 and BUS-109*

This course allows students to develop an understanding of the complex tasks faced by individuals engaged in entrepreneurial activities. The course identifies the methods for developing a business idea, the key aspects of creating a business plan, how to acquire resources and how to start a business. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-056      Electronics Records Management with MS Access**

54 total hours lecture, 18 total hours lab by arrangement  
3 Units

**ADVISORY:** *BUS-35D or familiarity w/MS Access AND BUS-109 or familiarity with major functional areas of business organizations*

This course introduces students to the very complex field of managing electronic records and database management. Students will learn the fundamental theory, concepts, and procedures required to design, develop and maintain an electronic record keeping system. The course begins with learning terminology and fundamental filing systems through the actual creation of a database management system. Students will learn how a proper records management system can legally protect a business. The course will cover the Association of Records Management Associations' (ARMA) Generally Accepted Record keeping Principles, data retention scheduling, filing/storage/back-up methods, document imaging processes, records protection and disposal methods, development of records and information management plans/policies, developing a records management training plan, E-mail management guidelines and emerging trends in records management. Using a case study approach that presents a real-world record keeping problem, students will combine records and information management theory with MS Access relational database expertise to plan, design, and create a MS Access database that solves a problem that is presented in a case study business scenario. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-058      Business English**

54 total hours lecture  
3 Units

**ADVISORY:** *Completion or concurrent enrollment of ENGL-095 or higher*

This course emphasizes grammar, spelling, and vocabulary as applied to business communication. It prepares students to write and communicate effectively by developing written skills in sentence and paragraph structures and by analyzing business e-mail, memos, letters, and other types of routine business correspondence. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-059      Business Communications**

54 total hours lecture  
3 Units

**ADVISORY:** *Completion of ENGL-100 or higher*

Presents theory and practical application of effective written and oral communications; students learn to compose e-mail, letters, memos, and reports; learn to network and identify other successful job search strategies, prepare resumes and improve interviewing skills, learn to be a successful and productive team member and leader. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-091      Managing and Working in a Diverse Workplace**

9 total hours lecture  
.5 Unit

**ADVISORY:** *Eligibility for ENGL-100*

The primary goal of the course is to enhance student's awareness and understanding of workplace diversity issues thereby increasing their ability to live and work in an increasingly complex and diverse 21st-century global environment. The students are taught to recognize that everyone has learned different cultural values which leads them to different world views and causes them to approach problems in very different ways. This course will help students learn how important it is to respect the dimensions that shape people's values, experiences, and behavior in the workplace and help them to value the diversity of ideas that come from those differences. Students will learn to identify their own biases and the things that keep them from fully embracing the diversity that exists in the workplace enabling them to develop an action plan that can help them to achieve positive change. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**BUS-092      Business Ethics**

9 total hours lecture  
.5 Unit

**ADVISORY:** *Eligibility for ENGL-100*

A primary goal of this course is to help students define ethics, recognize the characteristics of an ethical organization and identify what it means to be an ethical employee. Students think through ethical issues that arise in the workplace and identify methods that they can employ as individuals to facilitate ethical organizational change. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**BUS-093 Dealing with Difficult People**

9 total hours lecture  
.5 Unit

**ADVISORY:** *Eligibility for ENGL-100*

In this class, students explore why "difficult" people act the way they do, and learn strategies for getting along and communicating tactfully with the "difficult" people they encounter in the workplace. They will learn how to identify different personality types and why some personality types may be difficult for them to work with peacefully. Emphasis is placed on helping students recognize that often they are the "difficult" person in the workplace. Students learn that dealing with "difficult" people leads to conflict, then they learn conflict resolution techniques, and develop skills to constructively manage conflict in today's diverse and increasingly complex workplace. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**BUS-095 Developing Customer Service Satisfaction**

9 total hours lecture  
.5 Unit

**ADVISORY:** *Eligibility for ENGL-100*

The class is designed to provide students with skills, strategies, and techniques that will help them handle customers professionally, tactfully, and diplomatically. Real-life situations are discussed and analyzed to enhance students' knowledge and increase their ability to achieve success in a modern, service-oriented workplace. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**BUS-096 Time Management and Goal Setting**

9 total hours lecture  
.5 units

**ADVISORY:** *Eligibility for ENGL-100*

The primary goal of this course is to help students set goals, and recognize and apply time management principles and techniques. Students analyze their professional and personal commitments and identify methods that they can utilize to facilitate change and improvement. May not be repeated. P/NP

**LMC:** DA

**BUS-098 Independent Study in Business**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**BUS-109 Introduction to Business**

54 total hours lecture  
3 Units

**ADVISORY:** *BUS-018 and BUS-035C or BUS-035; ENGL-100*

A contemporary overview of major topics and main fields in business: marketing, managing, accounting, law, entrepreneurship, international trade, information and risk management. Builds a strong foundation for students to take more advanced business classes as well as provides a broad overview of how the fields are interconnected. The course places these activities within the context of the legal requirements, historical forces, cultural values, ethical considerations, economic systems and social forces of various business regions of the world. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID BUS 110

**BUS-160 Personal Finance**

54 total hours lecture, 18 total hours lab  
3 Units

**ADVISORY:** *BUS-003 or MATH-012; ENGL-100*

This is an introductory personal finance course designed to help students become financially literate, and to learn decision-making strategies integral in controlling one's financial destiny. The course covers the following topics: steps in building a personal financial plan; goal setting; budgeting; evaluating financial institution services; consumer credit; life's major purchases; insurance types, needs and products; investing basics, equity and debt vehicles; income tax strategies; and retirement and estate planning. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**BUS-170 Occupational Work Experience  
Education in Business**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA**TRANSFER:** CSU**BUS-180 Internship in Business**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

**LMC:** DA**TRANSFER:** CSU**BUS-181 Accounting: Applied Principles**

54 total hours lecture, 18 total hours lab

3 Units

**ADVISORY:** MATH-012; ENGL-100

Application of the basic accounting language and system to the records of personal services and retail businesses; emphasis on the use of journals, ledgers and financial statements. Appropriate for students preparing for employment in business occupations. Applies toward real estate brokers' license and certificate in small business operations. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**BUS-185 Computer Assisted Accounting-  
QuickBooks**

36 total hours lecture, 54 total hours lab

3 Units

**ADVISORY:** BUS-018; BUS-186; eligibility for ENGL-100

A hands-on, computerized course that introduces students to computerized accounting and the QuickBooks accounting program. Includes setting up a new organization's books, recording journal entries throughout the accounting cycle; invoicing customers, tracking inventory, preparing payroll, completing bank reconciliation's, generating subsidiary ledgers, creating trial balances, and preparing financial statements within a computerized system. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**BUS-186 Financial Accounting**

72 total hours lecture

4 Units

**ADVISORY:** BUS-181 and/or BUS-185; MATH-012 or BUS-003; eligibility for ENGL-100

This course explores what financial accounting is, why it is important, and how it is used by investors and creditors to make decisions. It covers the accounting information system and the recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, classified financial statements, and statement analysis. Issues related to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal control and ethics are included. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU; C-ID ACCT 110



**BUS-187 Managerial Accounting**

72 total hours lecture  
4 Units

**PREREQUISITE:** BUS-186

**ADVISORY:** MATH-012; eligibility for ENGL-100

This course continues the study of accounting theory with special emphasis on the types of accounting information used by managers, sources of information, and how managers use this information to make business decisions. Topics include cost systems, the analysis and use of cost information, cost-volume-profit analysis, contribution margin, profit planning, standard costs, capital budgeting, and statement analysis. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID ACCT 120

**BUS-294 Business Law**

54 total hours lecture  
3 Units

**ADVISORY:** BUS-109; eligibility for ENGL-100

This course includes a study of the legal environment of business and the basic principles of business law. Included are contracts, agency, employment, sales, property, forms of ownership, courts, and court procedures. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID BUS 120

**BUS-900s Selected Topics in Business**

DA varies with course content.

# Chemistry

**DEGREE**—Associate in Science for Transfer  
Chemistry



The Associate in Science in Chemistry for Transfer Degree is designed for students desiring advanced degrees in Chemistry. The Los Medanos College Chemistry courses meet the lower division transfer requirements for Chemistry. The curriculum includes the first and second year requirements to prepare students to transfer and study at a California State University. Transferring and completing a baccalaureate degree in Chemistry can lead to careers as agricultural and food scientists; chemists and materials scientists; elementary, middle, and high school teachers; environmental scientists; forensic scientists; materials engineers; occupational health and safety specialists; research technicians; government laboratory technicians; medical technicians; petroleum chemists; pharmacists; scientific writers and/or artists.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis.

LMC students must follow and complete IGETC for STEM in order to achieve the Associate in Science in Chemistry for Transfer Degree.

REQUIRED COURSES:		UNITS
<b>CHEM-025</b>	General College Chemistry I	5
<b>CHEM-026</b>	General College Chemistry II	5
<b>CHEM-028</b>	Organic Chemistry I	5
<b>CHEM-029</b>	Organic Chemistry II	5
<b>MATH-210</b>	Calculus and Analytic Geometry I	4
<b>MATH-220</b>	Calculus and Analytic Geometry II	4
<b>PHYS-040</b>	Physics for Scientists and Engineers I	4
<b>PHYS-041</b>	Physics for Scientists and Engineers II	4
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>36</b>
<b>TOTAL UNITS FOR THE DEGREE</b>		<b>60</b>

**Program Student Learning Outcomes**

1. Demonstrated a mastery of a broad set of chemical knowledge concerning the fundamentals in the basic areas of analytical, inorganic, organic, and physical chemistry.
2. Solved problems by applying a comprehensive understanding of chemistry. Such types of chemistry problems include those concerning the atomic and molecular structure of matter, the periodic table plus quantum mechanics, stoichiometry (including those complicated by the presence of limiting reagents), and the principles of thermodynamics and kinetics (involving the principles of equilibrium, energy and entropy changes, as well as rates and mechanisms of chemical reactions).
3. Demonstrated proficiency in basic chemical laboratory skills, in the operation and interpretation of data from chemical instrumentation and measurement, and in the safe chemical practices in the laboratory, including waste handling and safety equipment.

**COURSE DESCRIPTIONS****CHEM-006 Introduction to Inorganic and Physical Chemistry**

54 total hours lecture, 72 total hours lab  
4 Units

**PREREQUISITE:** MATH-025, MATH-025N, MATH-029 or equivalent or one year of high school algebra

An introduction to inorganic chemistry and physical concepts relevant to chemistry, focused toward the understanding of structure and properties of matter. Topics include scientific measurements, metric units, unit conversions, atomic structure, naming chemical compounds, types of chemical reactions, chemical formulas, mole, stoichiometry, chemical bonding, gases, solutions and acid-base chemistry. May not be repeated. LR

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C

**CHEM-007 Introduction to General, Organic and Biochemistry**

54 total hours lecture, 72 total hours lab  
4 Units

**PREREQUISITE:** MATH-025, MATH-025N, MATH-029 or its equivalent

This course is a one-semester survey of the principles of general, organic, and biochemistry. Satisfies the chemistry prerequisite of health career programs requiring only one semester of chemistry, including Kinesiology and most nursing programs at CSUs and four-year colleges. It is one option to fulfill the chemistry prerequisite for LMC Microbiology (BIOSC-050). May not be repeated. LR

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** CSU Gen. Ed. Area B1, B3

**CHEM-025 General College Chemistry 1**

54 total hours lecture, 108 total hours lab  
5 Units

**PREREQUISITE:** CHEM-006 or (one year of High School chemistry); MATH-029, MATH-030

CHEM-025 is the first semester of a one year sequence focused on the fundamental principles of chemistry that fulfills the general chemistry requirement for students in chemistry, biochemistry, engineering, life science, physics, pre-dental, and pre-medical programs. Students will gain knowledge in the foundations of atomic and molecular structure, nomenclature, physical and chemical changes of matter, fundamentals of chemical reactivity, chemical bonding, thermochemistry and the properties of gases. Throughout the course, skills in critical thinking, problem-solving, analysis skills, and effective learning will be developed. May not be repeated. LR

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C; C-ID CHEM 110, C-ID CHEM 120S

**CHEM-026 General College Chemistry II**

54 total hours lecture, 108 total hours lab  
5 Units

**PREREQUISITE:** CHEM-025 or equivalent

CHEM-026 is the second semester of a one year course and fulfills the general chemistry requirement for students in chemistry, biochemistry, engineering, life science, physics, pre-dental, and pre-medical programs. Topics include solutions, colligative properties, equilibrium, acids and bases, kinetics, thermodynamics, electrochemistry, coordination chemistry, nuclear, organic and biological chemistry. Laboratory emphasizes quantitative techniques, including instrumentation, and qualitative analysis. May not be repeated. SC

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C; C-ID CHEM 120S

**CHEM-028 Organic Chemistry**

54 total hours lecture, 108 total hours lab  
5 Units

**PREREQUISITE:** CHEM-026

CHEM-028 is a study of the physical and chemical properties of organic compounds. The principles and practice of common synthetic and analytical procedures will be introduced. This is the first semester of a two-semester organic chemistry sequence. CHEM-028 explores the chemistry of alkanes, alkenes, alkynes, and alkyl halides, along with stereochemistry and modern techniques of spectroscopy. May not be repeated. LR

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C; C-ID CHEM 150, C-ID CHEM 160S

**CHEM-029      Organic Chemistry**

54 total hours lecture, 108 total hours lab  
5 Units

**PREREQUISITE:** CHEM-028

CHEM-029 is a study of the physical and chemical properties of organic compounds. The principles and practice of common synthetic and analytical procedures will be introduced. This is the second semester of a two-semester Organic Chemistry sequence. CHEM-029 explores the chemistry of aromatics, alcohols, ethers, aldehydes, ketones, carboxylic acids & derivatives, carbonyl substitution & condensation reactions, and selected biomolecules. The techniques of instrumental analysis that were introduced in CHEM-028 will be further explored in the context of these new organic families. May not be repeated. LR

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C; C-ID CHEM 160S

**CHEM-098      Independent Study in Chemistry**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**CHEM-900s      Selected Topics in Chemistry**

DA varies with course content.

# Child Development

**DEGREE**—Associate in Science for Transfer  
Early Childhood Education



**CERTIFICATE OF ACHIEVEMENT**—Child Development

**COLLEGE SKILLS CERTIFICATES**—Child Development

Assistant Teacher Permit Coursework  
Associate Teacher Permit Coursework  
Specialization: Infant Toddler Care  
Curriculum in Early Childhood Specialization Certificate  
Specialization: Special Needs Care & Education  
Specialization: Administration of Director Early  
Childhood Programs  
Trauma Informed Practitioner

The Child Development Department prepares you for careers with children, such as early childhood educator, Head Start teacher, family child care provider, center director/site supervisor and elementary school teacher. Courses in our department also ready you for transfer to four year universities in majors such as human development, child development, liberal studies towards a teaching credential, and early childhood education. Parents and future parents will also benefit from the coursework as it prepares all adults to work successfully with children. We also offer specialization coursework as it prepares you to work with infants and toddlers, children with special needs and school age children in addition to coursework that meets the requirement to become a center director/site supervisor. The curriculum is a combination of classroom teaching, laboratory practicum experiences and community site visits based on a philosophy of active learning. Many courses are also available in an online format.

**ASSOCIATE IN SCIENCE****EARLY CHILDHOOD EDUCATION FOR TRANSFER DEGREE**

The Associate in Science Degree in Early Childhood Education for Transfer is a 60-unit degree program designed to prepare students to transfer and study child development, human development, early childhood education, liberal Studies, family and consumer science, sociology and family studies. The program, which requires 25 units of lower division work in child development is combined with the California State University General Education pattern of 40-42 units. Up to 6 units may be double-counted toward the 25 unit major coursework in the CSU GE pattern so the degree can be achieved in 60 units. Students will be prepared to take upper division courses their first semester after transferring. Typically, students who complete this program will be able to complete their upper division coursework in only two additional years.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

The Associate in Science Degree in Early Childhood Education for Transfer also prepares students for entry and mid-level career options in child care, preschool education, special education, and before-and-after school programs. Upon completion of this program, students will be eligible to apply for the Teacher level permit on the Child Development Permit Matrix from the State of California Commission on Teacher Credentialing. Students will complete lower division courses in child growth and development, principles and practices in early childhood education, curriculum, observation, assessment, child/family/community relationships, diversity, health and safety, and a culminating student teaching practicum.

REQUIRED COURSES:		UNITS
<b>CHDEV-010</b>	Child Growth and Development	<b>3</b>
<b>CHDEV-020</b>	Child Family and Community	<b>3</b>
<b>CHDEV-001</b>	Principles and Practices of Teaching Young Children	<b>3</b>
<b>CHDEV-062</b>	Curriculum Foundations for the Young Child	<b>3</b>
<b>CHDEV-011</b>	Observation and Assessment	<b>3</b>
<b>CHDEV-090</b>	Student Teaching Practicum in Early Childhood Education	<b>4</b>
<b>CHDEV-065</b>	Health, Safety and Nutrition in Early Childhood Programs	<b>3</b>
<b>CHDEV-050</b>	Teaching in a Diverse Society	<b>3</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>25</b>

**TOTAL UNITS FOR THE DEGREE 60**

#### Program Student Learning Outcomes

1. Obtain, maintain and advance in permit licensure and/or prepare for upper division transfer through appropriate academic preparation.
2. Apply critical thinking to research, observe, assess, evaluate, and synthesize early learning and child development information.
3. Utilize effective written and verbal communication techniques to ensure optimum communication with children, families, and professional colleagues.
4. Select, develop and or use education equipment, curriculum, assessments, materials, technology, and environments that are culturally relevant and developmentally appropriate.

## CERTIFICATE OF ACHIEVEMENT

### EARLY CHILDHOOD EDUCATION

The Child Development Department prepares you for careers with children, such as early childhood educator, Head Start teacher, family child care provider, center director/site supervisor and elementary school teacher. Courses in our department also ready you for transfer to four-year universities in majors such as human development, child development, liberal studies towards a teaching credential, and early childhood education. Parents and future parents will also benefit from the coursework as it prepares all adults to work successfully with children. We also offer specialization coursework as it prepares you to work with infants and toddlers, children with special needs and school age children in addition to coursework that meets the requirement to become a center director/site supervisor. The curriculum is a combination of classroom teaching, laboratory practicum experiences and community site visits based on a philosophy of active learning. Many courses are also available in an online format.

For the Certificate of Achievement in Early Childhood Education complete the coursework listed below.

For degree, certificate, waiver assistance and educational planning, contact the Department Education Advisor at [jtownsend@losmedanos.edu](mailto:jtownsend@losmedanos.edu)

REQUIRED COURSES: FIRST SEMESTER		UNITS
<b>CHDEV-001</b>	Principles and Practices of Teaching Young Children	<b>3</b>
<b>CHDEV-010</b>	Child Growth and Development	<b>3</b>

REQUIRED COURSES: SECOND SEMESTER		UNITS
<b>CHDEV-020</b>	Child, Family & Community	<b>3</b>
<b>CHDEV-062</b>	Curriculum Foundations for the Young Child	<b>3</b>

REQUIRED COURSES: THIRD SEMESTER		UNITS
<b>CHDEV-050</b>	Teaching in a Diverse Society	<b>3</b>
<b>CHDEV-011</b>	Observation & Assessment	<b>3</b>

REQUIRED COURSES: FOURTH SEMESTER		UNITS
<b>CHDEV-065</b>	Health, Safety and Nutrition for the Young Child	<b>3</b>
<b>CHDEV-090</b>	Supervised Teaching in Local Child Development Programs	<b>4</b>
<b>TOTAL UNITS FOR THIS CERTIFICATE</b>		<b>25</b>

#### Program Student Learning Outcomes

1. Obtain, maintain, and advance in permit licensure and/or prepare for upper division transfer through appropriate academic preparation.
2. Apply critical thinking and effective communication to research, observe, assess, evaluate, analyze, and synthesize early learning and child development information.
3. Select, develop, and/or use educational equipment, curriculum, assessments, materials, technology, and environments that are culturally, linguistically, and developmentally relevant and appropriate.

## Child Development Electives

THESE COURSES MAY BE TAKEN TO FULFILL SPECIALIZATION OR TO MEET PROFESSIONAL DEVELOPMENT REQUIREMENTS:

CHDEV-022	Relationship-Based Discipline Strategies For Children	2
CHDEV-025	Creative Art for the Young Child	2
CHDEV-035	Science & Math for Young Children	3
CHDEV-040	Infant and Toddler Development	3
CHDEV-041	Developmentally Appropriate Practices For Infants and Toddlers	3
CHDEV-045	Music and Movement for the Young Child	2
CHDEV-055	Introduction to Children with Special Needs	3
CHDEV-057	Curriculum and Strategies for Children with Special Needs	3
CHDEV-060	Language and Literacy for the Young Child	2
CHDEV-077	Working with Drug-Exposed Children from Birth to 5 years of Age	2
CHDEV-083	Field Experience in Early Childhood Programs	2
CHDEV-092	Adult Supervision/Mentor Teacher Training	2
CHDEV-095	Administration of Early Childhood Programs	3
CHDEV-096	Supervision and Leadership in Early Childhood Programs	3

## COLLEGE SKILLS CERTIFICATES

### CHILD DEVELOPMENT

The following college skills certificates include coursework that may apply to the California Child Development Permit Matrix. Upon completion, teaching permits can be applied for through the State of California Commission on Teacher Credentialing. Contact the Child Development Department at (925) 473-7637 or email [mjackson@losmedanos.edu](mailto:mjackson@losmedanos.edu) for application assistance.

### Assistant Teacher Permit Coursework

REQUIRED COURSES:		UNITS
CHDEV-001	Principles and Practices of Teaching Young Children	3
CHDEV-010	Child Growth and Development	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		6

#### Program Student Learning Outcomes

1. Obtain permit qualifications at the Assistant Teacher level.

### Associate Teacher Permit Coursework

REQUIRED COURSES:		UNITS
CHDEV-001	Principles and Practices of Teaching Young Children	3
CHDEV-010	Child Growth and Development	3
CHDEV-020	Child, Family, and Community	3
CHDEV-062	Curriculum Foundation for the Young Child	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		12

#### Program Student Learning Outcomes

1. Obtain permit qualifications at the Associate Teacher level.

## Specialization: Infant Toddler Care

REQUIRED COURSES:		UNITS
CHDEV-040	Infant and Toddler Care and Development	3
CHDEV-041	Developmentally Appropriate Practices For Infants and Toddlers	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		6

#### Program Student Learning Outcomes

1. Select, develop, and/or use educational equipment, curriculum, assessments, materials, technology, and environments that are culturally relevant and developmentally appropriate for infant/toddler care and education.

## Curriculum in Early Childhood Specialization Certificate

SELECT 3 COURSES FROM:

CHDEV-022	Relationship-Based Discipline Strategies for Children	2
CHDEV-025	Creative Arts for the Young Child	2
CHDEV-035	Science & Math for Young Children	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		7

#### Program Student Learning Outcomes

1. Select, develop, and/or use educational equipment, curriculum, assessments, materials, technology, and environments in curriculum development that are culturally relevant and developmentally appropriate.

## Specialization: Special Needs Care & Education

REQUIRED COURSES:		UNITS
CHDEV-055	Introduction to Children with Special Needs	3
CHDEV-057	Curriculum and Strategies for Children with Special Needs	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		6

#### Program Student Learning Outcomes

1. Select, develop, and/or use educational equipment, curriculum, assessments, materials, technology, and environments that are culturally relevant and developmentally appropriate for children with special needs.

## Specialization: Administration of Director Early Childhood Programs

REQUIRED COURSES:		UNITS
CHDEV-095	Administration of Early Childhood Programs	3
CHDEV-096	Supervision and Leadership in Early Childhood Programs	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		6

#### Program Student Learning Outcomes

1. Advance in qualifications towards permit licensure as a Program Director or Site Supervisor.

**Trauma Informed Practitioner**

REQUIRED COURSES:		UNITS
<b>CHDEV-030</b>	Trauma Informed Practitioner: Foundations	<b>3</b>
<b>CHDEV-031</b>	Trauma Informed Practitioner: Practices and Strategies	<b>3</b>
<b>TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE</b>		<b>6</b>

The California Commission on Teaching Credentialing Permit Matrix Master Teacher Level requires a 6 unit specialization. The Trauma Informed Practitioner Master Teacher Certificate would be evidence of students having completed CHDEV 30 and CHDEV 31. Currently we only have two other specializations offered: Infant Toddler and Special Needs. This would offer a third option for students.

**COURSE DESCRIPTIONS****CHDEV-001 Principles and Practices of Teaching Young Children**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

An examination of the underlying theoretical principles of developmentally appropriate practices applied to early childhood care and education programs and environments, emphasizing the key role of relationships, play, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development for all children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics and professional identity. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU; C-ID ECE 120

**CHDEV-010 Child Growth and Development**

54 total hours lecture  
3 Units

**ADVISORY:** *ENGL-100*

This course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be an emphasis on interactions between maturational processes and environmental factors while studying developmental theories and research methodologies. Students will observe children, evaluate individual differences and analyze characteristics of development at various stages. May not be repeated. SC

**LMC:** ADR: *Social and Behavioral Sciences; DA*

**TRANSFER:** UC; CSU Gen. Ed. Area D, E; IGETC Area 4G; C-ID CDEV 100

**CHDEV-011 Observation and Assessment**

54 total hours lecture  
3 Units

**PREREQUISITE:** *CHDEV-010*

**ADVISORY:** *ENGL-100*

This course focuses on the role of observation to support children's growth and development in early childhood programs. Various observation methods are used to complete assessments (including an individual child's DRDP-R and a classroom assessment), create individual children's learning plans, develop a classroom improvement plan and provide written family feedback. Appropriate use of assessments and rating systems, the value of portfolios and children's authentic work samples, successful observation strategies, observing learning through play, working in partnership with families, supporting children with special needs, supporting a child's culture and home language, and confidentiality are values that underpin all discussions and class assignments. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU; C-ID ECE 200

**CHDEV-020 Child, Family and Community**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-095*

This course examines the development of a psycho-social understanding of the child as a member of the family and as part of the community; patterns of family living in contemporary society; roles and interrelationships; diversity in both the family, community and the issues that go along with it. Required for CHDEV majors. Satisfies Dept. of Social Services Category II. May not be repeated. SC

**LMC:** ADR: *Social and Behavioral Sciences; DA*

**TRANSFER:** UC; CSU Gen. Ed. Area D; C-ID CDEV 110

**CHDEV-022 Relationship Based Discipline Strategies for Children**

36 total hours lecture  
2 Units

**ADVISORY:** *Eligibility for ENGL-100*

The course is designed for early childhood education students, educators or parents who work with or interact with children in a classroom or family setting. Students will learn how to differentiate between compliance and relationship-based discipline methods, implement relationship-based discipline strategies, and identify children's needs based on Maslow's Hierarchy of Needs. Other topics covered include brain development, rewards and praise, and conflict resolution. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU



**CHDEV-030 Trauma Informed Practitioner: Foundations**

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100

This course is the first in a two-course series on becoming a trauma informed practitioner. The course is designed for early childhood education students, teachers, parents or support service providers who work with or interact with children who have experienced trauma or who have high social emotional needs. Students will learn the neurobiology of trauma and how that impacts all domains of development, how to implement trauma informed relationship-based strategies, identify children's needs based on Maslow's Hierarchy of Needs, and write a case study. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**CHDEV-031 Trauma Informed Practitioner: Practices and Strategies**

54 total hours lecture

3 Units

**ADVISORY:** CHDEV-030

This course will focus on children who have been exposed to trauma and have high social emotional needs in early childhood and elementary classrooms. Attachment theory and current brain research focused on self-regulation will be covered. The California Teaching Pyramid for Social Emotional Learning will also be incorporated. This course emphasizes trauma informed strategies to build a school/classroom family, the five steps for coaching self-regulation, Feeling Buddies and Baby Doll Circle Time. This course can be used towards the curriculum specialization on the Commission on Teaching Credentialing California Permit Matrix at the Master Teacher level. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**CHDEV-034 Creative Art and Movement for Young Children**

54 total hours lecture

3 Units

Explore ways to integrate art, movement, and the creative process across the early childhood curriculum. This course includes the study of stages of art development, fundamental movement concepts, creativity and artistic expression, developmentally appropriate curriculum materials, and the teacher's role in fostering creativity. Students learn how to plan and implement quality art and movement experiences including environment design, appropriate materials, and methods of presentation. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**CHDEV-035 Science and Math for Young Children**

54 total hours lecture

3 Units

**ADVISORY:** CHDEV-001, CHDEV-062

This course is an exploration of principles, methods, and materials for teaching children math and science concepts and process skills through discovery and play. Through their own hands-on investigations, students will learn strategies for promoting early STEM learning. This course stresses the interrelatedness of science, mathematics, and literacy development. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**CHDEV-040 Infant and Toddler Development**

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100

This course covers growth and developmental milestones of infants and toddlers. Components of providing quality group care for the very young, including developmentally appropriate practices, the design of effective environments, staff characteristics, and activities which encourage development are included. This is one of two courses to meet the Infant Toddler Specialization for the Child Development Permit. Satisfies Department of Social Services category IV. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**CHDEV-041 Developmentally Appropriate Practices for Infants and Toddlers**

54 total hours lecture

3 Units

**ADVISORY:** CHDEV-040; ENGL-100

This course covers quality infant and toddler care components including daily care-giving routines, primary care-giving, developmentally appropriate environments, Program for Infant Toddler Caregivers (PITC) and Resources for Infant Educators (RIE) curriculum models as well as establishing partnerships with families through culturally responsive interactions. This is one of two courses to meet the Infant Toddler Specialization for the Child Development Permit. This course satisfies the Department of Social Services (DSS) category IV. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU

**CHDEV-050 Teaching in a Diverse Society**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Examination of the development of social identities in diverse settings including theoretical and practical implications of oppression and privilege as they apply to young children, families, programs, classrooms and teaching. Various inclusive classroom strategies will be explored emphasizing culturally and linguistically appropriate anti-bias and multicultural approaches supporting all children in becoming competent members of a diverse society. Course includes self-examination and reflection on issues related to social identity, stereotypes and bias, social and educational access, media and schooling. May not be repeated. SC

**LMC:** *ADR: Ethnic/Multicultural Studies; DA*

**TRANSFER:** *CSU Gen. Ed. Area D; C-ID ECE 230*

**CHDEV-055 Introduction to Children with Special Needs**

54 total hours lecture  
3 Units

**ADVISORY:** *ENGL-100*

This is one of two courses to meet the Children with Special Needs Specialization for the Child Development Permit. The course focuses on learning about young children with developmental disabilities and those who are at risk. It will include discussions of the following: special education laws, special education terminology, typical and atypical patterns of development, specialized services and contemporary issues and challenges. Several class sessions will be devoted to the understanding of developmental delays and specific disabilities, such as, autism, sensory impairments, and the effects of pre-natal substance exposure. May not be repeated. SC

**LMC:** *DA*

**TRANSFER:** *CSU*

**CHDEV-057 Curriculum and Strategies for Children with Special Needs**

54 total hours lecture  
3 Units

**ADVISORY:** *CHDEV-055; ENGL-100*

This is one of two courses to meet the Children with Special Needs Specialization for the Child Development Permit. The course focuses on learning to work with children with disabilities in inclusive, early childhood, and special education settings. It will include discussions of the following: assessments and curriculum; teaching methods and instructional strategies; adapting materials and activities for children with disabilities; managing challenging behaviors; adapting the physical environment, and working with families, therapists, and specialists. May not be repeated. SC

**LMC:** *DA*

**TRANSFER:** *CSU*

**CHDEV-062 Introduction to Curriculum**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course examines the role of curriculum in early childhood settings. Students will learn about different curriculum models and how to plan, implement and document curriculum that is developmentally appropriate. Students will plan and implement learning experiences in the areas of art, math, science and language arts and social studies. Key components include principles of curriculum development, the teacher's role, environment design, play, home school connection, observation, documentation and reflective practice. May not be repeated. SC

**LMC:** *DA*

**TRANSFER:** *CSU; C-ID ECE 130*

**CHDEV-065 Health, Safety, and Nutrition in Early Childhood Programs**

54 total hours lecture  
3 Units

**PREREQUISITE:** *CHDEV-001*

**ADVISORY:** *ENGL-100*

This course provides an introduction to the laws, standards, policies, procedures, and curriculum related to child health safety and nutrition in educational settings. The key components that ensure physical health, mental health, and safety for both children and staff are identified, along with the importance of collaboration with families and health professionals. There is a focus on integrating the concepts into everyday planning and practices in programs for young children. May not be repeated. SC

**LMC:** *DA*

**TRANSFER:** *CSU; C-ID ECE 220*

**CHDEV-083 Field Experience in an Early Childhood Program**

54-162 total hours lab  
1-3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course is designed for students needing to complete experience requirements for the State of California Child Development Permit and California Community Care Licensing. Students will receive guidance and supervision from qualified mentor teachers in licensed early childhood programs as they gain direct hands-on experience guiding and teaching children from infancy to twelve years of age. This course meets the experience pre-requisite for CHDEV-090. May be repeated three times. SC

**LMC:** *DA*

**TRANSFER:** *CSU*

**CHDEV-090 Student Teaching Practicum in Early Childhood Education**

36 total hours lecture, 108 total hours by arrangement 4 Units

**PREREQUISITE:** CHDEV-001, 010, 011, 020, 062, and 083**ADVISORY:** ENGL-100

Students will engage in a demonstration of developmentally appropriate early childhood teaching competencies under guided supervision. Students will utilize practical classroom experiences with young children to make connections between theory and practice, to develop professional behaviors, and to build a comprehensive understanding of children and families. Child-centered, play-oriented approaches to teaching/learning/assessment; and knowledge of developmentally appropriate and culturally relevant curriculum content will be emphasized as student teachers design, implement, and evaluate experiences that promote positive development and learning for all young children. This class fulfills the Child Development Permit requirement for College Supervised Student Teaching. May not be repeated. LR

**LMC:** DA**TRANSFER:** CSU; C-ID ECE 210**CHDEV-092 Adult Supervision / Mentor Teacher Training**

36 total hours lecture 2 Units

**PREREQUISITE:** CHDEV-001**ADVISORY:** ENGL-100

Students will learn principles of and effective strategies to mentor and coach teachers and aides in the early childhood workforce. This course meets the two-unit requirement for adult supervision under the California Child Development Permit Matrix for the Master Teacher or Site Supervisor or Program Director. It is also required for teachers who want to become community-based mentors for LMC students in field placement coursework. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**CHDEV-095 Administration of Early Childhood Programs**

54 total hours lecture 3 Units

**PREREQUISITE:** CHDEV-001

This course covers the basic principles and practices of administering an early childhood program. Major topics include types of programs, nutrition and menu planning, budgeting, staffing, mission statements, and Federal and State regulations and requirements. This course is required for the Children's Center Supervision Permit from the State of California and satisfies the Department of Social Services Category UI requirement. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**CHDEV-096 Staff Development and Leadership in Early Childhood Programs**

54 total hours lecture

3 Units

**PREREQUISITE:** CHDEV-001

This course is one of a two part series covering the administration and supervision components of directing an early childhood program. This course covers effective practices to supervise, manage, and lead an early childhood program. Topics include consensus building, shared decision making, mission and vision statements, supervisory styles, time management, delegation, motivation, communication, and conflict. CHDEV-096 satisfies the Department of Social Services Category IV requirement and is one of the courses needed for the California Commission on Teacher Credentialing Children's Center Supervision Permit. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**CHDEV-098 Independent Study in Child Development**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**CHDEV-170 Occupational Work Experience Education in Child Development**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA**TRANSFER:** CSU**CHDEV-180 Internship in Child Development**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or seventy-five hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

**LMC:** DA**TRANSFER:** CSU**CHDEV-900s Selected Topics in Child Development**

DA varies with course content.

# Communication Studies

**DEGREE—Associate in Arts Degree for Transfer**

Communication Studies



The Associate in Arts in Communication Studies for Transfer degree at Los Medanos College prepares students to transfer and study at a California State University to pursue a baccalaureate degree in Communication.

The AA-T in Communication Studies will introduce students to many areas of study including public speaking, argumentation and debate, intercultural communication and interpersonal communications. Students who successfully complete these requirements will be confident and comfortable public speakers who are knowledgeable on the impact of communication theory and practice on society.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

REQUIRED CORE COURSE:		UNITS
<b>SPCH-110</b>	Speech Communication	<b>3</b>
LIST A: TWO OF THE FOLLOWING THREE COURSES (6 UNITS)		UNITS
<b>SPCH-120</b>	Argumentation and Debate	<b>3</b>
<b>SPCH-130</b>	Interpersonal Communication	<b>3</b>
<b>TOTAL UNITS</b>		<b>6</b>
LIST B: TWO OF THE FOLLOWING THREE COURSES (6 UNITS)		UNITS
<b>SPCH-150</b>	Intercultural Communication	<b>3</b>
<b>SPCH-160</b>	Forensics	<b>3</b>
<b>JOURN-100</b>	Mass Communication	<b>3</b>
<b>TOTAL UNITS</b>		<b>6</b>
LIST C: ONE OF THE FOLLOWING THREE COURSES (3 UNITS)		UNITS
<b>ENGL-221</b>	Advanced Composition and Critical Thinking	<b>3</b>
<b>ENGL-230</b>	Thinking and Writing Critically about Literature	<b>3</b>
<b>JOURN-110</b>	Writing for the Media*	<b>3</b>
<b>TOTAL UNITS FOR THE MAJOR:</b>		<b>18</b>
<b>TOTAL UNITS FOR THE DEGREE</b>		<b>60</b>

\* Writing for the Media should only be taken by students seeking Bachelor's Degree in Communication at a CSU with an emphasis in Journalism. If you are studying Communication in general, it is recommended that you take ENGL 230 or ENGL 221 to satisfy the List C requirement.

\*\* All courses are offered in the academic year.

**Program Student Learning Outcomes**

1. Students are academically prepared to transfer to a communication program at a four-year institution and begin upper division work in Communication.
2. Demonstrate the knowledge, use of concepts, and intellectual skills of an effective communicator.
3. Demonstrate and model how to communicate effectively with an audience in a face to face oral communication environment.

Possible Career Options Include: Journalist, Teacher, Consultant, Office Manager, Advertising, Sales/Management, Interpreter, Event Planner, Public Relations, Specialist/Manager, Writer, Grant/Technical Writer, Law/Paralegal, Artist, Critic, Customer Service, Realtor, Lobbyist, Speechwriter, Trainer, etc.

Additional certifications may be required.

## Speech

### COURSE DESCRIPTIONS

#### SPCH-098 Independent Study in Speech

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

#### SPCH-110 Speech Communication

54 total hours lecture

3 Units

**ADVISORY:** Eligibility for ENGL-100

This course covers the fundamentals of public speaking with an emphasis on: selection and research of subjects; organization and support of ideas; and development and delivery of various forms of speeches. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area A1; IGETC Area 1C; C-ID COMM 110

#### SPCH-120 Argumentation and Debate

54 total hours lecture

3 Units

**ADVISORY:** Eligibility for ENGL-100; SPCH-110

This course studies the principles of argumentation theory through lecture and in class debate performances. Issues covered include the analysis of propositions, current events, evidence, advocacy, formal traditions in public policy, and critical reasoning skills. Students will perform in class debates centered around philosophical, ethical, and/or current event issues. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area A1, A3; IGETC Area 1C; C-ID COMM 120

#### SPCH-130 Interpersonal Communication

54 total hours lecture

3 Units

**ADVISORY:** Eligibility for ENGL-100

This course provides the student an opportunity to learn and apply, in daily life, practical principles of interpersonal communication. Content will stress psychological, social, and cultural factors which affect human interaction. It is designed to assist students in improving their own interpersonal communication skills. Attention will be given to perception, interpersonal dynamics, listening, conflict resolution, relationship development and stages, and verbal and nonverbal communication. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4G; C-ID COMM 130

#### SPCH-150 Intercultural Communication

54 total hours lecture

3 Units

**ADVISORY:** Eligibility for ENGL-100; SPCH-110

This course explores the principles of intercultural communication through lecture, group, and writing assignments. Some of the issues covered include: the elements of a culture, intercultural competence as a learned skill, tolerance, norms, co-cultures, the role of language in communication, historical conflicts, and global social inequities. Content and lectures will come from a multicultural perspective and require original research and readings on cultural traditions and norms. May not be repeated. SC

**LMC:** ADR: Ethnic/Multicultural Studies; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4C; C-ID COMM 150

**SPCH-160 Forensics**

54 total hours lecture  
3 Unit

**ADVISORY:** *Eligibility for ENGL-100; SPCH-110*

In this course students will learn and practice the theory, format and structure of competitive debate. Students will complete research assignments, practice, and compete in weekend competition locally or travel as a member of the Los Medanos Debate Team. Team members will meet during this scheduled course time to research, prepare, deliver, and analyze formal argumentation for competitive and public debates which occur on the weekends or evening. May be repeated three times. SC

**LMC:** DA

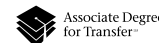
**TRANSFER:** UC; CSU; C-ID COMM 160B

**SPCH-900s Selected Topics in Speech**

DA varies with course content.

# Computer Science

**DEGREE**–Associate in Science Degree for Transfer  
Computer Science



**DEGREE**–Associate of Science  
Computer Applications Support Specialist  
Information Technology

**CERTIFICATE OF ACHIEVEMENT**–Computer Science  
Computer Applications Support Specialist (Basic)  
Computer Applications Support Specialist (Advanced)  
Information Technology (Basic)  
Information Technology (Advanced)

**COLLEGE SKILLS CERTIFICATES**–Computer Science  
Foundation  
Game Design  
Web Design

## ASSOCIATE IN SCIENCE

### COMPUTER SCIENCE FOR TRANSFER DEGREE

The Associate in Science in Computer Science for Transfer Degree is designed for students desiring advanced degrees in Computer Science. The Los Medanos College Computer Science courses meet the lower division transfer requirements for Computer Science. The curriculum includes the first- and second-year requirements to prepare students to transfer and study at a California State University. A baccalaureate degree is the recommended preparation for those considering professional careers in Computer Science.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

### Program Student Learning Outcomes

1. Be academically prepared to transfer to a Computer Science program at a four-year university.
2. Demonstrate the ability to solve a variety of problems using computational skills necessary for careers in computer science and other related fields.



REQUIRED CORE:		UNITS
COMSC-122	Programing Concepts & Methodologies I	3
COMSC-132	Programing Concepts & Methodologies II	3
COMSC-142	Computer Architecture and Organization	3
MATH-160	Discrete math	4
MATH-210	Calculus and Analytic Geometry I	4
MATH -220	Calculus and Analytic Geometry II	4
PHYS-040	Physics for Scientists and Engineers I	4
BOSC-021	Principles of Biology: Organismal	5
TOTAL UNITS		30

TOTAL DEGREE UNITS 60

## ASSOCIATE OF SCIENCE DEGREE

### COMPUTER APPLICATIONS SUPPORT SPECIALIST

The **Computer Applications Support Specialist** Basic and Advanced Certificates of Achievement program will prepare students for jobs as network support specialists, desktop support specialists, and software and/or hardware support specialists. These jobs require excellent customer service, communication and computer skills and can be found in a variety of organizations - large and small - in the private or public sectors.

REQUIRED COURSES:		UNITS
COMSC-010	Introduction to Computer Networking	3
COMSC-011	Introduction to Network Operating Systems	3
COMSC-012	Introduction to Network Security	3
COMSC-030	Web Site Development Part I	1.5
COMSC-031	Web Site Development Part II	1.5
COMSC-037	Help Desk Customer Technical Support	3
COMSC-040	Introduction to Computer and Information Systems	4
COMSC-060	Information Technologies	4
COMSC-061	Advanced Microcomputer Applications	3
COMSC-091	Information & Communication Technology Essentials	4
TOTAL UNITS:		30
TOTAL UNITS FOR THE DEGREE		60

#### Program Student Learning Outcomes

1. Provide technical assistance and problem resolution to computer users regarding hardware, software, and networking issues.
2. Design and implement an information and communication Technology support system that includes a tracking system and documentation.
3. Support new installations, including hardware and software, peripherals, training policies and documentation.

## ASSOCIATE OF SCIENCE DEGREE

### INFORMATION TECHNOLOGY

The **Information Technology** Basic and Advanced Certificates of Achievement program will prepare students for jobs in computer forensics and/or networking. These jobs require excellent technical skills and the ability to investigate and solve problems or crimes. Most organizations require network specialists. Given the rise in computer crimes, viruses, and computer hacking, the need for computer forensics professionals has increased in the government and in the private sector.

REQUIRED COURSES:		UNITS
COMSC-010	Introduction to Computer Networking	3
COMSC-011	Introduction to Network Operating Systems	3
COMSC-012	Introduction to Network Security	3
COMSC-040	Introduction to Computer and Information Systems	4
COMSC-091	Information & Communication Technology Essentials	4
COMSC-120	Computer Forensic Fundamentals	3
COMSC-121	Introduction to Cybersecurity – Ethical Hacking	3
BUS-059	Business Communications	3
MATH-110	Introduction to Statistics	4
Choose one course from the following:		
COMSC-044	Introduction to C++ Programming	3
COMSC-051	Java for Programmers	3
COMSC-122	Programming Concepts & Methodologies I	3
TOTAL UNITS		33

#### Program Student Learning Outcomes

1. Logically configure, troubleshoot, and support network operations.
2. Manage the network operating system, users, hardware, software, and resources.
3. Develop security policies consistent with current standards and then provide analysis of and document security and other network issues.

## CERTIFICATE OF ACHIEVEMENT

### COMPUTER APPLICATIONS SUPPORT SPECIALIST (BASIC)

REQUIRED COURSES:		UNITS
COMSC-010	Introduction to Computer Networking	3
COMSC-037	Help Desk Customer Technical Support	3
COMSC-040	Introduction to Computer and Information Systems	4
COMSC-091	Information & Communication Technology Essentials	4
TOTAL UNITS FOR THIS CERTIFICATE:		14

#### Program Student Learning Outcomes

1. Provide technical assistance and problem resolution regarding hardware, software, and networking at the workstation level.
2. Maintain problem tracking software applications.

### CERTIFICATE OF ACHIEVEMENT COMPUTER APPLICATIONS SUPPORT SPECIALIST (ADVANCED)

REQUIRED COURSES:		UNITS
COMSC-010	Introduction to Computer Networking	3
COMSC-011	Introduction to Network Operating Systems	3
COMSC-012	Introduction to Network Security	3
COMSC-030	Web Site Development - Part I	1.5
COMSC-031	Web Site Development - Part II	1.5
COMSC-037	Help Desk Customer Technical Support	3
COMSC-040	Introduction to Computer and Information Systems	4
COMSC-060	Information Technologies	4
COMSC-061	Advanced Microcomputer Applications	3
COMSC-091	Information & Communication Technology Essentials	4
TOTAL UNITS FOR THIS CERTIFICATE		27

#### Program Student Learning Outcomes

1. Provide technical assistance and problem resolution to computer users regarding hardware, software, and networking issues.
2. Design and implement an information and communication technology support system that includes a tracking system and documentation.
3. Support new installations, including hardware and software, peripherals, training policies and documentation.

### CERTIFICATE OF ACHIEVEMENT INFORMATION TECHNOLOGY (BASIC)

REQUIRED COURSES:		UNITS
COMSC-010	Introduction to Computer Networking	3
COMSC-040	Introduction to Computer and Information Systems	4
COMSC-091	Information & Communication Technology Essentials	4
Choose one course from the following:		
COMSC-044	Introduction to C++ Programming	3
COMSC-051	Java for Programmers	3
COMSC-122	Programming Concepts and Methodologies I	3
TOTAL UNITS FOR THIS CERTIFICATE		14

#### Program Student Learning Outcomes

1. Provide technical support on hardware and software, and manage user resources on local area networks.
2. Provide analysis of and document security breaches and network issues.

### CERTIFICATE OF ACHIEVEMENT INFORMATION TECHNOLOGY (ADVANCED))

REQUIRED COURSES:		UNITS
COMSC-010	Introduction to Computer Networking	3
COMSC-011	Introduction to Network Operating Systems	3
COMSC-012	Introduction to Network Security	3
COMSC-040	Introduction to Computer and Information Systems	4
COMSC-091	Information & Communication Technology Essentials	4
COMSC-120	Introduction to Computer Forensics	3
COMSC-121	Introduction to Cybersecurity – Ethical Hacking	3
Choose one course from the following:		
COMSC-044	Introduction to C++ Programming	3
COMSC-051	Java for Programmers	3
COMSC-122	Programming Concepts and Methodologies I	3
TOTAL UNITS FOR THIS CERTIFICATE		26

#### Program Student Learning Outcomes

1. Logically configure, troubleshoot, and support network operations.
2. Manage the network operating system, users, hardware, software, and resources.
3. Develop security policies consistent with current standards and then provide analysis of and document security and other network issues.

### COLLEGE SKILLS CERTIFICATES COMPUTER SCIENCE

#### Foundation

REQUIRED COURSES:		UNITS
COMSC-040	Introduction to Computer and Information Systems	4
COMSC-060	Information Technologies	4
COMSC-061	Advanced Microcomputer Applications	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		11

#### Program Student Learning Outcomes

1. Demonstrate technological proficiency operating a computer system using common operating systems and a range of applications.

#### Game Design

REQUIRED COURSES:		UNITS
COMSC-110	Gaming: An Introduction	3
COMSC-111	Gaming: Beginning Illustration and Storyboarding	3
COMSC-112	Gaming: Beginning Game Design	3
ART-020	Introduction to Drawing	3
ART-054	Adobe Photoshop	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		15

**Program Student Learning Outcomes**

1. Demonstrate software game development skills by designing a complete game synopsis using a variety of computer programming tools, techniques and practices.
2. Develop a complete game environment with individual detailed narratives and related storyboards and illustrations that define the characters, game strategy, and storyline behind the game using a variety of technologies.
3. Construct a working 3D environment utilizing industry-standard software to create a short narrative animation project.

**Web Design**

REQUIRED COURSES:		UNITS
COMSC-030	Web Site Development – Part I	1.5
COMSC-031	Web Site Development – Part II	1.5
COMSC-032	Web Site Development – Dreamweaver/ Flash	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		6

**Program Student Learning Outcomes**

1. Demonstrate use of developer tools to create web pages that include a full range of web elements.
2. Communicate information on the Internet through the design and programming of professional interactive, multimedia web sites.
3. Use industry standard software for web development and build standard compliant web pages.

**COURSE DESCRIPTIONS****COMSC-010 Computer Network Fundamentals**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP (Internet Protocol) addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for further study of computer networks. It uses the OSI (Open Systems Interconnection) and TCP (Transmission Control Protocol) layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**COMSC-011 Systems and Network Administration**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** *Eligibility for ENGL-100; COMSC-040*

This course will provide a student with the knowledge and skills required to build, maintain, troubleshoot and support server hardware and software technologies. The student will be able to identify environmental issues; understand and comply with disaster recovery and physical / software security procedures; become familiar with industry terminology and concepts; understand server roles / specialization's and interaction within the overall computing environment. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**COMSC-012 Introduction to Information Systems Security**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** *Eligibility for ENGL-100; COMSC-010*

An introduction to the fundamental principles and topics of Information Technology Security and Risk Management at the organizational level. It addresses hardware, software, processes, communications, applications, and policies and procedures with respect to organizational Cybersecurity and Risk Management. Preparation for the CompTIA Security+ certification exams. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**COMSC-030 Web Site Development-Part I**

27 total hours lecture  
1.5 Units

**ADVISORY:** *ENGL-100*

This course will teach students how to program web pages for the Internet using HTML and XHTML, and other web software programs. Understanding the structure of HTML and XHTML is essential to edit and troubleshoot websites. The course also includes website design and layout, how Internet websites perform, and how to create a website for a business, eBay, educational purposes, a nonprofit organization, or personal use. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**COMSC-031 Web Site Development - Part II**

27 total hours lecture

1.5 Units

**ADVISORY:** *COMSC-030 or have experience with the Internet or experience with web-development software*

This course is an introduction to different web designing software programs used to design a website. It covers the layout and organizing of content, photos, video, sounds, and graphics on a web page, selecting a domain name, finding a web host, and how to upload web pages to the Internet. Students will design a website for their business, educational, non-profit, or personal use. May not be repeated. SC

LMC: DA

TRANSFER: CSU

**COMSC-032 Web Site Development-  
Dreamweaver/Flash**

54 total hours lecture

3 Units

**ADVISORY:** *COMSC-030 and 031 or experience with web development; ENGL-100*

This course teaches students how to design a professional-looking website integrating two web designing software computer programs, Dreamweaver and Flash, which are ideal web tools for web site development. This software is used to create websites with the most advanced designs possible on the Web. Flash is the professional standard for producing high-impact Web experiences. Students will use both programs to make their own website and upload the website to the Internet. May not be repeated. SC

LMC: DA

TRANSFER: CSU

**COMSC-037 Help Desk Customer Technical  
Support**

36 total hours lecture, 72 total hours lab

3 Units

**ADVISORY:** *COMSC-040*

A basic course in the skills and tools required for entry level I/T support specialist positions. This includes how to analyze computer related problems and formulate action plans; best practices in communicating with end users; and using diagnostics tools. In addition, students will learn soft skills to improve employability in the I/T sector. May not be repeated. LR

LMC: DA

TRANSFER: CSU

**COMSC-040 Introduction to Computer and  
Information Systems**

54 total hours lecture, 54 total hours lab

4 Units

**ADVISORY:** *Eligibility for ENGL-100*

Examination of information systems and their role in business. Focus on information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components. Application of these concepts and methods through hands-on projects in the fundamentals of computer programming and developing computer-based solutions to business problems. May not be repeated. LR

LMC: DA

TRANSFER: CSU

**COMSC-044 Introduction to C++ Programming**

54 total hours lecture

3 Units

**ADVISORY:** *ENGL-100*

This course is designed to be an introduction to the C programming language. We use a C++ text because C is a subset of C++ and is an object-oriented language. C++ has evolved into one of the leading programming languages in the computer software industry. C++ compilers are available on all platforms ranging from microcomputers to mainframes. The course will include structured program design, programming style, documentation, modular design, code reusability, program verification and testing, data abstraction, information hiding, and data structuring. Problems will come from the areas of business. May not be repeated. SC

LMC: DA

TRANSFER: UC; CSU

**COMSC-051 Java for Programmers**

36 total hours lecture, 54 total hours lab

3 Units

**ADVISORY:** *ENGL-100*

This course is an introduction to Java programming which is used by companies of all sizes as the main programming language to develop various applications and projects worldwide. Students will be introduced to the basic skills needed to write, compile, and run simple Java applications. Topics covered are project designing, object-oriented programming, console applications, graphics applications and many other elements of the Java language. May not be repeated. SC

LMC: DA

TRANSFER: UC; CSU

**COMSC-060 Information Technologies**

36 total hours lecture, 108 total hours lab  
4 Units

**ADVISORY:** COMSC-040; *eligibility for ENGL-100*

This course presents technology tools and applications essential to fully participate in the contemporary electronic workplace. Students will be introduced to fundamental concepts and basic applications of word processing, electronic worksheets, database management, presentation software, and communications software. The course will also include working with other common technologies such as wireless, virtualization and cloud computing. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**COMSC-061 Advanced Microcomputer Applications**

54 total hours lecture, 18 total hours lab  
3 Units

**ADVISORY:** COMSC-060; ENGL-100

Advanced Microcomputer Applications is designed to focus primarily on the graphics aspects of a number of popular software applications. Students learn desktop publishing aspects, font management, line drawing, graphic elements, and creating page layout. Instruction focuses on advanced topics including mail merge, vector graphic creation, text effects, newsletters, and the integration of images and data from several popular applications, bringing it all together to create exciting publications applicable for business and personal use. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**COMSC-091 Information & Communication Technology Essentials**

54 total hours lecture, 54 total hours lab  
4 Units

**ADVISORY:** COMSC-040, *or working knowledge of PC systems and operating systems; eligibility for ENGL-100*

This course provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level ICT professionals. The fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional will be introduced. Preparation for CompTIA's A+ certification exam. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**COMSC-098 Independent Study in Computer Science**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**COMSC-110 Gaming: An Introduction**

54 total hours lecture, 18 total hours lab  
3 Units

**ADVISORY:** COMSC-040; ENGL-100

An introduction to electronic game development with an emphasis on computer animation and programming. Computer animation will introduce the student to an overview of character modeling, rendering, animation, illustrations, storyboarding, and game design. An overview of computer programming will introduce the student to gaming structures, animation techniques, design fundamentals and programming options. Both concepts are very important for students entering the video game industry. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**COMSC-111 Gaming: Beginning Illustration and Storyboarding**

54 total hours lecture, 18 total hours lab  
3 Units

An introduction to the array of graphics required for the conceptual stage of game development. Students will learn that creating graphics for a game is like creating a virtual world. Topics include: basic game design, game charts, thumbnail sketches, story boards, level layouts, environmental illustrations, character designs, and the designing of graphical user interfaces. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**COMSC-112 Gaming: Beginning Game Design**

54 total hours lecture, 18 total hours lab  
3 Units

Beginning Game Design opens the door to a fascinating world of creative possibilities for students interested in breaking into the video game industry. Besides the video game industry, 3D modelers can gain employment in a variety of areas including movies, architecture, illustration, engineering, and commercial advertising. Students will investigate how their illustrations can be developed and used in video games. Students will then create their own 3D models and objects, while gaining a better understanding of what goes into the process of computer modeling and animation. Topics include basic techniques and methods for creating simple, as well as complex, game objects. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**COMSC-120 Computer Forensics Fundamentals**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** COMSC-040; eligibility for ENGL-100

This course is an introduction to the methods used to properly conduct a computer forensics investigation beginning with a discussion of ethics, while mapping to the objectives of the International Association of Computer Investigative Specialists (IACIS) certification. Topics covered include an overview of computer forensics as a profession; the computer investigation process; understanding operating systems boot processes and disk structures; data acquisition and analysis; technical writing; and a review of familiar computer forensics tools. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**COMSC-121 Introduction to Cybersecurity –Ethical Hacking**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** COMSC-120; COMSC-040

There is an exponential growth in the Information Technology sector for trained security specialists with in-depth knowledge and experience analyzing data and securing networks, computers and mobile devices. Learning techniques of threat management and incident response is mission critical to prevent data breaches. This course prepares students for an entry level I/T position focused on network and security which is required for many Information System Technician and Specialist positions. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**COMSC-122 Programming Concepts & Methodologies I**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

This course introduces the discipline of computer science with practical hands-on problem solving using a “high-level” computer programming language. The course will include basic syntax and semantics of a “high-level” language, variables, types, expressions, assignment, basic computation, simple I/O, conditional and iterative control structures, functions and parameter passing, structured decomposition, program design, programming style, algorithms and problem solving strategies, overview of programming languages, binding, visibility, scoping, and lifetime management. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID COMP 122

**COMSC-132 Programming Concepts & Methodologies II**

54 total hours lecture  
3 Units

**PREREQUISITE:** COMSC-122 or equivalent

**ADVISORY:** ENGL-100

This course covers techniques relevant to program design and selection of data structures for larger programs. Topics covered include design techniques, effective use of recursion, algorithmic efficiency and O-notation, linked-lists, stacks, queues, trees, hash tables, heaps, graphs and sorting and searching techniques. Extensive programming of a variety of data structures is required. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID COMP 132

**COMSC-142 Computer Architecture and Organization**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

The organization and behavior of real computer systems at the assembly-language level. The mapping of statements and constructs in a “high-level” language into sequences of machine instructions is studied, as well as the internal representation of simple data types and structures. Numerical computation is examined, noting the various data representation errors and potential procedural errors. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID COMP 142



**COMSC-170 Occupational Work Experience Education in Computer Science**

60-300 total hours

1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

LMC: DA

TRANSFER: CSU

**COMSC-180 Internship in Computer Science**

60-300 total hours

1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

LMC: DA

TRANSFER: CSU

**COMSC-900s Selected Topics in Computer Science**

DA varies with course content.

# Construction Noncredit

**CERTIFICATE OF COMPLETION NONCREDIT**

Construction Pre-Apprenticeship

**CERTIFICATE OF COMPLETION NONCREDIT  
CONSTRUCTION PRE-APPRENTICESHIP**

The Construction Pre-Apprenticeship program features the Multi-Craft Core (MC3) curriculum approved by the National Building Trades that gives participants a leg up in understanding the crafts, gaining safety certificates, and being able to prepare for a successful apprenticeship. The program includes 176 hours of classroom instruction and 96 hours of hands-on training where students will gain experience in framing, electrical, plumbing, sheet metal, masonry and more. Also included is instruction in blueprint reading, CPR/First Aid, Hazmat, and OSHA 10 training.

If you like the idea of working outside, working with your hands, and working as part of a team, then a career in construction might be for you. Pre-Apprenticeship enables you to learn about various crafts and explore which ones you might want to pursue. You will be introduced to the tools of the trades, beef up your math skills, learn about how to work safely, and much more. This 16-week program is geared to preparing you for the rigors of the industry, but they do NOT guarantee entrance into an apprenticeship program.

REQUIRED COURSES:		HOURS
<b>CONST-010N</b>	Applied Construction Pre-Apprenticeship Fundamentals	<b>96</b>
<b>CONST-012N</b>	Applied Construction Pre-Apprenticeship Skills	<b>96</b>
<b>MATH-009N</b>	Math for Construction	<b>80</b>
<b>TOTAL HOURS:</b>		<b>272</b>

**Program Student Learning Outcomes**

1. Evaluate information on careers, personal values, interests, abilities, salary expectations, and work environment preferences to make a decision on major and career.
2. Develop an educational plan to achieve their academic and career goal.
3. Identify personal and systemic barriers that impede academic and career success.
4. Apply effective personal management strategies, study skills, and internal psychological resources that support academic and career success.
5. Identify and access external resources (such as student services departments and programs, instructional departments, academic support services, or off-campus supports etc) to support academic success.
6. Demonstrate knowledge about how to successfully navigate college policies and procedures to access both in person and online courses and programs.

**COURSE DESCRIPTIONS****CONST-010N Construction Pre-Apprenticeship Fundamentals**

96 total hours

0 Units

This noncredit course is based on the Multi-Craft Core Curriculum (MC3) developed and approved by the Building Trades National Apprenticeship and Training Committee. This comprehensive pre-apprenticeship curriculum presents an introduction to the construction industry and trades awareness, construction health and safety, tools and materials, heritage of the American worker, diversity in the construction industry, blueprint reading, and employability skills. This course is part of a certificate that provides students with nationally-recognized industry credentials to address in-demand workforce skills. P/NP/SP

LMC: NC

**CONST-012N Applied Construction Pre-Apprenticeship Skills**

96 total hours

0 Units

This course provides students with hands-on experience in the construction trades. Students will participate in individual and/or group projects on and off-campus, building a variety of small residential type structures. This course is part of a certificate that provides students with nationally-recognized industry credentials to address in-demand workforce skills. P/NP/SP

LMC: NC

# Cooperative Education

**COURSE DESCRIPTIONS****COOP-160 General Work Experience Education**

60-300 total hours

1-4 units

This course is for students whose work is not related to their major. General Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of sixteen units of general work experience during community college attendance which may be applied as electives toward graduation. SC

LMC: DA

TRANSFER: CSU

**COOP-170 Occupational Work Experience Education**

60-300 total hours

1-4 units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

LMC: DA

TRANSFER: CSU

**COOP-180 Occupational Work Experience Internship**

60-300 total hours

1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

LMC: DA

TRANSFER: CSU

# Counseling

## COURSE DESCRIPTIONS

### COUNS-030 Orientation to College

27 total hours lecture  
1.5 Units

**ADVISORY:** *Completion of the LMC Assessment Test or Multiple Measures Assessment (MMA) for English and Math or equivalent*

This course is designed for first-time students to understand navigating the higher educational system, orientation to Los Medanos College and develop skills for success in the online classroom. We will cover academic policies, resources, academic programs and services; introduction LMC's majors, degrees and transfer opportunities. The class will focus on academic goal completion, California system of higher education; standards of scholarship, formation of a comprehensive educational plan. The course covers topics including: use of student services, online learning readiness, LMC certificates, associate degrees, and requirements for transfer. May not be repeated. SC

LMC: DA

TRANSFER: CSU

### COUNS-031 Educational Planning

6 total hours lecture  
.3 Unit

**ADVISORY:** *Students are strongly encouraged to complete the online orientation and math and English assessments prior to enrolling in this course.*

This course is an introduction to educational goal setting and planning. Students taking the course will develop an educational plan outlining their courses to meet their educational goal. Topics covered include identifying educational goals, selecting majors, academic assessment, and counseling and advising services. May not be repeated. SC

LMC: NDA

### COUNS-032 Introduction to Career Exploration

27 total hours lecture  
1.5 Units

This course is an intense career exploration designed to engage students in their own career development. Topics include how to realistically assess, review, and interpret various areas such as interests, attitudes, values, priorities, skills and strengths, goals, and career options in the current job market. This course also covers financial literacy. May not be repeated. P/NP

LMC: DA

TRANSFER: CSU

### COUNS-033 Transfer Planning

27 total hours lecture  
1.5 Units

This course enables students to become active participants in planning their continuing education by providing students with information necessary to evaluate universities, plan required coursework, explore housing, financial aid, and to familiarize themselves with programs and services offered at universities. May not be repeated. SC

LMC: DA

TRANSFER: CSU

### COUNS-034 College Success

27 total hours lecture  
1.5 Units

This course is designed to help students develop the critical thinking skills and personal confidence necessary to succeed in college. Topics will include problem solving techniques, learning styles, time-management, goal-setting, study skills and test-taking strategies, stress management and LMC support services. May not be repeated. P/NP

LMC: DA

TRANSFER: CSU

### COUNS-035 Theories and Application of Learning in College

54 total hours lecture  
3 Units

This course provides students with theoretical and pragmatic solutions to the demands of being a college student. Topics include principles of adult learning, psychosocial and biological underpinnings, and everyday practices for succeeding in higher education. Students will learn to evaluate their own study methods and maximize them for personal success. This course is designed to fulfill Area E under CSU requirements (Lifelong Learning and Self-development). May not be repeated. SC

LMC: DA

TRANSFER: UC; CSU Gen. Ed. Area E

**COUNS-036 Career & Life Planning**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100 or equivalent*

In this course students will engage in in-depth career and life planning. Students will learn research strategies to make effective career and major choices, using a variety of techniques to find, retrieve, and evaluate career planning information. Students will use career assessments to identify their preferred work values, interests, skills, and personality traits. Research will then focus on the exploration of labor market needs; educational and employment requirements; and career ladders within given professions resulting in an effective educational and job search plan. This course will help students develop psychological "soft skills" in the domain of human relations such as interpersonal communication, self-esteem and professional confidence, emotional intelligence, conflict resolution, and effective collaboration in team-building skills. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area E

**COUNS-045 MESA/STEM Scholars Success**

27 total hours lecture  
1.5 Units

**ADVISORY:** ENGL-095

This course is designed for students who participate or are interested in the Mathematics, Engineering, Science Achievement Program at Los Medanos College. The course will introduce students to the STEM career paths, transfer requirements, internship, and scholarship availabilities. The course will assist the student in compiling strengths-based resumes and personal statements. May not be repeated. SC

**LMC:** DA

**COUNS-098 Independent Study in Counseling**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**COUNS-900s Selected Topics in Counseling**

DA varies with course content.

# Counseling Noncredit

**CERTIFICATE OF COMPLETION NONCREDIT**

College & Career Preparation

**CERTIFICATE OF COMPLETION NONCREDIT  
COLLEGE & CAREER PREPARATION**

This non-credit Certificate of Completion aims to prepare students to enter college with a clear academic and career goal, as well as with the skills to navigate and achieve success in the college setting. These noncredit courses differ from credit-bearing courses in that they focus on skill- attainment and can be repeated as deemed necessary by the student.

REQUIRED COURSES:		HOURS
<b>COUNS-032N</b>	Introduction to Career Exploration	<b>27</b>
<b>And one (1) of the following courses:</b>		
<b>COUNS-030N</b>	Orientation to College	<b>27</b>
<b>COUNS-034N</b>	College Success	<b>27</b>
<b>TOTAL HOURS:</b>		<b>54</b>

**Program Student Learning Outcomes**

1. Evaluate information on careers, personal values, interests, abilities, salary expectations, and work environment preferences to make a decision on major and career.
2. Develop an educational plan to achieve their academic and career goal.
3. Identify personal and systemic barriers that impede academic and career success.
4. Apply effective personal management strategies, study skills, and internal psychological resources that support academic and career success.
5. Identify and access external resources (such as student services departments and programs, instructional departments, academic support services, or off-campus supports etc) to support academic success.
6. Demonstrate knowledge about how to successfully navigate college policies and procedures to access both in person and online courses and programs.

## COURSE DESCRIPTIONS

### COUNS-030N Orientation to College

27 total hours  
0 Units

This course is designed for first-time students to understand navigating the higher educational system and orientation to Los Medanos College. We will cover academic policies, resources, academic programs and services; introduction LMC's majors, degrees and transfer opportunities. The class will focus on academic goal completion, California system of higher education; standards of scholarship, formation of a comprehensive educational plan. The course covers topics including: use of student services, LMC certificates, associate degrees, and requirements for transfer. P/NP/SP

LMC: NC

### COUNS-032N Introduction to Career Exploration

27 total hours  
0 Units

This course is an intense career exploration designed to engage students in their own career development. Topics include how to realistically assess, review, and interpret various areas such as interests, attitudes, values, priorities, skills and strengths, goals, and career options in the current job market. This course also covers financial literacy. P/NP/SP

LMC: NC

### COUNS-034N College Success

27 total hours  
0 Units

This course is designed to help students develop the critical thinking skills and personal confidence necessary to succeed in college. Topics will include problem solving techniques, learning styles, time-management, goal-setting, study skills and test-taking strategies, stress management and LMC support services. P/NP/SP

LMC: NC

# Drama

## DEGREE—Associate in Arts Degree for Transfer

Theatre Arts



## DEGREE—Associate of Arts

Acting

The Drama program is designed to develop strong academic and artistic foundations in voice, movement, and acting techniques as well as theatrical and film analysis and history. The curriculum is designed after our local transfer institution, CSU Eastbay. Upon completion of the degree students will be prepared to enter the four-year academic institution with the knowledge and professionalism to succeed in the specialized degree for Acting, which it offers.

## ASSOCIATE IN ARTS

### THEATRE ARTS FOR TRANSFER DEGREE

Associate in Arts in Theatre Arts for Transfer at Los Medanos College is a 60-unit degree program designed to prepare students to transfer and study theatre at a California State University. The program, which requires 18 units of lower division work in Theatre, is combined with the California State General Education Pattern to prepare students to take upper division courses at a California State University. Typically, students who complete this program will be able to complete their upper division coursework at their chosen CSU in two additional years.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

#### REQUIRED COURSES: UNITS

<b>DRAMA-016</b>	Theatre Appreciation	<b>3</b>
<b>DRAMA-020</b>	Principles of Acting I	<b>3</b>
<b>DRAMA-050</b>	Theatrical Production I: Beginning Acting for Performance	<b>3</b>
<b>TOTAL UNITS</b>		<b>9</b>

#### SELECT THREE COURSES: UNITS

<b>DRAMA-021</b>	Principles of Acting II	<b>3</b>
<b>DRAMA-040</b>	Theatrical Stagecraft	<b>3</b>
<b>DRAMA-041</b>	Theatrical Design	<b>3</b>
<b>DRAMA-051</b>	Theatrical Production II: Intermediate Acting for Performance	<b>3</b>
or		
<b>DRAMA-061</b>	Directing and Collaborative Project	<b>3</b>
<b>TOTAL UNITS FOR THE MAJOR:</b>		<b>18</b>

**TOTAL UNITS FOR THE DEGREE: 60**

**Program Student Learning Outcomes**

1. To analyze, dissect, and critically evaluate a script or theatrical event or film with working knowledge of its historical, cultural, and societal origins and contexts.
2. To use strongly developed physical, vocal, and emotional foundations to build a personalized acting process for approaching a text or character in order to effectively communicate on stage or in film.
3. To understand how and be able to write, produce, direct, manage, promote, and star in a theatrical event or film.
4. To be academically and fundamentally prepared to enter the entertainment industry or transfer to a four-year theatre or film program, with an advanced standing.

**ASSOCIATE OF ARTS**

**ACTING**

For the Associate of Arts Degree in Acting, complete the coursework listed below as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan.

REQUIRED COURSES:		UNITS
[ DRAMA-015 or DRAMA-016 ]	Multicultural Perspectives in Theatre	3
	Theatre Appreciation	3
DRAMA-020	Principles of Acting 1	3
DRAMA-021	Principles of Acting 2	3
DRAMA-022	Principles of Voice for Acting	3
DRAMA-023	Principles of Improvisation and Movement	3
DRAMA-061	Directing and Collaborative Project	3
TOTAL UNITS FOR THE MAJOR:		18
TOTAL UNITS FOR THE DEGREE:		60

**Program Student Learning Outcomes**

1. To analyze, dissect, and critically evaluate a script or theatrical event or film with working knowledge of its historical, cultural, and societal origins and contexts.
2. To use strongly developed physical, vocal, and emotional foundations to build a personalized acting process for approaching a text or character in order to effectively communicate on stage or in film.
3. To describe the process and be able to write, produce, direct, manage, promote, and star in a theatrical event or film.
4. To be academically and fundamentally prepared to enter the entertainment industry or transfer to a four-year acting or film program with an advanced standing.

**COURSE DESCRIPTIONS**

**DRAMA-015 Multicultural Perspectives within Theatre**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Drama 15 is an interdisciplinary course focusing on the relationships of expression, imagination and experience in dramatic art forms as they pertain to African American, Latino American, Asian American and Euro-American theatre. The course also explores dramatic art as a cultural force in conjunction with music, dance and movement, storytelling, spoken word, film and the visual arts in relationship to the plays which are studied throughout the course. Also included is critical analysis of both individual and collaborative contributions of actors, directors, playwrights and designers as they relate to live theatrical productions. May not be repeated. SC

**LMC:** *ADR: Ethnic/Multicultural Studies; Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C1; IGETC Area 3A*

**DRAMA-016 Theatre Appreciation**

54 total hours lecture

3 Units

An introduction to theatre appreciation in which students will explore the various aspects of the theatrical experience: the components of theatre, the various creative artists and technicians who make it happen, explore design and technical production elements including the "nuts and bolts" aspects of scenery, costumes, lighting and sound, the traditional and historical background from which theatre springs and the genre of movement of which a particular play is part. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C1; IGETC Area 3A; C-ID THTR 111*

**DRAMA-020 Principles of Acting I**

36 total hours lecture, 54 total hours lab

3 Units

This course is an introduction to the history and basic acting techniques of the actor. Emphasis will be given to basic Stanislavski technique, given circumstances, objectives, actions, tactics, relaxation and breathing techniques, imagination development, and dramatic play. Also covered are literary characteristics such as play structure, plot structure and the vocabulary of theatre. May not be repeated. LR

**LMC:** *DA*

**TRANSFER:** *UC; CSU; C-ID THTR 151*



## DRAMA-021 Principles of Acting 2

36 total hours lecture, 54 total hours lab  
3 Units

This course expands on Stanislavski technique by including acting techniques by Meisner, Brook, Adler, Mamet, Hagen, Lewis, and Chekhov. Students will explore and apply these acting techniques and styles to scene and monologue work. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID THTR 152

## DRAMA-022 Principles of Voice for Acting

36 total hours lecture, 54 total hours lab  
3 Units

This course provides principles, experiences, and foundations of voice for the stage; exploring and understanding the anatomy of the vocal mechanism; relaxation exercises used to release tension and free the voice; a detailed warm up; as well as vocal and breath development; and textual exploration exercises constructed by Kristin Linklater, Patsy Rodneburg, and Cicely Berry. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

## DRAMA-022 Principles of Voice for Acting

36 total hours lecture, 54 total hours lab  
3 Units

This course provides principles, experiences, and foundations of voice for the stage; exploring and understanding the anatomy of the vocal mechanism; relaxation exercises used to release tension and free the voice; a detailed warm up; as well as vocal and breath development; and textual exploration exercises constructed by Kristin Linklater, Patsy Rodneburg, and Cicely Berry. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

## DRAMA-023 Principles of Improvisation and Movement

36 total hours lecture, 54 total hours lab  
3 Units

This course provides foundations, principles, and exercises designed to aid the actor's creative process for the stage. Actors will work with body alignment in order to create a neutral palate for the actor's work to begin. Control over the body as a whole as well as over specific parts will be explored and work shopped through the use of pantomime, mask, stage combat, clowning, and dramatic play. Techniques explored will range from Viewpoints and undulations to stage combat, mime, and psycho-physical acting. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

## DRAMA-030 Chicano/a Mexican American Cinema: A Critical Analysis

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

DRAMA-030 is a critical approach to the study of Chicano/a cinema. It utilizes film screenings, lectures, classroom discussions, and readings to facilitate the study of film as both an artistic form as well as an expression of Chicano/a historical, political and social movements in the United States and to explore the ethical values examined and expressed in Chicano/a movies. May not be repeated. SC

**LMC:** ADR: *Ethnic/Multicultural Studies*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B.

## DRAMA-040 Theatrical Stagecraft

18 total hours lecture, 108 total hours lab  
3 Units

This course is an introduction and in depth immersion into the art of scenic design and construction. Students will explore various techniques and styles used in popular scenic design, become proficient in the use of scene shop tools and construction, develop basic techniques used in scene painting, and use them to design a production model as well as build a working set for a production. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID THTR 171

## DRAMA-041 Theatrical Design

18 total hours lecture, 108 total hours lab  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course is an introduction and in depth immersion into the art of light, costume, and make-up design. Students will explore and develop skills used by scenic, light, costume, and make-up designers and apply them to the construction and design of a working production as well as budget and design proposals. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID THTR 172

### DRAMA-050 Theatrical Production I: Beginning Acting for Performance

162 total hours lab  
3 Units

**ADVISORY:** Enrollment in either DRAMA-040 or 041; eligibility for ENGL-100

This is an immersive course where students work with Stanislavski techniques, personal techniques, theatre vocabulary, and taking direction. Students will be immersed in all aspects of the rehearsal process in order to take part in a full theatrical production at a beginning acting level. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID THTR 191

### DRAMA-051 Theatrical Production II: Intermediate Acting for Performance

162 total hours lab  
3 Units

**ADVISORY:** Prior or concurrent enrollment in either DRAMA-040 or DRAMA-041; eligibility for ENGL-100

This is an immersive course where students work with intermediate level acting techniques that include Meisner, Adler, Brook, Hagen, Lewis, Chekhov, movement and team building used for character development. Students will be immersed in all aspects of the rehearsal process in order to take part in a full theatrical production at an intermediate acting level. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID THTR 191

### DRAMA-060 Directing for the Stage

36 total hours lecture, 54 total hours lab  
2 Units

Directing for the Stage is a comprehensive course highlighting the primary aspects of Stage Direction. Students will learn script analysis, blocking, design principles for communication with production team, leadership, and dramatic structure. In addition, students will direct scenes each week that will require a concept, target audience and will reinforce lessons in leadership, blocking, and team management within the artistic process. By the end of the class each student will have a small portfolio of their body of work. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

### DRAMA-061 Directing and Collaborative Project

18 total hours lecture, 108 total hours lab  
3 Units

In this course students will be involved in every aspect of a full theatrical production. Students will select a script hold auditions, cast, design, construct, direct, market, and star in this collaborative production performed for a live audience. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

### DRAMA-062 Directing Workshop

108 total hours lab  
2 Units

This course is a rehearsal component to the existing Drama-061 course. Due to the complex nature and sheer size of the collaborative project additional time is needed to write, rehearse, and design the cumulative final project along with the courses daily lessons. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

### DRAMA-070 Film as an International Art Form

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** Eligibility for ENGL-100

DRAMA-070 is a critical approach to the study of film that integrates both the technical elements of filmmaking with aesthetic and thematic elements through the exploration of various genres which may include but are not limited to suspense and mystery, science fiction/fantasy, survival and adventure, romance and comedies and/or Westerns. The class encompasses films from the early 20th century through the present time and may include films from the Americas, Europe, Australia and/or Asia as it explores the cultural and artistic concerns of a variety of cultures as reflected in motion pictures. Related disciplines such as editing, music scoring, screenwriting, acting for the camera are also discussed in relationship to the films being studied. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1; IGETC Area 3A

**DRAMA-098 Independent Study in Dramatic Arts**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**DRAMA-900s Selected Topics in Dramatic Art**

DA varies with course content.

# Economics

## COURSE DESCRIPTIONS

**ECON-005 Economic History of the United States**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

ECON-005 provides an examination of the origin and development of the American Economy from the colonial era to the present time. Topics studied include the following: colonial policies, land and resource use, industrial and economic growth, role of immigration and ethnic/cultural groups, the transport revolution, the development of money, banking and trade patterns, as well as the role of the government.

This course applies the economic context in which the American society, culture and political institutions evolved during the agricultural and extractive era, the industrial era and the current era. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area D; IGETC Area 4F*

**ECON-010 Principles of Microeconomics**

54 total hours lecture

3 Units

**PREREQUISITE:** *MATH-029, MATH-030 or equivalent*

**ADVISORY:** *Eligibility for ENGL-100*

This is an introductory course focusing on choices of individual economic decision-makers. Topics include scarcity, specialization and trade, demand, supply and market equilibrium, elasticity, production and cost theory, market structures, factor markets, and market failure. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area D; IGETC Area 4B; C-ID ECON 201*

**ECON-011 Principles of Macroeconomics**

54 total hours lecture

3 Units

**PREREQUISITE:** *MATH-029, MATH-030 or equivalent*

**ADVISORY:** *ECON-010*

This is an introductory course focusing on aggregate economic analysis. Topics include: market systems, aggregate measures of economic activity, macroeconomic equilibrium, money and financial institutions, monetary and fiscal policy, international economics, and economic growth. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area D; IGETC Area 4B*

**ECON-098 Independent Study in Economics**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**ECON-900s Selected Topics in Economics**

DA varies with course content.

# Education

## COURSE DESCRIPTIONS

**EDUC-098 Independent Study in Education**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**EDUC-100 Introduction to Classroom Teaching**

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100

(formerly EDUC-040) This course introduces students to the concepts and issues related to teaching diverse learners in today's contemporary schools, Kindergarten through grade 12 (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, Common Core standards, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in public school classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA*

**TRANSFER:** *UC; CSU*

# Electrical / Instrumentation Technology

## DEGREES—Associate of Science

Electrical Technology  
Instrumentation Technology

## CERTIFICATES OF ACHIEVEMENT

Electrical Technology  
Instrumentation Technology  
Transit Electrical Technology

LMC is in a unique position to offer an outstanding, up-to-date curriculum that has been designed by industry for industry. No other college in this area provides similar education and training needed to obtain these high-skill, high-wage and high-demand jobs.

The ETEC program enables students to graduate with a certificate of achievement in four semesters (two years). There are two areas of specialization: electrical technician or instrumentation technician. The electrical technician specialization is designed to train electricians to maintain complex electrical automation systems used in the manufacturing and power generation industry. The instrumentation technician specialization is designed to train instrument technicians to maintain the process measurement and control systems used in refineries, chemical plants, biotech plants, pharmaceutical plants, water and waste treatment plants.

## ASSOCIATE OF SCIENCE DEGREE AND CERTIFICATE OF ACHIEVEMENT ELECTRICAL TECHNOLOGY

For the Associate of Science Degree complete the coursework listed below as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan.

Courses in the first three semesters are common to both areas of specialization. In the fourth semester, the courses for each specialization vary, with the electrical technicians concentrating on the skills needed for electrical maintenance while the Instrumentation Technicians concentrate on the measurement and control of processes.

For the certificate of achievement, complete the coursework listed below. Consult a Los Medanos College counselor to develop an education plan.

RECOMMENDED COURSES:		UNITS
MATH-012	Pre-Algebra	4
ENGL-095	Reading, Writing, and Critical Thinking	5

REQUIRED COURSES: FIRST SEMESTER		UNITS
ETEC-010	Direct Current Circuits	4
ETEC-012	Alternating Current Circuits	4
ETEC-009	ETEC Mathematics	3
TOTAL UNITS		11

REQUIRED COURSES: SECOND SEMESTER		UNITS
ETEC-020	Electric Motor Control	3
ETEC-022	Semiconductor Devices	2
ETEC-024	Digital Devices	2
PHYS-015	Introduction to Physics	4
TOTAL UNITS		11

REQUIRED COURSES: THIRD SEMESTER		UNITS
ETEC-030	Programmable Logic Controllers	4
ETEC-032	Instrumentation Process Measurement	3
ETEC-034	Instrument Calibration	1
TOTAL UNITS		8

REQUIRED COURSES: FOURTH SEMESTER		UNITS
ETEC-040	National Electrical Code	3
ETEC-042	Wiring Methods and Code Application	1
ETEC-044	Power Distribution & Transformers	3
ETEC-046	DC & AC Motors & Generators	3
TOTAL UNITS FOR THE MAJOR		40

TOTAL UNITS FOR THE DEGREE		60
TOTAL UNITS FOR THIS CERTIFICATE		40

### Program Student Learning Outcomes

1. Gain entry-level or mid-level employment in the electrical or instrumentation field.
2. Troubleshoot, analyze, operate, repair, and install electrical systems equipment.
3. Communicate the technical status of equipment in writing and verbally; be able to work and communicate with teams.
4. Safely use electrical or instrumentation test equipment.
5. Demonstrate the operational concepts of equipment and technology used in the electrical or instrumentation field.
6. Demonstrate the skills and knowledge necessary to take and pass certification exams for career advancement in electrical or instrumentation fields.

## ASSOCIATE OF SCIENCE DEGREE AND CERTIFICATE OF ACHIEVEMENT INSTRUMENTATION TECHNOLOGY

RECOMMENDED COURSES:		UNITS
<b>MATH-012</b>	Pre-Algebra	<b>4</b>
<b>ENGL-095</b>	Reading, Writing, and Critical Thinking	<b>5</b>

REQUIRED COURSES: FIRST SEMESTER		UNITS
<b>ETEC-010</b>	Direct Current Circuits	<b>4</b>
<b>ETEC-012</b>	Alternating Current Circuits	<b>4</b>
<b>ETEC-009</b>	ETEC Mathematics	<b>3</b>
<b>TOTAL UNITS</b>		<b>11</b>

REQUIRED COURSES: SECOND SEMESTER		UNITS
<b>ETEC-020</b>	Electric Motor Control	<b>3</b>
<b>ETEC-022</b>	Semiconductor Devices	<b>2</b>
<b>ETEC-024</b>	Digital Devices	<b>2</b>
<b>PHYS-015</b>	Introduction to Physics	<b>4</b>
<b>TOTAL UNITS</b>		<b>11</b>

REQUIRED COURSES: THIRD SEMESTER		UNITS
<b>ETEC-030</b>	Programmable Logic Controllers	<b>4</b>
<b>ETEC-032</b>	Instrumentation Process Measurement	<b>3</b>
<b>ETEC-034</b>	Instrument Calibration	<b>1</b>
<b>CHEM-006</b>	Introduction to Inorganic and Physical Chemistry	<b>4</b>
<b>TOTAL UNITS</b>		<b>12</b>

REQUIRED COURSES: FOURTH SEMESTER		UNITS
<b>ETEC-050</b>	Instrumentation Process Control	<b>3</b>
<b>ETEC-052</b>	Applied Process Control	<b>1</b>
<b>ETEC-056</b>	Code for instrument Application	<b>1</b>
<b>ETEC-058</b>	Analytical Instrumentation	<b>2</b>
<b>ETEC-059</b>	System Integration & Troubleshooting	<b>2</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>43</b>

**TOTAL UNITS FOR THE DEGREE** **60**

**TOTAL UNITS FOR THIS CERTIFICATE** **43**

### Program Student Learning Outcomes

1. Gain entry-level or mid-level employment in the electrical or instrumentation field.
2. Troubleshoot, analyze, operate, repair, and install electrical systems equipment.
3. Communicate the technical status of equipment in writing and verbally; be able to work and communicate with teams.
4. Safely use electrical or instrumentation test equipment.
5. Demonstrate the operational concepts of equipment and technology used in the electrical or instrumentation field.
6. Demonstrate the skills and knowledge necessary to take and pass certification exams for career advancement in electrical or instrumentation fields.

## CERTIFICATE OF ACHIEVEMENT TRANSIT ELECTRICAL TECHNOLOGY

The Certificate of Achievement in Transit Electrical Technology trains students for the skills required by the technical positions which include: diagnosing operational problems in heavy industrial electrical equipment and systems and determining parts and labor required for repairs; performing preventive maintenance on electrical systems and equipment; assessing and troubleshooting electronic, electrical and mechanical yard and train control equipment problems down to the component level; installing, repairing and maintaining yard and train control equipment.

REQUIRED COURSES:		UNITS
<b>ETEC-010</b>	Direct Current Circuits	<b>4</b>
<b>ETEC-012</b>	Alternating Current Circuits	<b>4</b>
<b>ETEC-020</b>	Electric Motor Control	<b>3</b>
<b>ETEC-022</b>	Semiconductor Devices	<b>2</b>
<b>ETEC-024</b>	Digital Devices	<b>2</b>
<b>ETEC-040</b>	National Electrical Code	<b>3</b>
<b>ETEC-042</b>	Wiring Methods and Code Application	<b>1</b>
<b>ETEC-044</b>	Power Distribution & Transformers	<b>3</b>
<b>ETEC-046</b>	DC & AC Motors & Generators	<b>3</b>
<b>TOTAL UNITS FOR THIS CERTIFICATE</b>		<b>25</b>

### Program Student Learning Outcomes

1. Gain entry-level or mid-level employment in the transit electrical field.
2. Troubleshoot, analyze, operate, repair, and install electrical & electronics equipment.
3. Communicate the technical status of equipment in writing and verbally; be able to work and communicate with teams.
4. Safely use electrical and electronics test equipment.
5. Demonstrate the operational concepts of equipment and technology used in the electrical or electronics field.
6. Demonstrate the skills and knowledge necessary to take and pass certification exams for career advancement in transit electrical fields.



**COURSE DESCRIPTIONS****ETEC-004 Introduction to Electrical Technology**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** ENGL-100 and MATH-025

This course is designed to provide an introduction to the elementary concepts and principles of electrical technology for students interested in exploring careers utilizing electrical technology. The outlined material will be presented at a conceptual level, with emphasis on demonstrations and hands on laboratory exercises. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**ETEC-009 ETEC Mathematics**

72 total hours lecture  
4 Units

**CO-REQUISITE:** ETEC-010

**ADVISORY:** The equivalent of a C- or better in high school Algebra I, Integrated Math I, MATH-025 or MATH-029

This course meets the math requirements for the Associate of Science degrees in Electrical Technology and Instrumentation Technology. In this course math is taught in the context of problems commonly encountered by electronic and instrumentation technicians. Content includes analyzing graphs and schematic diagrams; using scientific notation and engineering notation; executing unit conversions; solving equations; calculating with fractions, complex fractions, logarithms and percentages; graphing complex numbers; applying right-triangle trigonometry; and utilizing methods and formula common to the fields of electrical and instrumentation technology. May not be repeated. CS

**LMC:** ADR: Language and Rationality: Communication and Analytical Thinking; DA

**TRANSFER:** CSU

**ETEC-010 Direct Current Circuits**

54 total hours lecture, 54 total hours lab  
4 Units

**ADVISORY:** ETEC-009 or MATH-012; eligibility for ENGL-100

This is first semester course in the fundamentals of electricity and electronics. It will provide a good background in direct current circuits including Ohm's law, component identification, and electrical terminology commonly used in the industry. Students will learn how electricity interacts with passive components. Emphasis will be placed upon the calculation, construction, and measurement of direct current circuits. The coordinated laboratory will teach the use of test equipment to measure circuits in order to perform circuit analysis. Students will apply the basic principles of DC circuits to develop troubleshooting techniques. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ETEC-012 Alternating Current Circuits**

54 total hours lecture, 54 total hours lab  
4 Units

**PREREQUISITE:** ETEC-010

**ADVISORY:** ETEC-009 or MATH-012 or equivalent; eligibility for ENGL-100

This course will address calculation, construction, measurement and analysis of single phase alternating current RCL circuits. Magnetism, transformer theory, passive filters, vectorial analysis and power in alternating current circuits will be extensively covered. The coordinated lab will provide a thorough understanding of the concepts by way of experimentation and troubleshooting using laboratory test equipment. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ETEC-020 Electric Motor Control**

36 total hours lecture, 72 total hours lab  
3 Units

**PREREQUISITE:** ETEC-012

This course is a study of electrical control circuits as they apply to industrial control systems. This course covers control components and their use in control systems as well as the use and development of electrical schematic and wiring diagrams. Lab work includes construction, analysis, testing and calibrating control circuits from a schematic diagram. Systematic trouble shooting techniques will be emphasized. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**ETEC-022 Semiconductor Devices**

18 total hours lecture, 54 total hours lab  
2 Units

**PREREQUISITE:** ETEC-012

**ADVISORY:** ENGL-100

This course is study of active electronic semiconductor devices commonly used in analog and industrial control circuits. The analysis of the operational characteristics, biasing, power dissipation and application of each device will be explored. Also, included will be coordinated laboratory projects to help reinforce the theoretical and practical understanding of active semiconductor devices. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**ETEC-024      Digital Devices**

18 total hours lecture, 54 total hours lab  
2 Units

**PREREQUISITE:** ETEC-012

**ADVISORY:** ETEC-022; ENGL-100

This course of study will provide the student with the concepts of digital devices and circuitry commonly used in modern electronic circuits. The student will understand sequential logic circuits binary and hexadecimal numbering systems, binary math and the application of these subjects in industrial control systems. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**ETEC-030      Programmable Logic Controllers**

54 total hours lecture, 54 total hours lab  
4 Units

**PREREQUISITE:** ETEC-012

**ADVISORY:** ETEC-020; ENGL-100

This course will provide students an overview of Programmable Logic Controllers (PLCs). PLC hardware components, fundamentals of logic, and PLC installation, editing, and troubleshooting will be covered. Programming components such as counters, timers, sequencers, internal and external relay equivalents will be used to construct sequential ladder logic diagrams. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**ETEC-032      Instrumentation and Process Measurement**

54 total hours lecture  
3 Units

**PREREQUISITE:** ETEC-012

**CO-REQUISITE:** ETEC-034

**ADVISORY:** PHYS-015; MATH-025; ENGL-100

This is a course that will cover the fundamentals of instrumentation measurement and process control. The student will learn the characteristics of temperature, pressure, level and flow as well as analytical properties. Emphasis will be on the theoretical operation and practical application of each transmitter and transducer used in the sensing of these process variables. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**ETEC-034      Instrument Calibration Laboratory**

54 total hours lab  
1 Unit

**PREREQUISITE:** ETEC-012

**CO-REQUISITE:** ETEC-032

**ADVISORY:** PHYS-015; MATH-012; ENGL-100

This lab course provides hands on experience to enhance the fundamentals of instrumentation measurement of process control covered in ETEC-032. The student will learn to use test and calibration equipment commonly used in industry to measure temperature, pressure, level and flow as well as analytical properties. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**ETEC-040      National Electric Code**

54 total hours lecture  
3 Units

**CO-REQUISITE:** ETEC-042

**ADVISORY:** ETEC-010, 012; MATH-012 or equivalent; eligibility for ENGL-100

A study of electrical wiring methods as they apply to residential, commercial, and industrial wiring. This course stresses the application of the regulations of the National Electrical Code. Students learn the theory behind the design and safe installation of complex electrical systems. Students successfully completing this course will have covered the information necessary to pass the Department of Apprentices Standards Electrical Certification Exam for the State of California. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ETEC-042      Electrical Wiring Methods and Code Application**

54 total hours lab  
1 Unit

**CO-REQUISITE:** ETEC-040

**ADVISORY:** ETEC-010, 012; MATH-012; eligibility for ENGL-100

This course provides hands on skill development in the use of tools, materials, and methods demanded by employers in the electrical industry to install electrical wiring systems to code specifications in residential, commercial, and industrial settings. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ETEC-044 Transformers and Power Distribution**

36 total hours lecture, 54 total hours lab  
3 Units

**PREREQUISITE:** ETEC- 012

**ADVISORY:** MATH-025 or equivalent; eligibility for ENGL-100.

This course is a comprehensive study of poly-phase systems and how they are used today for power distribution. The understanding of poly-phase systems and the effects of loading and neutral current calculation will be stressed. A thorough coverage of the principles of operation, application and construction of transformer connections will be emphasized to enable the student to understand single and poly-phase system voltages and currents. In the coordinated laboratory, students will have the opportunity to calculate, connect, measure, and evaluate each transformer and poly phase circuit connection. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ETEC-046 DC & AC Motors and Generators**

36 total hours lecture, 72 total hours lab  
3 Units

**ADVISORY:** ETEC-010, 012; eligibility for ENGL-100; MATH-012

A comprehensive study of Direct Current and Alternating Current Rotating electrical machinery. This course will include the identification, construction, connection, operation, and application of single and poly-phase motors and generators commonly found in today's automated systems. The student will develop an understanding of the connection, reversal, torque characteristics and speed control of this equipment. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ETEC-050 Instrumentation Process Control**

54 total hours lecture  
3 Units

**CO-REQUISITE:** ETEC-052

**ADVISORY:** ETEC-010, 012, 032, 034; PHYS-015; eligibility for ENGL-100

A course of study of the theory and application of process control. Process variables are measured, analyzed to control an Industrial Process. Students will learn theory of process control and the various types of final control elements and how they will affect the process. Students will use P&ID and specific instrument diagram to understand how the process is designed and they will learn techniques to adjust the Process Controller's PID Gain to obtain the best process response to an upset to the measured variable. The process variables will be graphed and analyzed to determine the appropriate controller response to an upset. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ETEC-052 Applied Process Control Lab**

54 total hours lab  
1 Unit

**CO-REQUISITE:** ETEC-050

**ADVISORY:** ETEC-010, 012, 032, 034, 050; PHYS-015; MATH-012; eligibility for ENGL-100

This course is a Laboratory designed to give the students hands on experience with transducers and transmitters used to measure process variables and transmit proportional signals to a PLC, Loop Controller or DCS I/O. Students will configure pneumatic, electronic and digital transmitters and connect the in-measurement loops. They will calibrate the transmitters for use in pressure, level, temperature, pH and flow processes then check for accuracy, precision and linearity. Student will learn to use ISA standards and techniques to accurately prepare a transmitter for use in the field. The course is designed to be taken concurrently with ETEC-050 and provide the practical experience necessary to understand the fundamentals of process measurement. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ETEC-056 Code for Instrument Application**

18 total hours lecture  
1 Unit

**ADVISORY:** ETEC-010, 012; eligibility for ENGL-100, MATH-012

This course focuses on the National Electric Code regulations that govern wiring methods as they apply to hazardous locations, classified locations, remote signaling and power-limited circuits. Students will learn the theory of wiring design and installation and associated NEC regulations for Classes 1, 2, and 3, Division 1 and 2 hazardous locations. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ETEC-058 Analytical Instrumentation**

18 total hours lecture, 54 total hours lab  
2 Units

**ADVISORY:** ETEC-010, 012, 032; PHYS-015; CHEM-006; MATH-012; eligibility for ENGL-100

This course focuses on the National Electric Code regulations that govern wiring methods as they apply to hazardous locations, classified locations, remote signaling and power-limited circuits. Students will learn the theory of wiring design and installation and associated NEC regulations for Classes 1, 2, and 3, Division 1 and 2 hazardous locations. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**EETEC-059      System Integration and  
Troubleshooting**

18 total hours lecture, 54 total hours lab  
2 Units

**ADVISORY:** ETEC-020, 030, 032, 050; MATH-025; CHEM-006  
eligibility for ENGL-100

This course is designed to tie together all the information covered in all the other ETEC courses. The student will design and build motor control circuits, write PLC programs, design, build and tune instrumentation measurement and control systems and tie them all together using the "trainers" in the lab. Proper safety, documentation, wiring and troubleshooting techniques will be emphasized. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**EETEC-098      Independent Study in  
Electrical/Electronic Technology**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**EETEC-100      Introduction to Industrial Technology  
and Trades**

18 total hours lecture, 54 total hours lab  
2 Units

This is a career exploration course for the industrial trades including: Appliance Repair, Automotive Technology, Electrical/Instrumentation Technology, Process Technology and Welding Technology. It will provide hands-on experience for students who are maybe undecided about their career direction, and allows them to explore through doing, in this survey course of the industrial trades. It will also teach them some basic skills in each trade. This is one course and will be listed under all of following course numbers AUTO-100, ETEC-100, PTEC-100 and WELD-100. Students may register for this course using any one of the provided course numbers. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**EETEC-170      Occupational Work Experience  
Education in Electrical /  
Instrumentation Tech**

60-400 total hours  
1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA

**TRANSFER:** CSU

**EETEC-180      Internship in Electrical /  
Instrumentation Technology**

60-300 total hours  
1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

**LMC:** DA

**TRANSFER:** CSU

## ETEC-900s Selected Topics in Electrical / Instrumentation

DA varies with course content.

# Emergency Medical Services

## COLLEGE SKILLS CERTIFICATES

Emergency Medical Services

Emergency Medical Services Recertification

## COLLEGE SKILLS CERTIFICATES

### Emergency Medical Services

REQUIRED COURSES:		UNITS
EMS-010	Emergency Medical Technician	8
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		8

### Program Student Learning Outcomes

1. Be academically prepared to obtain an entry-level position in the Public Safety, Child Care, Fire Technology, Emergency Medical Services and other Allied Health occupations.
2. Demonstrate strong communication and interpersonal skills.
3. Appropriately apply industry materials, procedures and technologies as relates to this discipline

### Emergency Medical Services Recertification

REQUIRED COURSES:		UNITS
EMS-011	Emergency Medical Technician I Recertification	1
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		1

## COURSE DESCRIPTIONS

### EMS-007 Introduction to Healthcare Careers

54 total hours lecture

3 Units

**ADVISORY:** BIOSC-030, EMS-013, ENGL-095

This course provides a foundational overview of health care careers and their respective career paths, educational requirements, and professional responsibilities. It also covers basic skills needed for health-related careers in general, such as personal qualities, professionalism, teamwork, and communication. The purpose of this class is to assist the student in making educational/career decisions. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

### EMS-008 First Aid of Infants & Children

9 total hours lecture, 2.5 total hours lab

.5 Unit

**ADVISORY:** Eligibility for ENGL-095

This course meets requirement for Core Content for Child Care Health and Safety Training/Education on Preventive Health Practices for the Department of Social Services Community Care Licensing (Health and Safety Code Section 1596.866) and includes pediatric cardiopulmonary resuscitation, pediatric first aid, recognition, management and prevention of infectious diseases, including immunizations, prevention of childhood injuries and implementing universal precautions in child care programs. A mandatory materials fee will be applied. May not be repeated. P/NP

**LMC:** DA

### EMS-009 Emergency Medical Responder/Public Safety First Aid, CPR and AED

63 total hours lecture, 27 total hours lab

4 Units

**ADVISORY:** VONUR-008; BIOSC-030

This course is an introductory course to medical careers with an emphasis on emergency medical services. Students who successfully complete this course will earn the following certification: American Heart Association CPR/Basic Life Support (BLS) Certification card. EMS-009 meets and exceeds the requirements for the California Emergency Services Agency. Students who successfully complete EMS 009 are eligible to apply for employment in a diverse array of positions which include public safety as well as many others, some examples of these occupations are: lifeguards, public safety officers, police officers, child care providers and coaches. In addition, students will develop an educational pathway into the EMT, paramedic, fire technology, nursing, physician assistants and other Allied Health occupations. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**EMS-010      Emergency Medical Technician Academy**

108 total hours lecture, 108 total hours lab  
8 Units

**PREREQUISITE:** *Students must be 18 years of age by the date the course begins. Students must have a current CPR card for BLS Healthcare Provider issued by the American Heart Association and it must remain valid for the duration of the EMS-010. Special note: Successful completion of \*\* EMS-014 \*\* meets the above prerequisite.*

**ADVISORY:** *EMS-007; EMS-009; EMS-013; eligibility for ENGL-095; Background checks, toxicology screenings and immunization for those students placed in Hospitals clinical internships. Medical clearance form and proof of inoculations, see below.*

This course provides instruction and training to prepare students for certification as an Emergency Medical Technician (EMT-B) and to work in an entry-level position as an Ambulance Attendant, Emergency Room Technician, or other specialized services. This course is instructed in compliance with Department of Transportation (DOT) National EMS Education Standards (DOT HS 811 077A, January 2009), and is approved by the Contra Costa County - Emergency Medical Services Administration (Title 22) and the National Registry of EMTs. Successful students will be prepared for the EMT psychomotor and written certification exams through the National Registry. This course requires participation in clinical experiences taking place in emergency room departments of hospitals and in operational ambulance units. A minimum of 24 hours and 10 patient contacts is mandated. Students will be required to schedule and complete these clinical experiences outside of the classroom to meet course requirements. Students must show vaccination records and documentation of a current TB test, Hepatitis B, MMR, tetanus, and proof of varicella (chicken pox) and any other type of vaccination required by our partners in hospital or EMS providers. Students must also have a medical examination using DMV Form 51 or LMC Physical Clearance Form. Lastly, this Academy has mandatory uniform and safety gear requirements. The cost of these items is between \$125-300 depending on brand and quantity. A comprehensive list of uniform and safety gear/PPE requirements will be given to the student during our Mandatory Pre-EMT Academy Orientation. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**EMS-011      Emergency Medical Technician I-Recertification**

14 total hours lecture, 14 total hours lab  
.5 Unit

**PREREQUISITE:** *Students must have EMT-Basic Certification and have a current CPR card for BLS Healthcare Provider issued by the American Heart Association and it must remain valid for the duration of the EMS-011 class.*

**ADVISORY:** *Eligibility for ENGL-100*

Provides training and knowledge required for Recertification for Emergency Medical Technician I as outlined by the State of California. EMT Certification is the minimum requirement for ambulance attendants and is a prerequisite for the Paramedic program, as well as most entry level firefighter positions. Content includes review of (1) basic life-support measures; (2) cardiopulmonary resuscitation; and (3) use of emergency medical equipment and supplies. Twenty-four hours of continuing education for EMT-B. EMT certification is the minimum requirement for ambulance attendants and is a prerequisite for the Paramedic program and most entry level firefighter positions. This course is instructed in compliance with Department of Transportation (DOT) National EMS Education Standards (DOT HS 811 077A, January 2009), and is approved by the Contra Costa County - Emergency Medical Services Administration (Title 22) and the National Registry of EMTs. Four hours of continuing education for EMT-B expanded scope skills of the administration of Naloxone, Epinephrine and use of the Glucometer, as required by Title 22 Div. 9 Chapter 2, as well as the US DOT HS 811 077A.

May not be repeated. SC

**LMC:** DA

**EMS-013      Medical Terminology for Health Care Professions**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-095

The course focuses on analysis of medical terms by body system incorporating structure, body systems, and basic anatomy, physiology, and disease processes. Emphasis is placed on spelling, usage and pronunciation of medical terms and also on a basic understanding of body systems with an emphasis on the pathophysiology of disease. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU



**EMS-014 Healthcare Provider CPR**

5 total hours lecture, 4 total hours lab  
.3 Unit

Basic skills and knowledge necessary to maintain oxygenation and blood circulation in a victim of cardiac arrest. Successful completion qualifies the student for certification as a Healthcare Provider by the American Heart Association 2015 guidelines. EMS-014 is intended for individuals whose primary responsibility is providing patient care such as Doctors, Nurses, Paramedics, EMTs, Firefighters and other allied health personnel. This course has the following mandatory lab fees: \$4.00 for your BLS E-Card and \$12-\$15 dollars for your PPE/Personal Protective Equipment required to participate on this course. This PPE includes a face mask, one way valve, gloves and a carrying pouch. May not be repeated. P/NP

LMC: NDA

**EMS-098 Independent Study in Emergency Medical Services**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

LMC: Independent study courses may be DA or transferable depending on specific course. See your counselor.

TRANSFER: Independent study courses may be DA or transferable depending on specific course. See your counselor.

**EMS-170 Occupational Work Experience Education in Emergency Medical Services**

60-300 total hours  
1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or seventy-five hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of

credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

LMC: DA

TRANSFER: CSU

**EMS-180 Internship in Emergency Medical Services**

60-300 total hours  
1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

LMC: DA

TRANSFER: CSU

**EMS-900s Selected Topics in Emergency Medical Services**

DA varies with course content.

# Engineering

**DEGREE**—Associate of Science  
Engineering

## ASSOCIATE OF SCIENCE DEGREE ENGINEERING

Engineers design and oversee the construction of the structures, vehicles, devices, and processes that solve the technological problems facing society. Engineering is a profession with both licensing requirements and a code of ethics.

The LMC Engineering Program offers a solid foundation for upper division studies in most engineering fields, including mechanical engineering, civil engineering, electrical engineering, aerospace engineering, industrial engineering, and many other engineering disciplines.

Students who complete the program will have finished most or all of the lower division courses required for transfer to four-year engineering programs. Graduates of the Engineering Program at LMC will also be able to: identify and solve engineering problems; perform and interpret experiments; produce designs to meet various needs; demonstrate professional ethics; communicate effectively; judge how engineering projects affect society and the environment; engage in lifelong learning; and use the tools and techniques necessary for modern engineering practice.

For the Associate of Science Degree in Engineering, complete 55 units of coursework listed below, as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan.

REQUIRED COURSES:		UNITS
ENGIN-010	Introduction to Engineering	3
ENGIN-020	Programming with C++ for Engineers and Scientists	4
or		
ENGIN-022	Programming with MATLAB for Engineers and Scientists	4
ENGIN-025	Engineering Graphics	3
ENGIN-030	Materials Science	4
ENGIN-045	Engineering Circuits	4
CHEM-025	General College Chemistry	5
PHYS-040	Physics for Scientists and Engineers I	4
PHYS-041	Physics for Scientists and Engineers II	4
PHYS-042	Physics for Scientists and Engineers III	4
MATH-210	Calculus and Analytic Geometry I	4
MATH-220	Calculus and Analytic Geometry II	4
MATH-230	Calculus and Analytic Geometry III	4
MATH-240	Differential Equations	3
TOTAL UNITS		50

### AND SELECT TWO RESTRICTED ELECTIVES FROM:

ENGIN-036	Engineering Statics	3
ENGIN-038	Manufacturing Processes	3
ENGIN-046	Engineering Dynamics	3
MATH-250	Linear Algebra	3
TOTAL UNITS FOR THE MAJOR		55

TOTAL UNITS FOR THE DEGREE **60+**

The courses required for transfer vary depending on the transfer destination institution and the desired engineering discipline.

IGETC is NOT appropriate for this major. Students interested in engineering should meet with a counselor to plan their schedules as soon as possible.

### Program Student Learning Outcomes

1. Apply knowledge of math, science, and engineering to identify, formulate, and solve engineering problems.
2. Design and perform experiments, as well as to analyze and interpret data.
3. Design a system, component, or process to meet desired needs.
4. Demonstrate professional ethical responsibility.
5. Communicate effectively and perform on multi-disciplinary teams.
6. Judge the effects of engineering projects on society and the environment.
7. Engage in life-long learning and explain contemporary issues.
8. Use the techniques, skills, and modern engineering tools necessary for engineering practice.

### COURSE DESCRIPTIONS

#### ENGIN-010 Introduction to Engineering

54 total hours lecture, 18 total hours lab  
3 Units

**PREREQUISITE:** MATH-155 or equivalent

**ADVISORY:** Eligibility for ENGL-100

This course introduces the engineering profession. It includes the worldwide history of engineering and its influences on society and reviews the major engineering disciplines and the requirements for becoming an engineer. The course also introduces engineering reports, graphics, and presentations. Engineering calculations and a design project are an integral part of the course. Engineering ethics and the need for lifelong learning are also discussed. An optional materials fee may be required. May not be repeated. LR

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** UC; CSU

**ENGIN-020     Programming with C++ for Engineers and Scientists**

54 total hours lecture, 54 total hours lab

4 Units

**PREREQUISITE:** MATH-210**ADVISORY:** *Eligibility for ENGL-100*

This course teaches computer programming using the C++ programming language's syntax, control, and data structures. It includes object oriented programming techniques, introduces numerical techniques for scientific and engineering applications, and emphasizes optimal programming practices. Various aspects of the software life-cycle, including design, documentation, implementation, debugging, testing, and maintenance are introduced. Case studies and software projects are significant parts of the course. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU**ENGIN-022     Programming with MATLAB for Engineers and Scientists**

54 total hours lecture, 54 total hours lab

4 Units

**CO-REQUISITE:** MATH-220**ADVISORY:** *Eligibility for ENGL-100*

This course teaches computer programming using the MATLAB's syntax, control, and data structures. It includes object oriented programming techniques, introduces numerical techniques for scientific and engineering applications, and emphasizes optimal programming practices. Various aspects of the software life-cycle, including design, documentation, implementation, debugging, testing, and maintenance are introduced. Case studies and software projects are significant parts of the course. Offered in the Fall semester. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU**ENGIN-025     Engineering Graphics**

36 total hours lecture, 72 total hours lab

3 Units

**ADVISORY:** *ENGIN-010; eligibility for ENGL-100*

This course introduces descriptive geometry and engineering graphics techniques. Techniques include freehand and instrument drawing, while the primary emphasis is on computer aided drafting. Applications of descriptive geometry include orthographic drawings, sectional views, and auxiliary views. Axonometric, oblique, and perspective drawings are also covered. Other topics include revolutions, tolerances, dimensions, fasteners, springs, detail drawings, and assembly drawings. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU**ENGIN-030     Materials Science**

54 total hours lecture, 54 total hours lab

4 Units

**PREREQUISITE:** *CHEM-025 and PHYS-040***ADVISORY:** *Eligibility for ENGL-100*

This is a lecture and lab course that investigates the relationships between microscopic structures and the macroscopic properties of engineering materials—including metals, ceramics, glasses, polymers, and composites. Mechanical, thermal, electrical, magnetic, and optical properties are also examined. Processes for producing and strengthening various materials are introduced. Certain failure mechanisms are also studied. An optional materials fee may be applied. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU**ENGIN-036     Engineering Statics**

54 total hours lecture, 18 total hours lab

3 Units

**PREREQUISITE:** *PHYS-040***ADVISORY:** *Eligibility for ENGL-100*

This course is an introduction to the application of the concept of mechanical equilibrium to engineering problems. This course covers force systems in the context of supports, two force members and multi-force members, cables, truss structures, frames, and machines; geometrical properties, such as centroids and moments of inertia; friction, the method of virtual work, and sketching shear and bending moment diagrams. Problem solving methods include analytical, graphical, and computer techniques. An optional materials fee may be applied. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU

**ENGIN-038 Manufacturing Processes**

36 total hours lecture, 54 total hours lab  
3 Units

**PREREQUISITE:** *ENGIN-025*

**CO-REQUISITE:** Prior or concurrent enrollment in *ENGIN-030*

**ADVISORY:** *Eligibility for ENGL-100*

This course is an introduction to manufacturing processes, including: CNC machining, casting, forcible deformation processes, sintering, microfabrication, 3D printing, injection molding, and joining processes. Economic, environmental, and workability issues are examined to determine optimal manufacturing processes. An optional materials fee may be applied. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**ENGIN-045 Engineering Circuit Analysis**

54 total hours lecture, 54 total hours lab  
4 Units

**PREREQUISITE:** *PHYS-041*

**CO-REQUISITE:** Prior or concurrent enrollment in *MATH-240*

**ADVISORY:** *Eligibility for ENGL-100*

This is an introduction to electrical circuit analysis. It starts with passive d.c. circuits, includes controlled sources, and progresses to network analysis, including superposition, Thevenin and Norton equivalents, node and mesh analysis techniques. The course also includes analysis of circuits with energy storage elements, along with transient responses that are described by first- and second-order differential equations. The ideal op-amp model is introduced. Alternating current circuit analysis is developed, including the use of phasors, and applications are made to transformers, single phase, and three phase circuits. The course includes computer modeling of circuits. An optional materials fee may be applied. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**ENGIN-046 Engineering Dynamics**

54 total hours lecture  
3 Units

**PREREQUISITE:** *ENGIN-036*

**ADVISORY:** *Eligibility for ENGL-100*

This course covers dynamics for engineering applications. It includes the kinematics and dynamics of particles, systems of particles, and rigid bodies in two and three dimensions. Also included are orbital motion, vibrations, Euler angles, and variable mass systems. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**ENGIN-098 Independent Study in Engineering**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**ENGIN-900s Selected Topics in Engineering**

DA varies with course content.

# English

**DEGREE**—Associate in Arts Degree for Transfer  
English



## ASSOCIATE OF ARTS DEGREE ENGLISH FOR TRANSFER DEGREE

The Associate in Arts in English for Transfer at Los Medanos College is designed to prepare students to transfer and study at a California State University.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

REQUIRED CORE COURSES:		UNITS
ENGL-221	Advanced Composition and Critical Thinking	3
ENGL-230	Thinking/Writing Critically about Literature	3
TOTAL UNITS		6

### LIST A: SELECT TWO COURSES (6 UNITS)

ENGL-240	Survey of World Literature 1	3
ENGL-245	Survey of World Literature 2	3
TOTAL UNITS		6

### LIST B: SELECT ONE COURSE (3 UNITS)

ENGL-111	Creative Writing	3
ENGL-127	The Mythology of Ethnic Americans	3
ENGL-128	Asian American Literature	3
ENGL-129	Introduction to Contemporary African-American Literature	3
ENGL-132	Literature of the Fantastic: Myth, Fantasy and Science Fiction	3
ENGL-133	Race, Ethnicity and Gender in Popular Fiction and Film	3
ENGL-122	California Literature	3
ENGL-220	Critical Analysis and Literature	3
ENGL-130	Mystery & Detective Fiction	3
TOTAL UNITS		3

### LIST C: SELECT ONE COURSE OR ONE COURSE NOT ALREADY USED FROM LIST B

ENGL-112	Genres in Creative Writing	3
HUMAN-024	Shakespeare's English Kings	3
JOURN-110	Writing for the Media	3
DRAMA-016	Theatre Appreciation	3
TOTAL UNITS		3

TOTAL UNITS FOR THE MAJOR 18

TOTAL UNITS FOR THE DEGREE 60

### Program Student Learning Outcomes - AA in English for Transfer

1. Independently read, comprehend, and analyze literature and non-fiction, using critical thinking strategies.
2. Respond coherently to texts in critical, creative and personal ways.
3. Write logical, coherent, well-developed academic essays about literature and non-fiction.

### Program Student Learning Outcomes for Reading & Composition Sequence:

1. Read college-level texts independently and critically, and respond coherently to these texts in critical, creative, and personal ways.
2. Write coherent and well-developed academic essays that incorporate the readings and demonstrate adequate proofreading skills.
3. Develop the habits and learning abilities of a college student, such as using study skills, metacognitive skills, and college resources.

## COURSE DESCRIPTIONS

### ENGL-083 Clarity and Style in Academic Writing

54 total hours lecture

3 Units

This course provides students with the knowledge and skills necessary to understand how clarity and style impact their written work. Instruction emphasizes mechanics, style, and composition, using grammatical principles and sentence-combining techniques. Students learn to write with clarity and style through the various writing projects they complete for the class. They will also learn the recursive nature of writing by developing writing processes unique to their composition style. This course is appropriate for students wanting an introduction to college-level sentence and writing skills or for students enrolled in other English courses who want or need extra writing support. May not be repeated. P/NP

LMC: DA

### ENGL-085 Introduction to College Reading

54 total hours lecture

3 Units

This introductory course prepares students to read pre-collegiate and collegiate level texts. This course will focus on the ability to apply, monitor, and adjust reading for increased comprehension and understanding. Topics will include building reading comprehension skills, understanding vocabulary within context, and determining main ideas and key support details, and developing reading strategies. Student will read a variety of text, which will include two novels as well as some expository/argumentative essays. This course is appropriate for students wanting an introduction to college level reading or for students enrolled in other collegiate level courses who need extra support with the reading. May not be repeated. SC

LMC: NDA

**ENGL-095 Reading, Writing, and Critical Thinking**

90 total hours lecture, 18 total hours lab  
5 Units

English 95 is a reading, writing, and critical thinking course designed to prepare students for college/transfer-level work. Students will read college-level material on contemporary topics and issues from a range of college disciplines, engage in discussion and essay-writing that demonstrates their understanding and analysis of these readings, and develop academic language skills. Students will read, write, and discuss college-level material, but with extra support from the instructor. Students will participate in engaging, collaborative activities designed to enhance their skills and confidence. Successful completion of the course prepares the student for ENGL 100 and other college/transfer-level courses. May not be repeated. P/NP

**LMC:** DA

**ENGL-098 Independent Study in English**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**ENGL-100 College Composition**

54 total hours lecture  
3 Units

**PREREQUISITE:** *Assessment process*

English 100 is a college-level course designed to help students develop critical reading, thinking and writing skills. Students read essays and articles dealing with multi-cultural issues and current events, and write effective thesis-driven academic essays which synthesize the readings. Students will produce at least 5,000 words of formal, final draft writing that draws upon the assigned readings as well as articles that students have researched on their own. They will also read, analyze and write about one book-length work. May not be repeated. LR

**LMC:** *ADR: Language and Rationality: English Composition; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area A2; IGETC Area 1A; C-ID ENGL 100*

**ENGL-100E Enhanced College Composition**

72 total hours lecture, 18 total hours lab  
4 Units

**PREREQUISITE:** *ESL-095WRV*

(formerly ENGL-101) English 100E is a college-level critical reading, thinking and composition course. Students read and discuss texts that deal with multi-cultural issues and current events and write thesis-driven essays which synthesize the readings. Students will develop strategies to write, edit and revise at least 6,000 words of formal, final draft writing that draws upon the assigned readings as well as articles that students have researched on their own. The course is an enhanced version of English 100 insofar as it offers students an additional two hours per week of instructional support in reading and writing. Students can get degree and transfer credit for ENGL 100E or ENGL 100, but not both. May not be repeated. LR

**LMC:** *ADR: English Composition; Language and Rationality; DA*

**TRANSFER:** *CSU*

**ENGL-100S Support for College Composition**

18 total hours lecture, 18 total hours lab  
1 Unit

**PREREQUISITE:** *ENGL-090; ENGL-095 or assessment process*

**CO-REQUISITE:** *ENGL-100*

English 100S is an integrated reading and writing course designed to help students succeed at the college-level. Through frequent and intensive instructor feedback and practice, students will learn to use a recursive writing process to produce college-level essays in English 100. Students will learn effective strategies for comprehending and thinking critically about college-level readings. Students will also practice assessing their own processes and learn how to utilize academic strategies for success at the college-level. May not be repeated. P/NP

**LMC:** *NDA*

**ENGL-110 Introduction to Social Justice Studies**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Same as SOCSC-110. Introduction to Social Justice Studies is an interdisciplinary course introducing students to the history, psychology and sociology of racial, ethnic, class, gender and sexual oppression in the United States and the history, strategy and structure of movements for social justice and liberation. It will explore the major theories of race, ethnicity, class, gender and sexuality as they are linked to social structures and institutional processes. Specific examples of persecution, segregation, and asymmetric power relations will be drawn from the testimony of the oppressed throughout American history – in art, film, literature and music. The practices of oppression and resistance in the United States will be compared and contrasted to the experiences of other nations and cultures. May not be repeated. LR

**LMC:** *ADR: Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA*

**TRANSFER:** *UC; CSU GE Area D; IGETC Area 4; C-ID SJS 110*



**ENGL-111 Creative Writing**

54 total hours lecture  
3 Units

This course allows departure from the usual expository forms and encourages the students to write creatively, experimenting with poetry, fiction, creative non-fiction and dramatic writing, learning to use words and expressions figuratively and literally to create pictures/conceptions that stir the imagination. The course will emphasize a focus on good writing habits, journaling and how to read as well as exploring ways to be involved in the literary community through performance and publication. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**ENGL-113 Creative Writing: Poetry**

54 total hours lecture  
3 Units

**PREREQUISITE:** ENGL-100 or the eligibility to enroll in a transferable English Composition course.

In this introduction to poetry course, students will write, analyze, and critique poetry. While this course focuses on the creation of poetry, students will also analyze and critique classic and contemporary poetry from a range of genres and cultural perspectives. Students will learn to appreciate the diversity of voices in the world of poetry while writing their own poems and learning about the stylistic and technical elements of poetry. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2

**ENGL-114 Creative Writing: Introduction to Story**

54 total hours lecture  
3 Units

**PREREQUISITE:** ENGL-100 or eligible to enroll in a transferable English composition course.

Students will learn how to craft vivid and compelling stories, drawn from life and imagination: the focus of the class will be fiction and creative non-fiction. They will learn the particular genre of the personal essay—important for scholarship and transfer applications—and vital in its own right. Students will explore literature from writers of diverse backgrounds and styles for inspirations and models, then bring to life their own narratives in a supportive community environment. Students will have the opportunity to take part in a public reading and/or self-publish their work. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2

**ENGL-115 Creative Writing: Playwriting**

54 total hours lecture  
3 Units

**PREREQUISITE:** ENGL-100 or eligible to enroll in a transferable English composition course.

This course examines the process of writing for the stage. Students learn both the history of dramatic writing through various stylistic movements and from multicultural perspectives, as well as practical instruction in crafting their own plays, with an eye toward eventual production or staged reading. Students of the course will follow the journey of seeing a play evolve from "the page to the stage." They might even have the chance to see their work produced at the LMC New Plays Festival in collaboration with the Drama Department. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU GE Area C2

**ENGL-120 Introduction to Latino Literature and Its Latin American Roots**

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

(formerly ENGL-210) This course is an introduction to the writing of Latino Americans and Latin Americans. It will explore Latino and Latin American literature by writers in the United States and Latin America, tracing the origins of Latino works to the literature and culture of various Latin American countries, and then showing the way in which Latino literature emerged as a distinct artistic form in the United States. Literature will be selected from a variety of genres including short stories, memoirs, novels, poems, and plays, and will exemplify the richness and diversity that give Latin American and Latino literature their appeal. Readings will emphasize the humanistic values that make literature a unifying and universalizing force in the world and will be studied within their historical, political, social, economic, and geographical contexts. By examining the connection between Latino and Latin American literature, students will learn more about the shared ground inherent in both groups. May not be repeated. SC

**LMC:** ADR: Ethnic/Multicultural Studies; Arts and Humanities; DA

**TRANSFER:** UC; CSU GE Area C2; IGETC Area 3B

**ENGL-121 Introduction to Chicano Literature**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

(formerly ENGL-211) This course is an introduction to Chicano literature. In this course, we will cover a range of genres including short stories, novels, poetry, memoirs, and plays from Chicano writers, beginning with cuentos and oral traditions to contemporary works. Although Chicanos have been writing in the United States since the sixteenth century, the bulk of our attention will be paid to the Chicano literary movement that began in the 1950's and continues with living writers. Students will read selected works that will be analyzed within the context of socioeconomic, political, and historical movements; additionally, students will learn about the unique history and thematic concerns of Chicano writers. May not be repeated. SC

**LMC:** *ADR: Ethnic/Multicultural Studies; Arts and Humanities; DA***TRANSFER:** *UC; CSU GE Area C2; IGETC Area 3B***ENGL-122 California Literature**

54 total hours lecture

3 Units

This course presents literature written by Californians or that is about California, as a state and before. Students will read, discuss, and analyze the literature from a variety of genres: fiction and non-fiction, novels, short stories, diaries, poetry, drama, and film. The course and these genres will be taught from historical, social, economic, political, and ethnic perspectives. This is a transfer-level course that demands students maintain a high level of critical thinking (literal, interpretative, synthesis, and evaluative analysis) while learning about the canon of California literature. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B***ENGL-124 Children's Literature**

54 total hours lecture

3 Units

This course offers students the opportunity to read, discuss, and write about children's and adolescent literature from a variety of historical periods, and covers the three main genres: short stories (including, myths, legends, fairy tales and folk tales), poetry and the novel. It includes works from the oral tradition to the present, and focuses on analyzing the works themselves and understanding their social and cultural contexts. This course also explores current issues and controversies in the field of children's literature. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B***ENGL-127 The Mythology and Literature of Ethnic Americans**

54 total hours lecture

3 Units

This course will focus on the mythological dreams and/or folk tales, produced by African Americans, Indigenous Peoples of the United States (American Indians), Latino/Chicano, Asian-Americans and European Americans. Emphasis will be on the similarities and differences in the literature of these ethnic groups and the ways in which the respective literatures reflect each group's unique American experience. May not be repeated. SC

**LMC:** *ADR: Ethnic/Multicultural Studies; Arts and Humanities; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B; Also satisfies American Cultures Requirement at UCB***ENGL-128 Introduction to Asian American Literature**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-095*

This course is an introduction to Asian American literature. It focuses on particular contexts and theoretical issues that have informed the study of Asian American literature. Students will read from literature written by authors of various Asian American ethnic groups. They will be introduced to the unique history and thematic concerns of Asian American authors, as well as to the contexts in which this literature has been written. Students will also be introduced to the historical experience of Asian immigrants in the United States, and learn to connect literature to its historical and social context. May not be repeated. SC

**LMC:** *ADR: Ethnic/Multicultural Studies; Arts and Humanities; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B***ENGL-129 Introduction to Contemporary African-American Literature**

54 total hours lecture

3 Units

This course is designed to offer students the opportunity to read widely and deeply in a selection of contemporary African American authors, beginning with the slave narrative, to the Harlem Renaissance, to the Civil Rights Movement, and ultimately to the cultural explosion of African-American Hip Hop Poets and artists of today. Students will be introduced to standard techniques of literary analysis as well as to the unique history and power of African American fiction, poetry, and plays. May not be repeated. SC

**LMC:** *ADR: Ethnic/Multicultural Studies; Arts and Humanities; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B*

**ENGL-130      Mystery and Detective Literature**

54 total hours lecture  
3 Units

(formerly ENGL-231) Mystery and Detective Literature course leads students in reading, discussing, and writing about mystery and detective stories and novels from a variety of historical periods, nations, and cultures. The history and development of the sub-genres will also be examined as well as the contributions of the mystery and detective novel to the evolution of literature in general. Since mystery and detective novels reward a close reading and celebrate the powers of observation, they offer an excellent opportunity to examine readings in depth while exercising the highest level of critical thinking. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B

**ENGL-132      Literature of the Fantastic: Myth, Fantasy and Science Fiction**

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

Selected listening and reading from the myths, tales, stories and novels of imaginative literature to broaden familiarization and to stimulate interests; some analysis of the art form as a metaphor to describe the human condition with links to sociological, historical and psychological perspectives. Genres explored include classical mythology, fairy tales, fantasy, science fiction, speculative fiction, and Gothic/horror, and other literatures that emphasize the fantastic. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B

**ENGL-133      Race, Ethnicity and Gender in Popular Fiction and Film**

54 total hours lecture  
3 Units

This course explores the effects on American culture of Hollywood's cinematic representation of race, ethnicity and gender through a critical examination of selected popular films and novels discussed within their historical setting. May not be repeated. SC

**LMC:** ADR: Ethnic/Multicultural Studies; Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B; Also satisfies American Cultures Requirement at UCB

**ENGL-135      Introduction to LGBTQ+ Studies**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100

Same as SOCSC-135 LGBTQ+ Studies (Lesbian, Gay, Bisexual, Transgender, Queer, and "Plus." The "plus" represents other sexual and gender identities including pansexual, intersex, non-binary, two-spirit, and more). LGBTQ+ Studies takes an intersectional, interdisciplinary, multicultural approach to examining the historical, political, social and cultural issues that have affected LGBTQ+ people throughout time and globally. This class emphasizes that everyone has a gender and sexuality and in this sense explores the strengths of our differences. Students will study people from a wide variety of cultures, and gain a greater understanding of how matters of sexual orientation and gender identity impact and intersect with issues of class, race, ethnicity, ability, nationality, religion and mental health. May not be repeated. LR

**LMC:** ADR: Ethnic/Multicultural Studies; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4D; C-ID SJS 130

**ENGL-136      Introduction to Gender Studies**

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

Same as SOCSC-136. Introduction to Gender Studies introduces students to foundational concepts in the field of gender studies. This course compares and contrasts sociological perspectives used to interpret gender. Through the course, students will understand key terms in gender studies, identifying differences between sex and gender and examining how these terms function within a larger social context. The course asks students to understand the main agents behind gender construction for both children and adults while identifying how these constructions operate across social and cultural institutions. Also, students will recognize the relationships between race, ethnicity, class, and sexuality as well as how power is negotiated within those relationships. Finally, students will gain a firm understanding of the social and political movements that have worked to change gender inequalities. May not be repeated. LR

**LMC:** ADR: Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU GE Area D; IGETC Area 4; C-ID SOCI 140

**ENGL-144 Hip Hop as Lit**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course explores hip hop as a form of literary and linguistic art, focusing on the ways that artists such as Afrika Bambaataa, Rakim, Queen Latifah, Nas, Jay Z, Tupac, and others use the genre as a form of expression that, oftentimes, serves distinct social, cultural and political purposes. Primarily through the analysis of song lyrics, students will not only trace the historical, cultural, and regional influences of hip hop, but they will also examine the ways that hip hop can be – as Michael E. Dyson points out – considered as a form that both counters and reflects dominant culture. To aid in this analysis, students will be introduced to relevant elements of literature and other text explication tools. In addition to looking at MCs and their lyrics, this course will examine the other pillars of hip hop, including turntablism, fashion, graffiti, b-boying, and knowledge. Such examination will be contextualized through selected readings from artists, music critics, and scholars. May not be repeated. LR

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU GE Area C2; IGETC Area 3B*

**ENGL-150 Lesbian, Gay, Bisexual, Transgender and Queer Literature**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) Literature offers students the opportunity to foster a deeper understanding of and appreciation for literature that represents the worldviews and experiences of individuals and communities who have been marginalized throughout history on the basis of their non-normative sexualities and gender identities. LGBTQ+ Literature surveys the imaginative writing that considers lesbian, gay, bisexual, transgender and queer themes. By studying texts that represent a span of human history and multicultural contexts, students will gain insight into the ways in which constructions of gender and sexuality have developed over time and understand the ways in which various cultural attitudes toward LGBTQ+ people have impacted the production and reception of literature dealing with LGBTQ+ individuals and communities. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B*

**ENGL-220 Critical Thinking**

54 total hours lecture  
3 Units

**PREREQUISITE:** *ENGL-100 or equivalent*

Students critically examine popular culture artifacts using concepts of rhetoric such as rhetorical situation and rhetorical appeals. They analyze diverse, contemporary, and culturally relevant written and multi-media texts, looking for various elements of thinking, discourse, and argument, including inductive and deductive reasoning. Students evaluate and criticize diverse and culturally relevant written and multi-media texts. They identify and explain logical fallacies (formal and informal), instances of bias or deception, and various strengths and weaknesses of arguments and information sources. Finally, they demonstrate college-level writing skills in the analysis, evaluation, and advocacy of ideas. May not be repeated. LR

**LMC:** *DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area A3*

**ENGL-221 Advanced Composition and Critical Thinking**

54 total hours lecture  
3 Units

**PREREQUISITE:** *ENGL-100 or equivalent*

This course is designed to provide advanced composition and critical thinking instruction, with a focus on non-fiction reading, argument analysis, and academic writing. Students analyze and evaluate arguments from diverse perspectives on controversial, contemporary, relevant issues. Students learn to write well-reasoned, fully-developed argument essays and prepare for the level of work expected at 4-year institutions. May not be repeated. LR

**LMC:** *ADR: Arts and Humanities; Communication and Critical Thinking; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area A3; IGETC Area 1B; C-ID ENGL 105*

**ENGL-230 Thinking and Writing Critically about Literature**

54 total hours lecture  
3 Units

**PREREQUISITE:** *ENGL-100*

This course continues the development of students' college-level skills in reading, critical thinking, writing, and research, focusing on critically analyzing and writing about poetry, drama, fiction, and literary non-fiction texts. Essays written for the course (6,000 words minimum) draw from the readings and secondary sources to present carefully reasoned arguments. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area A3, C2; IGETC Area 1B, 3B; C-ID ENGL 120*

## ENGL-240 Survey of World Literature I: Antiquity to Mid-17th Century

54 total hours lecture

3 Units

**PREREQUISITE:** ENGL-100 or equivalent

(formerly ENGL-140) Survey of World Literature I is a comparative study of selected works, in translation and in English, of literature from around the world, including Europe, the Middle East, Asia, Africa, and other areas, from antiquity to the mid or late seventeenth century. Students apply basic terminology and devices for interpreting and analyzing literature while focusing on a variety of genres. They also work with critical reading strategies to write about comparisons, or contrasts, as appropriate in a baccalaureate, transfer-level course. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B; C-ID ENGL 140

## ENGL-245 Survey of World Literature II: Mid-17th Century to Present

54 total hours lecture

3 Units

**PREREQUISITE:** ENGL-100 or equivalent

(formerly ENGL-145) Survey of World Literature II is a comparative study of selected works, in translation and in English, of literature from around the world, including Europe, the Middle East, Asia, Africa, and other areas, from the mid or late seventeenth century to the present. Students apply basic terminology and devices for interpreting and analyzing literature while focusing on a variety of genres. They also work with critical reading strategies to write about comparisons, or contrasts, as appropriate in a baccalaureate, transfer course. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B; C-ID ENGL 145

## ENGL-900s Selected Topics in English

DA varies with course content.

# English as a Second Language Credit (ESL)

## COLLEGE SKILLS CERTIFICATE

Basic Vocabulary and Reading Development

Foundational Grammar for General Communication

Essential Pronunciation and Conversation

Fundamental Writing Skills

Intermediate English for College and Career Success

Advanced English for Academic and Professional

Advancement Skills

The LMC General ESL for College and Career Preparation Program serves and supports non-native English-speaking students who want to develop beginning (which one proficiency level above "low-beginning") through low-intermediate language proficiencies and basic interpersonal communication skills. We offer an intensified sequence of language learning courses at an entry/bridge stage of instruction in which students learn, practice, apply, and improve general English language skills and communication strategies. The General ESL and Academic ESL Programs share the same program student learning outcomes (PSLOs), which infuse the Habits of Mind – i.e., intelligent behaviors and thinking dispositions that help students succeed – and the LMC Institutional/General Education student learning outcomes into our own second language acquisition-oriented outcomes. Our General ESL Program is intentionally designed to help students develop a solid English language learning base upon which to build. Such a base is necessary for those students who want to pursue an academic/career path. Completion of our General ESL Program provides students the needed language foundation to successfully transition into and through our Academic ESL Program and/or to more confidently participate in and take advantage of real-world social, civic, job, and personal interactions and opportunities within English speaking communities.

The Academic ESL for Educational and Professional Advancement Program serves and supports non-native English-speaking students who are seeking and ready to acquire intermediate and advanced academic language proficiencies and competencies. Our Academic ESL Program supports these students' college and career advancement by intentionally infusing two key components into our second language acquisition-oriented program student learning outcomes (PSLOs): 1) the LMC Institutional/General Education student learning outcomes, which exist and function to prepare students to succeed in general and career education courses as well as students' chosen major coursework, and 2) the thinking dispositions (i.e., the Habits of Mind) that research has shown most significantly support student success, and which are equivalent to the very "soft skills" that industry has called upon higher education to help students attain. Additionally, our instruction takes an appreciative, strengths-based approach to teaching our multilingual immigrant, refugee, and international student

populations by valuing the rich diversity they bring to our college classrooms, respecting their language learning goals as additive and commendable, and empowering them toward academic and career engagement and success.

The LMC English as a Second Language Department offers mirrored for-credit (Credit) and not-for-credit (Non-Credit) programs and courses to best serve the needs, situations, and statuses of our diverse multilingual immigrant, refugee, and international student populations.

The Credit ESL (ESL) courses lead to four General ESL and two Academic ESL College Skills Certificates.

The Non-Credit ESL (ESLN) courses lead to four General ESL and two Academic ESL Certificates of Competency.

## COLLEGE SKILLS CERTIFICATES

### ENGLISH AS A SECOND LANGUAGE

## GENERAL ESL FOR COLLEGE AND CAREER PREPARATION

### Basic Vocabulary and Reading Development

REQUIRED COURSES:		UNITS
ESL-065VR	Basic Vocabulary and Reading Development 1	3
ESL-075VR	Basic Vocabulary and Reading Development 2	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE:		6

### Foundational Grammar for General Communication

REQUIRED COURSES:		UNITS
ESL-065G	Foundational Grammar for General Communication 1	3
ESL-075G	Foundational Grammar for General Communication 2	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE:		6

### Essential Pronunciation and Conversation

REQUIRED COURSES:		UNITS
ESL-065PC	Essential Pronunciation and Conversation 1	3
ESL-075PC	Essential Pronunciation and Conversation 2	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE:		6

### Fundamental Writing Skills

REQUIRED COURSES:		UNITS
ESL-065W	Fundamental Writing Skills 1	3
ESL-075W	Fundamental Writing Skills 2	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE:		6

## ACADEMIC ESL FOR EDUCATIONAL AND PROFESSIONAL ADVANCEMENT

### Intermediate English for College and Career Success

REQUIRED COURSES:		UNITS
ESL-085WRV	Intermediate College Writing, Reading, and Dispositional Thinking	5
or		
ESL-043	Writing and Reading III	4
ESL-085SL	Intermediate Oral Communication for the College Classroom and Beyond	3
or		
ESL-033	Intermediate Oral Skills	3
ESL-085G	Intermediate Grammar for College and Career Communication	4
or		
ESL-023	Grammar for Communication III	4
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE:		11-12

### Advanced English for Academic and Professional Advancement Skills

REQUIRED COURSES:		UNITS
ESL-095WRV	Advanced Academic Writing, Reading, and Dispositional Thinking	5
or		
ESL-044	Writing and Reading IV	4
ESL-095SL	Advanced Speech Communication for Academic & Professional Pursuits	3
or		
ESL-034	Advanced Oral Skills	3
ESL-095G	Advanced Grammar for College and Career Communication	4
or		
ESL-024	Grammar for Communication IV	4
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE:		12

### Program Student Learning Outcomes

- 1 Embrace having more to learn through reading inquiringly and critically and thinking flexibly about diverse, multi-genre college-preparatory and college texts that connect you to multicultural, social, ethical, and global ideas and issues.
- 2 Strive to gain increasing ability to understand and accurately and creatively use vocabulary learned from context and on the new general service list (NGSL) and the new academic word list (NAWL) in known and new situations.
- 3 Communicate clearly, effectively, and creatively in writing at the word, phrase, clause, sentence, paragraph, and essay levels, reviewing and reflecting on your writing and learning, and collaborating with others to support your continual development.
- 4 Risk responsibly and persist to accurately understand and apply a wide variety of grammatical structures – from basic to advanced – to negotiate meaning, ask questions, share and discuss ideas and opinions, solve problems, create plans, make decisions, present arguments, and apply past knowledge to achieve solid understanding and intended meaning.



- 5 Speak and listen with empathy and increasing confidence, fluency, and self-regulation, exploring diverse and alternative perspectives, within a range of formal and informal social, academic, and career communication settings.
- 6 Pay attention to recognize and self-improve pronunciation difficulties, speech challenges, writing complexities, listening obstacles, and reading issues that may impede successful engagement and interaction, finding humor and seeking out and responding with wonderment and awe to support your doing so.

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## COURSE DESCRIPTIONS

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### ESL-065G      Foundational Grammar for General Communication 1

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54 total hours lecture  
3 Units

**ADVISORY:** *One year of English language instruction; stage-appropriate placement by the ESL placement process*

This is the initial step in the two-course certificate-based “Entering/Bridge” stage in the LMC General ESL Program’s grammar for general communication instructional sequence. This foundational Credit English for General Purposes (EGP) grammar course is designed to help beginning to high-beginning English language learners begin to understand and appropriately use a set of essential English language structures. Students learn through thinking, listening, reading, speaking, and writing activities that offer opportunities to learn grammar through social and situational contexts that are relevant to adult students’ everyday lives and a variety of interests. Extensive exposure and practice are emphasized. This initial entering/bridge-stage grammar course is four levels below transfer and supports students progressing to the subsequent grammar course, ESL-075G. It is recommended that students concurrently enroll in the other initial and second step entering/bridge General ESL courses – ESL-065W & ESL-075W, ESL-065VR & ESL-075VR, and ESL-065PC & ESL-075PC – as offered in the schedule of classes. May not be repeated. P/NP

**LMC:** NDA

### ESL-065PC      Essential Pronunciation and Conversation Skills 1

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54 total hours lecture  
3 Units

**ADVISORY:** *One year of English language instruction; Entry/Bridge placement by the ESL placement process*

This is the initial step in the two-course certificate-based “Entering/Bridge” stage in the LMC General ESL Program’s oral communication instructional sequence. This foundational Credit English for General Purposes (EGP) course is designed to help non-native English speaking students develop aural acuity and oral intelligibility and confidence. Students will begin to learn about and practice general conversation skills and North American English pronunciation features such as voicing, aspiration, mouth and tongue position, intonation, stress, emphasis, rhythm, linking, vowels, consonants, syllables, thought groups, phonetics and spelling rules. Instructional emphasis is placed on focused awareness raising and practice of discrete sounds, connected speech patterns, and applied conversational use. This initial entering/bridge-stage pronunciation and conversation course is four levels below transfer and supports students progressing to the subsequent pronunciation and conversation course, ESL-075PC. It is recommended that students concurrently enroll in the other initial and second step entering/bridge General ESL courses – ESL-065G & ESL-075G, ESL-065VR & ESL-075VR, and ESL-065W & ESL-075W – as offered in the schedule of classes. May not be repeated. P/NP

**LMC:** NDA

**ESL-065VR Basic Vocabulary and Reading Development 1**

54 total hours lecture

3 Units

**ADVISORY:** *One year of English language instruction; Entry/Bridge stage placement by the ESL placement process*

This is the initial step in the two-course certificate-based “Entering/Bridge” stage in the LMC General ESL Program’s vocabulary and reading instructional sequence. This foundational Credit English for General Purposes (EGP) course focuses on helping non-native English-speaking language students develop beginning to high-beginning basic and critical reading skills and strategies, as well as a useful and relevant English vocabulary base. Students will work with various authentic and adapted social and multicultural texts that range in length from a) short, multi-sentence paragraphs, to b) single-page pieces, and up to c) one-page, multi-paragraph articles. Students will also engage in extensive reading and read stage-appropriate English language books and articles. Students will develop a general English vocabulary base and will learn vocabulary learning strategies, dictionary use, context clues, idioms, and word parts appropriate to developing a beginning to high-beginning level of English language proficiency. This initial entering/bridge-stage vocabulary and reading course is four levels below transfer and supports students progressing to the subsequent vocabulary and reading course, ESL-075VR. It is recommended that students concurrently enroll the other initial and second step entering/bridge General ESL courses – ESL-065G & ESL-075G, ESL-065W & ESL-075W, and ESL-065PC & ESL-075PC – as offered in the schedule of classes. May not be repeated.

P/NP

LMC: NDA

**ESL-065W Fundamental Writing Skills 1**

54 total hours lecture

3 Units

**ADVISORY:** *One year of English language instruction; Entry/Bridge placement by the ESL placement process*

This is the initial step in the two-course certificate-based “Entering/Bridge” stage in the LMC General ESL Program’s writing skills instructional sequence. This foundational Credit English for General Purposes (EGP) course focuses on helping non-native English-speaking language learners develop beginning to high-beginning writing skills that are essential for clear understandable written communication. Students will learn, practice and apply basic sentence structures, punctuation and spelling rules, editing strategies, and the roles and placements of nouns, verbs, adjectives, pronouns prepositions, and conjunctions. Students will also learn stage-appropriate vocabulary and practice using new words in their writing for everyday purposes. This initial entering/bridge-stage writing skills course is four levels below transfer and supports students progressing to the subsequent writing skills course, ESL-075W. It is recommended that students concurrently enroll the other initial and second step entering/bridge General ESL courses – ESL-065G & ESL-075G, ESL-065VR & ESL-075VR, and ESL-065PC & ESL-075PC – as offered in the schedule of classes. May not be repeated. P/NP

LMC: NDA

**ESL-075G Foundational Grammar for General Communication 2**

54 total hours lecture

3 Units

**ADVISORY:** *One year of English language instruction and ESL-065G or ESLN-065G; stage-appropriate placement by the ESL placement process*

This is the second step in the two-course certificate-based “Entering/Bridge” stage in the LMC General ESL grammar for communication instructional sequence. This Credit foundational English for General Purposes (EGP) grammar course is designed to help English language learners progress in their understanding and ability to appropriately use a set of essential high-beginning to low-intermediate English language structures. Students learn through thinking, listening, reading, speaking, and writing activities that offer opportunities to learn grammar through social and situational contexts that are relevant to adult students’ everyday lives and a variety of interests. Extensive exposure and practice are emphasized. This second entering/bridge-stage English for General Purposes (EGP) grammar course is three levels below transfer. The completion of it and its initial step counterpart, ESL-065G, along with the other General ESL courses courses, serve as a bridge into the English for Academic Purposes (EAP) ESL courses. It is recommended that students concurrently enroll in the other initial and second step entering/bridge General ESL courses – ESL-065W & ESL-075W, ESL-065VR & ESL-075VR, and ESL-065PC & ESL-075PC – as offered in the schedule of classes. May not be repeated. P/NP

LMC: NDA

## ESL-075PC Essential Pronunciation and Conversation Skills 2

54 total hours lecture

3 Units

**ADVISORY:** *One year of English language instruction and ESL-065PC or ESLN-065PC; Entry/Bridge stage placement by the ESL placement process*

This is the second step in the two-course certificate-based “Entering/Bridge” stage in the LMC General ESL oral communication instructional sequence. This foundational Credit English for General Purposes (EGP) course is designed to help non-native English-speaking students continue to improve their aural acuity and oral intelligibility and confidence to a high-beginning to low-intermediate level of proficiency. Students will progress in learning about and practicing general conversation skills and North American English pronunciation features such as voicing, aspiration, mouth and tongue position, intonation, stress, emphasis, rhythm, linking, vowels, consonants, syllables, thought groups, and phonetic and spelling rules. Instructional emphasis is placed on focused awareness raising and practice of discrete sounds, connected speech patterns, and applied conversational use. This second entering/bridge-stage English for General Purposes (EGP) pronunciation and conversation course is three levels below transfer. The completion of it and its initial step counterpart, ESL-065PC, along with the other General ESL courses, serve as a bridge into the English for Academic Purposes (EAP) ESL courses. It is recommended that students concurrently enroll in the other initial and second step entering/bridge General ESL courses – ESL-065G & ESL-075G, ESL-065VR & ESL-075VR, and ESL-065W & ESL-075W – as offered in the schedule of classes. May not be repeated. P/NP

LMC: NDA

## ESL-075VR Basic Vocabulary and Reading Development 2

54 total hours lecture

3 Units

**ADVISORY:** *One year of English language instruction and ESL-065VR or ESLN-065VR; Entry/Bridge stage placement by the ESL placement process*

This is the second step in the two-course certificate-based “Entering/Bridge” stage in the LMC General ESL vocabulary and reading instructional sequence. This foundational Credit English for General Purposes (EGP) course focuses on helping non-native English-speaking language students develop high-beginning to low-intermediate basic and critical reading skills and strategies, as well as an increased base of useful and relevant English vocabulary. Students work with various authentic and adapted social and multicultural texts that vary in length from two-page articles to longer multi-paragraph pieces. Students also engage in extensive reading, reading stage-appropriate English language texts and books. Students continue to expand their general English vocabulary base and learn stage-appropriate vocabulary learning strategies, dictionary use, context clues, idioms, and word parts. This second entering/bridge-stage English for General Purposes

(EGP) vocabulary and reading course is three levels below transfer. The completion of it and its initial step counterpart, ESL-065VR, along with the other General ESL courses, serve as a bridge into the English for Academic Purposes (EAP) ESL courses. It is recommended that students concurrently enroll the other initial and second step entering/bridge General ESL courses – ESL-065G & ESL-075G, ESL-065W & ESL-075W, and ESL-065PC & ESL-075PC – as offered in the schedule of classes. May not be repeated. P/NP

LMC: NDA

## ESL-075W Fundamental Writing Skills 2

54 total hours lecture

3 Units

**ADVISORY:** *One year of English language instruction and ESL-065W or ESLN-065W; Entry/Bridge stage placement by the ESL placement process*

This is the second step in the two-course certificate-based “Entering/Bridge” stage in the LMC General ESL writing skills instructional sequence. This foundational Credit English for General Purposes (EGP) course focuses on helping non-native English-speaking language learners develop high-beginning to low-intermediate writing skills that are essential for comprehensible and meaningful written communication. Students continue to apply their developing understanding of sentence basics – including standard grammar, capitalization, punctuation and editing strategies – as they are guided on toward understanding paragraph basics and producing grammatically and syntactically proper simple present, past, future, and descriptive paragraphs. Students will also expand and enhance their writing through stage-appropriate vocabulary building and application efforts. This second entering/bridge-stage English for General Purposes (EGP) writing skills course is three levels below transfer. The completion of it and its initial step counterpart, ESL-065W, along with the other General ESL courses, serve as a bridge into the English for Academic Purposes (EAP) ESL courses. It is recommended that students concurrently enroll the other initial and second step entering/bridge General ESL courses – ESL-065G & ESL-075G, ESL-065VR & ESL-075VR, and ESL-065PC & ESL-075PC – as offered in the schedule of classes. May not be repeated. P/NP

LMC: NDA

**ESL-085G Intermediate Grammar for College and Career Communication**

72 total hours lecture

4 Units

**ADVISORY:** *Completion of the eight Entry/Bridge General ESL courses or equivalent; Intermediate stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Intermediate Academic ESL courses*

This Credit English for Academic Purposes (EAP) grammar course is designed to help non-native English speaking students who have acquired foundational-level grammar improve their understanding and accurate use of intermediate-level English grammatical structures to support, develop, and refine college and career thinking, speaking, listening, reading, and writing skills. Multilingual English language learners study complex grammatical structures within meaningful contexts of use and engage in analysis, evaluation, and experiential learning of the functional, semantic, and pragmatic components of the contextualized structures. This course is part of the three-course certificate-based package of intermediate academic and career preparation, engagement, and success courses for multilingual English language learners – ESL-085G, ESL-085WR, and ESL-085SL. It is recommended that students concurrently enroll in the other intermediate stage Academic ESL courses – ESL-085SL and ESL-085WRV – as offered in the schedule of classes. May not be repeated. SC

LMC: NDA

**ESL-085SL Intermediate Oral Communication for the College Classroom and Beyond**

54 total hours lecture

3 Units

**ADVISORY:** *Completion of the eight Entry/Bridge General ESL courses or equivalent; Intermediate stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Intermediate Academic ESL courses.*

This is a Credit English for Academic Purposes (EAP) speaking, listening, and dispositional thinking course. It is designed to help non-native English speaking students who have acquired essential general English language proficiency improve their understanding of the oral communication realities in North American college classrooms and higher education environments and to increase their ability to actively participate and succeed therein at an intermediate level of proficiency. Students build aural and oral accuracy and fluency, learn and use contextualized vocabulary, expressions and grammar, and practice academic listening and speaking skills. The course incorporates

- 1) exposure to authentic college classroom content and oral/aural communication tasks from across the college curriculum – including discussions, lectures, note-taking, interpersonal interactions, and presentational speaking and listening acts; inter-cultural and multi-cultural awareness raising; progressively structured oral communication activities and assignments; and a balanced approach to the development of both discrete and global 21st century language and communication skills. This course is part of the three-course certificate-based package of intermediate academic and career preparation, engagement, and success courses for multilingual English language learners – ESL-085SL,

ESL-085G, and ESL-085WRV. It is recommended that students concurrently enroll in the other intermediate stage Academic ESL courses – ESL-085G and ESL-085WRV – as offered in the schedule of classes.

May not be repeated. SC

LMC: NDA

**ESL-085WRV Intermediate College Writing, Reading, and Dispositional Thinking**

90 total hours lecture

5 Units

**ADVISORY:** *Completion of the eight Entry/Bridge General ESL courses or equivalent; Intermediate stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Intermediate Academic ESL courses.*

This is a Credit English for Academic Purposes (EAP) dispositional thinking, reading, writing, and vocabulary-development course. It is designed to help non-native English speaking students who have acquired the necessary general English language proficiency move on to develop academic vocabulary, reading, and writing capabilities necessary to engage and succeed in North American college classrooms at an intermediate level of proficiency. Students work with multi-page nonfiction and fiction texts from various collegiate disciplines and careers and one to two book-length works of fiction and/or nonfiction. Students learn, practice, apply, and evaluate 1) contextual and structural information to infer meaning of words and idiomatic language to enlarge their vocabulary base and improve fluency and 2) pre-, during-, and post-reading strategies to recognize and understand an author's purpose, tone, and point of view, and to analyze, evaluate, and interpret information and ideas. Students are introduced to and develop the academic ability to discuss – orally and in writing - their opinion/ reaction to readings while developing critical and dispositional thinking and academic language skills at an intermediate level of language proficiency. Students also learn and practice specific U.S. academic writing standards at the sentence, paragraph, and essay level such as summarizing, paraphrasing, and quoting authors' ideas using MLA citation practices. Taken with the other two intermediate stage courses, ESL-085WRV prepares students for ESL-095WRV. This course is part of the three-credit-course package of intermediate college and career preparation, engagement, and success courses for multilingual English language learners – ESL-085WRV, ESL-085G, and ESL-085SL. It is recommended that students concurrently enroll in the other intermediate stage Academic ESL courses – ESL-085G and ESL-085SL – as offered in the schedule of classes. May not be repeated. SC

LMC: NDA

### ESL-095G Advanced Grammar for College and Career Communication

72 total hours lecture

4 Units

**ADVISORY:** *Completion of the three Intermediate Academic ESL courses or equivalent; Advanced stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Advanced Academic ESL courses*

This Credit English for Academic Purposes (EAP) grammar course is designed to help non-native English speaking students who have acquired intermediate grammatical and language proficiency move on to improve their understanding and accurate use of highly multifaceted low-advanced to advanced English grammatical structures to support, develop, and refine college and career thinking, speaking, reading, listening, and writing skills. Multilingual English language learners study particularly complex grammar structures and their nuances within meaningful contexts of use and engage in analysis, evaluation, and experiential learning of the functional, semantic, and pragmatic components of the contextualized structures. This course is part of the three-course package of advanced general and career education transition and support courses for multilingual English language learners: ESL-095G, ESL-095WRV, and ESL-095SL. It is recommended that students concurrently enroll in the other advanced stage Academic ESL courses – ESL-095SL and ESL-095WRV – as offered in the schedule of classes. May not be repeated. SC

LMC: NDA

### ESL-095SL Advanced Speech Communication for Academic & Professional Pursuits

54 total hours lecture

3 Units

**ADVISORY:** *Completion of the three Intermediate Academic ESL courses or equivalent; Advanced stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Advanced Academic ESL courses*

This is a Credit English for Academic Purposes (EAP) speaking, listening, and dispositional thinking course. It is designed to help non-native English speaking students who have acquired intermediate language proficiency move on toward enhancing their understanding of and abilities to achieve in college, career, and personal speech communication environments, situations, acts, and interactions at an advanced level of proficiency. In this content-based second language acquisition course, students will be introduced to and begin exploring college-level public speaking, interpersonal communication, intercultural and multicultural communication material in order to develop and strengthen related oral/aural language skills and communication strategies. Concentrating on these learners' receptive and productive English language development, course work includes content learning along with skill and strategy practice and improvement within the following areas: understanding culture(s), listening actively, communicating verbally and nonverbally, managing conflict, relationships, and workplace communication. Students will learn and advance via active participation in individual, pair, group/team, and whole-class instructional activities

that are both sociolinguistically interactive and cognitively challenging. Successful completion of this course – in conjunction with corresponding overall English language grammatical and reading/writing proficiency – purposefully prepares students to succeed in Communication Studies (Speech Communication) courses, other college-level courses, and job/workplace/career opportunities. This course is part of the three-course package of advanced general and career education transition and support courses for multilingual English language learners: ESL-095SL, ESL-095G, and ESL-095WRV. It is recommended that students concurrently enroll in the other advanced stage Academic ESL courses – ESL-095G and ESL-095WRV – as offered in the schedule of classes. May not be repeated. SC

LMC: NDA

### ESL-095WRV Advanced Academic Writing, Reading, and Dispositional Thinking

90 total hours lecture

5 Units

**ADVISORY:** *Completion of the three Intermediate Academic ESL courses or equivalent; Advanced stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Advanced Academic ESL courses*

This is a Credit English for Academic Purposes (EAP) dispositional thinking, reading, writing, and vocabulary-development course. It is designed for non-native English speaking students who have acquired intermediate language proficiency move on to improve their ability to successfully undertake North American college-level work at an advanced level of proficiency. This course helps ESL students develop academic vocabulary and college-level analysis and evaluation reading and writing capabilities. Students work with multi-page and book-length nonfiction and fiction texts on contemporary topics and issues from a range of disciplines and perspectives. Students continue to learn, evaluate, and hone the use of 1) contextual and structural information to infer meaning of words and idiomatic language to enlarge their vocabulary base and improve fluency and 2) pre-, during-, and post-reading strategies to enhance comprehension and to analyze, evaluate, and interpret information and ideas. Students persist to develop and refine the academic ability to discuss – orally and in writing – their opinion/reaction to readings while developing critical and dispositional thinking and academic language skills. Students advance their understanding of specific U.S. academic writing standards, focusing on the essay level, and including summarizing, paraphrasing, and quoting authors' ideas using MLA citation practices. Successful completion of this course – in conjunction with advanced English language grammatical and speaking/listening proficiency – purposefully prepares students for ENGL-100/101 as well as college-level courses. This course is part of the three-course package of advanced general and career education transition and support courses for multilingual English language learners – ESL-095WRV, ESL-095G, and ESL-095SL. It is recommended that students concurrently enroll in the other advanced stage Academic ESL courses – ESL-095G and ESL-095SL – as offered in the schedule of classes. May not be repeated. SC

LMC: DA

TRANSFER: UC; CSU

**ESL-098 Independent Study in English as a Second Language**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**ESL-100G English Grammar for Advanced Multilingual Students**

54 total hours lecture

3 Units

**ADVISORY:** *Level-appropriate placement by the ESL assessment process or ESL-095G; Concurrent enrollment in the advanced level LMC ESL Credit courses and/or the English composition courses – ESL-095WRV, ESL-095SP, ENGL-095, ENGL-100S, ENGL-100 – as offered in the schedule of classes. Non-native English speaking language learner.*

This English for Academic Purposes (EAP) grammar course is designed to help advanced non-native English-speaking students improve their understanding and accurate use of highly multifaceted English grammatical structures to support, develop, and refine college and career thinking, speaking, reading, listening, and writing skills. Multilingual English language learners study sophisticated grammar structures and their nuances within meaningful contexts of use and engage in analysis, evaluation, and crucial experiential learning of the functional, semantic, and pragmatic components of the contextualized structures. This course offers non-native English-speaking students linguistic and sociolinguistic support to succeed in their college coursework. May not be repeated. SC

**LMC:** NDA

**ESL-900s Selected Topics in English as a Second Language**

DA varies with course content.

# English As A Second Language Noncredit (ESLN)

**CERTIFICATE OF COMPETENCY**

Basic Vocabulary and Reading  
 Foundational Grammar for General Communication  
 Essential Pronunciation & Conversation  
 Fundamental Writing Skills  
 Intermediate English for College and Career Success  
 Advanced English for Academic and Professional Advancement

The LMC English as a Second Language Department offers mirrored for-credit (Credit) and not-for-credit (Non-Credit) programs and courses to best serve the needs, situations, and statuses of our diverse multilingual immigrant, refugee, and international student populations.

The Credit ESL (ESL) courses lead to four General ESL and two Academic ESL College Skills Certificates.

The Non-Credit ESL (ESLN) courses lead to four General ESL and two Academic ESL Certificates of Competency.

The LMC General ESL for College and Career Preparation Program serves and supports non-native English-speaking students who want to develop beginning (which one proficiency level above "low-beginning") through low-intermediate language proficiencies and basic interpersonal communication skills. We offer an intensified sequence of language learning courses at an entry/bridge stage of instruction in which students learn, practice, apply, and improve general English language skills and communication strategies. The General ESL and Academic ESL Programs share the same program student learning outcomes (PSLOs), which infuse the Habits of Mind – i.e., intelligent behaviors and thinking dispositions that help students succeed – and the LMC Institutional/General Education student learning outcomes into our own second language acquisition-oriented outcomes. Our General ESL Program is intentionally designed to help students develop a solid English language learning base upon which to build. Such a base is necessary for those students who want to pursue an academic/career path. Completion of our General ESL Program provides students the needed language foundation to successfully transition into and through our Academic ESL Program and/or to more confidently participate in and take advantage of real-world social, civic, job, and personal interactions and opportunities within English speaking communities.



## CERTIFICATES OF COMPETENCY

### ENGLISH AS A SECOND LANGUAGE

The Academic ESL for Educational and Professional Advancement

Program serves and supports non-native English-speaking students who are seeking and ready to acquire intermediate and advanced academic language proficiencies and competencies. Our Academic ESL Program supports these students' college and career advancement by intentionally infusing two key components into our second language acquisition oriented program student learning outcomes (PSLOs): 1) the LMC Institutional/General Education student learning outcomes, which exist and function to prepare students to succeed in general and career education courses as well as students' chosen major coursework, and 2) the thinking dispositions (i.e., the Habits of Mind) that research has shown most significantly support student success, and which are equivalent to the very "soft skills" that industry has called upon higher education to help students attain. Additionally, our instruction takes an appreciative, strengths-based approach to teaching our multilingual immigrant, refugee, and international student populations by valuing the rich diversity they bring to our college classrooms, respecting their language learning goals as additive and commendable, and empowering them toward academic and career engagement and success.

#### Program Student Learning Outcomes

1. Risk responsibly and persist to accurately understand and apply a wide variety of grammatical structures – from basic to advanced - to negotiate meaning, ask questions, share and discuss ideas and opinions, solve problems, create plans, make decisions, present arguments, and apply past knowledge to achieve solid understanding and intended meaning.
2. Pay attention to recognize and self-improve pronunciation difficulties, speech challenges, writing complexities, listening obstacles, grammar problems, vocabulary concerns, and reading issues that may impede successful engagement and interaction, finding humor and responding with wonderment and awe to support your doing so.
3. Speak and listen with empathy and increasing confidence, fluency, and self-regulation, exploring diverse and alternative perspectives, within a range of formal and informal social, academic, and career communication settings.
4. Communicate clearly, effectively, and creatively in writing at the word, phrase, clause, sentence, paragraph, and essay levels, reviewing and reflecting on your writing and learning, and collaborating with others to support your continual development.
5. Embrace having more to learn through reading inquiringly and critically and thinking flexibly about diverse, multi-genre texts at the pre-college and college levels that connect you to multicultural, social, ethical, and global ideas and issues.
6. Strive to gain increasing ability to understand and accurately and creatively use vocabulary learned from context and on the new general service list (NGSL) and the new academic word list (NAWL) in known and new situations.

## GENERAL ESL FOR COLLEGE AND CAREER PREPARATION

### Basic Vocabulary and Reading Development

REQUIRED COURSES:		HOURS
ESLN-065VR	Basic Vocabulary and Reading Development 1	54
ESLN-075VR	Basic Vocabulary and Reading Development 2	54
TOTAL HOURS REQUIRED FOR THIS CERTIFICATE:		108

#### Competencies:

1. Strive to gain increasing ability to understand and accurately and creatively use vocabulary learned from context and on the new general service list (NGSL) and the new academic word list (NAWL) in known and new situations.
2. Embrace having more to learn through reading inquiringly and critically and thinking flexibly about diverse, multi-genre college-preparatory and college texts that connect you to multicultural, social, ethical, and global ideas and issues.
3. Pay attention to recognize and self-improve pronunciation difficulties, speech challenges, writing complexities, listening obstacles, and reading issues that may impede successful engagement and interaction, finding humor and responding with wonderment and awe to support your doing so.

### Foundational Grammar for General Communication

REQUIRED COURSES:		HOURS
ESLN-065G	Foundational Grammar for General Communication 1	54
ESLN-075G	Foundational Grammar for General Communication 2	54
TOTAL HOURS REQUIRED FOR THIS CERTIFICATE:		108

#### Competencies:

1. Risk responsibly and persist to accurately understand and apply grammatical structures – from basic to advanced - to negotiate meaning, ask questions, share and discuss ideas and opinions, solve problems, create plans, make decisions, present arguments, and apply past knowledge to achieve solid understanding and intended meaning.
2. Pay attention to recognize and self-improve pronunciation difficulties, speech challenges, writing complexities, listening obstacles, and reading issues that may impede successful engagement and interaction, finding humor and responding with wonderment and awe to support your doing so.

### Essential Pronunciation and Conversation

REQUIRED COURSES:		HOURS
ESLN-065PC	Essential Pronunciation and Conversation 1	54
ESLN-075PC	Essential Pronunciation and Conversation 2	54
TOTAL HOURS REQUIRED FOR THIS CERTIFICATE:		108

**Competencies:**

1. Speak and listen with empathy and increasing confidence, fluency, and self-regulation, curiously exploring diverse and alternative perspectives, within a range of formal and informal social, academic, and career communication settings.
2. Pay attention to recognize and self-improve pronunciation difficulties, speech challenges, writing complexities, listening obstacles, and reading issues that may impede successful engagement and interaction, finding humor and responding with wonderment and awe to support your doing so.

**Fundamental Writing Skills**

REQUIRED COURSES:		HOURS
ESLN-065W	Fundamental Writing Skills 1	54
ESLN-075W	Fundamental Writing Skills 2	54
TOTAL HOURS REQUIRED FOR THIS CERTIFICATE:		108

**Competencies:**

1. Communicate clearly, effectively, and creatively in writing at the word, phrase, clause, sentence, paragraph, and essay levels, reviewing and reflecting on your writing and learning, and collaborating with others to support your continual development.
2. Pay attention to recognize and self-improve pronunciation difficulties, speech challenges, writing complexities, listening obstacles, and reading issues that may impede successful engagement and interaction, finding humor and responding with wonderment and awe to support your doing so.

**ACADEMIC ESL FOR EDUCATIONAL AND PROFESSIONAL ADVANCEMENT****Intermediate English for College and Career Success**

REQUIRED COURSES:		HOURS
ESLN-085G	Intermediate Grammar for College and Career Communication	72
ESLN-085SL	Intermediate Oral Communication for the College Classroom and Beyond	54
ESLN-085WRV	Intermediate College Writing, Reading, and Dispositional Thinking	90
TOTAL HOURS REQUIRED FOR THIS CERTIFICATE:		216

The courses that make up this certificate are meant to be scheduled and taken as an intermediate instructional "package" in the same academic semester (or in the same academic year), offering an optimized, intensive language learning experience for students on an academic and career focused educational track. This phase of that track prepares students to successfully engage in North American college classrooms by experiencing, exploring, practicing, and developing the relevant and important academic language, communication, and dispositional and critical thinking skills, strategies, and behaviors at an intermediate stage of English language proficiency.

**Advanced English for Academic and Professional Advancement**

REQUIRED COURSES:		HOURS
ESLN-095G	Advanced Grammar for College and Career Communication	72
ESLN-095SL	Advanced Speech Communication for Academic and Career Advancement	54
ESLN-095WRV	Advanced Academic Writing, Reading, Vocabulary, and Dispositional Thinking	90
TOTAL HOURS REQUIRED FOR THIS CERTIFICATE:		216

The courses that make up this certificate are meant to be scheduled and taken as an advanced instructional "package" in the same academic semester (or in the same academic year), offering an optimized, intensive language learning experience for students on an academic and career focused educational track. This phase of that track prepares students purposefully to transition into and succeed in English 100/100S/101 (English 1A) and other college level coursework in North American college classrooms by experiencing, exploring, practicing, and developing the relevant and important academic language, communication, and dispositional and critical thinking skills, strategies, and behaviors at an advanced stage of English language proficiency.

**COURSE DESCRIPTIONS****ESLN-065G Foundational Grammar for General Communication 1**

54 total hours  
0 Units

**ADVISORY:** One year of English language instruction; Entry/Bridge stage placement by the ESL placement process

This is the initial step in the two-course certificate-based "Entering/Bridge" stage in the LMC General ESL Program's grammar for general communication instructional sequence. This Non-Credit foundational English for General Purposes (EGP) grammar course is designed to help beginning to high-beginning English language learners begin to understand and appropriately use a set of essential English language structures. Students learn through thinking, listening, reading, speaking, and writing activities that offer opportunities to learn grammar through social and situational contexts that are relevant to adult students' everyday lives and a variety of interests. Extensive exposure and practice are emphasized. This initial entering/bridge-stage grammar course is four levels below transfer and supports students progressing to the subsequent grammar course, ESLN-075G. It is recommended that students concurrently enroll in the other initial and second step entering/bridge General ESL courses – ESL-065W & ESL-075W, ESL-065VR & ESL-075VR, and ESL-065PC & ESL-075PC – as offered in the schedule of classes. P/NP/SP

LMC: NC

**ESLN-065PC Essential Pronunciation and Conversation Skills 1**

54 total hours

0 Units

**ADVISORY:** *One year of English language instruction; Entry/Bridge stage placement by the ESL placement process*

This is the initial step in the two-course certificate-based "Entering/Bridge" stage in the LMC General ESL Program's grammar for general communication instructional sequence. This Non-Credit foundational English for General Purposes (EGP) grammar course is designed to help beginning to high-beginning English language learners begin to understand and appropriately use a set of essential English language structures. Students learn through thinking, listening, reading, speaking, and writing activities that offer opportunities to learn grammar through social and situational contexts that are relevant to adult students' everyday lives and a variety of interests. Extensive exposure and practice are emphasized. This initial entering/bridge-stage grammar course is four levels below transfer and supports students progressing to the subsequent grammar course, ESLN-075G. It is recommended that students concurrently enroll in the other initial and second step entering/bridge General ESL courses – ESLN-065W & ESLN-075W, ESLN-065VR & ESLN-075VR, and ESLN-065PC & ESLN-075PC – as offered in the schedule of classes. P/NP/SP

LMC: NC

**ESLN-065VR Basic Vocabulary and Reading Development 1**

54 total hours

0 Units

**ADVISORY:** *One year of English language instruction; Entry/Bridge stage placement by the ESL placement process*

This is the initial step in the two-course certificate-based "Entering/Bridge" stage in the LMC General ESL vocabulary and reading instructional sequence. This foundational Non-Credit English for General Purposes (EGP) course focuses on helping non-native English speaking language students develop beginning to high-beginning basic and critical reading skills and strategies, as well as a useful and relevant English vocabulary base. Students will work with various authentic and adapted social and multicultural texts that range in length from a) short, multi-sentence paragraphs, to b) single-page pieces, and up to c) one-page, multi-paragraph articles. Students will also engage in extensive reading and read level-appropriate English language books and articles. Students will develop a vocabulary base and will learn vocabulary learning strategies, dictionary use, context clues, idioms, and word parts appropriate to developing a beginning to high-beginning level of English language proficiency. This initial entering-stage vocabulary and reading course is four levels below transfer and supports students progressing to the subsequent vocabulary and reading course, ESLN-075VR. It is recommended that students concurrently enroll the other initial and second step entering/bridge General ESL courses – ESLN-065G & ESLN-075G, ESLN-065W & ESLN-075W, and ESLN-065PC & ESLN-075PC – as offered in the schedule of classes. P/NP/SP

LMC: NC

**ESLN-065W Fundamental Writing Skills 1**

54 total hours

0 Units

**ADVISORY:** *One year of English language instruction; Entry/Bridge stage placement by the ESL placement process*

This is the initial step in the two-course certificate-based "Entering/Bridge" stage in the LMC General ESL Program's writing skills instructional sequence. This foundational Non-Credit English for General Purposes (EGP) course focuses on helping non-native English-speaking language learners develop beginning to high-beginning writing skills that are essential for clear understandable written communication. Students will learn, practice and apply basic sentence structures, punctuation and spelling rules, editing strategies, and the roles and placements of nouns, verbs, adjectives, pronouns prepositions, and conjunctions. Students will also learn stage-appropriate vocabulary and practice using new words in their writing for everyday purposes. This initial entering/bridge-stage writing skills course is four levels below transfer and supports students progressing to the subsequent writing skills course, ESLN-075W. It is recommended that students concurrently enroll the other initial and second step entering/bridge General ESL courses – ESLN-065G & ESLN-075G, ESLN-065VR & ESLN-075VR, and ESLN-065PC & ESLN-075PC – as offered in the schedule of classes. P/NP/SP

LMC: NC

**ESLN-075G Foundational Grammar for General Communication 2**

54 total hours

0 Units

**ADVISORY:** *One year of English language instruction and ESLN-065G or ESLN-065G; Entry/Bridge stage placement by the ESL placement process*

This is the second step in the two-course certificate-based "Entering/Bridge" stage in the LMC General ESL grammar for communication instructional sequence. This Non-Credit foundational English for General Purposes (EGP) grammar course is designed to help English language learners progress in their understanding and ability to appropriately use a set of essential high-beginning to low-intermediate English language structures. Students learn through thinking, listening, reading, speaking, and writing activities that offer opportunities to learn grammar through social and situational contexts that are relevant to adult students' everyday lives and a variety of interests. Extensive exposure and practice are emphasized. This second entering/bridge-stage English for General Purposes (EGP) grammar course is three levels below transfer. The completion of it and its initial step counterpart, ESLN-065G, along with the other General ESL courses courses, serve as a bridge into the English for Academic Purposes (EAP) ESL courses. It is recommended that students concurrently enroll in the other initial and second step entering/bridge General ESL courses – ESLN-065W & ESLN-075W, ESLN-065VR & ESLN-075VR, and ESLN-065PC & ESLN-075PC – as offered in the schedule of classes. P/NP/SP

LMC: NC

**ESLN-075PC Essential Pronunciation and Conversation Skills 2**

54 total hours

0 Units

**ADVISORY:** *One year of English language instruction and ESL-065PC or ESLN-065PC; Entry/Bridge stage placement by the ESL placement process*

This is the second step in the two-course certificate-based "Entering/Bridge" stage of the LMC ESL oral communication instructional sequence. This foundational Non-Credit English for General Purposes (EGP) course is designed to help non-native English speaking students continue to improve their aural acuity and oral intelligibility and confidence to a high-beginning to low-intermediate level of proficiency. Students will progress in learning about and practicing general conversation skills and North American English pronunciation features such as voicing, aspiration, mouth and tongue position, intonation, stress, emphasis, rhythm, linking, vowels, consonants, syllables, thought groups, and phonetic and spelling rules. Instructional emphasis is placed on focused awareness raising and practice of discrete sounds, connected speech patterns, and applied conversational use. This level two entering-stage pronunciation and conversation course is three levels below transfer. The completion of it and its counterpart ESLN-065PC, along with the other General ESL courses, serve as a bridge into the English for Academic Purposes (EAP) ESL courses. It is recommended that students concurrently enroll in the other initial and second step entering/bridge General ESL courses – ESL-065G & ESL-075G, ESL-065VR & ESL-075VR, and ESL-065W & ESL-075W – as offered in the schedule of classes. P/NP/SP

LMC: NC

**ESLN-075VR Basic Vocabulary and Reading Development 2**

54 total hours

0 Units

**ADVISORY:** *One year of English language instruction and ESL-065VR or ESLN-065VR; Entry/Bridge stage placement by the ESL placement process*

This is the second step in the two-course certificate-based "Entering/Bridge" stage in the LMC General ESL vocabulary and reading instructional sequence. This foundational Non-Credit English for General Purposes (EGP) course focuses on helping non-native English-speaking language students develop high-beginning to low-intermediate basic and critical reading skills and strategies, as well as an increased base of useful and relevant English vocabulary. Students work with various authentic and adapted social and multicultural texts that vary in length from two-page articles to longer multi-paragraph pieces. Students also engage in extensive reading, reading stage-appropriate English language texts and books. Students continue to expand their general English vocabulary base and learn stage-appropriate vocabulary learning strategies, dictionary use, context clues, idioms, and word parts. This second entering/bridge-stage English for General Purposes (EGP) vocabulary and reading course is three levels below transfer. The completion of it and its initial step counterpart, ESLN-065VR, along

with the other General ESL courses, serve as a bridge into the English for Academic Purposes (EAP) ESL courses. It is recommended that students concurrently enroll in the other initial and second step entering/bridge General ESL courses – ESLN-065G & ESLN-075G, ESLN-065W & ESLN-075W, and ESLN-065PC & ESLN-075PC – as offered in the schedule of classes. P/NP/SP

LMC: NC

**ESLN-075W Fundamental Writing Skills 2**

54 total hours

0 Units

**ADVISORY:** *One year of English language instruction and ESL-065W or ESLN-065W; Entry/Bridge placement by the ESL placement process .*

This is the second step in the two-course certificate-based "Entering/Bridge" stage in the LMC General ESL writing skills instructional sequence. This foundational Non-Credit English for General Purposes (EGP) course focuses on helping non-native English-speaking language learners develop high-beginning to low-intermediate writing skills that are essential for comprehensible and meaningful written communication. Students continue to apply their developing understanding of sentence basics – including standard grammar, capitalization, punctuation and editing strategies – as they are guided on toward understanding paragraph basics and producing grammatically and syntactically proper simple present, past, future, and descriptive paragraphs. Students will also expand and enhance their writing through stage-appropriate vocabulary building and application efforts. This second entering/bridge-stage English for General Purposes (EGP) writing skills course is three levels below transfer. The completion of it and its initial step counterpart, ESLN-065W, along with the other General ESL courses, serve as a bridge into the English for Academic Purposes (EAP) ESL courses. It is recommended that students concurrently enroll in the other initial and second step entering/bridge General ESL courses – ESLN-065G & ESLN-075G, ESLN-065VR & ESLN-075VR, and ESLN-065PC & ESLN-075PC – as offered in the schedule of classes. P/NP/SP

LMC: NC

**ESLN-085G Intermediate Grammar for College and Career Communication**

72 total hours

0 Units

**ADVISORY:** *Completion of the eight Entry/Bridge General ESL courses or equivalent; Intermediate stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Intermediate Academic ESL courses .*

This Non-Credit English for Academic Purposes (EAP) grammar course is designed to help non-native English speaking students who have acquired foundational-level grammar improve their understanding and accurate use of intermediate-level English grammatical structures to support, develop, and refine college and career thinking, speaking, listening, reading, and writing skills. Multilingual English language learners study complex grammatical structures within meaningful contexts of use and engage in analysis, evaluation, and experiential

learning of the functional, semantic, and pragmatic components of the contextualized structures. This course and is part of a three-course certificate-based package of intermediate academic and career preparation, engagement, and success courses for multilingual English language learners – ESLN-085G, ESLN-085WR, and ESLN-085SL. It is recommended that students concurrently enroll in the other intermediate stage Academic ESL courses – ESLN-085SL and ESLN-085WRV – as offered in the schedule of classes. P/NP/SP

**LMC:** NC

### **ESLN-085SL Intermediate Oral Communication for the College Classroom and Beyond**

54 total hours

0 Units

**ADVISORY:** *Completion of the eight Entry/Bridge General ESL courses or equivalent; Intermediate stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Intermediate Academic ESL courses.*

This is a Non-Credit English for Academic Purposes (EAP) speaking, listening, and dispositional thinking course. It is designed to help non-native English speaking students who have acquired essential general English language proficiency improve their understanding of the oral communication realities in North American college classrooms and higher education environments and to increase their ability to actively participate and succeed therein at an intermediate level of proficiency. Students build aural and oral accuracy and fluency, learn and use contextualized vocabulary, expressions and grammar, and practice academic listening and speaking skills. The course incorporates 1) exposure to authentic college classroom content and oral/aural communication tasks from across the college curriculum – including discussions, lectures, note-taking, interpersonal interactions, and presentational speaking and listening acts; inter-cultural and multi-cultural awareness raising; progressively structured oral communication activities and assignments; and a balanced approach to the development of both discrete and global 21st century language and communication skills. This course is part of the noncredit three-course package of intermediate academic and career preparation, engagement, and success courses for multilingual English language learners – ESLN-085SL, ESLN-085G, and ESLN-085WRV. It is recommended that students concurrently enroll in the other intermediate stage Academic ESL courses – ESLN-085G and ESLN-085WRV – as offered in the schedule of classes. P/NP/SP

**LMC:** NC

### **ESLN-085WRV Intermediate College Writing, Reading, and Dispositional Thinking**

90 total hours

0 Units

**ADVISORY:** *Completion of the eight Entry/Bridge General ESL courses or equivalent; Intermediate stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Intermediate Academic ESL courses*

This is a Non-Credit English for Academic Purposes (EAP) dispositional thinking, reading, writing, and vocabulary-development course. It is designed to help non-native English speaking students who have acquired the necessary general English language proficiency move on to develop academic vocabulary, reading, and writing capabilities necessary to engage and succeed in North American college classrooms at an intermediate level of proficiency. Students work with multi-page nonfiction and fiction texts from various collegiate disciplines and careers and one to two book-length works of fiction and/or nonfiction. Students learn, practice, apply, and evaluate 1) contextual and structural information to infer meaning of words and idiomatic language to enlarge their vocabulary base and improve fluency and 2) pre-, during-, and post-reading strategies to recognize and understand an author's purpose, tone, and point of view, and to analyze, evaluate, and interpret information and ideas. Students are introduced to and develop the academic ability to discuss – orally and in writing - their opinion/reaction to readings while developing critical and dispositional thinking and academic language skills at an intermediate level of language proficiency. Students also learn and practice specific U.S. academic writing standards at the sentence, paragraph, and essay level such as summarizing, paraphrasing, and quoting authors' ideas using MLA citation practices. Taken with the other two intermediate stage courses, ESLN-085WRV prepares students for ESLN-095WRV. This course is part of the three-credit-course package of intermediate college and career preparation, engagement, and success courses for multilingual English language learners – ESLN-085WRV, ESLN-085G, and ESLN-085SL. It is recommended that students concurrently enroll in the other intermediate stage Academic ESL courses – ESLN-085G and ESLN-085SL – as offered in the schedule of classes. P/NP/SP

**LMC:** NC



**ESLN-095G Advanced Grammar for College and Career Communication**

72 total hours

0 Units

**ADVISORY:** *Completion of the three Intermediate Academic ESL courses or equivalent; Advanced stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Advanced Academic ESL courses.*

This Non-Credit English for Academic Purposes (EAP) grammar course is designed to help non-native English speaking students who have acquired intermediate grammatical and language proficiency move on to improve their understanding and accurate use of highly multifaceted low-advanced to advanced English grammatical structures to support, develop, and refine college and career thinking, speaking, reading, listening, and writing skills. Multilingual English language learners study particularly complex grammar structures and their nuances within meaningful contexts of use and engage in analysis, evaluation, and experiential learning of the functional, semantic, and pragmatic components of the contextualized structures. This course is part of the three-course package of advanced general and career education transition and support courses for multilingual English language learners: ESLN-095G, ESLN-095WRV, and ESLN-095SL. It is recommended that students concurrently enroll in the other advanced stage Academic ESL courses – ESLN-095SL and ESLN-095WRV – as offered in the schedule of classes. P/NP/SP

LMC: NC

**ESLN-095SL Advanced Speech Communication for Academic & Professional Pursuits**

54 total hours

0 Units

**ADVISORY:** *Completion of the three Intermediate Academic ESL courses or equivalent; Advanced stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Advanced Academic ESL courses.*

This is a Non-Credit English for Academic Purposes (EAP) speaking, listening, and dispositional thinking course. It is designed to help non-native English speaking students who have acquired intermediate language proficiency move on toward enhancing their understanding of and abilities to achieve in college, career, and personal speech communication environments, situations, acts, and interactions at an advanced level of proficiency. In this content-based second language acquisition course, students will be introduced to and begin exploring college-level public speaking, interpersonal communication, intercultural and multicultural communication material in order to develop and strengthen related oral/aural language skills and communication strategies. Concentrating on these learners' receptive and productive English language development, course work includes content learning along with skill and strategy practice and improvement within the following areas: understanding culture(s), listening actively, communicating verbally and nonverbally, managing conflict, relationships, and workplace communication. Students will learn and advance via active participation in individual, pair, group/team, and whole-class instructional activities that are both sociolinguistically interactive and

cognitively challenging. Successful completion of this course – in conjunction with corresponding overall English language grammatical and reading/writing proficiency – purposefully prepares students to succeed in Communication Studies (Speech Communication) courses, other college-level courses, and job/workplace/career opportunities. This course is part of the three-course package of advanced general and career education transition and support courses for multilingual English language learners: ESLN-095SL, ESLN-095G, and ESLN-095WRV. It is recommended that students concurrently enroll in the other advanced stage Academic ESL courses – ESLN-095G and ESLN-095WRV – as offered in the schedule of classes. P/NP/SP

LMC: NC

**ESLN-095WRV Advanced Academic Writing, Reading, and Dispositional Thinking**

90 total hours

0 Units

**ADVISORY:** *Completion of the three Intermediate Academic ESL courses or equivalent; Advanced stage placement by the ESL placement process; Concurrent enrollment in or completion of the other two Advanced Academic ESL courses.*

This is a Non-Credit English for Academic Purposes (EAP) dispositional thinking, reading, writing, and vocabulary-development course. It is designed for non-native English speaking students who have acquired intermediate language proficiency move on to improve their ability to successfully undertake North American college-level work at an advanced level of proficiency. This course helps ESL students develop academic vocabulary and college-level analysis and evaluation reading and writing capabilities. Students work with multi-page and book-length nonfiction and fiction texts on contemporary topics and issues from a range of disciplines and perspectives. Students continue to learn, evaluate, and hone the use of 1) contextual and structural information to infer meaning of words and idiomatic language to enlarge their vocabulary base and improve fluency and 2) pre-, during-, and post-reading strategies to enhance comprehension and to analyze, evaluate, and interpret information and ideas. Students persist to develop and refine the academic ability to discuss – orally and in writing – their opinion/reaction to readings while developing critical and dispositional thinking and academic language skills. Students advance their understanding of specific U.S. academic writing standards, focusing on the essay level, and including summarizing, paraphrasing, and quoting authors' ideas using MLA citation practices. Successful completion of this course – in conjunction with advanced English language grammatical and speaking/listening proficiency – purposefully prepares students for ENGL-100/101 as well as college-level courses. This course is part of the three-course package of advanced general and career education transition and support courses for multilingual English language learners – ESLN-095WRV, ESLN-095G, and ESLN-095SL. It is recommended that students concurrently enroll in the other advanced stage Academic ESL courses – ESLN-095G and ESLN-095SL – as offered in the schedule of classes. P/NP/SP

LMC: NC



# Fire Technology

## DEGREE—Associate of Science

Fire Technology

## CERTIFICATE OF ACHIEVEMENT

Fire Technology

Fire Academy

## COLLEGE SKILLS CERTIFICATE

Basic Fire Academy

Fire Prevention

Fire Protection

Los Medanos College offers a degree and certificates including Basic Fire Academy. The programs are designed to provide educational opportunities for persons who are seeking employment or advancement in public or private fire protection agencies, as well as persons who are pursuing a higher degree in fire administration or fire protection engineering.

## ASSOCIATE OF SCIENCE AND CERTIFICATE OF ACHIEVEMENT

### FIRE TECHNOLOGY

For the Associate of Science Degree in Fire Technology, complete the coursework listed below as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan.

REQUIRED COURSES:		UNITS
<b>FIRE-101</b>	Fire Protection Organization	<b>3</b>
<b>FIRE-102</b>	Fire Behavior and Combustion	<b>3</b>
<b>FIRE-103</b>	Fire Protection Equipment & Systems	<b>3</b>
<b>FIRE-104</b>	Building Construction for Fire Protection	<b>3</b>
<b>FIRE-105</b>	Fire Prevention	<b>3</b>
<b>FIRE-107</b>	Principles of Fire and Emergency Services Safety and Survival	<b>3</b>
<b>TOTAL UNITS</b>		<b>18</b>

#### ELECTIVES: COMPLETE A TOTAL OF 6 UNITS FROM THE LIST BELOW:

<b>FIRE-106</b>	Physical Fitness for Public Safety Personnel	<b>1</b>
<b>FIRE-170</b>	OCC Work Experience	<b>1-4</b>
<b>EMS-010</b>	Emergency Medical Technician	<b>8</b>
<b>EMS-004</b>	First Aid/CPR	<b>1</b>
<b>BUS-086</b>	Medical Terminology	<b>3</b>
<b>SPCH-110</b>	Speech Communication	<b>3</b>
<b>PHIL-110</b>	Critical Thinking	<b>3</b>
<b>TOTAL UNITS</b>		<b>6</b>

**TOTAL UNITS FOR THE MAJOR** **24**

**TOTAL UNITS FOR THE DEGREE** **60**

## Program Student Learning Outcomes

1. Be academically prepared to demonstrate the skills necessary for entry-level positions in the Fire Service.
2. Apply critical thinking to research, evaluate, analyze and synthesize Fire Service information.
3. Demonstrate through written and oral communication skills a broad knowledge of Fire technology as it applies to a career in the Fire Service.
4. Explain and interpret Fire Service Terminology.
5. Demonstrate the skills and mechanical knowledge of Fire Service tools and equipment.

## CERTIFICATE OF ACHIEVEMENT

### FIRE ACADEMY

The Basic Fire Academy program prepares students for the California State Firefighter I Certificate. Prerequisites for the Basic Fire Academy include: 1) Successful completion (C grade or better) in Fire 101 and Fire 107; 2) a positive evaluation (sports physical) from an approved medical facility; 3) satisfactory score on the Candidate Physical Agility Test (CPAT) or successful completion of Fire 106; and 4) Proof of medical insurance

REQUIRED COURSES: FIRST SEMESTER		UNITS
<b>FIRE-101</b>	Fire Protection Organization	<b>3</b>
<b>FIRE-102</b>	Fire Behavior & Combustion	<b>3</b>
<b>FIRE-106</b>	Physical Fitness for Public Safety Personnel	<b>1</b>

SECOND SEMESTER:		UNITS
<b>FIRE-120</b>	Basic Fire Academy	<b>15</b>

**TOTAL UNITS FOR THIS CERTIFICATE** **22**

## Program Student Learning Outcomes

1. Be academically prepared to demonstrate the skills necessary for entry-level positions in the Fire Service.
2. Demonstrate through written and oral communication skills a broad knowledge of fire technology as it applies to a career in the Fire Service.
3. Demonstrate the skills and mechanical knowledge of Fire Service tools and equipment.

**COLLEGE SKILLS CERTIFICATES****FIRE TECHNOLOGY**

For the College Skills Certificate in Fire Prevention, or Fire Protection, complete the 15 units of coursework listed below. These skills certificates are in support of those students wishing to direct their efforts in seeking employment or advancement in a specific division within the fire service.

**Basic Fire Academy**

REQUIRED COURSES:		UNITS
<b>FIRE-120</b>	Basic Fire Academy	<b>16</b>
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		<b>16</b>

**Program Student Learning Outcomes**

1. Be academically prepared to demonstrate the skills necessary for entry-level positions in the Fire Service.
2. Demonstrate through written and oral communication skills a broad knowledge of fire technology as it applies to a career in the Fire Service.
3. Demonstrate the skills and mechanical knowledge of Fire Service tools and equipment.

**Fire Prevention Skills**

REQUIRED COURSES:		UNITS
<b>FIRE-103</b>	Fire Protection Systems	<b>3</b>
<b>FIRE-104</b>	Building Construction for Fire Protection	<b>3</b>
<b>FIRE-105</b>	Fire Prevention	<b>3</b>
SELECT 6 UNITS FROM THE FOLLOWING:		
<b>FIRE-101</b>	Fire Protection Organization	<b>3</b>
<b>FIRE-102</b>	Fire Behavior	<b>3</b>
<b>FIRE-107</b>	Principles of Fire and Emergency Services Safety and Survival	<b>3</b>
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		<b>15</b>

**Program Student Learning Outcomes**

1. Apply critical thinking to research, evaluate, analyze and synthesize Fire Service information.
2. Demonstrate through written and oral communication skills a broad knowledge of fire technology as it applies to a career in the Fire Service.

**Fire Protection**

REQUIRED COURSES:		UNITS
<b>FIRE-101</b>	Fire Protection Organization	<b>3</b>
<b>FIRE-102</b>	Fire Behavior	<b>3</b>
<b>FIRE-107</b>	Principles of Fire and Emergency Services Safety and Survival	<b>3</b>

**SELECT 6 UNITS FROM THE FOLLOWING:**

<b>FIRE-103</b>	Fire Protection Systems	<b>3</b>
<b>FIRE-104</b>	Building Construction for Fire Protection	<b>3</b>
<b>FIRE-105</b>	Fire Prevention	<b>3</b>
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		<b>15</b>

**Program Student Learning Outcomes**

1. Be academically prepared to demonstrate the skills necessary for entry-level positions in the Fire Service.
2. Apply critical thinking to research, evaluate, analyze and synthesize Fire Service information.
3. Demonstrate through written and oral communication skills a broad knowledge of Fire technology as it applies to a career in the Fire Service.

**COURSE DESCRIPTIONS****FIRE-098 Independent Study in Fire Technology**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**FIRE-101 Fire Protection Organization**

54 total hours lecture  
3 Units

Provides an overview to fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; life safety initiatives. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**FIRE-102 Fire Behavior and Combustion**

54 total hours lecture  
3 Units

**ADVISORY:** FIRE-101

Fundamentals and scientific principles of fire behavior, combustible materials, extinguishing agents, hazardous and toxin materials, forms of energy and fire prevention/suppression techniques of all types of fires. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**FIRE-103 Fire Protection Equipment and Systems**

54 total hours lecture  
3 Units

**ADVISORY:** FIRE-101 and FIRE-102

Provides information relating to the features of design and operation of fire alarm systems, water-based suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers in accordance with local, state and national guidelines. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**FIRE-104 Building Construction for Fire Protection**

54 total hours lecture  
3 Units

**ADVISORY:** FIRE-101 and FIRE-103

This course covers fundamentals of building construction as it relates to firefighter and life safety. Classification of occupancy and types of construction with an emphasis on fire protection features including building equipment, facilities, and fire resistant materials as key factors when inspecting buildings, preplanning fire operations, and operating at emergencies. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**FIRE-105 Fundamentals of Fire Prevention**

54 total hours lecture  
3 Units

**ADVISORY:** FIRE-101 and FIRE-102

Fundamental knowledge relating to the field of fire prevention. Topics include: history and philosophy of fire prevention; organization of a fire prevention bureau; use and application of codes and standards; plans review; fire inspections; fire and life safety education; and fire investigation. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**FIRE-106 Physical Fitness for Public Safety Personnel**

54 total hours of lab  
1 Unit

This course prepares students for the physical demands of a public safety career and prepares them for the entry level physical agility exam. Students are introduced to the tools and proper procedures for the physical requirements public safety positions require including carrying, lifting, climbing, and pulling equipment as well as proper physical rescue techniques. Also included are aerobic workouts designed to improve cardiovascular endurance, strength training and flexibility. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**FIRE-107 Principles of Fire and Emergency Services Safety and Survival**

54 total hours lecture  
3 Units

This course is designed for those seeking entry into, as well as those professionally employed in the fire service. This course is required by the California State Fire Training and Fire and Emergency Services Higher Education (FESHE) as it covers key topics to keep fire fighters safe in the course of their job. Topics include assessing fire dangers and handling common fire situations in the home and in the work place; risk abatement and personal preparation for unforeseen fire emergencies; and roles and responsibilities in educating the public on fire safety. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**FIRE-120 Firefighter 1 Academy**

228 total hours lecture, 180 total hours lab  
16 Units

**PREREQUISITE:** Satisfactory completion of Fire 101 and Fire 102 or equivalent.  
Satisfactory completion of an Emergency Medical Technician training program including Current NREMT or California State EMT license or certification. Satisfactory completion of Fire 106 or satisfactory completion of the Candidate Physical Ability Test (CPAT) or valid equivalents. Successful clearance of standard medical physical exam within 6 months prior to the Fire academy. Fire Cadets are required to carry their own medical insurance.

**ADVISORY:** ENGL-095

The Firefighter 1 Academy at Los Medanos College prepares students (cadets) for entry-level jobs in firefighting careers. This course provides the minimum level of training required by the California State Fire Marshall and prepares the cadet for jobs serving as volunteer, reserve and career Firefighters. The Firefighter 1 Academy also leads toward California State Firefighter 1 Certification track. The California State Firefighter 1 curriculum, guidelines and assessments are closely followed and delivered throughout this academy. Standards of performance in written exams and skill demonstrations are established by The Office of the State Fire Marshall utilizing IFSAC (International Fire Service Accreditation Congress) and Pro-Board Fire professional qualification system testing standards. The Firefighter 1 Academy is fully accredited by the California State Fire Marshal and the California State Board of Fire Services. Los Medanos College has been approved by State Fire Training as an Area Regional Training Program (ARTP). There is a mandatory orientation required for this course. Mandatory fees apply for State Certificates issued and for capstone testing and other activities during the Firefighter 1 Academy. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**FIRE-121 Firefighter 1 Capstone Skills Certification Testing**

5 total hours lecture, 45 total hours lab  
1 Unit

**PREREQUISITE:** FIRE-120 ( Firefighter 1 Academy)/ Firefighter 1 Academy offered by an ALA ( approved local Fire Academy) , ARTP ( Approved Regional Training Program) or a letter signed by a FIRE Chief or designee asserting that the student has completed all the Firefighter 1 skills successfully per California State Fire Marshall Firefighter 1 Curriculum of 2013

FIRE-121 prepares the student/fire cadet with the skills and knowledge necessary to attempt the IFSAC and Pro-Board Firefighter 1 (FF1) national certification exams. Upon successful completion, students will receive a satisfactory certificate of completion given by State Fire Training. Successful completion of this class and the certification exams allow the students/cadets to start working towards the State of California Firefighter 1 certification. \*There are Mandatory Fees associated with this course that are required by the California State Fire Marshall for certification testing. May not be repeated. P/NP

**LMC:** NDA

**TRANSFER:** CSU

**FIRE-123 Company Officer 2A: Human Resource Management**

40 total hours lecture  
2 Units

**ADVISORY:** Meet the educational requirements for State Fire Marshall Firefighter II

This course provides information on the use of human resources to accomplish assignments, evaluating member performance, supervising personnel, and integrating health and safety plans, policies, and procedures into daily activities as well as the emergency scene. This course has mandatory material fees. Fees may range from \$10 - \$40. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**FIRE-124 Company Officer 2B: General Administration Functions**

20 total hours lecture  
1 Unit

**ADVISORY:** Meet the educational requirements for State Fire Marshall Firefighter II

This course provides information on general administrative functions, the implementation of department policies and procedures, and addresses conveying the fire department's role, image, and mission to the public. This course is one of five core courses required in the California State Fire Training Company Officer Certification. This course has mandatory material fees that range from \$10-\$40 dollars. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**FIRE-125 Company Officer 2C: Fire Inspections and Investigations**

40 total hours lecture  
2 Units

**ADVISORY:** Meet the educational requirements for State Fire Marshall Firefighter II

This course provides information on conducting inspections, identifying hazards and addressing violations, following a local, federal set of ordinances and fire codes where applicable. A simulated fire investigation to determine preliminary cause and securing the incident scene and preserving evidence. This course is one of five core courses required in the California State Fire Training Company Officer Certification. This course has mandatory material fees that range from \$10-\$40 dollars. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**FIRE-126      Company Officer 2D: All Risk  
Command Operations**

40 total hours lecture

2 Units

**ADVISORY:** *Must meet the educational requirements for Fire Fighter II as stated in the California State Fire Training certification process. As well as ICS-200.B: ICS for single resources and initial action incidents and Hazardous Material Incident Commander (as offered by the California Specialized Training Institute or equivalent)*

This course provides information on conducting incident size-up, developing and implementing an initial plan of action involving single and multi-unit operations for various types of emergency incidents to mitigate the situation following agency safety procedures, conducting pre-incident planning, and develop a post-incident analysis. This course has mandatory material fees that range from \$10-\$40 dollars.

May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**FIRE-127      Company Officer 2E: Wildland  
Incident Operations**

40 total hours lecture

2 Units

**ADVISORY:** *Must complete or provide copy of S-290 Intermediate Fire Behavior Certificate (classroom delivery only) as well as meet the educational requirements for Fire Fighter II as stated in the California State Fire Training certification process.*

This course provides information on evaluating and reporting incident conditions, analyzing incident needs, developing and implementing a plan of action to deploy incident resources, completing all operations to suppress a wildland fire, establishing an incident command post, creating an incident action plan, and completing incident records and reports. This course is one of five core courses required in the California State Fire Training Company Officer Certification. This course has mandatory material fees that range from \$10-\$40 dollars. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**FIRE-130      Advanced Fire Academy**

198 total hours lecture, 442 total hours lab

19 Units

**PREREQUISITE:** *Employment as a firefighter in a Contra Costa County Fire District or a total of 9 units from FIRE-101, 102, 103, 104, 105, or 106; satisfactory score on the Candidate Physical Agility Test (CPAT) or equivalent; meet National Fire Protection Association (NFPA) 1582 medical assessment; current Emergency Medical Technician (EMT) certification.*

The Advanced Firefighter I Academy prepares students for entry-level jobs in firefighting and for California State Firefighter I certification.

The California State Firefighter I curriculum, guidelines and assessments are followed throughout the program. Standards of performance in written exams and skill demonstrations are established by the International Fire Service Training Association (IFSTA) and local fire agencies. This academy is approximately 16 weeks in length and uses a Monday-Friday, 40 hour per week schedule. Accredited by the Office of the California State Fire Marshal. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**FIRE-170      Occupational Work Experience  
Education in Fire Technology**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students whose work is related to their major.

Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA

**TRANSFER:** CSU

**FIRE-180 Internship in Fire Technology**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

**LMC:** DA**TRANSFER:** CSU**FIRE-900s Selected Topics in Fire Technology**

DA varies with course content.

# French

**COURSE DESCRIPTIONS****FRNCH-060 Elementary French I**

90 total hours lecture

5 Units

**ADVISORY:** *Concurrent enrollment in ENGL-095 or higher level English course.*

A visual/aural approach to understanding, speaking, reading and writing French. The content used to learn the language will be drawn from the rich French and Francophone countries and cultures.

This course is equivalent to two years of high school French. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 6**FRNCH-061 Elementary French II**

90 total hours lecture

5 Units

**PREREQUISITE:** *FRNCH-060 or 2 years of high school French*

French 61 is the continuation of French 60 of a three semester series of speaking, reading, and writing French as it is used in France and Francophone countries such as Canada, Belgium, Switzerland, and Monaco, as well as in the French-influenced cultures of North Africa, Africa, Haiti and Tahiti. The content used in learning is drawn from the rich French, Canadian, Swiss, Belgian and various African cultures, including, but not limited to those of Tunisia, Algeria and Morocco, as well as those of Cameroun and La cote d'ivoire. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B, 6**FRNCH-098 Independent Study in French**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**FRNCH-900s Selected Topics in French**

DA varies with course content.



# History

**DEGREE**—Associate in Arts for Transfer Degree  
History



## ASSOCIATE IN ARTS HISTORY FOR TRANSFER DEGREE

The Associate in Arts in History for Transfer is designed to prepare students for successful transfer into upper division university programs with the objective of earning baccalaureate degrees with a history emphasis.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

REQUIRED CORE COURSES: (6 UNITS)		UNITS
<b>HIST-029</b>	United States History Until 1865	3
<b>HIST-030</b>	United States History From 1865	3
<b>TOTAL REQUIRED UNITS</b>		<b>6</b>

LIST A - TWO COURSES (6 UNITS)		UNITS
<b>HIST-039</b>	World History to 1500	3
<b>HIST-040</b>	World History Since 1500	3

### LIST B - CHOOSE ONE COURSE: (MINIMUM 3 UNITS)

AREA 1		UNITS
HIST-046	History of Native Americans to 1830	3
HIST-047	History of Native Americans since 1830	3
HIST-052	Mexican American History 1900 to Present	3
POLSC-043	International Relations	3
ETHN-045	Introduction to Black Studies	3
CHIN-030	Elementary Chinese I	5
CHIN-040	Elementary Chinese II	5
FRNCH-060	Elementary French I	5
FRNCH-061	Elementary French II	5
ITAL-060	Elementary Italian I	5
ITAL-061	Elementary Italian II	5
SPAN-050	Elementary Spanish I	5
SPAN-051	Elementary Spanish II	5
SPAN-052	Intermediate Spanish I	5
SPAN-053	Intermediate Spanish II	5

AREA 2 - CHOOSE ONE COURSE: (MINIMUM 3 UNITS)		UNITS
<b>HIST-031</b>	California History	3
<b>HIST-033</b>	Historians: Their Worlds and Their Craft	3
<b>HIST-034</b>	Western Inheritance in Global Perspective: Ancient World History	3
<b>HIST-035</b>	Western Inheritance in Global Perspective: Modern World History	3
<b>HIST-046</b>	History of Native Americans to 1830	3
<b>HIST-047</b>	History of Native Americans	3
<b>HIST-052</b>	Mexican American History	3
<b>POLSC-043</b>	International Relations	3
<b>ANTHR-005</b>	General Anthropology	3
<b>ANTHR-006</b>	Cultural Anthropology	3
<b>ANTHR-007</b>	The Anthropology of Cultural Change	3
<b>ART-006</b>	Art of the Ancient World (Prehistoric - 350 CE)	3
<b>ART-007</b>	Medieval and Renaissance Art History (350 - 1550 CE)	3
<b>ART-008</b>	Early Modern Art History (1550 - 1920)	3
<b>ART-009</b>	Late Modern and Contemporary Art History (1920 CE - present)	3
<b>ECON-005</b>	Economic History of the United States	3
<b>POLSC-010</b>	Introduction to American Government	3
<b>PSYCH-010</b>	Individual and Social Processes	3
<b>PSYCH-011</b>	General Psychology	3
<b>SOCIO-015</b>	Introduction to Sociology	3
<b>SOCIO-016</b>	Introduction to Social Problems	3
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>18-20</b>
<b>TOTAL UNITS FOR THE DEGREE</b>		<b>60</b>

### Program Student Learning Outcomes

1. Demonstrate the ability to analyze, evaluate, and synthesize historical data into independent interpretations.
2. Understand and value the importance of diverse perspectives in history
3. Analyze the cause and effects of historical events.
4. Organize and express their thoughts clearly and coherently in both oral and written formats.

**COURSE DESCRIPTIONS****HIST-029 United States History until 1865**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course examines the social, cultural, political, and economic history of North America from the era of European colonization to the Civil War. Particular emphasis will be placed on understanding how race, class, gender, and sexuality intersected with ideas about power. The course will present a multicultural history of the United States by examining the experiences of Native Americans, African-Americans, Euro-Americans, Hispanic-Americans and their contributions to U.S. history. The origins, nature, and impact of the U.S. Constitution on U.S. history before 1865 including the political philosophy of the framers, the operation of political institutions, and the rights and obligations of citizens will also be covered. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C2, D; IGETC Area 4F***HIST-030 United States History from 1865**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course examines the social, cultural, political, and economic history of North America from the post-Civil War to the modern era. Particular emphasis will be placed on understanding how race, class, gender, and sexuality intersected with ideas about power. The course will present a multicultural history of the United States by examining the experiences of Native Americans, African-Americans, Euro-Americans, Hispanic-Americans and their contributions to U.S. history. The origins, nature, and impact of the U.S. Constitution on U.S. history since 1865 including the operation of political institutions, and the rights and obligations of citizens will also be covered. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C2, D; IGETC Area 4F; C-ID HIST 140***HIST-031 California History**

54 total hours lecture

3 Units

**ADVISORY:** *ENGL-100 or equivalent*

This survey course covers the history of California from its Native California origins to the present (Native California, Spanish, Mexican, and American Periods) with a focus on the unique geography of California, and how that shaped its history. Particular focus will be on the contributions that ethnic and cultural minorities and women have made to the political, social, cultural, and economic development and history of California. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C2, D; IGETC Area 4F***HIST-034 History of Western Civilization to the Renaissance**

54 total hours lecture

3 Units

**ADVISORY:** *ENGL-100- Students should be able to read and write at the college level.*

This course covers major events and cultural trends in the historical evolution of Western civilization from the beginning of Western civilization to the 16th century. It analyzes historical events from the perspective of the people in power as well as those on the periphery. Analysis of the evolution of the empires of Egypt, Greece and Rome will be a point of emphasis as well as social movements, philosophy, architecture, and characteristics of the Middle Ages to the Renaissance. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C2, D; IGETC Area 4F; C-ID HIST 170***HIST-035 History of Western Civilization since the Renaissance**

54 total hours lecture

3 Units

**ADVISORY:** *ENGL-100 or equivalent*

This course covers major events and cultural trends in the historical evolution of Western civilization from the 16th century to the 21st century. It analyzes historical events from the perspective of the people in power as well as those on the periphery. Analysis of revolutions, wars, and social movements will be a point of emphasis. Topics will include, but are not limited to: French, Russian, Scientific, and Industrial Revolution; the Protestant Reformation and the Wars of Religion; French absolutism, English constitutionalism, war trade and empire; nationalism, imperial rivalry, and the world wars; the fall of communism and modern Europe. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA***TRANSFER:** *UC; CSU Gen. Ed. Area C2, D; IGETC Area 4F; C-ID HIST 180*

### HIST-037 History of Race and Ethnicity in the United States

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100 or equivalent

This course surveys the idea of race and the history of racism in American society from the colonial era to the present. Students will focus on the emergence of the idea of race and trace the ways racial ideology and understandings of ethnicity have changed over time. Students will explore how the social construction of race allowed some people to exercise power while disempowering others. Students will also evaluate the ethical implications of racism by exploring the ways race has been used to justify slavery, political disenfranchisement, and economic marginalization of various groups within American society. May not be repeated. SC

**LMC:** ADR: Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA

**TRANSFER:** CSU

### HIST-038 Contemporary U.S. History

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100- Students should be able to read and write at the college level.

This course will examine contemporary U.S history from World War II to the present. From a socially inclusive, trans-cultural and trans-national perspective students will critically evaluate the historical implication of U.S. cultural hegemony and imperial preeminence over other world nations and people. The course will address problems as follows: With reference to our national past, to what extent is our current hegemony continuous or discontinuous with the 'nationalism' of earlier generations? Since contemporary American ideology claims a special role for the 'American System' in the building of a universal order of 'liberal-capitalist democracy' to what extent is this claim compatible with or inimical to the real prospects for world democracy in the 21st century? 'Cultural wars,' 'global warming,' 'terrorist rivalries' and extreme materialism are the signature issues of late modernity. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D; IGETC Area 4F

### HIST-039 World History to 1500

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100- Students should be able to read and write at the college level.

This course presents a broad survey of world history, emphasizing the dynamic interaction of cultures and peoples and the broad patterns of global history up to 1500 CE. The course examines the key social, political, economic, cultural, and intellectual forces that shaped the major world civilizations. While the legacy of these major civilizations will be emphasized, less influential societies are also examined for perspective. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D; IGETC Area 4F; C-ID HIST 150

### HIST-040 World History Since 1500

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100- Students should be able to read and write at the college level.

This course surveys world history from 1500 CE to the present, with an emphasis on the dynamic interaction of cultures and societies around the globe. The course considers the social, political, economic, cultural, and intellectual forces that shaped both major societies and less influential ones. The course examines the legacy of these forces worldwide and their contributions to present-day circumstances, including on-going tensions between tradition and modernity. Specifically, it transcends nationalist versions of history to connect the histories of people worldwide through the methodology of World History. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D; IGETC Area 4F; C-ID HIST 160

### HIST-047 History of Native Americans

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100- Students should be able to read and write at the college level.

This course surveys the history of Native American Indians from pre-history to the present. Students will construct an understanding of North American history that centers the American Indian perspective. Major course themes include cross-cultural exchange and adaptation, the construction of racial consciousness, and issues related to tribal sovereignty and relations with the U.S. federal government. May not be repeated. SC

**LMC:** ADR: Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D, US-1; IGETC Area 4G

**HIST-052 Mexican American History**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100 or equivalent

This survey course covers the history of Mexican Americans from 1800 to the present. This course will cover social, cultural, political, economic, and gender issues. There will be a specific focus on post-1900 immigration from Mexico and the impact of labor and union organization, and repatriation; Mexican American women in the labor force and their struggle to balance and challenge patriarchal and cultural traditions; the formation of early Mexican and Mexican American civil rights organizations known as mutualistas; cultural disintegration through Americanization programs; Mexican American participation in World War II; the formation of Mexican American civil rights organizations such as League of United Latin American Citizens and Mexican American Legal Defense and Education Fund; the Chicano movement; and the fight in the fields - Huelga! May not be repeated. SC

**LMC:** ADR: *Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA*

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D, US-1; IGETC Area 4G

**HIST-054 LGBTQ American History**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100 or equivalent

Survey of the origins, development, and current status of the Lesbian, Gay, Bisexual, Transgender, and Queer reform and liberation movements in the United States, with particular emphasis since WWII. Includes the lives, communities, organizations, and resistance movements created by LGBTQ peoples from diverse racial, ethnic, and class backgrounds. SC

**LMC:** ADR: *Ethnic/Multicultural Studies; DA*

**TRANSFER:** CSU

**HIST-055 History of Sexuality in North America**

54 total hours lecture  
3 Units

**ADVISORY:** ENGL-100 -Students should be able to read and write at the college level.

This course surveys the social construction of sexualities in North America from the colonial period through the present. The course will focus on understanding how the expression and regulation of sexuality both structured cross-cultural contact in North America and contributed to social order and control. Particular emphasis is placed on understanding how the regulation of sexuality both contested and reinforced other hierarchies of power such as race, class, and gender. May not be repeated. SC

**LMC:** ADR: *Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA*

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D; IGETC Area 4D

**HIST-056 History of American Women to 1877**

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

This course examines the history of American women from the era of European colonization in the 16th century until the end of Reconstruction in 1877. The course is particularly concerned with understanding how the cultural construction of gender influenced women's lives in various times and places. Attention will be given to cross-cultural gendered encounters between European, Native American, African, and Hispanic peoples and understanding how gender intersects with other hierarchies of power, such as race, class, and sexuality. The course explores how social, political, economic, and cultural factors influenced women's experiences, and it also examines the impact of the U.S. and California Constitutions and the activities of federal, state, and local governments on the lives of women in the United States. May not be repeated. LR

**LMC:** ADR: *Social and Behavioral Sciences; Ethnic/Multicultural Studies; DA*

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D, US-1; IGETC Area 3B, 4

**HIST-057 History of American Women since 1877**

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

This course examines the history of American women from the post-Civil War era to the modern age. The course is particularly concerned with understanding how the cultural construction of gender influenced women's lives in various times and places. Attention will be given to cross-cultural gendered encounters between European, Native American, African, and Hispanic peoples and understanding how gender intersects with other hierarchies of power, such as race, class, and sexuality. The course explores how social, political, economic, and cultural factors influenced women's experiences, and it also examines the impact of the U.S. and California Constitutions and the activities of federal, state, and local governments on the lives of women in the United States. May not be repeated. LR

**LMC:** ADR: *Social and Behavioral Sciences; Ethnic/Multicultural Studies; DA*

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D, US-1; IGETC Area 3B, 4

**HIST-060 History of African-Americans to 1865**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course surveys the African-American experience from its beginnings in West Africa until the end of the Civil War. Major course themes include the development and growth of slavery, the development of racial consciousness and racial ideologies, and emergence of an African-American identity. The course also explores the political, economic, demographic, and cultural influences that shaped African-American life and culture prior to 1865. The course examines the development of African-American economic, social, and political institutions and the impact these have had on American society and culture. The course also surveys African-American interaction with federal, state, and local governments, especially with respect to the U.S. Constitution. May not be repeated. LR

**LMC:** ADR: *Social and Behavioral Sciences; Ethnic/Multicultural Studies: DA*

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D, US-1; IGETC Area 3B, 4

**HIST-061 History of African-Americans since 1865**

54 total hours lecture  
3 Units

**ADVISORY:** *ENGL-100- Students should be able to read and write at the college level.*

This course surveys the African-American experience in the United States from 1865 to the present. Major course themes include the end of slavery and Reconstruction, African-American migrations and urbanization experiences, Jim Crow and segregation as well as the Civil Rights Movement. The course examines the development of African-American economic, social, and political institutions and the impact these have had on American society and culture. The course also surveys African-American interaction with federal, state, and local governments, especially with respect to the U.S. Constitution. May not be repeated. SC

**LMC:** ADR: *Social and Behavioral Sciences; Ethnic/Multicultural Studies: DA*

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D, US-1; IGETC Area 4F

**HIST-062 Global History of Slavery**

54 total hours lecture  
3 Units

**ADVISORY:** *ENGL-100 or equivalent*

This course is designed to familiarize students with the main themes in the comparative history of slavery. Starting with slavery in ancient times and working towards the present, this class looks at how various forms of involuntary servitude (conveniently all lumped together under the term "slavery") have served as underpinnings for production of goods and services. In particular the course will focus on how the methods and ideologies that underwrote the Transatlantic slave trade vastly differed from other forms of enslavement that preceded it. Emphasis will be placed on how new racial ideologies allowed for the expansion of slavery and the development of capitalism during the early modern era. We will look at the Atlantic world, but also the Indian Ocean world, and systems on the African continent to compare involuntary servitude across time and space. The course examines how slavery contributed in ways large and small to the creation of the globalized world in which we live. May not be repeated. SC

**LMC:** ADR: *Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA*

**TRANSFER:** CSU

**HIST-065 History of African Civilizations to 1800**

54 total hours lecture  
3 Units

**ADVISORY:** *ENGL-100; Students should be able to read and write at the college level.*

This introductory course surveys major movements and historical problems in the development of the civilizations of Africa from prehistoric times to 1800. Common myths and misconceptions about Africa held by Europeans and North Americans will be analyzed and exposed. The central themes of the course include, the rise of African kingdoms and empires from antiquity to the Middle Ages, the spread of Islam and Christianity throughout Africa, the impact of slavery and the slave trade on African societies. May not be repeated. SC

**LMC:** ADR: *Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA*

**TRANSFER:** CSU

**HIST-066 History of African Civilizations since 1800**

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100; Students should be able to read and write at the college level.

This course surveys the major social, political, cultural, and economic trends in African history from 1800 to the present. Major themes of the course will include: the European colonization of Africa and African resistance to colonization; colonial administrative and economic policies; the development of African nationalism; and the economic, social, and political realities and challenges of post-colonial Africa. May not be repeated. SC

**LMC:** ADR: *Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA***TRANSFER:** CSU**HIST-098 Independent Study in History**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.***TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.***HIST-900s Selected Topics in History**

DA varies with course content.

# Humanities

**DEGREE**—Associate of Arts

Humanities

**ASSOCIATE IN ARTS****HUMANITIES FOR TRANSFER DEGREE**

Parent to child, human to human, we pass on life and culture to the generations that follow. Who are we? Why are we? What can we do with the life we have been given? Answers (and more thought-provoking questions) can be found in this program of study devoted to the art of being human. It provides an excellent preparation for university transfer for majors in philosophy, religion, history, literature, art and music. The broad-based interdisciplinary nature of Humanities provides a knowledge base and the communication and critical thinking skills necessary for many careers and occupations.

18 units are required. Students must complete a "core" survey sequence of three of four courses comprising 9 units and may select the remaining nine units from groupings that reflect the diverse subjects that represent more focused experiences in the disciplines included within the survey. All courses in the program are part of the General Education program and offer options for students to complete up to five Areas (C1, C2, D6, D7, D8) required for transfer.

**REQUIRED COURSES (Select three courses from four courses listed below)**

<b>HUMAN-019</b>	Ancient Humanities (Area C2)	<b>3</b>
<b>HUMAN-020</b>	Medieval and Renaissance Humanities (Area C2)	<b>3</b>
<b>HUMAN-021</b>	Early Modern Humanities (Area C2)	<b>3</b>
<b>HUMAN-023</b>	Late Modern and Contemporary Humanities	<b>3</b>
<b>TOTAL UNITS</b>		<b>9</b>

**ELECTIVE COURSES (Select three courses from three subject areas listed below)****ANTHROPOLOGY**

<b>ANTHR-005</b>	General Anthropology	<b>3</b>
<b>ANTHR-006</b>	Cultural Anthropology	<b>3</b>
<b>ANTHR-007</b>	Culture Change and Globalization	<b>3</b>

**ART**

<b>ART-006</b>	Art of the Ancient World (Area C1)	<b>3</b>
<b>ART-007</b>	Medieval and Renaissance Art History (Area C1)	<b>3</b>
<b>ART-008</b>	Early Modern Art History (Double counts (Area C1)	<b>3</b>
<b>ART-009</b>	Late Modern and Contemporary Art History (Area C1)	<b>3</b>
<b>ART-016</b>	Asian Art History (Area C2)	<b>3</b>
<b>ART-017</b>	American Art History (Area C2)	<b>3</b>
<b>ART-018</b>	Art of the Ancient Americas (Area C2)	<b>3</b>

**DRAMA**

<b>DRAMA-030</b>	Chicano/a Mexican American Cinema: A Critical Analysis (Area C2)	<b>3</b>
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<b>ENGLISH</b>		
<b>ENGL-127</b>	The Mythology and Literature of Ethnic Americans (Area C2)	<b>3</b>
<b>ENGL 135</b>	Introduction to LGBTQ+ Studies	<b>3</b>
<b>ENGL-240</b>	Survey of World Literature I: Antiquity to Mid-17th Century (Area C2)	<b>3</b>
<b>ENGL-245</b>	Survey of World Literature II: Mid-17th Century to Present (Area C2)	<b>3</b>
<b>ENGL-120</b>	Introduction to Latino Literature and it's Latin American Roots	<b>3</b>
<b>HISTORY</b>		
<b>HIST-047</b>	History of Native Americans	<b>3</b>
<b>HIST-052</b>	Mexican American History	<b>3</b>
<b>HIST-061</b>	History of African Americans since 1865	<b>3</b>
<b>HUMANITIES</b>		
<b>HUMAN-022</b>	American Humanities (Area C2)	<b>3</b>
<b>HUMAN-024</b>	Shakespeare's English Kings (Area C2)	<b>3</b>
<b>HUMAN-030</b>	Modernist Paris: Artists and Intellectuals (Area C2)	<b>3</b>
<b>HUMAN-050</b>	Hip Hop Culture: An American Phenomenon (Area C2)	<b>3</b>
<b>MUSIC</b>		
<b>MUSIC-010</b>	Music Literature (Area C1)	<b>3</b>
<b>MUSIC-012</b>	Popular Music in American Culture (Area C1)	<b>3</b>
<b>MUSIC 015:</b>	Basic Music (Area C1)	<b>3</b>
<b>PHILOSOPHY</b>		
<b>PHIL-130</b>	History of Ancient Philosophy	<b>3</b>
<b>PHIL-132</b>	History of Modern Philosophy (Area C2)	<b>3</b>
<b>PHIL-150</b>	Philosophy though Film and Literature	<b>3</b>
<b>PHIL-151</b>	Philosophy of the Arts	<b>3</b>
<b>POLITICAL SCIENCE</b>		
<b>POLSC-043</b>	International Relations	<b>3</b>
<b>POLSC-050</b>	Introduction to Comparative Politics	<b>3</b>
<b>SOCIAL SCIENCE</b>		
<b>ETHN-045</b>	Introduction to Black Studies	<b>3</b>
<b>SOCSC-110</b>	Introduction to Social Justice Studies	<b>3</b>
<b>SOCSC-135</b>	Introduction to LGBTQ+ Studies	<b>3</b>
<b>SOCSC-150</b>	Introduction to Race and Ethnicity	<b>3</b>
<b>TOTAL UNITS</b>		<b>9</b>
<b>TOTAL UNITS FOR THIS DEGREE:</b>		<b>18</b>

**Program Student Learning Outcomes:**

The goal of a Humanities program at Los Medanos College is to prepare students for transfer and upper division studies in Humanities or any of its related fields (Philosophy, Religion, History, Literature, Art or Music.) Students who have completed the Humanities program will be able to:

1. Define and discuss the characteristics of human cultures and the rise and fall of civilizations throughout history.
2. Discuss the arc of humanity's attempt to understand, explain and express itself and the cosmos through intellectual history, philosophy, religion, mythology, music and art, from the ancient through contemporary worlds.
3. Identify and explain the connections between the trends and events of history with diverse and distinct world cultures.
4. Relate the study of humanities to the development of the skills necessary to create responsible and useful civic participation in the political life of contemporary society.

**COURSE DESCRIPTIONS****HUMAN-019 Ancient Humanities**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

An integrated, interdisciplinary approach to history, religion, philosophy, literature, art and music as aspects of Western culture and civilization, that focuses on the period from the first civilizations of Mesopotamia and Egypt through the pinnacle of the Roman Empire under the Caesars. In this broad context, students will investigate the intellectual, spiritual, cultural and political foundations of the Modern World. Meets Humanities requirements for general education and CSU Humanities Area C2. May not be repeated. LR

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed Area C2; IGETC Area 3B*

**HUMAN-020 Medieval and Renaissance Humanities**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

An integrated interdisciplinary approach to history, religion, philosophy, literature, art and music as aspects of Western culture and civilization, that focuses on the period from the late Roman Empire through the Renaissance and Reformation. In this broad context, students will investigate the intellectual, spiritual, cultural and political foundations of the Modern World. Meets Humanities requirements for general education and CSU Humanities Area 2. May not be repeated. LR

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B*

**HUMAN-021 Early Modern Humanities**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

An integrated, interdisciplinary approach to history, religion, philosophy, literature, art and music as aspects of Western culture and civilization, that focuses on the period from the Scientific Revolution of the 16th century through the advent of World War in the 20th century. In this broad context, students will investigate the intellectual, spiritual, cultural and political foundations of the Modern World. Meets Humanities requirements for general education and CSU Humanities Area C2. May not be repeated. LR

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B*

**HUMAN-022 American Humanities**

54 total hours lecture  
3 Units

**ADVISORY:** *ENGL-100*

An integrated interdisciplinary approach to history, religion, philosophy, literature, art and music as aspects of American culture and civilization, focusing on the period from the mid-19th century through the 20th. In this broad context, students will investigate the intellectual, spiritual, cultural and political foundations of American identity and contemporary American. May not be repeated. LR

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B*

**HUMAN-023 Late Modern and Contemporary Humanities**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

An integrated, interdisciplinary approach to history, religion, philosophy, literature, art and music as aspects of Western culture and civilization, focusing on the transformative period from post World War One to present day, exploring the height of modernism and the transition to post-modernism. In this broad context, students will investigate the intellectual, spiritual, cultural and political foundations of the Modern World and the fluid asynchronous post-modern world, in order to better understand the ethical domain of our ever changing world. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B*

**HUMAN-024 Shakespeare's English Kings**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

An integrated, interdisciplinary approach to history, literature and drama through the study of Shakespeare's plays based on the Plantagenet kings from Edward III to Richard III, and focusing on English history from 1337 to 1485. This dynamic period of international war, dynastic struggle and regicide chronicles England's evolution from a medieval kingdom to a modern nation. The events of history will be investigated in light of Shakespeare's artistic license with that history in crafting popular dramas. Students will address Shakespearean language, dramaturgy, issues of staging and performance, as well as the political and cultural conditions of England during the period covered by the play as well as Shakespeare's era that shape the plays. Meets Humanities requirements for general education and CSU Humanities Area C2. May not be repeated. LR

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B*

**HUMAN-030 Modernist Paris: Artists and Intellectuals**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

An integrated interdisciplinary approach to intellectual and cultural history, using the productions of modernism, philosophy, literature, art, music, dance and film, and focusing on Paris as a nexus of creative thought in the period from the late 19th century through the mid-20th. In this broad context, students will investigate the intellectual, artistic and philosophical foundations of modernism in Western culture. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B*

**HUMAN-035 Themes in Mesoamerican Culture through Ceramics**

45 total hours lecture, 36 total hours lab  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Same as ART-035. This class presents an integrated, interdisciplinary approach to aspects of Mesoamerican culture and civilization through art and history. In this broad context, students will investigate the intellectual, spiritual, cultural and political foundations of Mesoamerican culture. Students will also investigate the creative process of modern and contemporary Mesoamerican artists as well as reflect on and integrate these investigations into their own creative coursework and projects. May not be repeated. LR

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C1; IGETC Area 3B*

### HUMAN-040 Opera: The Human Experience in Music, Voice and Drama

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100

Introduces opera as a unique means of bringing the human experience to the stage with a focus on understanding how primary sources (novels, plays, history, legends and myths, etc.) are transformed into musical drama. While coming to understand the primary role of vocal and instrumental music in the operatic drama, students will also learn how cultural, ethical and moral values are expressed in performance, including staging, set design and costuming. Specific operas addressed depend on the current season schedule of San Francisco Opera productions, which will be fully integrated with course content May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2 ; IGETC Area 3A

### HUMAN-050 Hip Hop Culture: An American Phenomenon

54 total hours lecture

3 Units

**ADVISORY:** Eligibility for ENGL-100

This broad-based interdisciplinary course addresses aspects of Hip Hop culture, including its history, philosophy, art, literature, dance and music that has created a culture and identity for American (and international) youth in all its diversity. The sheer volume of multi-ethnic, multilingual, interracial and cross class integration that Hip Hop culture has generated in the last forty years is matched by very few cultural phenomena in the history of this nation. Elements of Hip Hop have touched nearly every sector of our national culture, as well as they have reached into other continents. In light of this, it is imperative to examine the origins and evolution of Hip Hop in the US as a means of understanding its influence on contemporary national dialogues about race, gender, sexuality, class, politics and religion. Accordingly, this course, will explore the relationship of Hip Hop to contemporary social and political discourses by charting its history in the United States from the post-World War II era into the early twenty-first century – approximately 1968 to present. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B

### HUMAN-098 Independent Study in Humanities

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

### HUMAN-900s Selected Topics in Humanities

DA varies with course content.

# Italian

## COURSE DESCRIPTIONS

### ITAL-060 Elementary Italian I

90 total hours lecture  
5 Units

A visual/oral/aural approach to understanding, speaking, reading, and writing Italian as it is used in Italy and other Italian speaking countries. Italian is also spoken in Switzerland, communities in Argentina, Canada, Australia and in many urban centers of the United States. The content used in learning the language is drawn from the rich Italian culture. This course is equivalent to two years of high school Italian.

May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 6

### ITAL-061 Elementary Italian II

90 total hours lecture  
5 Units

**PREREQUISITE:** ITAL-060 or 2 years of high school Italian

ITAL-061 is the continuation of ITAL-060. This two-semester series of courses focus on speaking, reading, and writing Italian as it is used in Italy and Italian-influenced communities such as Canada, Argentina, Australia Switzerland, and many urban centers of the United States.

May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B, 6

### ITAL-098 Independent Study in Italian

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

### ITAL-900s Selected Topics in Italian

DA varies with course content.

# Journalism

**DEGREE**—Associate of Arts  
Journalism

**DEGREE**—Associate in Arts for Transfer Degree  
Journalism



This two year program of study leads to transfer to a four-year college, where students can continue their education and pursue a journalism or communication major. It can also prepare students desiring a more immediate entry into the work force for an entry level position with a community newspaper or other media organization.

For students following either pathway, the program provides practical training for careers in print and online journalism, broadcasting, advertising and public relations. The required courses for the major are listed below in a recommended sequence.

For the Associate of Art Degree in Journalism, complete 21 units of coursework listed below as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan.

## ASSOCIATE OF ARTS JOURNALISM

**REQUIREMENTS:** Major and elective requirements in recommended sequence

REQUIRED COURSES: FIRST SEMESTER		UNITS
<b>JOURN-110</b>	Writing for the Media	3
<b>ELECTIVE</b>	Select from accompanying list	3

REQUIRED COURSES: SECOND SEMESTER		UNITS
<b>JOURN-115A</b> or <b>JOURN-161A</b>	Media Writing Practicum I	1
<b>JOURN-130</b>	Visual Storytelling Practicum I	1
<b>JOURN-130</b>	Media Production: Practicum I	3
<b>ELECTIVE</b>	Select from accompanying list	3

REQUIRED COURSES: 3RD SEMESTER		UNITS
<b>JOURN-115B</b> or <b>JOURN-161B</b>	Media Writing Practicum II	1
<b>JOURN-131</b>	Visual Storytelling Practicum II	1
<b>JOURN-131</b>	Media Production: Practicum II	3

REQUIRED COURSES: FOURTH SEMESTER		UNITS
<b>JOURN-115C</b> or <b>JOURN-161C</b> or The beginning journalism practicum in the other course sequence (115 A or 116 A)	Media Writing Practicum	1
<b>JOURN-100</b>	Mass Communication	3
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>21</b>

**TOTAL UNITS FOR THE DEGREE** 60

**Approved Electives for Journalism Majors:****ART-015:** Graphic Design, **3 units****ART-020:** Introduction to Drawing, **3 units****ART-025:** Advertising, Marketing and Publication Design, **3 units****ART-050:** Designing with Adobe InDesign, **3 units****ART-054:** Adobe Photoshop, **3 units****ART-057:** Designing with Adobe Illustrator, **3 units****ART-072:** Introduction to Digital Photography, **3 units****ART-075/JOURN-160:** Documentary Photography/  
Photojournalism, **3 units****COMSC-030:** Web Site Development - Part I, **1.5 units****COMSC-031:** Web Site Development - Part II, **1.5 units****COMSC-032:** Web Site Development - Dreamweaver and Flash, **3 units****ENGL-111:** Creative Writing, **3 units**

Or other related courses approved by Journalism Department Chair

**Program Student Learning Outcomes**

1. Be academically prepared to transfer to a journalism program at a four-year university or to obtain an entry-level job in journalism or a related field.
2. Demonstrate the knowledge, attitudes and skills necessary for careers in journalism and related fields.
3. Possess a portfolio of published work suitable for internship/job applications and interviews.

**ASSOCIATE IN ARTS****JOURNALISM FOR TRANSFER DEGREE**

The Associate in Arts in Journalism for Transfer prepares students to practice and champion freedom of the press on their journey to a four-year degree at a California State University. They will learn to gather, interpret, report, edit and present news and information with skill, responsibility, ethics, courage and social consciousness in an evolving media world. Career options for this field of study include reporter, columnist, copy editor, photojournalist, videographer, news designer, editor for the print, broadcast and online news and information media; public information officer; advertising copywriter; public relations professional.

The Journalism AA-T requires 18 units of lower division work in Journalism and supporting electives, in addition to the California State University General Education transfer package of coursework (CSU GE Breadth or IGETC). Major preparation includes courses in Mass Communication, Writing for the Media, Media Production and Photojournalism. Electives supporting the major may be selected from a list of options that includes courses in anthropology, art, economics, English, math, philosophy, political science, sociology and speech (see accompanying requirements listing).

Students completing an AA-T are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that accepts the degree will be required to complete no more than 60 units after transfer to earn a bachelor's degree. This degree may not be the best option for students intending to transfer to a university or college that is not part of the CSU system, or those students who do not intend to transfer.

Students who plan to transfer to a UC, a private college or university, or an out-of-state institution should consult with an academic counselor about the best lower-division preparation for them. Students who plan to look for an entry-level job in journalism or a related field right after earning their degree from LMC should instead complete the regular A.A. in Journalism. Students interested in a more traditional degree in Communication Studies with an emphasis in journalism should also review the Los Medanos College AA-T in Communication Studies.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

**REQUIRED CORE COURSES: 9 UNITS**

<b>JOURN-100</b>	Mass Communication	<b>3</b>
<b>JOURN-110</b>	Writing for the Media	<b>3</b>
<b>JOURN-130</b>	Media Production: Practicum I	<b>3</b>

**LIST A (COURSES SUPPORTING THE CORE): 3 UNITS**

<b>JOURN-131</b>	Media Production: Practicum II	<b>3</b>
<b>JOURN-160</b>	Photojournalism	<b>3</b>

**LIST B (ELECTIVES): 6 UNITS FROM THE FOLLOWING:**

<b>ART-050</b>	Designing with Adobe InDesign	<b>3</b>
<b>ECON-010</b> or <b>ECON-011</b>	Principles of Microeconomics	<b>3</b>
<b>ENGL-221</b>	Principles of Macroeconomics	<b>3</b>
<b>MATH-110</b>	Advanced Composition and Critical Thinking	<b>3</b>
<b>POLSC-010</b>	Introduction to Statistics	<b>4</b>
<b>SOCIO-016</b> or <b>ANTHR-007</b>	Introduction to American Government: Institutions and Ideals	<b>3</b>
<b>SPCH-120</b>	Introduction to Social Problems	<b>3</b>
<b>SPCH-120</b>	Culture Change and Globalization	<b>3</b>
	Argumentation and Debate	<b>3</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>18</b>

**TOTAL UNITS FOR THE DEGREE** **60**

**Program-Level Student Learning Outcomes**

1. Be academically prepared to transfer to a journalism program at a four-year university or to obtain an entry-level job in journalism or a related field.
2. Demonstrate the knowledge, attitudes and skills necessary for careers in journalism and related fields.
3. Possess a portfolio of published work suitable for internship/job applications and interviews.

**COURSE DESCRIPTIONS****JOURN-098 Independent Study in Journalism**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**JOURN-100 Mass Communication**

54 total hours lecture  
3 Units

This survey of mass communication examines the origins, development, role and impact of the mass media in society — books, newspapers, magazines, radio, television, film, recordings, video games, social media — as well as the internet's connection to convergence and globalization. It analyzes media messages within the cultural landscape: entertainment, journalism, advertising, public relations and social media. It also explores current and future trends and issues in mass communication and media literacy, and laws and ethics involved with the mass media and related industries. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area D; IGETC Area 4G; C-ID JOUR 100*

**JOURN-110 Writing for the Media**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** *ENGL-100*

This course provides an introduction into collecting, evaluating and writing news and information for print, Internet and broadcast media audiences. It also addresses issues of law and ethics pertinent to the media industries. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *CSU; C-ID JOUR 110*

**JOURN-115A Media Writing Practicum I**

18 total hours lecture  
1 Unit

**ADVISORY:** *JOURN-110*

An applied course in which students practice and refine beginning news gathering, reporting, persuasion and writing skills by working as staff members on student-run print and online college publications. The focus of study is on basic news, feature and opinion stories and digital story packages. May not be repeated. SC

**LMC:** *DA*

**TRANSFER:** *CSU*

**JOURN-115B Media Writing Practicum II**

18 total hours lecture  
1 Unit

**PREREQUISITE:** *JOURN-115A*

**ADVISORY:** *JOURN-110*

An applied course in which students practice and refine intermediate news gathering, reporting, persuasion and writing skills by working as staff members on student-run print and online college publications. The focus of study is on specialized and in-depth news, feature and opinion stories, and digital story packages. May not be repeated. SC

**LMC:** *DA*

**TRANSFER:** *CSU*

**JOURN-115C Media Writing Practicum III**

18 total hours lecture  
1 Unit

**PREREQUISITE:** *JOURN-115B*

**ADVISORY:** *JOURN-110*

An applied course in which students practice and refine intermediate news gathering, reporting, persuasion and writing skills by working as staff members on student-run print and online college publications. The focus of study is on investigative and enterprise news stories and series, and related opinion articles. May not be repeated. SC

**LMC:** *DA*

**TRANSFER:** *CSU*



**JOURN-129 Media Production: Overview of Newsroom Skills and Practices**

18 total hours lecture, 36 total hours lab,  
72 total lab hours by arrangement  
3 Units

**ADVISORY:** ENGL-100

An overview of media production skills and practices for students interested in learning about careers in the news and information media, and other related fields such as advertising and public relations. The course also addresses communication law and ethics, and requires weekly laboratory work on the college newspaper, online news site, and/or magazine. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**JOURN-130 Media Production: Practicum I**

18 total hours lecture, 36 total hours lab,  
72 total lab hours by arrangement  
3 Units

**PREREQUISITE:** JOURN-110 or JOURN-129

**ADVISORY:** ENGL-100

Media production skills and practices for students interested in pursuing careers in the news and information media, and other related fields such as advertising and public relations. The course also addresses communication law and ethics, and requires weekly laboratory work on the college newspaper, online news site, and/or magazine. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU; C-ID JOURN 130

**JOURN-131 Media Production: Practicum II**

18 total hours lecture, 36 total hours lab,  
72 total lab hours by arrangement  
3 Units

**PREREQUISITE:** JOURN-130

**ADVISORY:** ENGL-100

Intermediate media production skills and practices for students interested in pursuing careers in the news and information media, and other related fields such as advertising and public relations. The course also addresses communication law and ethics, and requires weekly laboratory work on the college newspaper, online news site, and/or magazine. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU; C-ID JOUR 131

**JOURN-132 Media Production: Practicum III**

18 total hours lecture, 36 total hours lab,  
72 total lab hours by arrangement  
3 Units

**PREREQUISITE:** JOURN-131

**ADVISORY:** ENGL-100

Advanced media production skills and practices for students interested in pursuing careers in the news and information media, and other related fields such as advertising and public relations. The course also addresses communication law and ethics, and requires weekly laboratory work on the college newspaper, online news site, and/or magazine. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**JOURN-160 Photojournalism**

36 total hours lecture, 54 total hours lab

3 Units

**ADVISORY:** ART-072 or ART-074 or concurrent enrollment or completion of any other journalism class

Cross-listed as ART-075. This course deals with the photographer as a journalist, focusing on theory and practice in press and publications photography, with emphasis on using the camera as a reporting and communications tool. Covered are news and feature photography and photographic essays, including composition, impact, and creativity, for newspapers, magazines, Internet and other mass communications media. The course includes a background in the history, ethics and aesthetics of the documentary still photograph. Students will complete successive and cumulative exercises and projects based on current industry standards and expectations, including photographic assignments, exercises, quizzes as well as participate in class discussions and critiques. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID JOUR 160

**JOURN-170 Occupational Work Experience Education in Journalism**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA**TRANSFER:** CSU**JOURN-180 Internship in Journalism**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

**LMC:** DA**TRANSFER:** CSU**JOURN-900s Selected Topics in Journalism**

DA varies with course content.

# Kinesiology

**DEGREE**—Associate in Arts Degree for Transfer  
Kinesiology



## ASSOCIATE IN ARTS

### KINESIOLOGY FOR TRANSFER DEGREE

The Associate in Arts in Kinesiology for Transfer at Los Medanos College prepares students to transfer into a curriculum at a four-year institution to pursue a baccalaureate degree in kinesiology or physical education. This major will introduce students to many areas of study including health and fitness, physical education, therapeutic/sport medicine, and coaching/sport instruction. Curriculum in this degree will also provide coursework necessary to prepare students for national certifications in the health/fitness industry such as personal training, group fitness instructor, and lifestyle/weight management consultant.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

Kinesiology majors have careers in:

- Sports medicine
- Cardiac rehabilitation
- Biomechanics
- Physical therapy
- Occupational therapy
- Ergonomics
- Athletic administration
- Sports broadcasting
- Exercise physiology
- Sports psychology
- Coaching
- Sports officiating

REQUIRED CORE COURSES:		UNITS
<b>KINES-100</b>	Introduction to Kinesiology	<b>3</b>
<b>BIOSC-040</b>	Human Anatomy	<b>5</b>
<b>BIOSC-045</b>	Human Physiology	<b>5</b>

#### MOVEMENT BASED COURSES – (3 UNITS):

SELECT A MAXIMUM OF ONE(1) COURSE FROM ANY THREE (3) OF THE FOLLOWING AREAS FOR A MINIMUM OF THREE (3) UNITS.

#### Combative

<b>KNACT-033</b>	Cardio Kickboxing	<b>1</b>
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#### Dance

<b>KNACT-053</b>	Beginning Jazz Dance	<b>1</b>
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#### Fitness

<b>KNACT-004A</b>	Beginning Pilates	<b>1</b>
<b>KNACT-008A</b>	Weight Training to Strength and Conditioning I	<b>1</b>
<b>KNACT-010A</b>	Beginning Circuit Training	<b>1</b>
<b>KNACT-057A</b>	Beginning Yoga for Health and Fitness	<b>1</b>

#### Individual Sports

<b>KNACT-030</b>	Tennis	<b>1</b>
<b>KNACT-042</b>	Golf	<b>1</b>

#### Team Sports

<b>KNACT-014A</b>	Beginning Volleyball	<b>1</b>
<b>KNACT-026A</b>	Beginning Soccer	<b>1</b>
<b>KNACT-046A</b>	Beginning Basketball	<b>1</b>

#### LIST A: SELECT TWO (2) OF THE FOLLOWING: (6-10 UNITS)

<b>MATH-110</b>	Introduction to Statistics	<b>4</b>
<b>BIOSC-010</b>	General Biology	<b>4</b>
<b>CHEM-007</b>	Intro to General, Organic and Biochemistry	<b>4</b>
or		
<b>CHEM-025</b>	General College Chemistry	<b>5</b>
<b>PHYS-015</b>	Introduction to Physics	<b>4</b>
or		
<b>PHYS-035</b>	College Physics I	<b>4</b>

**TOTAL UNITS FOR THE MAJOR 24-25**

**TOTAL UNITS FOR THE DEGREE 60**

#### Program Student Learning Outcomes

1. Demonstrate an understanding of the historical, ethical, and philosophical foundations of kinesiology.
2. Demonstrate knowledge of the relationship between physical activity and the conceptual foundations of kinesiology.
3. Identify career and/or educational options in kinesiology/physical education, and formulate an action plan to successfully pursue and attain those options.
4. Utilize critical thinking skills to identify research methods and apply them in an evaluative process to draw conclusions.

**COURSE DESCRIPTIONS****KINES-098 Independent Study in Physical Education**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**KINES-100 Introduction to Kinesiology**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This is an introductory course that will survey the discipline of kinesiology/physical education including the analysis of the nature and importance of physical activity, the knowledge base of the discipline and careers in physical activity professions. Focus will also be placed on the integrative nature of the discipline. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area E; C-ID KIN 100

**KINES-105 Introduction to Standard First Aid/CPR**

54 total hours lecture  
3 Units

This course involves the theory and detailed demonstration of the first aid care of the injured commonly seen in the Kinesiology major. It includes basic first aid care and useful information about common medical and environmental injuries and illnesses. The student will learn to assess an injured person's condition and incorporate and administer proper care and treatment. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID KIN 101

**KINES-200 Personal Health and Wellness**

54 total hours lecture  
3 Units

**ADVISORY:** *ENGL-100 or equivalent*

Examination of current health related issues to individual and community health: Physical fitness, nutrition, psychosomatic health, sexual behavior, reproductive health, sexually-transmitted disease, drugs, consumerism, preventive medicine and environment. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**KINES-210 Introduction to Public Health**

54 total hours lecture  
3 Units

**ADVISORY:** *ENGL-100 or equivalent*

This course provides an introduction to the discipline of Public Health. Students will gain an understanding of the basic concepts and terminologies of public health, and the history and accomplishments of public health officials and agencies. An overview of the functions of various public health professions and institutions, and an in-depth examination of the core public health disciplines is covered. Topics of the discipline include the epidemiology of infectious and chronic disease; prevention and control of diseases in the community including the analysis of the social determinants of health and strategies for eliminating disease, illness and health disparities among various populations; community organizing and health promotion programming; environmental health and safety; global health; and healthcare policy and management. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**KINES-900s Selected Topics in Physical Education**

DA varies with course content.

**KNACT-002 Beginning Step Aerobics**

54 total hours lab  
1 Unit

This class is an introduction to step aerobics, designed especially for beginning students, but open to those with experience. This is a high energy, low impact class that will provide a complete cardiovascular fitness workout including warm-up, cool-down and stretching exercises. Basic step principles as well as circuit and interval training will be used to improve and maintain cardio fitness levels. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-004A Beginning Pilates**

54 total hours lab  
1 Unit

This class will teach basic mat Pilates exercises as developed by Joseph Pilates. There will be an emphasis placed on safety precautions, technique and methodology, and application to life long fitness. This class will also teach basic physical fitness principles and their application to total health and fitness. Students will learn to develop their own fitness program utilizing mat exercises and basic fitness equipment to meet personal goals for lifelong fitness. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-004B Intermediate Pilates**

54 total hours lab  
1 Unit

**ADVISORY:** KNACT-004A

This class will teach intermediate mat Pilates exercises as developed by Joseph Pilates, and blend other fitness modes for a cross training experience. There will be an emphasis placed on safety precautions, technique and methodology, and its application to lifelong fitness. This class will also teach intermediate physical fitness principles and their application to total health and fitness. Students will learn to develop their own personalized fitness program utilizing intermediate mat exercises and basic fitness equipment to meet their personal goals for lifelong fitness. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-004C Advanced Pilates**

54 total hours lab  
1 Unit

**ADVISORY:** KNACT-004B

This class will teach Advanced Mat Pilates exercises as developed by Joseph Pilates, and blend other fitness modes for a cross training experience. There will be an emphasis placed on safety precautions, technique and methodology, and its application to lifelong fitness. This class will also teach Advanced physical fitness principles and their application to total health and fitness. Students will learn to develop their own personalized fitness program utilizing intermediate mat exercises and basic fitness equipment to meet their personal goals for lifelong fitness. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-006 Cardio and Strength Training**

54 total hours lab  
1 Unit

**ADVISORY:** *Doctor's clearance for vigorous cardio, strength and endurance activity*

Cardio and Strength training is a cross training class designed to improve cardiovascular endurance, muscular endurance, flexibility and strength. Students will learn dynamic stretch and warm up exercises, proper body mechanics and strength training exercises including body weight, exercise machines and free weights. Cardio training may include walking, jogging, cycling, step, circuit and interval training. Students will learn how to attain, monitor and control their target heart rate during exercise. The class will utilize state of the art training, including Keiser Pneumatic equipment found in the new Kinesiology/Athletics Complex. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-008A Weight Training to Strength and Conditioning I**

54 total hours lab  
1 Unit

This course includes instruction in all elements of weight training. It will involve techniques, safety procedures, knowledge of muscle groups, equipment use, warm-up, strength and endurance training, exercise progression and improved fitness. The class will utilize state of the art training equipment found in the new Kinesiology/Athletics Complex including Pneumatic Training through Keiser strength racks and cable machines. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-008B Weight Training to Strength and Conditioning II**

54 total hours lab  
1 Unit

This course includes intermediate instruction for students with a basic foundation in weight training principles. Topics include techniques, safety procedures, knowledge of muscle groups, equipment use, core and auxiliary lifts, lifting programs and exercise progression. This class will utilize state of the art training equipment found in the new Kinesiology/Athletics Complex including Pneumatic Training through Keiser strength racks and cable machines. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-009A Beginning Power Lifting**

54 total hours lab  
1 Unit

Power lifting is a strength sport that consists of three attempts at maximal weight on three lifts: squat, bench press, and dead lift. As in the sport of Olympic weightlifting, it involves lifting weights in three attempts. Power lifting evolved from a sport known as "odd lifts", which followed the same three-attempt format but used a wider variety of events, akin to strongman competition. Eventually odd lifts became standardized to the current three. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-009B Intermediate Power Lifting**

54 total hours lab  
1 Unit

The intermediate power lifting course will focus on refining power lifting techniques. Students will work on developing strength to improve maximal performance in three lifts; squat, bench press and dead lift. As in the sport of Olympic weightlifting, it involves lifting weights in three attempts. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-010A Beginning Circuit Training**

54 total hours lab  
1 Unit

Beginning Circuit Training is an exercise program designed to improve both cardiovascular strength/endurance, and muscular strength/endurance. Students will learn about the different aspects of a total fitness program, Target Heart Rates, dynamic warm-up/stretching, proper body mechanics and the major muscle groups required to perform safe and effective exercises. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-010B Intermediate Circuit Training**

54 total hours lab  
1 Unit

Intermediate Circuit Training is an exercise program designed to improve both cardiovascular strength/endurance, and muscular strength/endurance. Students will learn about the different aspects of a total fitness program, Target Heart Rates, dynamic warm-up/stretching, proper body mechanics and the major muscle groups required to perform safe and effective exercises. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-011A Beginning Bootcamp**

54 total hours lab  
1 Unit

Beginning Bootcamp provides a total functional fitness exercise program for individuals interested in developing and improving their total physical and mental health, including; cardiovascular fitness, muscular strength and endurance, flexibility, nutrition and weight management, and stress control. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-011B Intermediate Bootcamp**

54 total hours lab  
1 Unit

**ADVISORY:** *Beginning Bootcamp; Able to provide clearance from Dr for vigorous cardio, strength and endurance exercise.*

Intermediate Bootcamp provides a total fitness exercise program for the individual who has participated in an exercise/workout program to develop cardiovascular fitness, muscular strength/endurance, flexibility, nutrition/weight control and stress management. Intermediate Bootcamp offers a variety of modalities to add variance and ongoing interest to the individual who enjoys total fitness training. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-012 Fitness Walking**

54 total hours lab  
1 Unit

A cardiovascular exercise class intended to provide a complete fitness program without impact. The class is designed for all levels of fitness regardless of age or ability. The level of activity is based on individual needs. An emphasis will be placed on lifelong fitness and developing flexibility, cardiovascular fitness, muscular toning and weight control.

May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-014A Beginning Volleyball**

54 total hours lab  
1 Unit

This course provides students with instruction in the fundamentals of volleyball including serving, blocking, digging, setting and spiking. Emphasis will be placed on knowledge of rules and team strategy. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU



**KNACT-014B Intermediate Volleyball**

54 total hours lab  
1 Unit

This course provides students with the opportunity to practice and refine the fundamental skills of volleyball including serving, blocking, digging, setting and spiking. Emphasis will be placed on the application of rules and team strategy in game settings. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-020 Cardio Dance**

54 total hours lab  
1 Unit

If you enjoy Zumba, you will love this class! A fun and exciting workout that tones and sculpts the body using an aerobic/fitness approach. This dance fitness class combines musical rhythms and choreographed dance moves to achieve a unique blended balance of cardio and muscle-toning benefits! May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-025 Spin**

54 total hours lab  
1 Unit

**ADVISORY:** Doctor's clearance for ability to perform moderate to high level cardio exercise

Spin class is an intense cardio workout that uses stationary bikes and instructor guidance. Interval sprints, hill climbs and flat road rides will challenge and develop your cardio strength and endurance. Spin class can be suitable for many fitness levels, as RPM and Resistance are monitored and controlled by the individual on the bike. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-026A Beginning Soccer**

54 total hours lab  
1 Unit

Beginning Soccer is a course designed to provide students with instruction in the fundamental skills of soccer including passing, dribbling, shooting, and trapping the ball. Students will learn the proper form and technique for each of these skills by participating in soccer specific drills as well as in short sided scrimmages. In addition, students will learn the rules of the game, and will learn how to properly warm up and cool down before and after playing soccer in order to reduce the risk of injury. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-026B Intermediate Soccer**

54 total hours lab  
1 Unit

**ADVISORY:** KNACT-026A

This course provides students with instruction in the Intermediate skills of soccer including passing, dribbling, shooting, and trapping the ball. Emphasis will be placed on knowledge of rules and team strategy. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-028A Beginning Pickleball**

54 total hours lab  
1 Unit

Pickleball is a fast paced, self officiated net game played with two, three, or four people with similarities to tennis, badminton, table tennis, & racquetball. This course will cover rules, strategies, technique, preparation for play, and will include extensive active practice and game play. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-030 Tennis**

54 total hours lab  
1 Unit

This course provides students with instruction in the fundamental strokes of tennis including forehand and backhand ground strokes, serve and volley, rules, scoring system and tennis etiquette. The basic tactics of singles and doubles and how to play the game, involving strategy, will be taught. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-033 Cardio Kickboxing**

54 total hours lab  
1 Unit

Cardio kickboxing will combine punches, kicks, sports conditioning, and drills to provide a workout that will improve cardiovascular fitness, muscular strength and flexibility. This course is designed for all fitness levels. The class will utilize state of the art training equipment found in the new Kinesiology/Athletics Complex. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-042 Golf**

54 total hours lab  
1 Unit

This course includes instruction in all aspects of the game of golf. It will emphasize golf stance, grip, swing, chipping, putting, etiquette, scoring, and strategy. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-046A Beginning Basketball**

54 total hours lab  
1 Unit

This course is designed to introduce the student to all the basic elements of the sport of basketball. The intent of the course will engage the students in the practice of all the basic skills of dribbling, passing and shooting through individual and group drills. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-046B Intermediate Basketball**

54 total hours lab  
1 Unit

**ADVISORY:** KNACT-046A

This course is designed to provide students with the opportunity to practice and refine skills and strategies used in the game of basketball. Emphasis will be placed on the application of basketball skills in dribbling, shooting, passing and strategies in game settings. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-049 Total Body Sculpting**

54 total hours lab  
1 Unit

Designed for total body toning through use of hand weights, resistance bands, Pilates exercises for core strength, cardiovascular fitness, and flexibility for lifelong fitness. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-057A Beginning Yoga for Health and Fitness**

54 total hours lab  
1 Unit

This course introduces the student to beginning yoga poses to enhance strength, flexibility, muscle control, mental concentration, and alertness. Beginning breathing and relaxation techniques will help the student reduce stress and tension. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-057B Intermediate Yoga for Health and Fitness**

54 total hours lab  
1 Unit

**ADVISORY:** KNACT-057A

This course introduces the student to intermediate yoga poses to enhance strength, flexibility, muscle control, mental concentration, and alertness. Intermediate breathing and relaxation techniques will help the student reduce stress and tension. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-057C Advanced Yoga for Health and Fitness**

54 total hours lab  
1 Unit

**ADVISORY:** KNACT-057B

This course introduces the student to advanced yoga poses and flow sequencing to enhance strength, flexibility, muscle control, mental concentration, and alertness. Advanced breathing and relaxation techniques will help the student reduce stress and tension. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-058 Core Strengthening**

54 total hours lab  
1 Unit

Core Fusion is a Mind-Body class that combines the basic training principles of Yoga and Pilates. The blend of Yoga and Pilates into one workout offers individuals an efficient format to promote quality of life and performance by improving; core strength, functional mobility, flexibility and body awareness. This class will teach strengthening, breathing and relaxation techniques to promote personal health and reduce overall stress and anxiety levels. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-110 Fitness Center — Training**

27-54 total hours lab  
.5-1 Units

**ADVISORY:**

This course is designed to increase cardiovascular endurance, strength, and flexibility through the use of circuit training. A required orientation includes performing an individualized fitness assessment, learning guidelines on accessing fitness, training and wellness information on-line, and discussing how to train safely and efficiently using state-of-the-art equipment. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-120 Fitness Center — Strength Training**

27-54 total hours lab  
.5-1 Units

**PREREQUISITE:** KNACT-110

**ADVISORY:**

This course is designed to provide instruction in proper training techniques for increasing muscular strength and endurance, utilizing plate-loaded apparatus, free weights, selectorized weight machines, and Olympic lifting techniques. A required orientation includes an individualized fitness assessment, learning guidelines on accessing fitness, training, and wellness information on-line, and discussing how to train safely and efficiently using state-of-the-art equipment. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-130 Fitness Center — Functional Fitness Training**

27-54 total hours lab  
.5-1 Units

**PREREQUISITE:** KNACT-110

**ADVISORY:** KNACT-120

This course is designed to provide instruction in functional fitness exercises. Functional fitness exercises are designed to train your muscles to work together and prepare them for daily tasks by simulating movements that individuals might do at home, work, or in sports. KNACT-110 with a Pass grade are prerequisites for this class. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** UC; CSU

**KNACT-140 Fitness Center — Cross Training**

27-54 total hours lab  
.5-1 Units

**PREREQUISITE:** KNACT-110

**ADVISORY:** KNACT-120; KNACT-130

This course is designed to provide instruction in cross training fitness exercises. Cross training fitness programs are designed to help the student balance his or her fitness program by varying the workout routines engaging different muscle groups. Cross training improves overall fitness and helps prevent overuse injuries that are common in single activity programs. Emphasis is placed on the use of multiple aerobic activities (walking, running, biking, elliptical) plus muscular strength and functional fitness exercises. KNACT-110, with a Pass grade are prerequisites for this course. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** UC; CSU

**KNDAN-053 Introduction to Dance**

54 total hours lab  
1 Unit

This beginning dance course provides basic knowledge of performance-based dance techniques in various dance genres including jazz, modern, contemporary, hip-hop, and ballet styles. Foundational body-movement skills, step-sequences, terminology, performance qualities, and artistry are emphasized which will prepare students for further dance study at higher levels. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNDAN-054 Intermediate Jazz Dance**

54 total hours lab  
1 Unit

**ADVISORY:** *Introduction to Dance is recommended*

Designed for the student who has previously studied performance-based dance technique in jazz, modern, contemporary, hip-hop, or ballet styles. Emphasis is placed on intermediate Jazz dance vocabulary, technique, choreography, rhythms, and appreciation of dance as a performing art form. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNDAN-055 Advanced Jazz Dance**

54 total hours lab

1 Unit

**ADVISORY:** *Introduction to Dance OR Intermediate Jazz Dance is recommended*

Designed for the student who has previously studied performance-based dance technique in jazz, modern, contemporary, hip-hop, or ballet styles. Emphasis is placed on advanced Jazz dance vocabulary, technique, choreography, rhythms, and appreciation of dance as a performing art form. May not be repeated. SC

**LMC:** DA**TRANSFER:** UC; CSU**KNDAN-056 Dance Performance**

54 total hours lab

1 Unit

**ADVISORY:** *Students should have prior experience taking jazz, modern, contemporary, hip-hop and ballet dance styles classes.*

Dance Performance provides the introduction to basic dance performance techniques and provides the opportunity for students to apply skills in jazz, modern, contemporary, hip-hop and ballet dance styles towards a performance experience. Emphasis is placed on student application of dance choreography and performance skills; costuming, staging, and lighting design opportunities are also available. Students may audition to perform in ensemble and solo pieces. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU

# Kinesiology-Intercollegiate Athletics

**COURSE DESCRIPTIONS****KNICA-006 Fitness for Athletic Competition**

54-108 total hours lab

1-2 Units

**ADVISORY:** *High school athletic experience*

This course is designed to introduce the athlete to the elements, understanding and knowledge of athletic physical training for competition. Course activities will include endurance running, interval sprinting, weight training and plyometric training to improve one's level of fitness for the upcoming athletic season. May be repeated three times. SC

**LMC:** DA**TRANSFER:** UC; CSU**KNICA-014 Advanced Volleyball Skills for Athletes**

108 total hours lab

2 Units

**ADVISORY:** *High school volleyball or club experience recommended*

This course is designed to prepare the student for competition in the California Community College Athletic Association Volleyball season and upon completion be able to transfer to a 4 year university. Intercollegiate volleyball provides the opportunity for competition as a member of an LMC team in conference play, which includes a state championship playoff. Students are eligible to participate for 2 seasons at the community college level. May be repeated three times. SC

**LMC:** DA**TRANSFER:** UC; CSU**KNICA-026 Advanced Soccer Skills for Athletes**

108 total hours lab

2 Units

**ADVISORY:** *High school soccer or club experience recommended*

This course is designed to prepare the student for competition in the California Community College Athletic Association Soccer season and upon completion be able to transfer to a 4 year university. Advanced skills in kicks, dribbles and passes as well as offensive and defensive strategies will be emphasized to prepare the student to excel. May be repeated three times. SC

**LMC:** DA**TRANSFER:** UC; CSU

**KNICA-027      Offensive Football Skills and Conditioning**

54-108 total hours lab

1-2 Units

**ADVISORY:** *Designed for intercollegiate football participants*

This course is an introduction to fundamentals, techniques and procedures of intercollegiate football with a focus on offensive philosophies. Skill area such as blocking, catching, passing, and route running will be covered. May be repeated three times. SC

**LMC:** DA**TRANSFER:** UC; CSU**KNICA-028      Defensive Football Skills and Conditioning**

54-108 total hours lab

1-2 Units

**ADVISORY:** *Designed for intercollegiate football participants*

This course is an introduction to fundamentals, techniques and procedures of intercollegiate football with a focus on defensive philosophies. Skill areas such as block destruction, turnovers, tackling, and techniques specific to a defensive position will be covered. May be repeated three times. SC

**LMC:** DA**TRANSFER:** UC; CSU**KNICA-046      Advanced Basketball Skills for Athletes**

108 total hours lab

2 Units

**ADVISORY:** *High school basketball or club experience recommended*

This course is designed to prepare the student for competition in the California Community College basketball season and upon completion be able to transfer to a 4-year university. Intercollegiate basketball provides the opportunity for competition as a member of an LMC team in conference play, which includes a state championship playoff. Students are eligible to participate for 2 seasons at the community college level. May be repeated three times. SC

**LMC:** DA**TRANSFER:** UC; CSU**KNICA-062      Advanced Baseball Skills for Athletes**

108 total hours lab

2 Units

**ADVISORY:** *High school baseball or club experience recommended*

This course is designed to prepare the student for competition in the California Community College baseball season and upon completion be able to transfer to a 4 year university. Advanced skills in hitting for power, batting, hit-and-run, bunting, fielding, throwing, pitching, catching, and base running will be emphasized to prepare the student to excel. May be repeated three times. SC

**LMC:** DA**TRANSFER:** UC; CSU**KNICA-066      Advanced Softball Skills for Athletes**

108 total hours lab

2 Units

This course is designed to prepare the student for competition in the California Community College Athletic Association softball season. Advanced skills in hitting for power, batting hit-and-run, slapping, bunting, fielding, throwing, pitching, catching, and base running will be emphasized to prepare the student to excel. May be repeated three times. SC

**LMC:** DA**TRANSFER:** UC; CSU**KNICA-076      Intercollegiate Volleyball**

175 total hours lab

3 Units

**ADVISORY:** *High school volleyball or club experience recommended*

Intercollegiate volleyball provides the opportunity for competition as a member of an LMC team in conference play, which includes a state championship playoff. Students are eligible to participate for two seasons at the community college level. May be repeated three times. SC

**LMC:** DA**TRANSFER:** UC; CSU**KNICA-077      Intercollegiate Football**

175 total hours lab

3 Units

**ADVISORY:** *KNICA-006; High school football experience*

Intercollegiate football provides the opportunity for competition as a member of an LMC team in conference play which includes championship playoffs. Students are eligible to participate for 2 seasons at the community college level. May be repeated three times. SC

**LMC:** DA**TRANSFER:** UC; CSU

**KNICA-079 Intercollegiate Basketball for Men**

175 total hours lab  
3 Units

**ADVISORY:** *High school basketball or club experience recommended*

Intercollegiate basketball provides the opportunity for competition as a member of an LMC team in conference play, which includes a state championship playoff. Students are eligible to participate for two seasons at the community college level. May be repeated three times. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNICA-081 Intercollegiate Baseball**

175 total hours lab  
3 Units

**ADVISORY:** *High school baseball or club experience recommended*

Intercollegiate baseball provides the opportunity for competition as a member of an LMC team in conference play, which includes a state championship playoff. Students are eligible to participate for two seasons at the community college level. May be repeated three times. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNICA-089 Intercollegiate Soccer**

175 total hours lab  
3 Units

**ADVISORY:** *High school soccer or club experience recommended*

Intercollegiate soccer provides the opportunity for competition as a member of an LMC team in conference play, which includes a state championship playoff. Students are eligible to participate for two seasons at the community college level. May be repeated three times. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNICA-090 Intercollegiate Basketball for Women**

175 total hours lab  
3 Units

**ADVISORY:** *High school basketball or club experience recommended*

Intercollegiate women's basketball provides the opportunity for competition as a member of an LMC team in conference play, which includes a state championship playoff. Students are eligible to participate for two seasons at the community college level. May be repeated three times. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNICA-092 Intercollegiate Softball**

175 total hours lab  
3 Units

**ADVISORY:** *High school softball experience recommended*

Intercollegiate softball provides the opportunity for competition as a member of an LMC team in conference play, which includes a state championship playoff. Students are eligible to participate for two seasons at the community college level. May be repeated three times. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**KNICA-098 Independent Study in Athletics**

(formerly ATH-098) Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**KNICA-100 Athletic Educational Services and Strategies**

18 total hours lecture, 36 total hours lab  
1.5 Units

(Formerly ACS-100) This course is intended to assist the freshman student-athlete to transition into college. It will address items facing today's student-athlete in the educational setting. This course will introduce the student-athlete to college support services, time management, study skills, requirements needed to participate athletically and to transfer to a four year institution. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU



## KNICA-170 Occupational Work Experience Education in Athletics

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

LMC: DA

TRANSFER: CSU

## KNICA-180 Internship in Athletics

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

LMC: DA

TRANSFER: CSU

## KNICA-900s Selected Topics in Athletics

DA varies with course content.

# Liberal Arts

## DEGREES—Associate of Arts

Liberal Arts: Arts and Humanities

Liberal Arts: Behavioral Science and Social Sciences

Liberal Arts: Math and Science

The liberal arts major provides a rich educational experience through coursework in a broad range of academic disciplines. Liberal arts provide excellent preparation for university transfer and/or a wide range of careers.

Students graduating with a liberal arts major are able to: read critically and communicate effectively as a writer and a speaker; understand the connections among academic disciplines and apply interdisciplinary approaches to problem solving; think critically and creatively; consider the ethical implications of knowledge; and possess a worldview informed by diverse social, multicultural and global perspectives.

Therefore, the broad based interdisciplinary nature of liberal arts provides a knowledge base and the communication and critical thinking skills necessary for many careers and occupations. The liberal arts major provides solid preparation for upper division work following transfer more specifically, for university programs in teaching and prelaw and for careers such as business, government and communication. With proper course selection (see a counselor), LMC's liberal arts major articulates with CSU's popular upper division liberal studies major, which is the path to a teaching credential program.

The Liberal Arts major incorporates many General Education requirements, so students need only to pass a few additional courses in order to complete the major. The major has three emphasis options: arts and humanities; behavioral science and social science; math and science.

## ASSOCIATE OF ARTS

### LIBERAL ARTS: ARTS AND HUMANITIES

SELECT 18-20 UNITS FROM:

Art 5, 6, 7, 8, 9

Academic and Career Success 10

Drama 15, 16, 30, 70

Education 100

English 100, 111, 122, 127, 128, 129, 130, 132, 133, 220, 221, 230, 231

French 60, 61

Humanities 19, 20, 21, 22, 24, 30

Italian 60, 61

Journalism 100, 110

Music 10, 12, 15

Philosophy 100, 110, 122, 133, 142

Recording Arts 10, 15

Sign Language 72

Spanish 50, 51, 52, 53

TOTAL UNITS FOR THE MAJOR

18-20

TOTAL UNITS FOR THE DEGREE

60

**Program Student Learning Outcomes**

1. Read critically and communicate effectively as a writer and speaker.
2. Understand connections among disciplines and apply interdisciplinary approaches to problem solving.
3. Think critically and creatively
4. Consider the ethical implications inherent in knowledge, decision-making and action.
5. Possess a worldview informed by diverse social, multicultural and global perspectives.

**ASSOCIATE OF ARTS**

*LIBERAL ARTS: BEHAVIORAL SCIENCE AND SOCIAL SCIENCES*

## SELECT 18 UNITS FROM:

Academic and Career Success 10

Administration of Justice 110

Anthropology 5, 6, 7

Business 109, 294

Child Development 10, 20, 50

Economics 5, 10, 11

Education 100

Ethnic Studies 45

History 29, 30, 31, 33, 34, 35, 38, 39, 40, 46, 47, 52

Philosophy 133

Political Science 10, 33, 43

Psychology 10, 11, 14, 17

Sociology 12, 15, 16, 17

TOTAL UNITS FOR THE MAJOR 18-20

TOTAL UNITS FOR THE DEGREE 60

**Program Student Learning Outcomes**

1. Read critically and communicate effectively as a writer and speaker.
2. Understand connections among disciplines and apply interdisciplinary approaches to problem solving.
3. Think critically and creatively
4. Consider the ethical implications inherent in knowledge, decision-making and action.
5. Possess a worldview informed by diverse social, multicultural and global perspectives.

**ASSOCIATE OF ARTS**

*LIBERAL ARTS: MATH AND SCIENCE*

## SELECT 18-20 UNITS SELECT FROM:

Astronomy 10, 11

Biological Science 5, 7, 10, 20, 21, 30, 40, 45, 50

Chemistry 6, 7, 25, 26, 28, 29

Computer Science 40

Engineering 10

Math 110, 155, 210, 220, 230, 240, 250

Nutrition 55

Physical Science 5

Physics 15, 35, 36, 40, 41, 42

TOTAL UNITS FOR THE MAJOR 18-20

TOTAL UNITS FOR THE DEGREE 60

**Program Student Learning Outcomes**

1. Read critically and communicate effectively as a writer and speaker.
2. Understand connections among disciplines and apply interdisciplinary approaches to problem solving.
3. Think critically and creatively
4. Consider the ethical implications inherent in knowledge, decision-making and action.
5. Possess a worldview informed by diverse social, multicultural and global perspectives.

# Logistics Operations Noncredit

## CERTIFICATE OF COMPLETION NONCREDIT

Forklift, Logistics, Operations & Warehouse (FLOW)

The Forklift, Logistics, Operations & Warehouse (FLOW) certificate features modern warehouse operations including facilities maintenance, security, materials handling, inventory management, and productivity improvement and measurement. Materials handling includes forklift driving using modern industrial training standards and includes Occupational Safety and Health Administration (OSHA) regulations. The certificate also covers basic hazardous material handling and principles of health and safety in general industry.

REQUIRED COURSES:		HOURS
LOGIS-010N	Warehouse Operations	72
LOGIS-012N	Forklift Operations	48
LOGIS-014N	Hazardous Materials and OSHA 10 General Industry Occupational Safety	14
Total Hours:		134

### Program Student Learning Outcomes

1. Explain warehouse operations and service procedures.
2. Demonstrate proper use of material handling equipment.
3. Demonstrate personal and workplace safety rules and practices.
4. Solve warehouse security and safety issues.
5. Demonstrate general warehousing procedures regarding merchandise delivery.

## COURSE DESCRIPTIONS

### LOGIS-010N Warehouse Operations

72 total hours

0 Units

This course is an introduction to warehouse operations including facility location and operation, security, materials handling, inventory management, and productivity improvement and measurement. P/NP/SP

LMC: NC

### LOGIS-012N Forklift Operation

48 total hours

0 Units

This course is designed to prepare students for employment as forklift operators. Course content covers forklift driving with training in forklift operation, workplace safety, and daily maintenance practices. Training is provided in accordance with Cal OSHA standards. P/NP/SP

LMC: NC

### LOGIS-014N Hazardous Materials and OSHA 10 General Industry Occupational Safety

14 total hours

0 Units

This course covers basic hazardous material handling and principles of health and safety in general industry. Occupational Safety and Health Administration (OSHA) regulations and how they are applied to general industry work sites will be covered. P/NP/SP

LMC: NC

# Management and Supervision

**DEGREES**—Associate of Science

Management and Supervision

**CERTIFICATE OF ACHIEVEMENT**

Management and Supervision

## ASSOCIATE OF SCIENCE AND CERTIFICATE OF ACHIEVEMENT

### MANAGEMENT AND SUPERVISION

The Management and Supervision Program is designed to provide students with comprehensive knowledge of supervisory principles and applications, knowledge of human relations, and communication skills. The curriculum is designed to prepare students for entry level positions in management/supervision and to prepare current lead workers, first line supervisors, and middle managers for promotion to higher level positions in business, industry, government, and/or nonprofit organizations.

For the Certificate of Achievement in Management and Supervision, complete the units of coursework listed below. Consult a Los Medanos College counselor to develop your education plan.

For the Associate of Science Degree in Management and Supervision, complete 24 units of coursework listed below as well as the general education requirements. Consult a Los Medanos College counselor to develop your education plan.

REQUIRED COURSES:		UNITS
<b>MANGT-050</b>	Introduction to Supervision	<b>3</b>
<b>BUS-059</b>	Business Communications	<b>3</b>
<b>MANGT-060</b>	Making Effective Decisions	<b>3</b>
<b>MANGT-065</b>	Mastering Management's Essential Tools	<b>3</b>
<b>MANGT-070</b>	Relating in Human Terms	<b>3</b>
<b>MANGT-075</b>	Managing Human Resources	<b>3</b>
<b>TOTAL UNITS</b>		<b>18</b>

#### AND SELECT A MINIMUM OF 6 UNITS FROM:

<b>BUS-018</b>	Microsoft Excel for Windows	<b>3</b>
<b>BUS-027</b>	Small Business Management	<b>3</b>
<b>BUS-035</b>	Microsoft Office	<b>3</b>
<b>BUS-035 A/B/C</b>	MS Word/Excel/PowerPoint (each)	<b>1.5</b>
<b>BUS-058</b>	Business English	<b>3</b>
<b>BUS-109</b>	Introduction to Business	<b>3</b>
<b>BUS-294</b>	Business Law	<b>3</b>
<b>COMSC-040</b>	Introduction to Computer and Information Systems	<b>4</b>
<b>MANGT-170</b>	OWEE in Management	<b>1-4</b>

**TOTAL UNITS FOR THE MAJOR** **24**

**TOTAL UNITS FOR THE DEGREE** **60**

**TOTAL UNITS FOR THIS CERTIFICATE** **24**

Or select other business, management, or real estate courses. Students should consult with a Business Program faculty advisor for help in selecting courses that will best suit their individual needs.

### Program Student Learning Outcomes

#### Associate of Science

1. Differentiate the different components of management and the necessary skills, including human resources, supervision, legal, ethical, social responsibilities of management.
2. Respond to critical problems faced by managers and supervisors in a diverse workplace.
3. Demonstrate the technical, problem solving, and soft skills needed of managers and supervisors.
4. Utilize effective communication skills in intercultural environments.

#### Certificate of Achievement

1. Utilize effective communication skills in intercultural environments.
2. Lead and motivate teams and complete projects.
3. Summarize measures that can be taken by individuals and organizations to respond to issues in the workplace, including legal, personnel, ethical and social.

### COURSE DESCRIPTIONS

#### MANGT-050 Introduction to Management

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course presents a practical overview of supervision and management concepts, processes, theories, and techniques. It covers the role of the front-line manager in complying with human resource issues, obtaining successful employee relations and staff productivity, and contributing to the overall success to the organization. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

#### MANGT-060 Making Effective Decisions

54 total hours lecture

3 Units

**ADVISORY:** *MANGT-050; eligibility for ENGL-100*

This course encompasses three skill areas of decision-making/problem-solving and their impact: Skills for effective and timely decision-making, skills for obtaining buy-in to implement change, and skills for ensuring organizational performance accountability. Each of these skill areas is approached practically. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**MANGT-065 Mastering Management's Essential Tools**

54 total hours lecture

3 Units

**ADVISORY:** MANGT-050; eligibility for ENGL-100

This course focuses on three distinct aspects of management tools essential in the workplace: organizational planning, total quality management, and time management. Organizational planning incorporates those essential tasks necessary for a successful business operation. A number of planning methods are explored, allowing for diversity in plan development. An introduction to the concepts surrounding total quality management including, contrasting traditional management concepts with that of total quality management; work teams and the techniques and processes utilized-communication, response, adaptation and coordination in teams. This course will assist supervisors and managers in being more effective in dealing with the demands of the modern workplace. Emphasis is placed on dealing with the time management and stress reduction. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**MANGT-070 Conflict Management, Team Development, Leadership**

54 total hours lecture

3 Units

**ADVISORY:** MANGT-050; eligibility for ENGL-100

This course analyzes aspects of Human Relations in supervisory positions: Conflict, Team Development, Cultural Diversity, Leadership Development, and Etiquette in the modern workplace. Local and global perspectives are discussed as they relate to the business environment. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**MANGT-075 Managing Human Resources**

54 total hours lecture

3 Units

**ADVISORY:** MANGT-050; eligibility for ENGL-100

This course encompasses three separate areas of human resources: Federal and California State employment laws relating to discrimination and equal employment, recruiting and interviewing job candidates; and hiring and dismissing employees. Each of these subjects is approached from a practical perspective. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**MANGT-098 Independent Study in Management and Supervision**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.**MANGT-170 Occupational Work Experience Education in Management and Supervision**

60-300 total hours

1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA**TRANSFER:** CSU

**MANGT-180 Internship in Management and Supervision**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

LMC: DA

TRANSFER: CSU

**MANGT-900s Selected Topics in Management and Supervision**

DA varies with course content.

# Mathematics

**DEGREE**—Associate in Science for Transfer Degree

Mathematics

**ASSOCIATE IN SCIENCE****MATHEMATICS FOR TRANSFER DEGREE**

The Associate in Science in Mathematics for Transfer at Los Medanos College prepares students to transfer into a curriculum at a four-year institution to pursue a baccalaureate degree in Mathematics. To achieve the degree students must:

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

**REQUIRED COURSES: UNITS**

<b>MATH-210</b>	Calculus with Analytic Geometry I	<b>4</b>
<b>MATH-220</b>	Calculus with Analytic Geometry II	<b>4</b>
<b>MATH-230</b>	Calculus with Analytic Geometry III	<b>4</b>
<b>TOTAL UNITS</b>		<b>12</b>

CHOOSE A MINIMUM OF 6 UNITS FROM THE LISTS BELOW,  
WITH AT LEAST 3 UNITS FROM LIST A

**LIST A: (SELECT 1-2 COURSES)**

<b>MATH-240</b>	Differential Equations	<b>3</b>
<b>MATH-250</b>	Linear Algebra	<b>3</b>
<b>TOTAL UNITS</b>		<b>3-6</b>

**LIST B: SELECT ONE COURSE (3-4 UNITS)**

<b>MATH-160</b>	Discrete Math	<b>4</b>
<b>PHYS-040</b>	Physics for Scientists & Engineers	<b>4</b>
<b>MATH-110</b>	Introduction to Statistics	<b>4</b>
<b>COMSC-044</b>	Intro to C++ Programming Part I	<b>3</b>
or		
<b>ENGIN-020</b>	Programming with C++ for Engineers and Scientists	<b>4</b>
or		
<b>COMSC-132</b>	Programming and Methodologies II	<b>3</b>
<b>TOTAL UNITS</b>		<b>3-4</b>

**TOTAL UNITS FOR THE MAJOR 18-19**

**TOTAL UNITS FOR THE DEGREE 60**



**Program Student Learning Outcomes**

1. Preparation and mathematical maturity: Be prepared for the mathematical or statistical reasoning required in upper division work in their major, including the ability to generalize mathematical concepts and comprehend increasing levels of mathematical abstraction.
2. Mathematical literacy:
 

Communicate using mathematics:

  - a. Read with comprehension documents having mathematical content and participate cogently in discussions involving mathematics;
  - b. Clearly articulate mathematical information accurately and effectively, using a form, structure and style that suit the purpose (including written and face-to-face presentation).
3. Problem-solving ability:
  - a. Reason with and apply mathematical concepts, principles and methods to solve problems or analyze scenarios in real-world contexts relevant to their major;
  - b. Use technology effectively to analyze situations and solve problems;
  - c. Estimate and check answers to mathematical problems in order to determine reasonableness, identify alternatives, and select optimal results.
4. Modeling ability:
  - a. Construct and interpret mathematical models using numerical, graphical, symbolic and verbal representations with the help of technology where appropriate in order to draw conclusions or make predictions;
  - b. Recognize and describe the limits of mathematical and statistical methods.
5. Effective learning skills:
  - a. Independently acquire further mathematical knowledge without guidance, take responsibility for their own learning, determine appropriateness and correctness of their own work and function effectively in different learning environments.
  - b. Succeed in different learning environments, particularly in a group setting of working collaboratively with others.

**MATHEMATICS-STATISTICS PATHWAY****COURSE DESCRIPTIONS****MATH-012      Prealgebra**

54 total hours lecture, 54 total lab hours by arrangement  
4 Units

MATH-012 is a four-unit lecture/lab prealgebra course designed to provide students with the basic mathematical skills and knowledge useful for everyday life. This course will also prepare students for algebra. In MATH-012 students will demonstrate mastery with arithmetic involving integers, signed fractions, and signed decimals, with basic proportions and percents, as well as the order of operations, exponents and solving linear equations. Students will become proficient in the application and use of calculators, estimation, arithmetic, proportional reasoning and percents, as well as multi-pronged representations including use of equations, tables, and graphs. Applications will include introductory topics from algebra, geometry, and descriptive statistics. Students will develop proficient skills in communication of mathematics, problem solving, use of multiple representations, and effective learning skills (such as self-assessment, goal-setting, and using resources). May not be repeated. SC

**LMC:** NDA

**MATH-025      Elementary Algebra**

72 total hours lecture, 36 total hours lab, 18 total lab hours by arrangement  
5 Units

**ADVISORY:** *Pre-Algebra or proficiency solving proportions, calculating with decimals, fractions and negative numbers*

A five-unit introductory algebra course that focuses on the study of linear equations, systems of linear equations, and quadratic equations. Linear equations and systems of linear equations are constructed from information given in tabular, graphical and symbolic forms in real-world settings and these models are used to make decisions or predictions. Quadratic equations are solved using symbolic methods, such as factoring or the quadratic formula, as well as tables and graphs. The following topics are also covered: arithmetic and order of operations with real numbers; laws of exponents with integer exponents; one variable inequalities, proportional reasoning, the Pythagorean Theorem, unit analysis, perimeter, area and volume. Successful students will develop proficient skills in communication of mathematics, problem-solving, use of multiple representations, and effective learning skills. Math 25 is part of the LMC Developmental Math Program. May not be repeated. SC

**LMC:** DA

**MATH-026 Plane Geometry**

54 total hours lecture, 36 total lab hours by arrangement  
3 Units

**PREREQUISITE:** *One year high school algebra, or MATH-025 with a grade of "C" or better, or MATH-029 with a grade of "C" or better, or completion of coursework at another college that is comparable to Math 25 with a grade of "C" or better, or demonstration of equivalent algebra skills based on our LMC assessment process, or equivalent assessment recommendation from another college.*

Plane geometry is a one semester study of lines, angles, triangles, quadrilaterals, other polygons, circles and some polygon solids and spheres; topics include perimeter, area, surface area, volume, Pythagorean Theorem, congruence and similar figures, proof and logical explanation and some geometric constructions, using a compass, straightedge, protractor, and ruler. Students may work in large or small groups with professor assistance and directed discussion using a creative problem-solving and discovery-type approach to learning geometric concepts, theory and application to solving practical problems. This course is ideal as a review as well as a first course in geometry, and preparation for study of more advanced math such as pre-calculus and trigonometry. This course satisfies the math requirement for an associate degree. May not be repeated. SC

**LMC:** *ADR: Language and Rationality: Communication and Analytical Thinking; DA*

**MATH-027 Pre-Statistics**

72 total hours lecture, 36 total hours lab  
4 Units

MATH-027 is a four-unit lecture/lab Pre-statistics course designed to be an intensive course that prepares students to learn introductory descriptive statistics through a series of projects and collaborative activities. Topics include working with numerical information (fractions, decimals, percentages), evaluating expressions related to statistical formulas, graphical and numerical descriptive statistics for quantitative and categorical data, including two-way tables and linear regression, and an introduction to the normal distribution. There is a focus on reading, writing, and critical thinking skills needed for college statistics. This course is appropriate for students who do not plan to major in math, science, computer science, business, technology, engineering, and calculus intense fields in the social sciences. May not be repeated. SC

**LMC:** *DA*

**MATH-029 Accelerated Elementary & Intermediate Algebra**

126 total hours lecture, 36 total lab hours by arrangement  
7 Units

**ADVISORY:** *Pre-Algebra or proficiency solving proportions, calculating with decimals, fractions, and negative numbers.*

Math 29 is an accelerated Elementary and Intermediate Algebra equivalent to both Math 25 and Math 30. This course focuses on proportional reasoning and linear, quadratic, exponential, and logarithmic functions. Students will investigate algebra concepts from multiple perspectives including tables, graphs, symbolic forms with variables, and written descriptions. Students will develop proficient skills in communication of mathematics, problem-solving, use of multiple representations, effective learning skills and learning to apply Algebra to analyze and solve real-life problems takes time and effort. A graphing calculator is required. May not be repeated. SC

**LMC:** *ADR: Language and Rationality: Communication and Analytical Thinking; DA*

**MATH-030 Intermediate Algebra**

72 total hours lecture, 36 total hours lab  
4 Units

**ADVISORY:** *Recommended completion of Elementary Algebra (C or better) or LMC MATH-020 within the last 5 years.*

Math 30 is an intermediate algebra course with focus on linear, quadratic, exponential, and logarithmic functions. Each family of functions will be investigated from multiple perspectives that include tabular, graphical, symbolic, and verbal forms. Students will develop proficient skills in communication of mathematics, problem-solving, use of multiple representations, and effective learning skills. Math 30 is part of the LMC Developmental Math Program. A graphing calculator or graphing software is required. May not be repeated. SC

**LMC:** *ADR: Language and Rationality: Communication and Analytical Thinking; DA*

**MATH-098 Independent Study in Mathematics**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**MATH-110 Introduction to Statistics**

72 total hours lecture, 36 total hours lab  
4 Units

**PREREQUISITE:** MATH-027, MATH-110S, MATH-029, MATH-030 or equivalent

A first course in statistics with an introduction to descriptive statistics (measures of central tendency, variability, standard graphical representations of data distributions, correlation and linear regression), sampling design for reliable data production via experiments and surveys, sampling distributions, tests of significance and confidence intervals, probability as it relates to inference, applications using data from a broad range of disciplines. Use of a statistical software package or graphing calculator required. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B4; IGETC Area 2A

**MATH-110S Math Skills for Success in Statistics**

36 total hours lecture, 36 total hours lab  
2 Units

**CO-REQUISITE:** MATH-110

Math Support for Statistics is for students concurrently enrolled in Math 110. In Math Support for Statistics, students will review algebraic, geometric, and arithmetic procedures and concepts that underlie statistical formulas and concepts, do hands-on activities that promote a deeper understanding of statistical ideas, and practice reading skills and other study skills that promote success in Math 110. May not be repeated. SC

**LMC:** DA

**MATH-120 Number Systems**

72 total hours lecture, 36 total lab hours by arrangement  
4 Units

**PREREQUISITE:** MATH-029; MATH-030 or equivalent

**CO-REQUISITE:** MATH-030 (If none of the above prerequisites have been met)

MATH-120 is designed for prospective multiple subjects credential candidates. Emphasis is on understanding concepts and operations with whole numbers, fractions, and decimals through multiple representations. Problem solving strategies, numeration systems, and elementary number theory are emphasized in relevant contexts. Common Core math standards are also studied. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B4; C-ID MATH 120

**MATH-140 Applied Calculus**

72 total hours lecture, 36 total lab hours by arrangement  
4 Units

**PREREQUISITE:** MATH-030, MATH-029 or equivalent

**CO-REQUISITE:** MATH-140S (If none of the above prerequisites have been met)

An introduction to the theory of calculus with applications to problems in business, economics, biology, social and life sciences. Mathematical models will be applied to these fields and problem solving will be emphasized. Topics include: problem solving; modeling; functions; differential calculus; and an introduction to the concepts of integration. Use of a mathematical software package or graphing calculator required. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B4; IGETC Area 2A

**MATH-140S Intermediate Algebra for Applied Calculus**

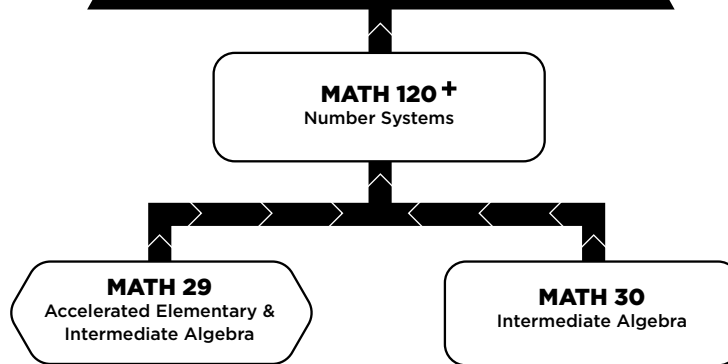
36 total hours lecture  
2 Units

**CO-REQUISITE:** concurrent enrollment in MATH-140

Intermediate Algebra for Applied Calculus covers the algebra skills and concepts needed for success in applied calculus computations and applications. This course is for business and science majors who are concurrently enrolled in Applied Calculus (Math 140) at Los Medanos College. Students will review and learn about function properties, exponent rules, factoring, operations on rational and radical functions, linear functions, exponential functions, logarithm functions, quadratic and polynomial functions, composite functions, inverse functions, Pythagorean Theorem, and basic geometry. Students will use graphing technology to verify solutions. Students will develop mathematical problem solving processes and study skills that promote success in Applied Calculus (Math 140). May not be repeated. SC

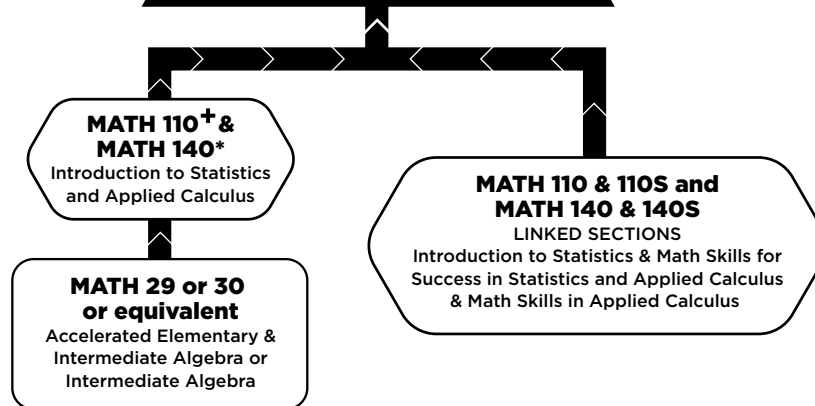
**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

## K-8 EDUCATION PATHWAY



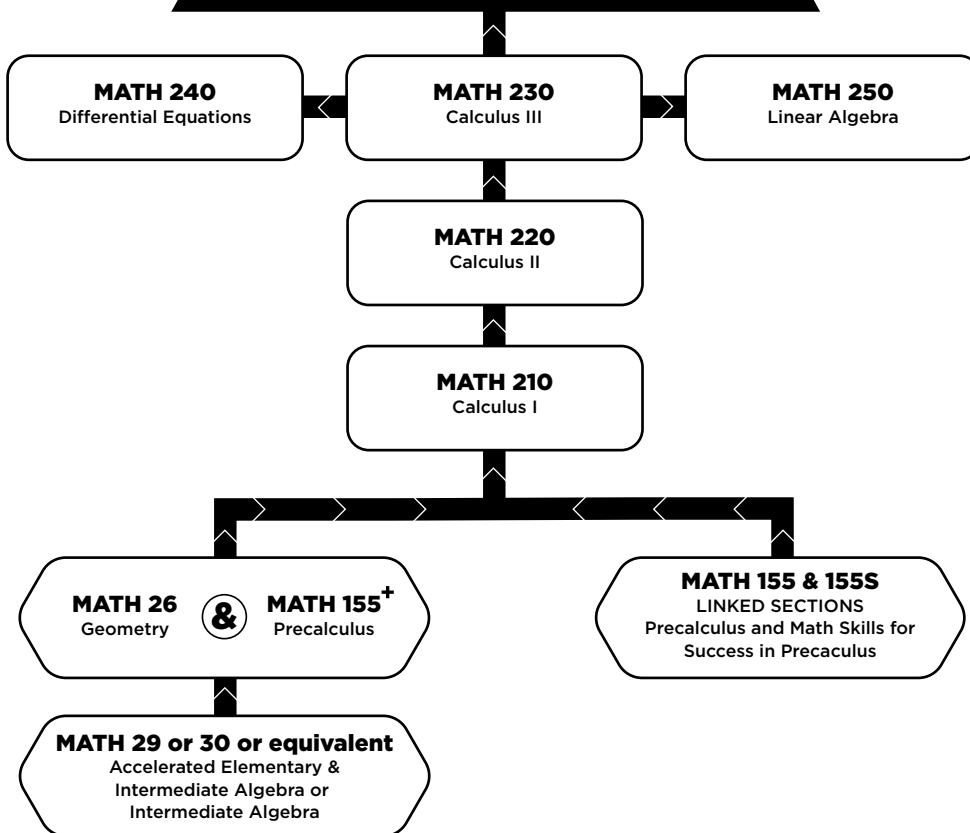
+ Requires Algebra 2 [C- or better] or LMC placement process  
Optional lower level courses are available. If interested, please see a counselor.

## BUSINESS PATHWAY



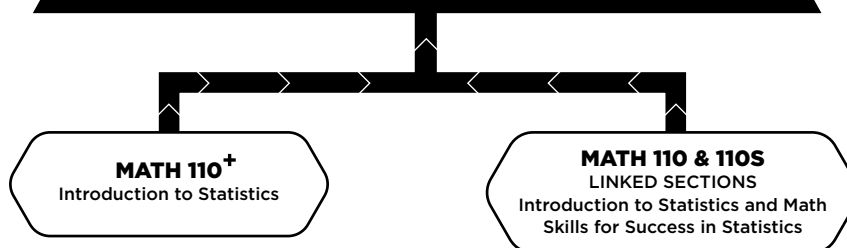
+ Requires Algebra 1 [C- or better] with 2.8 GPA or LMC Placement Process or Math 27  
\* Requires Algebra 2 [C- or better] or LMC Placement Process  
Optional lower level courses are available. If interested, please see a counselor.

## STEM/CALCULUS PATHWAY



+ Requires Algebra 2 (C- or better) or LMC placement process  
Optional lower level courses are available. If interested, please see a counselor.

## SOCIAL & HEALTH SCIENCES PATHWAY



+ Requires Algebra 1 with 2.8 GPA or LMC Placement Process or Math 27  
Optional lower level courses are available. If interested, please see a counselor.

**MATH-155 Precalculus**

72 total hours lecture, 36 total lab hours by arrangement  
4 Units

**PREREQUISITE:** MATH-026 and MATH-030 or MATH-029 or equivalent

**CO-REQUISITE:** MATH-026 or MATH-155S

MATH-155 is an in depth look at functions and their usefulness in mathematical modeling. Functions are approached numerically, graphically, symbolically, and verbally. Families of functions studied include: linear, quadratic, exponential, logarithmic, trigonometric, power, polynomial, and rational. Additional function topics: rate of change, concavity, domain/range, function transformation/combination, inverse functions, and asymptotic behavior of functions. Algebraic skills are further developed. This course is primarily intended to prepare students for calculus but may also serve as an advanced course for students not intending to continue with calculus. Use of a mathematical software package or graphing calculator is required. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B4; IGETC Area 2A

**MATH-155S Intermediate Algebra for Precalculus**

36 total hours lecture  
2 Units

**CO-REQUISITE:** concurrent enrollment in MATH-155

Intermediate Algebra for Precalculus covers the algebra skills and concepts needed for success in Precalculus computations and applications. This course is for students who are concurrently enrolled in Precalculus (Math 155) at Los Medanos College. Students will review and learn about function properties, exponent rules, factoring, operations on rational and radical functions, absolute value equations, circle equations, inequalities, linear functions, exponential functions, logarithm functions, quadratic and polynomial functions, composite functions, inverse functions, Pythagorean Theorem, and basic right triangle geometry. Students will use graphing technology to verify solutions. Students will develop mathematical problem solving processes and study skills that promote success in Precalculus (Math 155). May not be repeated. SC

**LMC:** DA

**MATH-160 Discrete Math**

72 total hours lecture, 36 total hours lab  
4 Units

**PREREQUISITE:** MATH-210 or equivalent

**ADVISORY:** Concurrent enrollment in MATH-210 or higher

Discrete Math is an introduction to fundamental topics for computer science. Topics include: logic, proof techniques, mathematical induction, sets, relations, functions and recursion, graphs and trees, elementary number theory, basic combinatorics, algebraic structures, discrete probability theory and modeling computation. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B4; IGETC Area 2A; C-ID COMP 152, MATH 160

**MATH-210 Calculus and Analytic Geometry I**

72 total hours lecture, 36 total lab hours by arrangement  
4 Units

**PREREQUISITE:** MATH-026 and 155 or equivalent or MATH-155 or the equivalent and MATH-155S

Math-210 is an introduction to differential and integral calculus and coordinate geometry. Topics include: functions, limits, and continuity; techniques and applications of differentiation; an introduction to integration; the Fundamental Theorem of Calculus. This course is intended for students in mathematics, science and engineering majors. Use of a mathematical software package or graphing calculator is required. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B4; IGETC Area 2; C-ID MATH 210

**MATH-220 Calculus and Analytic Geometry II**

72 total hours lecture, 36 total lab hours by arrangement  
4 Units

**PREREQUISITE:** MATH-210 or equivalent

This course is the second of the three semester calculus sequence. The course extends the ideas of the previous course to further development of the derivative and the anti-derivative of a function; techniques of integration; improper integrals; calculus with polar and parametric equations; realistic applications to various fields; basic differential equations and their solutions; infinite sequences and series; and series approximation of functions. This course is intended for students in mathematics, science and engineering majors. Use of a mathematical software package or graphing calculator required. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B4; IGETC Area ; C-ID MATH 220



**MATH-230      Calculus and Analytic Geometry III**

72 total hours lecture, 36 total hours lab  
4 Units

**PREREQUISITE:** MATH-220 or equivalent

Math 230 is an extension of differential and integral calculus and coordinate geometry to functions of more than one variable. Topics include: Vectors in two and three dimensions; analytic geometry of three dimensions; partial differentiation; multiple integrals; line and surface integrals; Green's Theorem, Stokes' Theorem, and applications to various fields. This course is intended for students in mathematics, science and engineering majors. Use of a mathematical software package or graphing calculator is required. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B4; IGETC Area 2; C-ID MATH 230

**MATH-240      Differential Equations**

54 total hours lecture, 36 total lab hours by arrangement  
3 Units

**PREREQUISITE:** MATH-220 or equivalent

**ADVISORY:** Eligible for ENGL-095

A study of various methods for solution of ordinary differential equations using analytical methods (such as separation of variables, LaPlace transforms, variations of parameters, undetermined coefficients), graphical methods (such as slope fields, directions fields and phase plane analysis) and numerical methods. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B4; IGETC Area 2; C-ID MATH 240

**MATH-250      Linear Algebra**

54 total hours lecture, 36 total lab hours by arrangement  
3 Units

**PREREQUISITE:** MATH-220 or equivalent

This course develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. Investigates the properties of vectors in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B4; IGETC Area 2A; C-ID MATH 250

**MATH-900s      Selected Topics in Mathematics**

DA varies with course content.

# Mathematics Noncredit

**CERTIFICATE OF COMPETENCY – Mathematics**

Elementary Algebra and Arithmetic

Elementary Algebra and Prealgebra Skills

**CERTIFICATE OF COMPETENCY****ELEMENTARY ALGEBRA AND ARITHMETIC**

Introduces students to basic arithmetic skills, study skills, and elementary algebra skills. Completion of this certificate will prepare students for intermediate algebra and study skills for success in future math courses.

REQUIRED COURSES		HOURS
<b>MATH-020N</b>	Algebra and Arithmetic Skills	<b>126</b>
<b>MATH-004N</b>	Basic Math and Study Skills	<b>108</b>
<b>TOTAL HOURS:</b>		<b>234</b>

**Program Student Learning Outcomes**

1. Problem-solving abilities: Students will use mathematical reasoning to solve problems and a generalized problem solving process to work word problems.
2. The student can apply standard problem-solving methods and use relevant concepts to solve problems.
3. The student uses a generalized problem-solving rubric if such a rubric is used in the class.
4. The student's written work demonstrates a conceptual understanding of course concepts.
5. The student's written work supports his/her solution.
6. The student evaluates the reasonableness of his/her answer.

**CERTIFICATE OF COMPETENCY****ELEMENTARY ALGEBRA AND PREALGEBRA SKILLS**

Introduces students to basic arithmetic skills, study skills, and elementary algebra skills. Completion of this certificate will prepare students for intermediate algebra and study skills for success in future math courses.

This certificate is designed to prepare students for credit, degree applicable math courses that require elementary algebra as a prerequisite. Students will learn introductory arithmetic skills, instruction in study skills for success in math courses, prealgebra skills, and elementary algebra skills.

REQUIRED COURSES		HOURS
<b>MATH-012N</b>	Prealgebra or PreAlgebra Non-Credit	<b>108</b>
<b>MATH-025N</b>	Elementary Algebra or Elementary Algebra Non-Credit	<b>126</b>
<b>TOTAL HOURS:</b>		<b>234</b>

### Program Student Learning Outcomes

1. Problem-solving abilities: Students will use mathematical reasoning to solve problems and a generalized problem solving process to work word problems.
2. Students will use verbal, graphical, numerical, and symbolic representations of mathematical ideas to solve problems.
3. Students will read, write, listen to, and speak mathematics with understanding.
4. Students will recognize and apply math concepts in a variety of relevant settings and demonstrate the math skills and knowledge necessary to succeed in subsequent courses.
5. Students will demonstrate the characteristics of an effective learner.

### COURSE DESCRIPTIONS

#### MATH-004N Foundations of Arithmetic & Study Skills

108 total hours  
0 Units

Math 4N teaches basic arithmetic skills, the foundational concepts behind those arithmetic skills, and study skills for success in future college and math courses. The course is designed for students who desire a firm preparation of arithmetic and study skills before taking higher math courses. Arithmetic topics include meanings of and operations with whole numbers, fractions, decimals, and percent's, introduction to problem solving, proportional reasoning, and reading tables and graphs. Study skills topics include reading math text, note making, studying, and taking tests. Additionally, students will develop proficient skills in communication of mathematics and the use and interpretation of tables and charts. P/NP/SP

LMC: NC

#### MATH-009N Math for Construction

80 total hours  
0 Units

Math for Construction is a non-credit course covering topics common in construction for students in the building trades, including students in the Multi Craft Core Curriculum (MC3) program. In this course, math is taught in the context of problems commonly encountered in construction and the building trades. Content includes skills practice with decimals, percents, and fractions; problem solving applications of decimals, percents, and fractions; perimeter, area, and volume; circles; geometry applications; and right triangle trigonometry. P/NP/SP

LMC: NC

#### MATH-012N Prealgebra Non-Credit

108 total hours  
0 Units

MATH-012N is a lecture/lab prealgebra course designed to provide students with the background skills and knowledge in preparation for the study of elementary algebra. In MATH-012N students will demonstrate mastery with arithmetic involving integers, signed fractions, and signed decimals, with basic proportions and percents, as well as the order of operations, exponents and solving linear equations. Students will become proficient in the application and use of calculators, estimation, arithmetic, proportional reasoning and percents, as well as multi-pronged representations including use of equations, tables, and graphs. Applications will include introductory topics from algebra, geometry, and descriptive statistics. Students will develop proficient skills in communication of mathematics, problem solving, use of multiple representations, and effective learning skills (such as self-assessment, goal-setting, and using resources). P/NP/SP

LMC: NC

#### MATH-020N Algebra & Arithmetic Skills

126 total hours  
0 Units

A non-credit review of elementary algebra and arithmetic skills to prepare students for Intermediate Algebra (MATH-030). Topics include: arithmetic (integers, signed fractions, signed decimals), order of operations, perimeter, area, volume, circumference, formulas, the Pythagorean Theorem, exponents, percentages, proportions, unit analysis, linear equations, linear inequalities, linear systems of equations, quadratic equations, factoring, and the quadratic formula. P/NP/SP

LMC: NC

#### MATH-025N Elementary Algebra Non-Credit

126 total hours  
0 Units

**ADVISORY:** *Pre-Algebra or proficiency solving proportions, calculating with decimals, fractions and negative numbers*

An introductory algebra course that focuses on the study of linear equations, systems of linear equations, and quadratic equations. Linear equations and systems of linear equations are constructed from information given in tabular, graphical and symbolic forms in real-world settings and these models are used to make decisions or predictions. Quadratic equations are solved using symbolic methods, such as factoring or the quadratic formula, as well as tables and graphs. The following topics are also covered: arithmetic and order of operations with real numbers; laws of exponents with integer exponents; one variable inequalities, proportional reasoning, the Pythagorean Theorem, unit analysis, perimeter, area and volume. Successful students will develop proficient skills in communication of mathematics, problem-solving, use of multiple representations, and effective learning skills. Math 25N is part of the LMC Developmental Math Program. P/NP/SP

LMC: NC

# Music

## DEGREE—Associate in Arts for Transfer Degree

Music



## DEGREE—Associate of Arts

Music

## ASSOCIATE IN ARTS

### MUSIC FOR TRANSFER DEGREE

The Associate in Arts degree in Music in Transfer (AAT) at Los Medanos College offers students the opportunity to acquire the basic skills and music education needed as preparation for careers in music and further study to complete a Bachelor of Arts degree in music. The AAT Arts degree in Music meets lower division standards and requirements for transfer to a CSU and various other colleges, universities and music conservatories that offer the Bachelor of Arts degree in music. This program is designed for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing this degree are guaranteed admission to the CSU system, but not a particular campus or major. Please refer to the LMC catalog for more details regarding this admission guarantee.

The Associate in Arts in Music for Transfer at Los Medanos College prepares students to transfer into a curriculum at a four-year institution to pursue a baccalaureate degree in Music.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

REQUIRED COURSES:		UNITS
<b>MUSIC-016</b>	Music Theory I	3
<b>MUSIC-017</b>	Music Theory II: Tonal Harmony	3
<b>MUSIC-018</b>	Music Theory III: Chromatic Harmony	3
<b>MUSIC-019</b>	Music Theory IV: Advanced Harmony and Later Styles	3
<b>MUSIC-013A</b>	Musicianship I	1
<b>MUSIC-013B</b>	Musicianship II	1
<b>MUSIC-014A</b>	Musicianship III	1
<b>MUSIC-014B</b>	Musicianship IV	1
<b>MUSIC- 008</b>	Applied Music (0.5)	2
LIST A PLUS 4 UNITS FROM:		
<b>MUSIC-020</b>	Baroque Ensemble	1
<b>MUSIC-040</b>	Concert Band	2
<b>MUSIC-074</b>	Jazz Studio – from Basie through Coltrane	2
<b>MUSIC-082</b>	Intermediate Improvisation Jazz Workshop	2
TOTAL UNITS FOR THE MAJOR		22
TOTAL UNITS FOR THE DEGREE		60

## Program Student Learning Outcomes

1. Understand and be able to apply the fundamentals of music theory, aural, and have a working knowledge of harmonic progression, musical forms and structures.
2. Have knowledge and understanding of the historical development of music, its historical periods, genres, instrumentation and composers, within their cultural context.
3. Have practical knowledge of performance practice in their particular ensemble performing styles.
4. Have proficiency of solo repertoire and technical studies in their major instrumental or vocal area of study.
5. Be competent with music technology in its various forms for composition, teaching, and professional pursuits.
6. Be able to work independently on varieties of musical problems by combining their capabilities in performance, aural, verbal and visual analysis, composition, repertoire, knowledge, and music history.
7. Have writing skills with the ability to independently utilize research tools and resources (library, internet, etc.)

## ASSOCIATE OF ARTS

### MUSIC

For the Associate of Arts Degree in Music, complete the coursework listed below as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan.

REQUIRED COURSES:		UNITS
<b>MUSIC-005</b>	Recital Class	2
or		
<b>MUSIC-006</b>	Sophomore Recital Class	2
<b>MUSIC-013A</b>	Musicianship I	1
<b>MUSIC-013B</b>	Musicianship II	1
<b>MUSIC-014A</b>	Musicianship III	1
<b>MUSIC-014B</b>	Musicianship IV	1
<b>MUSIC-016</b>	Fundamentals of Music Theory	3
<b>MUSIC-017</b>	Music Theory II: Tonal Harmony	3
<b>MUSIC-018</b>	Music Theory III: Chromatic Harmony	3
<b>MUSIC-019</b>	Music Theory IV: Advance Harmony and Later Styles	3
<b>MUSIC-031</b>	Piano I	1.5
<b>MUSIC-032</b>	Piano II	1.5
or		
<b>MUSIC-033A</b>	Intermediate Piano	1.5
<b>MUSIC-033B</b>	Advanced Piano	1.5
<b>MUSIC-081</b>	Introduction to Improvisation	1.5
MUSIC MAJOR ENSEMBLE REQUIREMENTS (See list of music major ensemble requirements on next page)		12
TOTAL UNITS FOR THE MAJOR		36
TOTAL LMC GE UNITS		18-19
TOTAL ELECTIVE UNITS		5-6
TOTAL UNITS FOR THE DEGREE		60

**MUSIC MAJOR ENSEMBLE REQUIREMENTS:**

<b>MUSIC-040</b>	Concert Band	<b>2</b>
<b>MUSIC-020</b>	Baroque Ensemble	<b>1</b>
<b>MUSIC-052</b>	Chamber Ensemble: Strings	<b>1</b>
<b>MUSIC-060</b>	College Chorus	<b>2</b>
<b>MUSIC-066</b>	Gospel Choir	<b>1.5</b>
<b>MUSIC-074</b>	Jazz Studio	<b>2</b>
<b>MUSIC-077</b>	Chamber Chorale	<b>1</b>
<b>MUSIC-082</b>	Intermediate Improvisation Jazz Workshop	<b>2</b>

STUDENTS WITH AN ADVANCED GUITAR OR ADVANCED PIANO EMPHASIS MAY CHOOSE TO FULFILL 6 UNITS (OF THE 12 UNIT ENSEMBLE REQUIREMENT) BY COMPLETING FOUR SEMESTERS OF THE FOLLOWING:

<b>MUSIC-033A</b>	Intermediate Piano	<b>1.5</b>
or		
<b>MUSIC-033B</b>	Advanced Piano	<b>1.5</b>
or		
<b>MUSIC-037</b>	Advanced Guitar	<b>1.5</b>

**Program Student Learning Outcomes**

1. Understand and be able to apply the fundamentals of music theory, aural, and have a working knowledge of harmonic progression, musical forms and structures.
2. Have knowledge and understanding of the historical development of music, its historical periods, genres, instrumentation and composers, within their cultural context.
3. Have practical knowledge of performance practice in their particular ensemble performing styles.
4. Have proficiency of solo repertoire and technical studies in their major instrumental or vocal area of study.
5. Be competent with music technology in its various forms for composition, teaching and professional pursuits.
6. Be able to work independently on varieties of musical problems by combining their capabilities in performance, aural, verbal and visual analysis, composition, repertoire, knowledge, and music history.
7. Have writing skills with the ability to independently utilize research tools and resources (library, internet, etc.).

**COURSE DESCRIPTIONS****MUSIC-001 Music Studio 1 (Pitch / Rhythm)**

27 total hours lab

.5 Unit

**ADVISORY:** *Eligibility for ENGL-095; Concurrent enrollment in any music performance course*

This course is designed for the music student who needs further development on mechanics of vocalizing or playing an instrument or in the conceptual development in the theory of music as related to musical pitch and rhythm. The material is designed to be used individually or in any sequence. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**MUSIC-002 Music Studio 2 (Tone / Technique)**

27 total hours lab

.5 Unit

**ADVISORY:** *MUSIC-001; eligibility for ENGL-095; Concurrent enrollment in any music performance course.*

Designed for the music student who needs further development on mechanics of vocalizing or playing an instrument or in the conceptual development in the theory of music as related to musical tone and technique beyond the work done in MUSIC-001. The material is designed to be used individually or in any sequence. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**MUSIC-003 Music Studio 3 (Dynamics / Balance)**

27 total hours lab

.5 Unit

**ADVISORY:** *MUSIC-002; eligibility for ENGL-095; Concurrent enrollment in any music performance course.*

Designed for the music student who needs further development on mechanics of vocalizing or playing an instrument or in the conceptual development in the theory of music as related to musical dynamics and balance beyond the work done in MUSIC-001 and MUSIC-002. The material is designed to be used individually or in any sequence. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**MUSIC-005 Recital Class**

54 total hours lab  
1 Unit

**ADVISORY:** *MUSIC-008; or arrangement with a private music instructor*

This course is designed to be taken in conjunction with MUSIC-008 or with private instruction from a qualified off-campus instructor. The student will learn appropriate performance decorum, techniques for concentration, "stage fright" control, performance preparation skills as well as organization and presentation skills for public performance. There will be many opportunities to perform prepared solos in various venues with differing levels of formality. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-006 Sophomore Recital Preparation**

54 total hours lab  
1 Unit

**PREREQUISITE:** *MUSIC-005 and placement audition*

**ADVISORY:** *MUSIC-008; or arrangement for lessons with a private music instructor*

This course is designed to prepare the music major to successfully perform a sophomore recital upon graduating from LMC with an associate degree in music, or upon transferring to a four year school as a music major. The sophomore recital is defined as an individual solo recital representing the student's mastery of technical and artistic skills commensurate with upper division entry level expertise, including but not limited to; ability to perform a solo program of at least 30 minutes of playing time; demonstrated performance expertise in music of diverse compositional styles; demonstrated expertise in the technical and interpretive skills required for a high level of performance on that student's instrument or voice; demonstrated mastery of proper stage deportment for varying levels of formality. It is assumed that the student will be taking regular private lessons with an instructor/coach through MUSIC-008 or MUSIC-009 or from a qualified off-campus instructor. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-008 Applied Music**

27 total hours lab  
.5 Unit

**PREREQUISITE:** *Audition*

**ADVISORY:** *Prior or concurrent enrollment in Music 5, 6, or in major performance medium; Music 30, 31, 32, 33a or 33b; music theory course at appropriate level (Music 15, 16, 17, 18 or 81); and chamber ensembles (Music 50 - 56). Pianists, vocalists, and guitarists may substitute alternative music courses to satisfy chamber ensemble requirement.*

This course is designed for the music major or minor students who will study their performance medium in private lessons. Students will audition for the available lesson slots. Students will have private lessons for three hours during the semester in addition to weekly lab practice. Each student must pass an audition. It is strongly recommended that the student be concurrently enrolled in Piano (30, 31 or 32), Recital Class (5, 6, or 7), a music theory course at the student's appropriate level (15, 16, 17, 18 or 81), enrollment in any major performance group or Chamber Ensembles (any section between 50-56). Any exception to this list must have instructor's approval. May be repeated three times. LR

**LMC:** DA

**TRANSFER:** CSU; C-ID MUS 160

**MUSIC-010 Music Literature**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-095*

This is an interdisciplinary course providing an overview of the creative process with a focus on music. The course develops an aural analysis of music from many cultures and from past to present-day forms of musical creativity; it examines music as a reflection of the beliefs, social conditions and temper of the times. Sophistication in listening will be developed with attention to musical design, forms, style, instrumentation, and the derivation of increased pleasure from this art form. This course provides opportunity for creative analysis by attending and evaluating contemporary performances and concerts. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1; IGETC Area 3A

**MUSIC-012 Popular Music in American Culture**

54 total hours lecture 3 Units

**ADVISORY:** *Eligibility for ENGL-100*

A multicultural study of the evolution of America musical styles, including blues, salsa, samba, rock, jazz, pop, rhythm and blues and country and folks, with emphasis on the African American, Euro American, Latin American origins of these contemporary styles and their historical contexts. May not be repeated. LR

**LMC:** ADR: Arts and Humanities; DA**TRANSFER:** UC; CSU Gen. Ed. Area C1; IGETC Area 3B. Also satisfies American Cultures Requirement at UCB**MUSIC-013A Musicianship I**

54 total hours lab 1 Unit

**ADVISORY:** *MUSIC-015, MUSIC-030; concurrent enrollment in MUSIC-016; previous or concurrent enrollment in MUSIC-031*

This first semester of Musicianship includes ear training, sight singing, interval and chord recognition, rhythm and musical dictation and technical and foreign language musical terms. Required for music majors and should be taken concurrently with MUSIC-016. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU; C-ID MUS 125**MUSIC-013B Musicianship II**

54 total hours lab 1 Unit

**ADVISORY:** *MUSIC-015, MUSIC-030; concurrent enrollment in MUSIC-016 and/or MUSIC-017, previous or concurrent enrollment in MUSIC-031 and MUSIC-013A,*

This second semester of Musicianship includes ear training, sight singing, interval and chord recognition, rhythmic and musical dictation and technical and foreign language musical terms. Required for music majors and should be taken concurrently with Music 016 or Music 017. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU; C-ID MUS 135**MUSIC-014A Musicianship III**

54 total hours lab 1 Unit

**ADVISORY:** *MUSIC-015, MUSIC-016, MUSIC-017, MUSIC-018, MUSIC-013A, MUSIC-013B, MUSIC-030*

This third semester of Musicianship includes ear training, sight singing, interval and chord recognition, rhythmic and musical dictation and technical and foreign language musical terms. Required for music majors and should be taken concurrently with MUSIC-0017 or MUSIC-018. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU; C-ID MUS 145**MUSIC-014B Musicianship IV**

54 total hours lab

1 Unit

**ADVISORY:** *MUSIC-030, MUSIC-015, MUSIC-016, MUSIC-017, MUSIC-018, MUSIC-019, MUSIC-013A, MUSIC-013B, MUSIC-014A*

This fourth semester of Musicianship includes ear training, sight singing, interval and chord recognition, rhythmic and musical dictation and technical and foreign language musical terms. Required for music majors and should be taken concurrently with MUSIC-018 or MUSIC-019. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU; C-ID MUS 155**MUSIC-015 Basic Music**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100; prior or concurrent enrollment in MUSIC-030*

This course is an introduction to music reading, functional keyboard, music theory and harmony and includes application of music theory and harmony to basic music compositions. Students will apply music theory and harmony across various styles of music, various cultures and various disciplines. Recommended for students who are not music majors or minors; or for students who are music majors needing reinforcement in basic musical concepts. The need to take this course is dependent upon theory placement exam. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA**TRANSFER:** UC (UC transferable, but may not be combined with MUSIC-013); CSU Gen. Ed. Area C1; IGETC Area 3A**MUSIC-016 Music Theory I**

54 total hours lecture

3 Units

**ADVISORY:** *MUSIC-015 and MUSIC-030; prior or concurrent enrollment in MUSIC-013, 031 or 032*

MUSIC-016 is the study of musical notation, scales, keys, intervals, rhythm, musical structure, transposition and harmonization. This course, through guided composition and analysis, incorporates the following concepts: rhythm and meter; basic properties of sound; intervals; diatonic scales and triads; diatonic chords, basic cadential formulas and phrase structure; dominant seventh; figured bass symbols; and non-harmonic tones. Development of skills in handwritten notation is expected. This course is required for music majors. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU; C-ID MUS 120



**MUSIC-017 Music Theory II: Tonal Harmony**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** *MUSIC-016, 031 and 013; prior or concurrent enrollment in MUSIC-014, 032 or 033A*

MUSIC-017 is the study of common practice harmony. The focus is on tonal harmony including the realization of figured bass lines, harmonization of melodies and the harmonic and structural analysis of examples of Baroque, Classical and Romantic musical literature. This course is required for music majors and should be taken concurrently with MUSIC-014. This course incorporates the concepts from Music Theory I. In addition, through guided composition and analysis, the course will include: an introduction to two-part counterpoint; voice leading involving four-part chorale writing; diatonic harmony; and an introduction to secondary/applied chords and modulation. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU Gen Ed. Area C1; C-ID MUS 130

**MUSIC-018 Music Theory III: Chromatic Harmony**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** *MUSIC-017, 032, 014; prior or concurrent enrollment in MUSIC-033A or 033B*

MUSIC-018 is the study of common practice chromatic harmony. This course incorporates the concepts from Music Theory II. In addition, through writing and analysis, the course will include: introduction to chromatic harmony; secondary/applied chords; modulation; borrowed chords; introduction to Neapolitan and augmented-sixth chords. Activities will include the realization of chromatic and modulating figured bass lines, harmonization of melodies and the harmonic and structural analysis of examples primarily of Romantic musical literature. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID MUS 150

**MUSIC-019 Music Theory IV: Advanced Harmony and Later Styles**

36 total hours lecture, 54 total hours lab  
3 Units

**ADVISORY:** *MUSIC-018, MUSIC-032, MUSIC-014; prior or concurrent enrollment in MUSIC-033a or 033b*

MUSIC-019 is the study of advanced harmony or the later Romantic period and peering into the 20th Century Styles of contemporary music. This course incorporates the concepts from Music Theory III. In addition, through writing and analysis, the course will include: post-Romantic techniques such as borrowed chords and modal mixture, chromatic mediants, Neapolitan and augmented-sixth chords, 9th, 11th and 13th chords, altered chords and dominants; and 20th century techniques such as: Impressionism, tone rows, set theory, pandiatonicism and polytonalism, meter and rhythm. May not be repeated. LR

**LMC:** DA

**TRANSFER:** US; CSU; C-ID MUS 150

**MUSIC-020 Baroque Ensemble**

54 total hours lab  
1 Unit

**ADVISORY:** *Fundamental skill on a string instrument or wind instrument is recommended*

Students play in baroque ensembles of varying size and configuration to develop ensemble skills such as pitch matching, tone blending, and rhythmic synchronization. Studies in musical interpretation, advanced performance concepts, and critical sight-reading are applied to the baroque repertoire, including, but not limited to works by Bach, Corelli, Händel, Telemann and Vivaldi. There will be several public performance. May be repeated three times. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID MUS 180

**MUSIC-030 Basic Keyboard Skills**

18 total hours lecture, 36 total hours lab  
1.5 Units

This course is designed to develop reading skills in basic music notation in relation to the keyboard. Study of piano technique, ensemble and solo playing, easy repertoire preparation and interpretation will be covered. Does not fulfill piano requirement for music major, however this class provides fundamental skills and a solid foundation for anyone beginning their music study. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-030A Continuing Piano Workshop**

24 total hours lab  
.5 Unit

**ADVISORY:** *Any piano class*

A carry-over class from spring semester to fall semester classes, covering skills of technique, sight-reading, repertoire, and theory, for all levels of piano. This class will retain acquired skills through the summer. May not be repeated. LR

**LMC:** DA

**MUSIC-031 Piano I**

18 total hours lecture, 36 total hours lab  
1.5 Units

**ADVISORY:** *Ability to read music at elementary level*

This course includes basic keyboard techniques, easy piano repertoire, major and minor scales, diatonic chord progressions, simple transposition and sight reading skills. This is the first of the required semesters of piano for music majors. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-032 Piano II**

18 total hours lecture, 36 total hours lab  
1.5 Units

**ADVISORY:** *MUSIC-031 or equivalent*

This course furthers basic keyboard techniques, including second level beginning piano repertoire, major and minor scales, diatonic chord progressions, transposition, and sight reading skills. This is the second of the required semesters of piano for music majors. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-033A Intermediate Piano**

18 total hours lecture, 36 total hours lab  
1.5 Units

**ADVISORY:** *MUSIC-032 or placement audition*

Piano study with an emphasis on stylistic interpretation, preparation, and performance of intermediate level keyboard literature from all historical periods. Ensemble and accompaniment skills will be covered as well as keyboard theory and technical aspects of piano playing. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-033B Advanced Piano**

18 total hours lecture, 36 total hours lab  
1.5 Units

**ADVISORY:** *MUSIC-033A or placement audition*

Advanced piano study with an emphasis on historic and stylistic interpretation, preparation, and performance of advanced level keyboard literature from all historical periods. Ensemble and accompaniment skills will be covered as well as keyboard theory and technical aspects of piano playing. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-034 Jazz/Rock Keyboard**

18 total hours lecture, 36 total hours lab  
1.5 Units

**ADVISORY:** *Some basic piano experience*

Investigation of fundamental keyboard skills necessary to perform contemporary jazz and rock music. Improvisatory keyboard styles will be discussed, with emphasis on today's keyboard demands. Content includes the function and voicing of chords, melodic harmonization of tunes, and basic improvisational theory. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-035 Introduction to the Guitar**

18 total hours lecture, 36 total hours lab  
1.5 Units

This course is designed for the student with little or no background in playing the guitar. Course content covers basic guitar strums, chords, tuning, and song accompaniments. Students must supply their own guitar. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-036 Intermediate Guitar**

18 total hours lecture, 36 total hours lab  
1.5 Units

**ADVISORY:** *MUSIC-035*

Continuing the content of MUSIC-035, students will study with an emphasis on stylistic interpretation, preparation and performance of intermediate level guitar literature from a variety of historical periods and styles. Both ensemble and solo playing will be investigated along with technique and music theory. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-037      Advanced Guitar**

18 total hours lecture, 36 total hours lab  
1.5 Units

**ADVISORY:** *MUSIC-036*

Continuing the content of MUSIC-036, students will study with an emphasis on stylistic interpretation, preparation and performance of advanced level guitar literature from a variety of historical periods and styles. Both ensemble and solo playing will be investigated along with technique and music theory. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-040      Concert Band**

108 total hours lab by arrangement  
2 Units

**PREREQUISITE:** *Fundamental skill on a band instrument; assessed by audition*

**ADVISORY:** *Eligibility for ENGL-095*

Introduction to collegiate level concert band, involving basic studies in musical interpretation, advanced performance concepts, critical sight reading, and extended technical exercises; extensive practice and frequent public performance. May be repeated three times. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID MUS 180

**MUSIC-041      Concert Band II**

108 total hours lab by arrangement  
2 Units

**PREREQUISITE:** *MUSIC-040 or Intermediate skill on a band instrument; assessed by audition*

Intermediate skill on band instrument is suggested. A continuation of basic material in MUSIC-040 with an investigation of classical and contemporary band literature as well as scales, chords, and extensive work in sight-reading; extensive practice and frequent public performance. May be repeated three times. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-052      Chamber Ensembles: Emphasis Strings**

54 total hours lab  
1 Unit

In this course students play in small ensembles of varying size and configuration with intensive work in ensemble skills such as pitch matching, tone blending, and rhythmic synchronization. Studies in musical interpretation, advanced performance concepts, and critical sight reading are applied to repertoire which may be drawn from every style of Western art music from the Renaissance to the present. There will be several public performances. Fundamental skill on your instrument is required. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-058      Musical Theater: Orchestra I**

54 total hours lab  
1 Unit

**PREREQUISITE:** *Fundamental skill on a musical instrument; assessed by audition*

This course is devoted to the preparation and presentation of an orchestra for selected musicals. It allows student musicians the opportunity to obtain the experience of performing in a pit orchestra playing the same music as professional theatre orchestras. Offered periodically. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-060      College Chorus I**

108 total hours lab  
2 Units

This class investigates basic choral group fundamentals. Development of basic vocal techniques through large group activities; extensive practice and frequent public performances. May be repeated three times. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-065 Class Voice**

54 total hours lab  
1 Unit

**ADVISORY:** *Eligibility for ENGL-095*

This course is an investigation of vocal techniques such as breathing, dictation, vowel production, and tone quality; care of the voice; music reading and vocal interpretation. Singing and basic repertoire include an introductory to foreign language diction and pronunciation. This is a multilevel course in which each student will concentrate on content areas suited to particular ability levels. Possible public recital will be included. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-066 Gospel Choir**

90 total hours lab  
1.5 Units

The Gospel Choir will offer an introductory experience in the dynamics of performing choral literature from the gospel music tradition. The emphasis of this course will be on developing an understanding and skill in complex rhythm structure, phrasing and vocal production and intonation needed for singing Gospel Music. May be repeated three times. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-067 Jazz and Vocal Popular Techniques**

54 total hours lab  
1 Unit

**ADVISORY:** *Eligibility for ENGL-095*

This course is designed for anyone who wants to learn more about singing popular forms of music such as blues, jazz, gospel and musical theatre selections. Classroom emphasis will be on various stylistic concepts to achieve the modern vocal sound. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-068 Musical Theatre: Vocal I**

54 total hours lab  
1 Unit

This class consists of the rehearsal and performance of a contemporary Broadway musical with chorus and leads being selected from the class members. Emphasis will be on fundamentals of vocal techniques as applied to this style of vocal literature. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-074 Jazz Studio - from Basie through Coltrane**

108 total hours lab  
2 Units

**ADVISORY:** *Fundamental skill on a jazz band instrument and placement audition by professor*

A course for student musicians of basic to intermediate level. Student musician must have fundamental skill on a jazz band instrument playing in a large jazz ensemble. For the student musician wishing to investigate basic jazz band material in the jazz canon in the styles of Duke Ellington, Count Basie, Charlie Parker, Miles Davis, Thad Jones, Slide Hampton and John Coltrane. There are several public performances per semester. May be repeated three times. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID MUS 180

**MUSIC-077 Chamber Chorale**

108 total hours lab  
2 Units

This course is designed to give students experience in chamber choir music from madrigal style to earlier classical styles. The course will develop singing techniques to aid students in performing with proper historical, technical, and stylistic aspects. Frequent public performances included. May be repeated three times. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-081 Introduction to Improvisation**

54 total hours lab, 36 total lab hours by arrangement  
1.5 Units

**ADVISORY:** *MUSIC-015 or MUSIC-015 placement exam*

This course is designed to introduce the student to various techniques for improvisation. Included in this will be the improvised and aural traditions comprising the bulk of the music of the Western and non-Western world. The stylistic areas covered will include jazz, funk, blues, rock, African and approaches to improvising. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**MUSIC-082 Intermediate Improvisation Jazz Workshop**

108 total hours lab  
2 Units

**ADVISORY:** *3 or more years on a jazz band instrument*

A course for student musicians with some experience playing and improvising wishing to explore the many styles and varieties of small group jazz playing, from swing to bebop to modal to free to modern mainstream. There are several public performances per semester. May be repeated three times. LR

**LMC:** DA

**TRANSFER:** UC; CSU; C-ID MUS 180

### **MUSIC-089     Music and Recording Industry Business**

36 total hours lecture

2 Units

**ADVISORY:** *Eligibility for ENGL-095*

This course is designed to familiarize the student with the primary business and legal aspects of the music/recording industry. Topics include: An overview of the music and recording industries, interrelationships among the various career specialties, career planning, business basics for music/recording entrepreneurs, the business of songwriting & composing, copyright, publishing, bands as businesses, artist representation, record labels, the recording studio from a business perspective, marketing, radio, merchandise, distribution and live performance. Meets the LMC Recording Arts Associate Degree and Certificate requirements and Music Certificate. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

### **MUSIC-093     Studio Music Production I**

18 total hours lecture, 72 total hours lab

2 Units

**ADVISORY:** *Prior or concurrent enrollment in MUSIC-015*

This course is for students wanting to produce music using professional music studio equipment. With this lecture/demonstration and hands on class, students will be able to build a music studio and learn the basic operation of electronic musical equipment. The pieces of electronic musical equipment include MIDI synthesizer, music workstations, computer workstations, groove boxes, drum machines, soft-synthesizers, sequencers, and new products as the industry advances. This is an introductory course and it is intended to build a strong foundation in understanding studio music operation, whether the student is interested in composition, making beats and/or being a producer. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

### **MUSIC-094     Studio Music Production II**

18 total hours lecture, 72 total hours lab

2 Units

**ADVISORY:** *MUSIC-015; concurrent enrollment in MUSIC-016 or MUSIC-028*

For students wanting to be music studio producers. Students will be able to learn various roles of music production. Music roles to be explored include the artist, producer, manager, business manager, agent, and songwriter. Discussion will include issues regarding management contracts, partnership/band contracts, agency contracts. Business entities will be explored. Students will learn to compose an intermediate-level original musical work using electronic musical equipment. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

### **MUSIC-098     Independent Study in Music**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

### **MUSIC-900s     Selected Topics in Music**

DA varies with course content.

# Nursing

**DEGREES**—Associate of Science  
Registered Nursing

**CERTIFICATE OF ACHIEVEMENT**  
Vocational Nursing

All students who meet admissions requirements are eligible to apply to the nursing programs. Criteria and complete information on the selection process as well as the philosophy and objectives of each program are described in the Nursing Applicant Handbook, which is available in the LMC Bookstore and on the LMC web site ([www.losmedanos.edu/nursing](http://www.losmedanos.edu/nursing))

The handbook also contains complete information on all options for advanced placement. Please refer to the Handbook and Nursing Department website for updates and estimated costs for the program.

## ASSOCIATE OF SCIENCE REGISTERED NURSING

The registered nursing program requires two academic years beyond completion of the prerequisite courses and General Education requirements.

Completion of prerequisite courses and required GPA are required for admission eligibility to the program. Only those students formally admitted to the program may enroll in registered nursing courses. Students may, however, enroll in other non-nursing courses designated as part of the registered nursing curriculum while awaiting admission to the program.

Completion of the Registered Nursing Program at Los Medanos College qualifies students to take the State Board Examination (NCLEX-RN) for licensure as a Registered Nurse (RN).

### ADN Program Curriculum

REQUIRED COURSES: PREREQUISITES		UNITS
<b>ENGL-100</b>	College Composition	<b>3</b>
<b>MATH-029</b>	Accelerated Elementary & Intermediate Algebra	<b>7</b>
or		
<b>MATH-030</b>	Intermediate Algebra	<b>4</b>
or		
<b>MATH-110*, or higher</b>	Accelerated Elementary & Intermediate Algebra, Intermediate Algebra, Introduction to Statistics or higher	<b>7 or 4</b>
<b>BIOSC-040</b>	Human Anatomy**	<b>5</b>
<b>BIOSC-045</b>	Human Physiology**	<b>5</b>
<b>BIOSC-050</b>	Intro to Microbiology**#	<b>4</b>
<b>PSYCH 010 or 011</b>	Gen Psych. (Psych 11 preferred)	<b>3</b>
<b>TOTAL UNITS</b>		<b>23-27</b>

\*MATH-110 is recommended for transfer to a four-year university

\*\*BIOSC 40, 45 & 50 courses do not have recency requirements.

# BIOSC 50 (Microbiology) has a chemistry prerequisite.

For questions regarding prerequisite courses taken at another college, please meet with an academic counselor.

REQUIRED BY THE BOARD OF REGISTERED NURSING		UNITS
<b>SPCH-110</b>	Speech Communication	<b>3</b>
<b>TOTAL UNITS</b>		<b>27-30</b>

ADVISORY COURSES:		UNITS
<b>RNURS-001</b>	Nursing Career Seminar	<b>0.3</b>
<b>VONURS-020</b>	Drug Dose Calculations for Health Occupations	<b>2</b>

### Registered Nursing Curriculum

REQUIRED COURSES: FIRST SEMESTER		UNITS
<b>RNURS-022</b>	Fundamentals of Nursing Practice	<b>9.5</b>
<b>RNURS-023</b>	Nursing Skills Simulation I	<b>1</b>
<b>RNURS-024</b>	Pharmacology for RN Program I	<b>1</b>

REQUIRED COURSES: SECOND SEMESTER		UNITS
<b>RNURS-026</b>	Nursing in Health and Illness I	<b>9.5</b>
<b>RNURS-027</b>	Nursing Skills Simulation II	<b>1</b>
<b>RNURS-028</b>	Pharmacology for RN Program II	<b>1</b>

REQUIRED COURSES: THIRD SEMESTER		UNITS
<b>RNURS-031</b>	Nursing in Health & Illness II	<b>9.5</b>
<b>RNURS-033</b>	Nursing Skills Simulation III	<b>1</b>
<b>RNURS-034</b>	Pharmacology for RN Program III	<b>1</b>

REQUIRED COURSES: FOURTH SEMESTER		UNITS
<b>RNURS-030</b>	Leadership/Management/Professionalism	<b>1</b>
<b>RNURS-036</b>	Nursing in Health & Illness III	<b>9.5</b>
<b>RNURS-038</b>	Nursing Skills Simulation IV	<b>1</b>
<b>RNURS-039</b>	Pharmacology for RN Program IV	<b>1</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>47</b>

<b>TOTAL UNITS FOR THE DEGREE</b>	<b>77-80</b>
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### Program Student Learning Outcomes

1. Be academically and clinically prepared to obtain employment as a neophyte registered nurse.
2. Apply the nursing process to research, evaluate, analyze, and synthesize information.
3. Utilize appropriate written and verbal communication techniques to ensure optimal communication with patients, family members, and other members of the healthcare team.
4. Implement nursing interventions utilizing current technology based upon scientific rationales.
5. Demonstrate skills and knowledge necessary to take and pass the National Council's Licensure Examination (NCLEX-RN).



## LVN to RN Transition

The LVN to RN transition for California Licensed Vocational Nurses requires successful completion of all prerequisites, required GPA, the second-year RN curriculum, and General Education requirements.

Only those students formally admitted to the LVN to RN transition may enroll in the registered nursing courses. Students may, however, enroll in those non-nursing courses designated below as part of the registered nursing curriculum, while awaiting admission to the program. Please refer to the Nursing Application Handbook for current admission eligibility criteria and updates.

Completion of the LVN to RN Program at Los Medanos College qualifies students to take the State Board Examination (NCLEX-RN) for licensure as Registered Nurse.

### LVN to RN Program Curriculum

REQUIRED COURSES: PREREQUISITES		UNITS
<b>ENGL-100</b>	College Composition	<b>3</b>
<b>MATH-030</b>	Intermediate Algebra	<b>4 or 7</b>
<b>BIOSC-040</b>	Human Anatomy	<b>5</b>
<b>BIOSC-045</b>	Human Physiology	<b>5</b>
<b>BIOSC-050</b>	Intro to Microbiology	<b>4</b>
<b>PSYCH-010 or 11</b>	General Psychology	<b>3</b>
<b>TOTAL UNITS</b>		<b>24</b>
REQUIRED COURSES: GRADUATION REQUIREMENTS		UNITS
<b>General Education Courses (two)- see college counselor</b>		<b>6</b>
REQUIRED BY THE BOARD OF REGISTERED NURSING		UNITS
<b>SPCH-110</b>	Oral Communication	<b>3</b>

### Registered Nursing Curriculum

REQUIRED COURSES:		UNITS
<b>RNURS-020</b>	Transition to RN Program Third Semester	<b>.3</b>
<b>RNURS-031</b>	Nursing in Health & Illness II	<b>9.5</b>
<b>RNURS-033</b>	Nursing Skills Simulation III	<b>1</b>
<b>RNURS-034</b>	Pharmacology for RN Program III Fourth Semester	<b>1</b>
<b>RNURS-030</b>	Leadership/Management/Professionalism	<b>1</b>
<b>RNURS-036</b>	Nursing in Health & Illness III	<b>9.5</b>
<b>RNURS-038</b>	Nursing Skills Simulation IV	<b>1</b>
<b>RNURS-039</b>	Pharmacology for RN Program IV	<b>1</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>24.3</b>
<b>TOTAL UNITS FOR THE DEGREE</b>		<b>60</b>

## Vocational Nursing

The Vocational Nursing Program is three semesters in length. The Certificate of Achievement is awarded upon successful completion of the program. Completion of prerequisite courses and required GPA are required for admission eligibility to the program. Only those students formally admitted to the program may enroll in vocational nursing courses.

Completion of the vocational nursing program qualifies students to take the State Board Examination (NCLEX-PN) for licensure as a vocational nurse (LVN).

### CERTIFICATE OF ACHIEVEMENT VOCATIONAL NURSING

RECOMMENDED COURSES		UNITS
<b>RNURS-001</b>	Nursing Careers Seminar	<b>0.3</b>
REQUIRED COURSES: PREREQUISITES		UNITS
<b>VONUR-020</b>	Drug Dose Calculations for Health Occupations	<b>2</b>
<b>BIOSC-030</b>	Introduction to Anatomy and Physiology	<b>4</b>
or		
<b>BIOSC-040</b>	Human Anatomy	<b>5</b>
and		
<b>BIOSC-045</b>	Human Physiology	<b>5</b>
<b>MATH-029, 030 or higher*</b>		
	Elementary Algebra	<b>7 or 4</b>
<b>ENGL-095</b>	Reading, Writing, & Critical Thinking	<b>5</b>
or		
<b>ENGL-100</b>	College Composition	<b>3</b>
<b>NUTRI-055</b>	Introduction to Nutrition	<b>3</b>
<b>VONUR-008</b>	Medical Terminology for Healthcare Occupations	<b>1</b>
or		
<b>EMS-013</b>	Medical Terminology for Healthcare Professionals	<b>3</b>
<b>TOTAL UNITS REQUIRED FOR PREREQUISITE COURSES</b>		<b>17 or 30</b>

\*If you plan to receive an Associate Degree or to eventually qualify to apply for the Associate Degree Registered Nursing Program, it will be necessary for you to satisfactorily complete Math 30 or higher, or pass a proficiency exam.

REQUIRED COURSES: FIRST SEMESTER		UNITS
<b>VONUR-004</b>	Introduction to Clinical Pharmacology	<b>1</b>
<b>VONUR-005</b>	Fundamentals of Vocational Nursing	<b>6</b>
<b>VONUR-006</b>	Fundamentals of Vocational Nursing Practice	<b>6</b>
<b>VONUR-007</b>	Vocational Nursing Role Relationships	<b>1</b>
REQUIRED COURSES: SECOND SEMESTER		UNITS
<b>VONUR-010</b>	Intermediate Core Concepts in Clinical Pharmacology	<b>1</b>
<b>VONUR-011</b>	Medical Surgical Nursing	<b>5</b>
<b>VONUR-012</b>	Medical Surgical Nursing Practice	<b>6</b>

REQUIRED COURSES: THIRD SEMESTER		UNITS
VONUR-015	Advanced Core Concepts in Clinical Pharmacology	1
VONUR-016	Family Centered Nursing	5
VONUR-017	Family Centered Nursing Practice	6
VONUR-018	Professional Issues in Vocational Nursing	1
TOTAL UNITS REQUIRED FOR THIS CERTIFICATE		39

**Program Student Learning Outcomes**

1. Be academically prepared to take and pass the NCLEX-PN examination for licensure as a licensed vocational nurse (LVN).
2. Demonstrate theoretical knowledge and application of technical skills to obtain an entry-level position as licensed vocational nurse (LVN).
3. Apply critical thinking skills in the care of clients in various clinical settings.
4. Utilize therapeutic communication skills (oral and written) in a clinical setting that assist the client/family to cope with and resolve problems.
5. Determine the effects of nursing interventions on clients.

# Nursing - Registered

## COURSE DESCRIPTIONS

### RNURS-001 Nursing Career Seminar

6 total hours lecture  
.3 Unit

This seminar introduces students to the nursing profession and discusses current trends related to the profession. Emphasis is placed on introducing the student to the professional standards of practice of the registered nurse and the licensed vocational nurse. The student is provided with an overview of the course requirements needed to qualify for the Los Medanos nursing programs. May not be repeated. P/NP

LMC: NDA

### RNURS-020 Transition to the RN Program

6 total hours lecture  
.3 Unit

**PREREQUISITE:** *Accepted to the Registered Nursing Transition Program*

This RN transition course is required of nursing students who meet the admission criteria to be accepted into the third semester of the Registered Nursing program as Licensed Vocational Nurses (LVN) or as transfer students. Emphasis is on Nursing Process, the RN scope of practice, the Registered Nursing program curriculum plan and expectations, competency in drug dosage calculations, and use of campus resources. May not be repeated. P/NP

LMC: DA

TRANSFER: CSU

### RNURS-022 Fundamentals of Nursing Practice

72 total hours lecture, 297 total hours lab  
9.5 Units

**PREREQUISITE:** *Must be admitted to the Registered Nursing Program*

**CO-REQUISITE:** Concurrent enrollment in RNURS-023 and 024

Concepts that provide the foundation upon which homeostasis is maintained in adults and/or children are covered. Common threads integrated throughout the program are nursing process, nutrition, developmental levels, cultural diversity, therapeutic communication, and the professional role of the registered nurse. Concurrent practice in the nursing laboratory and in clinical facilities in the community is included. Mandatory fees associated with this course may include: \$90-\$150 for background check and drug screening; \$20-\$25 for Health Stream Orientation; \$20-\$45 for mask fit testing; \$150-\$250 for uniform/shoes/lab coat; \$15-\$150 for stethoscope and a watch with a second hand; \$40-\$60 for parking at clinical sites; \$55-\$75 for CPR Certification; \$250 for physical exam, lab fees, and immunizations. Fees are subject to changed. May not be repeated. LR

LMC: DA

TRANSFER: CSU

**RNURS-023     Nursing Skills Simulation I**

54 total hours lab  
1 Unit

**PREREQUISITE:** *Must be admitted to the Registered Nursing Program*

**CO-REQUISITE:** RNURS-022 and 024

This course includes instructor demonstration and student return demonstration of nursing skills related to Foundations of Nursing Practice. The simulation of patient care situations provide for development of proficiency in preparation for actual patient care in the clinical setting. Basic calculation of drug dosages is also initiated. Mandatory fees for the course include: \$60-\$150 for Lab Kit. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RNURS-024     Pharmacology for the RN Program I**

18 total hours lecture  
1 Unit

**PREREQUISITE:** *Must be admitted to the Registered Nursing Program*

**CO-REQUISITE:** Concurrent enrollment in RNURS-022 and 023

This course is designed to introduce beginning nursing students to their role and responsibilities in the safe administration of medications in the clinical setting. Basic principles of medication administration such as the Six Rights (right patient, right drug, right dose, right time, right route, right documentation). Pharmacodynamics of drug absorption, metabolism and distribution through various routes along with other basic principles of pharmacology are introduced. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RNURS-026     Nursing in Health and Illness I**

72 total hours lecture, 297 total hours lab  
9.5 Units

**PREREQUISITE:** *Must have been admitted to the Registered Nursing Program; RNURS-022, 023 and 024 or equivalent*

**CO-REQUISITE:** Concurrent enrollment in RNURS-027 and 028

This course expands upon the concepts presented in RNURS-022 Fundamentals of Nursing Practice. This semester includes medical-surgical, peri-operative, maternity and Newborn nursing care. Concepts include principles of care to maintain and restore homeostatic mechanisms in clients of all ages with an emphasis on client and family education, disease prevention and health promotion. Concurrent practice in the nursing skills laboratory and clinical facilities in the community is included. Mandatory fees associated with this course include: \$90-\$150 for background check and drug screening; For Advanced Placement/Transfer Students ONLY: \$20-\$25 for Health Stream Orientation; \$20-\$45 for mask fit testing; \$150-\$250 for uniform/shoes/lab coat; \$15-\$150 for stethoscope and a watch with a second hand; \$55-\$75 for CPR Certification; \$250 for physical exam, lab fees, and immunizations. Fees are subject to changed. May not be repeated. (2/21 Full) LR

**LMC:** DA

**TRANSFER:** CSU

**RNURS-027     Nursing Skills Simulation II**

54 total hours lab  
1 Unit

**PREREQUISITE:** *Admission to the Registered Nursing program and RNURS-022, 023, & 024 or equivalent*

**CO-REQUISITE:** RNURS-026 and RNURS-028

This course includes professor demonstration and student return demonstration of higher level nursing concepts related to diabetic medical-surgical nursing care, parenteral medication administration, nasogastric tube placement and care, ostomy care, maternity, and newborn nursing care. Simulation of patient care situations provide for development of proficiency in preparation for actual patient care in the clinical setting. Drug dosage calculation practice is continued. Mandatory fees associated with this course include: For Advanced Placement/Transfer Students ONLY:\$60-\$150 for lab kits each year. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RNURS-028 Pharmacology for RN Program II**

18 total hours lecture

1 Unit

**PREREQUISITE:** *Admitted to the Registered Nursing program; RNURS-022, 023 and 024 or equivalent***CO-REQUISITE:** Concurrently enrolled in RNURS-026 and 027

This second semester of pharmacology expands upon the principles and drug administration techniques introduced in the first semester. Specific drug classifications covered include oral contraceptives, tocolytics, uterine stimulants, newborn medications, anesthetics, antibiotics, diuretics, Insulin, oral hypoglycemics, anti-anginals, antihypertensives, prescriptives for the gastro-intestinal system and prescriptive used to improve respiratory function. May not be repeated. LR

**LMC:** DA**TRANSFER:** CSU**RNURS-030 Leadership/Management and Professionalism in Nursing**

18 total hours lecture

1 Unit

**PREREQUISITE:** *Must have been admitted to the Registered Nursing Program***CO-REQUISITE:** Concurrent enrollment in RNURS-036, 038 and 039

This course introduces the students to the professional role of the registered nurse in the healthcare setting. Topics covered include, but are not limited to, nursing practice and the law; ethics and ethical principles; dealing with problems and conflicts; organizational structures in healthcare; delegation of client care; scope of practice and management of client care. Leadership and management principles are applied to the health care field. May not be repeated. LR

**LMC:** DA**TRANSFER:** CSU**RNURS-031 Nursing in Health and Illness II**

72 total hours lecture, 297 total hours lab

9.5 Units

**PREREQUISITE:** *Must have been admitted to the Registered Nursing Program; RNURS-026, 027, and 028 or equivalent***CO-REQUISITE:** Concurrent enrollment in RNURS-033 and 034

Expands upon concepts presented in RNURS-022 and 026 by introducing principles of care to maintain and/or restore homeostatic mechanisms in acute health problems. Prototype disease processes associated with each concept are studied in relation to preventive and restorative nursing care. Concurrent practice in the college laboratory and clinical experience in community facilities. Mandatory fees associated with this course may include: \$90-\$150 for background check and drug screening (for advance placement students only); \$20-\$25 for HealthStream Orientation; \$20-\$45 for mask fit testing; \$150-\$250 for uniform/shoes/lab coat; \$15-\$150 for stethoscope; \$40-\$60 for parking at clinical sites; \$55-\$75 for CPR Certification; \$250 for physical exam,

lab fees, and immunizations. Fees are subject to change. May not be repeated. LR

**LMC:** DA**TRANSFER:** CSU**RNURS-033 Nursing Skills Simulation III**

54 total hours lab

1 Unit

**PREREQUISITE:** *Admission to the Registered Nursing program and RNURS-026, 027, & 028 or equivalent***CO-REQUISITE:** RNURS-031 and RNURS-034

This course includes professor demonstration and student return demonstration of higher level nursing concepts related to suctioning and tracheostomy care, chest tube management, IV management, epidural and patient controlled analgesia, and laboratory values. The simulation of client care situations provide for development of proficiency in preparation for actual client care in the clinical setting. Drug dosage calculations are continued with introduction of IV calculations. Mandatory fees associated with this course include: \$60-\$150 for Skills Lab Kit per year. May not be repeated. LR

**LMC:** DA**TRANSFER:** CSU**RNURS-034 Pharmacology for RN Program III**

18 total hours lecture

1 Unit

**PREREQUISITE:** *Must have been admitted to the Registered Nursing Program; RNURS-026, 027, and 028 or equivalent***CO-REQUISITE:** Concurrent enrollment in RNURS-031 and 033

Third semester of pharmacology principles expands upon the principles and drug administration techniques introduced in the previous two semesters. Specific drug classifications covered include but are not limited to anticoagulants, antifungals, antivirals, antidiabetic medications. May not be repeated. LR

**LMC:** DA**TRANSFER:** CSU

**RNURS-036 Nursing in Health and Illness III**

72 total hours lecture, 315 total hours lab  
9.5 Units

**PREREQUISITE:** *Must have been admitted to the Registered Nursing program; RNURS-031, 033, and 034 or equivalent*

**CO-REQUISITE:** RNURS-030, 038 and 039

Presents advanced concepts and skills in caring for the client with critical or multiple health problems. Emphasizes rehabilitation and adaptation to a compromised and/or declining health status. Concurrent practice in the college laboratory and clinical experience in community facilities. Mandatory fees associated with this course may include: For Advanced Placement/Transfer Students ONLY: \$20-\$25 for Health-Stream Orientation; \$20-\$45 for mask fit testing; \$250 for uniform/shoes/lab coat; \$15-\$150 for stethoscope and a watch with a second hand; \$40-\$60 for parking at clinical sites; \$55-\$75 for CPR Certification; \$250 for physical exam, lab fees, and immunizations; \$90-\$150 for background check and drug screening; \$40-\$65 for mandatory standardize testing. Fees are subject to changed. May not be repeated. LR  
**LMC:** ADR: *Natural Sciences; DA*

**TRANSFER:** CSU

**RNURS-038 Nursing Skills Simulation IV**

54 total hours lab  
1 Unit

**PREREQUISITE:** *Must have been admitted to the Registered Nursing program and have completed RNURS-031, 033, & 034 or equivalent*

**CO-REQUISITE:** RNURS-036 and 039

Instructor demonstration and student return demonstration of higher level nursing concepts including but not limited to organ donation, blood transfusions, blood draws, central lines, cardiac arrest and rhythm strip interpretation. Simulation of patient care situations with traditional manikins as well as hi-fidelity manikins provide for development of proficiency in preparation for actual patient care in the clinical setting. Drug dosage calculations are continued to maintain proficiency. Mandatory fees associated with this course include: For Advanced Placement/Transfer Students ONLY: \$60-\$150 for skills lab kit per year. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RNURS-039 Pharmacology for RN Program IV**

18 total hours lecture  
1 Unit

**PREREQUISITE:** *Must have been admitted to the Registered Nursing program; RNURS-031, 033 and 034 or equivalent*

**CO-REQUISITE:** Concurrent enrollment in RNURS-030, 036 and 038

This fourth semester of pharmacology expands upon the principles and drug administration introduced in the previous three semesters. Specific drug classifications covered include, but are not limited to anti-anxiety agents, anti-depressive agents, anti-psychotics, sedative-hypnotics, and drugs to control cardiac dysrhythmia and seizures. Drug dosage calculations continue to be a focus of this course. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RNURS-098 Independent Study in Registered Nursing**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**RNURS-900s Selected Topics in Registered Nursing**

DA varies with course content.

# Nursing - Vocational

## COURSE DESCRIPTIONS

### VONUR-004 Introductory Concepts to Clinical Pharmacology

21 total hours lecture

1 Unit

**PREREQUISITE:** Admission to the Vocational Nursing Program

**CO-REQUISITE:** Concurrent enrollment in VONUR-005, 006, and 007

This course will present introductory core concepts of pharmacology including drug regulations, pharmacokinetic actions of drugs, effects of medications on older adults and drug dosage calculations. May not be repeated. LR

**LMC:** DA

### VONUR-005 Fundamentals of Vocational Nursing

108 total hours lecture

6 Units

**PREREQUISITE:** Admission to the Vocational Nursing Program

**CO-REQUISITE:** Concurrent enrollment in VONUR-004, 006, and 007

This course provides fundamental instruction on the basic nursing skills that are necessary to create and maintain a hygienic, comfortable and safe patient environment. This course incorporates the concepts of homeostasis, the nursing process, maintaining an optimum level of wellness and care mapping as the foundations for providing safe and comprehensive nursing care. May not be repeated. LR

**LMC:** DA

### VONUR-006 Fundamentals of Vocational Nursing Practice

342 total hours lab

6 Units

**PREREQUISITE:** Admission to the Vocational Nursing Program

**CO-REQUISITE:** Concurrent enrollment in VONUR-004, 005, and 007

Supervised clinical instruction in the implementation of basic fundamental nursing skills introduced in VONUR 005. Concurrent supervised practice in college lab with collaborative peer study groups and instructor. Mandatory fees associated with the course include: \$90-\$150 for background check and drug screening; \$20-\$25 for Health Stream Orientation; \$20-\$45 for mask fit testing; \$60-\$150 for skills lab kit; \$250 for uniform/shoes/lab coat; \$15-\$150 for stethoscope; \$40-\$60 for parking at clinical sites; \$55-\$75 for CPR Certification; \$250 for physical exam, lab fees, and immunizations; \$150-\$200 standardized testing; \$20 bandage scissors and pen light. Fees are subject to changed. May not be repeated. LR

**LMC:** DA

### VONUR-007 Vocational Nursing Role Relationships

18 total hours lecture

1 Unit

**PREREQUISITE:** Admission to the Vocational Nursing Program

**CO-REQUISITE:** Concurrent enrollment in VONUR-004, 005, and 006

This course introduces the student to the role relationships, and the ethical and legal responsibilities of the student nurse. Students will also explore the evolution of the Vocational Nursing practice and roles. May not be repeated. LR

**LMC:** DA

### VONUR-008 Medical Terminology for Healthcare Occupations

18 total hours lecture

1 Unit

**ADVISORY:** ENGL-100

This course provides an integrated approach to learning and using medical terminology for the person interested in becoming a health-care professional or one who works in a healthcare occupation. May not be repeated. LR

**LMC:** DA

### VONUR-010 Intermediate Concepts to Clinical Pharmacology

21 total hours lecture

1 Unit

**PREREQUISITE:** Admission to the Vocational Nursing Program.

**CO-REQUISITE:** Concurrent enrollment in VONUR-011 and 012

This intermediate course presents concepts of clinical pharmacology and drug therapy used in the management of major diseases and disorders affecting the neurological, muscular, respiratory, cardiovascular, gastrointestinal, and endocrine in the adult client. The pharmacology content also includes nursing care of clients, prescribed antibiotics, anti-infectives, and pre and post-operative drug therapy of the surgical adult client. May not be repeated. LR

**LMC:** DA



**VONUR-011 Medical Surgical Nursing**

90 total hours lecture  
5 Units

**PREREQUISITE:** VONUR-005; Admission to the Vocational Nursing Program

**CO-REQUISITE:** Concurrent enrollment in VONUR-010, 012

This course presents the basic causes and symptoms of disease and/or health problems of adults. Introduces nursing principals to maintain and/or restore homeostasis and provide physiological and emotional comfort and safety. Builds on the nursing process as a systematic approach to providing preventive and restorative nursing care. May not be repeated. LR

**LMC:** DA

**VONUR-012 Medical-Surgical Nursing Practice**

342 total hours lab  
6 Units

**PREREQUISITE:** VONUR-006; Admission to the Vocational Nursing Program

**CO-REQUISITE:** Concurrent enrollment in VONUR-010 and 011

This is the second semester clinical course in the three-semester program geared towards completion and certification for the Vocational Nursing program. Completion of the program prepares students to take the licensure examination. In this course, under instructor supervision, students demonstrate in a clinical environment, nursing skills necessary to care for a variety of patients with various medical surgical diseases, create and maintain a hygienic, comfortable and safe patient environment, provide treatments and administer medications. In addition, students are provided the opportunity to practice their skills in the Nursing Skill Lab and various skills are tested for proficiency prior to being used in the clinical environment. The students' clinical experience utilizes the concepts of homeostasis, the nursing process, care mapping and maintaining an optimum level of wellness as the foundation for providing safe and comprehensive nursing care to the medical surgical patient. Mandatory fees associated with the course include: \$40-\$60 for Parking at Clinical Sites. May not be repeated. LR

**LMC:** DA

**VONUR-015 Advanced Concepts to Clinical Pharmacology**

21 total hours lecture  
1 Unit

**PREREQUISITE:** VONUR-010; Admission to the Vocational Nursing Program

**CO-REQUISITE:** Concurrent enrollment in VONUR-016, 017, and 018

This advanced course presents concepts of clinical pharmacology and drug therapy used in the management of major diseases and disorders affecting clients with psychiatric disorders as well as drug therapy used in the management of normal and abnormal conditions related to the expectant mother and the pediatric client. May not be repeated. LR

**LMC:** DA

**VONUR-016 Family Centered Nursing**

90 total hours lecture  
5 Units

**PREREQUISITE:** VONUR- 011; Admission to the Vocational Nursing Program

**CO-REQUISITE:** Concurrent enrollment in VONUR-015, 017, and 018.

Introduces the concept of family centered nursing practice. Instruction includes principles of nursing to maintain and/or restore homeostasis in clients with common disease conditions and health needs seen in pregnancy, infancy, childhood, and the adult client with psychiatric disorders. May not be repeated. LR

**LMC:** DA

**VONUR-017 Family Centered Nursing Practice**

342 total hours lab  
6 Units

**PREREQUISITE:** Admission to the Vocational Nursing Program

**CO-REQUISITE:** Concurrent enrollment in VONUR-015, 016, and 018.

This is the third semester clinical course in the three semester Vocational Nursing program. Completion of the program allows students to take the licensure examination. In the course students demonstrate in a clinical environment the nursing skills necessary to provide nursing care to pediatric, maternity, older adults and psychiatric patients under instructor supervision. In addition, students are provided the opportunity to practice their skills in the Nursing Skill Lab and various skills are tested for proficiency prior to being used in the clinical environment. The students' clinical experience utilizes the concepts of homeostasis, the nursing process, care mapping and maintaining an optimum level of wellness as the foundation for providing safe and comprehensive nursing care to patients. Mandatory fees associated with the course include: \$40-\$60 for parking at clinical sites; \$250 for licensure; \$20-\$25 for Health Stream Orientation. Fees are subject to change. May not be repeated. LR

**LMC:** DA

**VONUR-018 Professional Issues in Vocational Nursing**

18 total hours lecture  
1 Unit

**PREREQUISITE:** Admission to the Vocational Nursing Program

**CO-REQUISITE:** Concurrent enrollment in VONUR-015, 016, and 017.

Introduces the student to the roles, responsibilities, legal and ethical changes in society affecting nursing practice and nursing employment. May not be repeated. LR

**LMC:** DA

**VONUR-020 Drug Dosage Calculations for Health Occupations**

36 total hours lecture  
2 Units

This course will present mathematical skills and concepts needed by the healthcare worker to safely practice in the clinical setting. Content includes converting units of measure, interpreting medication orders, interpreting medication labels, calculating drug doses, intravenous flow rates, direct IV medications, reconstituting medications, enteral feeding and soak solutions, weight based calculations and critical care calculations. This class is designed for pre RN or LVN students as well as anyone else who is presently in or interested in the Allied Health field. May not be repeated. LR

**LMC:** DA

**VONUR-030 IV Therapy/Blood Withdrawal**

27 total hours lecture, 9 total hours lab  
1.5 Units

**PREREQUISITE:** RN, LVN, Graduate RN/ VN Program, Senior (final semester) in VN/RN program

This course is designed for nurses who need IV certification for the California State Board of Vocational Nursing Course. Content covers: the purpose of IV and blood withdrawal therapy, legal considerations and implications, management of IV's, indications for and possible complications of venipuncture, and how to perform the procedures safely and successfully. BVNPT Certificates of Completion will be provided to LVN and RN participants. A mandatory lab fee is required. May not be repeated. P/NP

**LMC:** NDA

**VONUR-098 Independent Study in Vocational Nursing**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**VONUR-900s Selected Topics in Vocational Nursing**

DA varies with course content.

# Nutrition

**COURSE DESCRIPTIONS****NUTRI-055 Introduction to Nutrition**

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

A study of the basic principles to be utilized for personal and family needs. Topics covered include the significance of food in human life; the various nutrients and energy; nutrition throughout the life cycle; selection of an adequate diet for health and disease prevention; the problems of over-nutrition and under-nutrition; and sources of valid nutrition information. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**NUTRI-098 Independent Study in Nutrition**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**NUTRI-900s Selected Topics in Nutrition**

DA varies with course content.

# Philosophy

**DEGREE**–Associate in Arts for Transfer  
Philosophy



## ASSOCIATE IN ARTS

### PHILOSOPHY FOR TRANSFER DEGREE

Philosophy concerns the study of fundamental questions that arise in different areas of human experience, thought, or practice. These include but are not limited to, questions such as: What is reality? Does God exist? What is good and just? What ought I to do? What is the nature of the self? Does human existence have meaning? Students who engage with these questions and are able to think and articulate viewpoints clearly and in an informed fashion not only enhance their own lives, but contribute significantly to improving their interpersonal relationships, community and society; laying the foundations for a critical and meaningful discussion about social issues, justice, politics and economics.

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Students who complete this program will have knowledge of philosophical methodologies and core philosophy theories, while learning critical thinking skills. The Associates in Arts in Philosophy for Transfer Degree is intended for students who plan to receive a Bachelor's degree in philosophy, a foundation in philosophy to supplement graduate studies or students seeking to transfer to and complete a bachelor's degree in a similar major. The AA-T in philosophy can be a strong supplement to an education in law, medicine, public policy, or any field in which, critical thinking, ethics or creative problem solving is valued.

To earn the Associate in Arts in Philosophy for Transfer degree, a student must complete 60 transferable semester units that include:

1. Complete CSU General Education- Breadth (CSU GE Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) requirements.
2. Complete the required major requirements listed below.
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.
4. Minimum GPA of 2.0.

#### REQUIRED CORE COURSES

<b>PHIL-210</b>	Symbolic Logic	<b>3</b>
<b>PHIL-100</b> or <b>PHIL-120</b>	Introduction to Philosophy Introductions to Ethics	<b>3</b> <b>3</b>
<b>TOTAL UNITS FOR REQUIRED CORE</b>		<b>6</b>

#### LIST A: SELECT ONE OR ANY REQUIRED CORE NOT ALREADY USED

<b>PHIL-130</b>	History of Ancient Philosophy	<b>3</b>
<b>PHIL-132</b>	History of Modern Philosophy	<b>3</b>
<b>TOTAL UNITS FOR LIST A</b>		<b>3</b>

#### LIST B: SELECT TWO OR ANY LIST A COURSE NOT ALREADY USED

<b>PHIL-122</b>	Contemporary Moral Issues	<b>3</b>
<b>PHIL-133</b>	A History of Political Thought: The Problem of Democracy	<b>3</b>
<b>PHIL-140</b>	Philosophy of Religion	<b>3</b>
<b>TOTAL UNITS FOR LIST B</b>		<b>6</b>

#### LIST C: SELECT ONE OR ANY LIST A OR B COURSE NOT ALREADY USED

<b>PHIL-150</b>	Philosophy through Film and Literature	<b>3</b>
<b>PHIL-151</b>	Philosophy of the Arts	<b>3</b>
<b>TOTAL UNITS FOR LIST C</b>		<b>3</b>

**TOTAL UNITS FOR THE MAJOR 18**

**TOTAL UNITS FOR THE DEGREE 60**

#### Program Student Learning Outcomes :

1. Citizenship – Develop and apply ethical responsibility and care in academics, the workplace, and global and local communities, while respecting and engaging with a diversity of beliefs, cultures, values, abilities, genders, races, ages, and sexual orientations.
2. Critical Engagement – Become a critical co-investigators of a pluralistic world towards the agency to apply critical thinking to themselves, their communities and their societies, imparting an ethical imperative.
3. Philosophical Enquiry – Apply the methodologies of philosophy and critical thinking to describe and analyze philosophical and interdisciplinary problems and issues, including in historical context.
4. Philosophical Expression – Express complex philosophical ideas and arguments in clear, coherent and cogent written and oral communication.

**COURSE DESCRIPTIONS****PHIL-098 Independent Study in Philosophy**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**PHIL-100 Introduction to Philosophy**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Students will critically engage with core philosophical issues and questions, found in primary texts, regarding the topics of metaphysics, epistemology and possible other topics such as ethics, political philosophy, philosophy of religion, history of philosophy, philosophy of self and a life well lived. This course provides a survey of the discipline in its methodology and subject matter, allowing students the opportunity to understand themselves, their community and the pluralistic world around them, introducing students to evaluating philosophical arguments, methods, assumptions, and principles for consistency, relevance, and truth. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B; C-ID PHIL 100*

**PHIL-110 Critical Thinking and Composition**

54 total hours lecture  
3 Units

**PREREQUISITE:** *ENGL-100*

This course provides instruction in critical thinking, including traditional logic and argumentative composition. A series of substantial writing assignments (a minimum of 6,000 words total) focus on increasing the sophistication of students' argumentative writing skills. Theoretical models of critical thinking and composition will be applied to academic fields and textbooks, electronic and print media, advertisements, ethics, politics, and multi-cultural issues. Writing assignments will be evaluated for their quality in both critical thinking and composition. May not be repeated. SC

**LMC:** *DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area A3; IGETC Area 1B*

**PHIL-120 Introduction to Ethics**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course introduces students to the core philosophical ethical theories and their application to contemporary moral issues. These theories include but are not limited to Utilitarianism, Kantian Deontology and Virtue ethics, which may be applied to such issues as abortion, euthanasia, genetic engineering, terrorism. Students will be introduced to employing critical thinking and logic to analyze these theories and issues, making ethical evaluations and finding their own ethical imperative. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B; C-ID PHIL 120*

**PHIL-122 Contemporary Moral Issues**

54 total hours lecture  
3 Units

**ADVISORY:** *ENGL-100*

This course is an introduction to morality and its application to contemporary moral issues that our society presently faces such as environmental protection, reproductive rights, consumer rights, and privacy. Students will learn how thinking critically and engaging in a productive dialogue about these challenging issues. May not be repeated. LR

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B*

**PHIL-130 History of Ancient Philosophy**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course is a study of the rise of philosophy in the ancient world, from the beginning of civilization through the classical period, through primary texts. The roots of western philosophy, will be covered with The Pre-socratics, Socrates, Plato and Aristotle; and the roots of other philosophical traditions will be covered through their respective primary texts. The course will emphasize how the development of Ancient philosophy influenced and shaped contemporary culture and beliefs, introducing students to the foundations of contemporary philosophy, ideas and questions. May not be repeated. SC

**LMC:** *ADR: Arts and Humanities; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2; IGETC Area 3B; C-ID PHIL 130*

**PHIL-132 History of Modern Philosophy**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course studies the philosophical discourse of the western enlightenment period, from the 16th through the 18th century, with an emphasis on broad epistemological and metaphysical developments of empiricism and rationalism in philosophical thought from Descartes to Kant. The course will emphasize how the development of enlightenment philosophy influenced and shaped contemporary culture and beliefs, introducing students to the foundations of contemporary western philosophy, ideas and questions.

May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B; C-ID PHIL 140

**PHIL-133 Philosophy of Political Theory and Thought**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Same as POLSC-033 An introduction to the history and development of political theory and thought. The primary goal of this course is to examine various theoretical approaches to politics, basic political problems and proposed solutions, while analyzing historical theories in order to address contemporary problems. The course will proceed with an interdisciplinary and comparative approach to the study of primary texts and their authors in historical context. POLSC-033 meets the Social and Behavioral Sciences requirement. PHIL-133 meets the Art and Humanities requirement. May not be repeated.

May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2, D; IGETC Area 3B, 4H

**PHIL-140 Philosophy of Religion**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course will cover both historical and contemporary issues and questions regarding the philosophy of religion. This course seeks to explore philosophical questions within a multicultural religious context, to critically engage with religion to help answer philosophical issues, questions and topics surrounding religion. This typically includes the existence of god, attributes of god, the problem of evil, faith and reason or ethics in religion. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B

**PHIL-150 Philosophy through Film and Literature**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course offers students the opportunity to examine film and literature through a critical philosophical lens and explore philosophical ideas which can be found in many of the films we watch and books we read. This course will discuss themes core to an introduction to philosophy course with an ethical scope such as knowledge, reality, freewill, ethics, political philosophy, philosophy of religion, philosophy of self and a life well lived. Student will be introduced to the core topics and methodologies of critical thinking and philosophy, using film and literature to help students better understand themselves, their community and the world around them. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B

**PHIL-151 Philosophy of the Arts**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course surveys the philosophical discussion about art and the philosophical statements found in art. It will seek to critically engage with core philosophical issues and questions regarding art, such as: What if anything guides the artist? Does art conceal truth? How do we understand beauty? Can art create social change? Do we have a moral obligation to protect art? These questions will be addressed with respect to a variety of artist styles and backgrounds, including anything from "classical" music to contemporary conceptual art, while surveying a culturally diverse body of works and ideas. Student will be introduced to the core themes and methodologies of critical thinking, philosophy and the ethical imperatives found there in, gaining a better understanding and appreciation of art and philosophy. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B

**PHIL-210 Symbolic Logic**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for MATH-110 or completion of PHIL-110*

This course introduces students to symbolic logic, through the study of propositional logic (the logic of sentences) and predicate logic (the logic of classes and relations). This will include, symbolizing sentences, semantic methods such as truth tables, syntactic methods such as proofs and an introduction of metalogic. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area A3; C-ID PHIL 210

**PHIL-900s Selected Topics in Philosophy**

DA varies with course content.

# Physical Education

## COURSE DESCRIPTIONS

See Kinesiology, page 195.

# Physical Science

## COURSE DESCRIPTIONS

### PHYS-005 General Physical Science

54 total hours lecture, 18 total hours lab  
3 Units

**ADVISORY:** Eligibility for ENGL-100

This is an introduction to the major disciplines of physical science; physics, chemistry, earth science, and astronomy. Overarching ideas of disciplines will be emphasized, including energy and its transformations, the periodic table, plate tectonics, and the life cycles of stars. Critical thinking, relationships between the disciplines, and applications to everyday life are also emphasized. May not be repeated. LR

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B1; IGETC Area 5A

### PHYS-098 Independent Study in Physical Science

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

### PHYS-900s Selected Topics in Physical Science

DA varies with course content.

# Physics

**DEGREE**—Associate in Science for Transfer

Physics



## ASSOCIATE IN SCIENCE

### PHYSICS FOR TRANSFER DEGREE

The Associate in Science in Physics for Transfer Degree at Los Medanos College prepares students to transfer into a curriculum at a four-year institution to pursue a baccalaureate degree in physics. This major will introduce students to many areas of study including engineering, physics, chemistry, astronomy, geology, and certain specialized majors such as architecture.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

REQUIRED COURSES:		UNITS
<b>PHYS-040</b>	Physics for Scientists and Engineers I	<b>4</b>
<b>PHYS-041</b>	Physics for Scientists and Engineers II	<b>4</b>
<b>PHYS-042</b>	Physics for Scientists and Engineers III	<b>4</b>
<b>MATH-210</b>	Calculus and Analytic Geometry I	<b>4</b>
<b>MATH-220</b>	Calculus and Analytic Geometry II	<b>4</b>
<b>MATH-230</b>	Calculus and Analytic Geometry III	<b>4</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>24</b>
<b>TOTAL UNITS FOR THE DEGREE</b>		<b>60</b>

8 units may double count toward the 24-unit major preparation and the CSU GE pattern. The major requires 60 total units; double counting units does not lower the required unit count for the degree. The balance of double counted units would be made up with CSU or IGETC transferable elective classes. If you are double counting units between the major and the CSU GE or IGETC pattern, you must take an additional 8 elective units to reach the 60-unit requirement for the Associate in Science in Physics for Transfer. See a counselor or department faculty for more information on suggested electives.



**Program Student Learning Outcomes**

1. Explain both the concerns and the main ideas of the major subfields of physics (including Mechanics, Waves and Optics, Electromagnetism, Thermodynamics and Statistical Physics, Quantum Mechanics, and other topics of Modern Physics).
2. Apply critical thinking skills to solve physics problems using theoretical, experimental, and computational techniques.
3. Explain how the ideas of physics apply to everyday situations encountered by individuals (e.g. How a heat engine works.) as well as issues facing society (e.g. How does global warming occur?).
4. Show how important physics ideas are represented, derived, and connected to each other through the language of mathematics.
5. Perform both qualitative and quantitative reasoning, along with knowledge of the relative magnitudes of physical quantities, to estimate the magnitude of certain effects upon the situation under study.
6. Design and perform simple experiments, interpret the results, and give estimates of uncertainties.
7. Synthesize multiple ideas of physics to solve problems.
8. Apply the ideas of physics to astronomy, chemistry, medicine, engineering and/or other disciplines.

**COURSE DESCRIPTIONS****PHYS-015 Introduction to Physics**

54 total hours lecture, 54 total hours lab  
4 Units

**PREREQUISITE:** MATH-029 or MATH-025 or equivalent; or one year high school algebra

**ADVISORY:** Eligibility for ENGL-100

An integrated study of physical concepts and principles with laboratory methods and techniques. An interdisciplinary approach will be used to develop an understanding of the nature of energy and matter interactions through a study of such topics as motion, thermal physics, electromagnetism, wave phenomena, and modern physics. Emphasis is placed on the creative process of scientific inquiry, on the aesthetics of science, and on the limitations and implications of scientific knowledge. Skills in critical thinking, problem-solving, and effective learning will be developed through the course. May not be repeated. SC

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C

**PHYS-035 College Physics I**

54 total hours lecture, 72 total hours lab  
4 Units

**PREREQUISITE:** MATH-155 or equivalent

**ADVISORY:** PHYS-015

This course is an integrated study of the basic concepts, principles, and laws underlying physical phenomena and processes. Energy will be the unifying theme in treating mechanics, thermodynamics, and oscillations. This is the first semester of a year long course in general college physics. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C; C-ID PHYS 105

**PHYS-036 College Physics II**

54 total hours lecture, 72 total hours lab  
4 Units

**PREREQUISITE:** PHYS-035 or equivalent

This course is a continuation of PHYS-035, covering the areas of electricity and magnetism, geometrical and physical optics, fluids, sound, quantum physics, relativity, and nuclear physics. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C; C-ID PHYS 110

**PHYS-037 General College Physics Calculus Supplement I**

9 total hours lecture  
.5 Unit

**CO-REQUISITE:** PHYS-035; MATH-140 or MATH-210

This course, taken with PHYS-035, is equivalent to a calculus-based physics course. Students learn how to solve calculus-based physics problems in mechanics and thermodynamics, such as center of mass, moments of inertia, and the work done by a gas undergoing various types of expansion. Students will also learn how to convert from approximate, non-calculus formulas to the exact, calculus-based formulas. May not be repeated. LR

**LMC:** DA

**TRANSFER:** UC; CSU

**PHYS-038      General College Physics Calculus Supplement II**

9 total hours lecture

.5 Unit

**CO-REQUISITE:** PHYS-036, MATH-210

This course, taken with PHYS-036, is equivalent to a calculus-based physics course. Students learn how to solve calculus-based physics problems in fluid dynamics, wave phenomena, electromagnetism, and modern physics, such as atmospheric pressure variations, determining the electric field and voltage around a particular charge distribution, or determining radiation exposure. Students will also learn how to convert from approximate, non-calculus formulas to the exact, calculus based formulas. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU**PHYS-040      Physics for Scientists and Engineers I**

54 total hours lecture, 72 total hours lab

4 Units

**PREREQUISITE:** Prior or concurrent enrollment in MATH-220

This is an introduction to Newtonian mechanics. Topics will include vectors, rectilinear and planar motion, Newton's Laws, work and energy, linear and angular momentum, rotational kinematics and dynamics, equilibrium, oscillations, and gravitation. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C; C-ID PHYS 205**PHYS-041      Physics for Scientists and Engineers II**

54 total hours lecture, 72 total hours lab

4 Units

**PREREQUISITE:** PHYS-040 and prior or concurrent enrollment in MATH-230

This course is an introduction to electricity and magnetism. Topics will include Coulomb's Law, Gauss' Law, electric fields, electric potential, Ohm's Law, DC circuits, Capacitance, magnetic fields, Faraday's Law, electric oscillations, electromagnetic waves, Maxwell's equations and AC circuits. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C; C-ID PHYS 210**PHYS-042      Physics for Scientists and Engineers III**

54 total hours lecture, 72 total hours lab

4 Units

**PREREQUISITE:** PHYS-040 and prior or concurrent enrollment in MATH-230)

This course is an introduction to fluids, waves, sound, heat and thermodynamics, geometrical and physical optics and quantum physics. May not be repeated. LR

**LMC:** DA**TRANSFER:** UC; CSU Gen. Ed. Area B1, B3; IGETC Area 5A, 5C; C-ID PHYS 215**PHYS-098      Independent Study in Physics**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.**PHYS-900s      Selected Topics in Physics**

DA varies with course content.

# Political Science

**DEGREE**—Associate in Arts for Transfer

Political Science



## ASSOCIATE IN ARTS

### POLITICAL SCIENCE FOR TRANSFER DEGREE

The Los Medanos College Social Science Department invites the students of our esteemed institution to take the academic journey through the discipline of political science; an experience that will explore “who gets what, when, and how,” prepare political science majors for the rigors of study at four-year institutions, and impart the skill-set necessary to achieve success in professional careers and endeavors. Upon completion of the Los Medanos College AA-T in Political Science, LMC students will be eligible for priority admission to CSU academic programs and will have satisfied most prerequisites for upper division baccalaureate study in political science.

A Bachelor's Degree in Political Science typically leads to careers in the legal professional, public administration, diplomatic corps, elected office, legislative branch, journalist, lobbyist, and educator. Employment opportunities that utilize political science coursework that do not necessarily require a four-year degree may be found in law enforcement, civil service, civic engagement, and private non-profit agencies. The Los Medanos College AA-T in Political Science is a multidisciplinary experience that blends an exciting range of social science courses. These courses compliment the broad nature of the political science discipline and may be used to fulfill other disciplinary or institutional requirements.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of “C” (or “P”) for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

REQUIRED CORE COURSE:		UNITS
<b>POLSC-010</b>	Introduction to American Government: Institutions and Ideals	<b>3</b>

#### LIST A: SELECT AND COMPLETE 3 COURSES FROM THE FOLLOWING

<b>POLSC-033</b>	A History of Political Thought: The Problem of Democracy	<b>3</b>
<b>POLSC-043</b>	International Relations	<b>3</b>
<b>POLSC-050</b>	Introduction to Comparative Politics	<b>3</b>
<b>POLSC-160</b>	The Constitution, Our Rights and the Law	<b>3</b>
<b>MATH-110</b>	Introduction to Statistics	<b>4</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>9-10</b>

#### List B: Select and complete 2 courses (6 units) from the following

Any List A course not already used

<b>POLSC-040</b>	Introduction to California State and Local Politics	<b>3</b>
<b>HIST-029</b>	United States History until 1865	<b>3</b>
<b>HIST-030</b>	United States History from 1865	<b>3</b>
<b>HIST-040</b>	Modern World History: Peoples and Their Governance From 1500 C.E	<b>3</b>
<b>ECON-005</b>	Economic History of the United States	<b>3</b>
<b>ECON-010</b>	Principles of Microeconomics	<b>3</b>
<b>ECON-011</b>	Principles of Macroeconomics	<b>3</b>
<b>TOTAL UNITS FOR MAJOR:</b>		<b>18-19</b>

**TOTAL UNITS FOR DEGREE: 60**

#### Program-Level Student Learning Outcomes

1. Read critically and think creatively, resulting in the effective interpretation, in both written and oral forms, of the major political events in American history, media reports, established political theories and concepts, laws and public policy, and personal views about politics.
2. Demonstrate an interdisciplinary approach to the study of American and California governments by recognizing, characterizing, and analyzing the relevance of such major themes as significant American and California historical developments, economic systems, quantitative analysis of political behavior, and the application of science and technology to public policy.
3. Identify, define, and analyze national and state governmental policies and actions that address a worldview, particularly in the case of multiculturalism and globalization, as well as identify, define, and analyze values and beliefs inherent in American political ideologies, moral issues associated with governmental institutions such as the American legal system, and the varied ethical perspectives of political leaders and citizenry.

#### COURSE DESCRIPTIONS

##### **POLSC-010 Introduction to American Government: Institutions and Ideals**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

A comprehensive introduction to the issues, institutions and ideals of American government, with special emphasis on the Constitutions of the United States and the State of California. The historic development of national, state and local government since the eighteenth century will be emphasized. Special attention will be paid to the rights and obligations of citizenship and our heritage of social and ethnic diversity. The completion of Political Science (POLSC) 10 partially satisfies the American History and Institutions CSU transfer requirement. May not be repeated. SC

**LMC:** ADR: *Social and Behavioral Sciences; DA*

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4H; C-ID POLS 110

**POLSC-033      Philosophy of Political Theory and Thought**

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Same as PHIL-133. An introduction to the history and development of political theory and thought. The primary goal of this course is to examine various theoretical approaches to politics, basic political problems and proposed solutions, while analyzing historical theories in order to address contemporary problems. The course will proceed with an interdisciplinary and comparative approach to the study of primary texts and their authors in historical context. POLSC-033 meets the Social and Behavioral Sciences requirement. PHIL-133 meets the Art and Humanities requirement. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2, D; IGETC Area 3B, 4A; C-ID POLS 120*

**POLSC-040      Introduction to California State and Local Politics**

54 total hours lecture

3 Units

**ADVISORY:** *ENGL-100*

This course provides an overview of California politics, focusing on the organization and operation of government at the state and local governmental levels. This examination will include a review of the historical and geographical factors that have shaped California's development as well as the analysis of the contemporary political, social, demographic, and economic issues facing the state. In addition to consideration of institutional forces at the governmental level, non-governmental entities such as interest groups, campaign professionals, and media organizations, will be prominently featured during this course. The enduring significance of specific subjects and issues in the state political process, notwithstanding the annual budget process, elections, and diversity, will necessitate reflection at specific intervals. Salient features of the overall course design and requirements are structured to achieve a balance among the normative, practical, and participatory dimensions of California politics. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area D8, US-3; IGETC Area 4H*

**POLSC-043      International Relations**

54 total hours lecture

3 Units

**ADVISORY:** *POLSC-010 and ENGL-100*

This course introduces students to the study of political, economic, and cultural relations among nation-states, international organizations, and nonstate actors, focusing on the interdependence of nation-states and cultures in the modern world. Students will be introduced to the theories of realism and liberalism as well as the ethical implications of international conflict, trade, and sovereignty. The course features an interdisciplinary perspective, with contributions from geography, history, sociology, economics, and environmental studies. May not be repeated. LR

**LMC:** *ADR: Social and Behavioral Sciences; DA***TRANSFER:** *UC; CSU Gen. Ed. Area D; IGETC Area 4G; C-ID POLS 140***POLSC-050      Introduction to Comparative Politics**

54 total hours lecture

3 Units

**ADVISORY:** *ENGL-100*

An introduction to the fundamental concepts used by political scientists to study the political institutions and outcomes in a broad range of national settings. The course emphasizes the rich diversity of political life, alternative solutions to important social issues, the link between political processes and policy outcomes, and the impact of global economic and political change on national political systems. National case studies will include the United States, United Kingdom, Germany, Russia, China, India, Nigeria and Mexico. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA***TRANSFER:** *UC; CSU Gen. Ed. Area D8; IGETC Area 4H; C-ID POLS 130***POLSC-098      Independent Study in Political Science**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.***TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**POLSC-160 Introduction to Law, Public Policy and Society**

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100 and POLSC-010

(formerly POLSC-060) This course is an introduction to the legal system of the United States as it relates specifically to the political power, ethical issues, and multiple functions of the judicial branch. Detailed emphasis will be placed on the case history of the Supreme Court and state courts by analyzing civil liberties protections, civil rights guarantees, and other controversies related to law and justice. The varying sources of law, role of the law in our society, and different types of law will be explored during lectures, discussions, and classroom activities. Focus will also be paid to the continuing evolution of the judicial branch and criminal justice system. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA**TRANSFER:** UC; CSU Gen. Ed. Area D, UC; IGETC Area 4; US-2**POLSC-900s Selected Topics in Political Science**

DA varies with course content.

# Process Technology

**DEGREE**–Associate of Science

Process Technology

**CERTIFICATE OF ACHIEVEMENT**

Process Technology

**COLLEGE SKILLS CERTIFICATE**

Bridge to Advanced Manufacturing

The Process Technology Program is designed to provide students with skills necessary to succeed in the chemical and refining industries.

"Process technicians" are skilled plant operators who safely run the refineries and chemical plants on a 24 hours a day / 365 days a year basis. The curriculum is a combination of hands-on laboratory experiences, classroom lectures, and industrial site visits.

For the Associate of Science Degree in Process Technology, complete 35 units of coursework listed below as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan for the Associate of Science Degree.

For the Certificate of Achievement in Process Technology, complete 35 units of coursework listed below. Consult a Los Medanos College counselor to develop your education plan.

**ASSOCIATE OF SCIENCE AND CERTIFICATE OF ACHIEVEMENT****PROCESS TECHNOLOGY**

RECOMMENDED COURSES: PROGRAM ENTRY		UNITS
<b>MATH-025</b>	Elementary Algebra	<b>5</b>
<b>ENGL-095</b>	Reading, Writing, and Critical Thinking	<b>5</b>
REQUIRED COURSES:		UNITS
<b>PTEC-007</b>	Industrial Technology Career Skills	<b>1</b>
<b>PTEC-009</b>	PTEC Mathematics	<b>5</b>
<b>PTEC-010</b>	Introduction to Process Technology	<b>3</b>
<b>PTEC-012</b>	Petrochemical Safety, Health and Environment	<b>1</b>
<b>PTEC-024</b>	Process Instrumentation	<b>3</b>
<b>PTEC-025</b>	Process Technology I – Equipment	<b>3</b>
<b>PTEC-027</b>	Applied Instrumentation	<b>1</b>
<b>PTEC-035</b>	Process Technology II – Systems	<b>3</b>
<b>PTEC-044</b>	Petrochemical Simulation Laboratory	<b>1</b>
<b>PTEC-045</b>	Process Technology III – Operations	<b>3</b>
<b>PTEC-048</b>	Process Trouble Shooting	<b>3</b>
<b>PTEC-060</b>	Industrial Technology Employment Preparation	<b>1</b>
<b>CHEM-006</b> or <b>CHEM-007</b>	Introduction to Inorganic and Physical Chemistry Introduction General, Organic and Biochemistry	<b>4</b> <b>4</b>
<b>PHYS-015**</b>	Introduction to Physics	<b>4</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>36</b>

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**TOTAL UNITS FOR THE DEGREE** **60**


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**TOTAL UNITS FOR THIS CERTIFICATE** **36**


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\*Math 30 also satisfies the Math requirement for the AS Degree.

\*\* Physics 15 also satisfies the Physical Science requirement for the AS Degree.

### Program Student Learning Outcomes

1. Be academically and experientially prepared to obtain an entry-level position in the chemical, refining, oil and gas production, water, waste management, food, and related manufacturing industries.
2. Apply critical thinking to research, evaluate, analyze and synthesize information to solve problems related to process equipment, instruments, systems, and operations within the chemical, refining, oil and gas production, water, waste management, food, and related manufacturing industries.
3. Demonstrate excellent communications skills (oral and written) to ensure optimal communication with shift co-workers, first line supervisors, maintenance personnel, safety personnel, contractors, and other members of the manufacturing site team.
4. Demonstrate knowledge of the process technology and apply the technical skills necessary to operate complex process equipment and systems such as distillation, fired boiler, refrigeration, cooling tower, reactor, and similar unit operations.

## COLLEGE SKILLS CERTIFICATE

### BRIDGE TO ADVANCED MANUFACTURING

REQUIRED COURSES:		UNITS
<b>PTEC-007</b>	Industrial Technology Career Skills	<b>1</b>
<b>PTEC-010</b>	Introduction to Process Technology	<b>3</b>
<b>PTEC-012</b>	Petrochemical Safety, Health and Environment	<b>1</b>
<b>MATH-025 or higher</b>	Elementary Algebra	<b>5</b>
<b>TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE</b>		<b>10</b>

### Program Student Learning Outcomes

1. This certificate will provide new and returning students, including veterans, with skills necessary to succeed in obtaining a Certificate of Achievement in Process Technology.

## COURSE DESCRIPTIONS

### PTEC-007 Industrial Technology Career Skills

18 total hours lecture

1 Unit

**ADVISORY:** *Eligibility for ENGL-100*

This highly interactive course gives students awareness and know-how to succeed in the industrial technology environment. The student will learn about personal and interpersonal interactions including self motivation, communication, teamwork, work/life balance, shift operations behavior, personal vision, confidence, initiative, attitude, personal appearance and positive behavior. The student will learn about working in the industrial technology environment and acquire these skills through a series of interactions with the instructor and other students utilizing a variety of learning media. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

### PTEC-009 PTEC Mathematics

90 total hours lecture

5 Units

**ADVISORY:** *Eligibility for ENGL-100; The equivalent of a C or better in high school Algebra I, Integrated Math I, MATH-025 or MATH-029*

This course meets the math requirements for the Associate of Science degrees in Process Technology. In this course math is taught in the context of problems commonly encountered by process technicians. Content includes basic algebra; unit analysis and unit conversions; multi-step problem-solving using linear, quadratic, rational, exponential, logarithmic functions; data analysis using graphs and numerical descriptions of central tendency and variation; basic laws of probability and the normal curve. May not be repeated. SC

**LMC:** ADR: *Language and Rationality: Communication and Analytical Thinking*; DA

**TRANSFER:** CSU

### PTEC-010 Introduction to Process Technology

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This introductory course will provide a clear overview of everyday life in the Process Technology industry. The student will learn about and experience first hand the variety of equipment used in typical processes and see how important safety and environmental considerations are in petrochemical operations. The class includes labs and field trips to typical chemical and petroleum manufacturing plants. The student is expected to climb ladders to the top of processing units, wear and carry safety equipment, and work in confined spaces. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU



**PTEC-012 Petrochemical Safety, Health, and Environment**

18 total hours lecture

1 Unit

**ADVISORY:** PTEC-010; eligibility for ENGL-100

This course provides an in-depth view of how important safety and environmental considerations are in the petrochemical industry. Covers the various government regulatory groups that oversee this industry and explains why the use of planning, protection, and preventative procedures enable the petrochemical industries to provide occupations that are interesting, rewarding and safe. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**PTEC-015 Fundamental Physics Principles for Industrial Technology**

72 total hours lecture

4 Units

**CO-REQUISITE:** PTEC-009

This course builds the fundamental physical concepts that are used in the Industrial Technology field. A conceptualized and contextualized approach is used to develop an understanding of energy and matter through a study of such topics as motion, heat, temperature, pressure, magnetism, electromagnetism, electricity, and circuits. Emphasis is placed on practical aspects of physics used by technicians in advanced manufacturing roles. May not be repeated. SC

**LMC:** ADR: Natural Sciences; DA

**TRANSFER:** CSU

**PTEC-024 Process Instrumentation**

45 total hours lecture, 27 total hours lab

3 Units

**PREREQUISITE:** PTEC-007, PTEC-009, PTEC-010, PTEC-012

**CO-REQUISITE:** CHEM-006

This class puts together all of the typical components of a "control loop" and explains how an instrument control system works. The student will also learn about the instruments that measure and control process variables such as pressure, temperature, and flow, and will gain an appreciation of this critical and applicable knowledge. The student will also see how instruments do most of the work in a typical petrochemical process. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**PTEC-025 Process Technology I - Equipment**

54 total hours lecture

3 Units

**PREREQUISITE:** PTEC-007, PTEC-009, PTEC-010, PTEC-012

**CO-REQUISITE:** CHEM-006

**ADVISORY:** ENGL-100

The student will learn about equipment such as heat exchangers, distillation towers, reactors, valves, and pumps. Not only will you acquire essential skills that will help you pursue a career in the petrochemical industry, but the next time you drive past a chemical plant, you will be able to explain to your family or friends what is really going on. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**PTEC-027 Applied Instrument Analysis**

9 total hours lecture, 27 total hours lab

1 Unit

**CO-REQUISITE:** PTEC-024

**ADVISORY:** Eligibility for ENGL-100

An introduction to analytical instruments used in typical laboratories, such as gas chromatographs and chemical titrating instruments. Covers various methods of sampling and analyzing to determine the composition of typical liquids, solids, and gases used in the petrochemical industry. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**PTEC-035 Process Technology II - Systems**

54 total hours lecture

3 Units

**PREREQUISITE:** PTEC-025

**ADVISORY:** Eligibility for ENGL-100

Building on the content learned in Process Technology I - Equipment (PTEC-025), this course covers the various "systems" that tie the equipment together and keep them operating. The student will learn how to interact with these systems as a technician and will learn about financial considerations which make an operation profitable. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**PTEC-044 Petrochemical Simulation Laboratory**

54 total hours lab

1 Unit

**PREREQUISITE:** CHEM-006, PTEC-027 and PTEC-035**CO-REQUISITE:** PTEC-015 or PHYS-015**ADVISORY:** ENGL-100

This PTEC laboratory builds upon knowledge gained about equipment and systems in PTEC-025 and PTEC-035. Computer simulation software is used to learn and practice skills in operating typical petrochemical unit operations such as heat exchanger systems and distillation columns. May not be repeated. P/NP

**LMC:** DA**PTEC-045 Process Technology III - Operations**

45 total hours lecture, 27 total hours lab

3 Units

**CO-REQUISITE:** PTEC-044**ADVISORY:** Eligibility for ENGL-100

Drawing on the knowledge and skills learned in Process Technology I (PTEC-025) and II (PTEC-035), the student gains a deeper understanding of the responsibilities of an operating technician, including the specific roles of an operating technician and how to apply operation skills to startup and shutdown. The student will also learn how to operate a petrochemical plant and respond safely in the event of an emergency. Additional skills learned are how to keep a written log of process occurrences and communicate effectively with others. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**PTEC-048 Process Troubleshooting**

54 total hours lecture

3 Units

**CO-REQUISITE:** PTEC-045**ADVISORY:** Eligibility for ENGL-100

This PTEC class teaches problem solving, or commonly referred to in industry as troubleshooting. The student will learn and practice skills such as deductive and inductive reasoning and root cause analysis to troubleshoot real petrochemical problems and to prevent problems from occurring in the future. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**PTEC-060 Industrial Technology Career Preparation**

18 total hours lecture

1 Unit

**CO-REQUISITE:** PTEC-048**ADVISORY:** Eligibility for ENGL-100

In this course, the student will learn about the phases of pre-employment including resume and application writing, pre-employment testing, and the all important interview. The student will learn about critical interviewing skills such as actions to take before the interview, how to dress, promptness, typical industry-type interviews, conduct during the interview, typical questions one might be asked, the STAR question process, industrial technology subject categories, questions to ask and not to ask during the interview, and interview follow up. The student will learn how to obtain a Transportation Workers Identification Credential (TWIC Card) and apply for BAT Safety Training certification and why these credentials are important in obtaining employment. Each student will participate in a mock interview similar to the interviews given by industrial technology companies. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**PTEC-098 Independent Study in Process Technology**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

### PTEC-100 Introduction to Industrial Technology and Trades

18 total hours lecture, 54 total hours lab  
2 Units

This is a career exploration course for the industrial trades including: Appliance Repair, Automotive Technology, Electrical/Instrumentation Technology, Process Technology and Welding Technology. It will provide hands-on experience for students who are maybe undecided about their career direction, and allows them to explore through doing, in this survey course of the industrial trades. It will also teach them some basic skills in each trade. This is one course and will be listed under all of following course numbers AUTO-100, ETEC-100, PTEC-100 and WELD-100. Students may register for this course using any one of the provided course numbers. May not be repeated. P/NP

LMC: DA

TRANSFER: CSU

### PTEC-170 Occupational Work Experience Education in Process Technology

60-300 total hours  
1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

LMC: DA

TRANSFER: CSU

### PTEC-180 Internship in Process Technology

60-300 total hours  
1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

LMC: DA

TRANSFER: CSU

### PTEC-900s Selected Topics in Process Technology

DA varies with course content.

# Psychology

**DEGREE**—Associate in Arts for Transfer  
Psychology



## ASSOCIATE IN ARTS PSYCHOLOGY FOR TRANSFER DEGREE

The psychology major at Los Medanos College will provide students with an introduction to the field of psychology. This major will focus on behavior and its contributions to understanding social evolution, interpersonal relationships and healthy and disordered functioning. Students will be exposed to psychology as the scientific study of thought, feeling and behavior and as a helping profession dedicated to solving human problems.

Psychology includes a variety of subfields, including clinical, counseling, developmental, forensic, social, cognitive, biological, industrial, health, educational and school psychology. Most career options require more than two years of college study. The Associate in Arts Degree in Psychology for Transfer provides preparation for transfer to psychology programs at four-year institutions. Transferring, completion of a bachelor's degree in psychology can lead to careers as psychotherapists, college professors, scientific researchers, administrations and business consultants.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

REQUIRED CORE COURSES:		UNITS
<b>MATH-110</b>	Introduction to Statistics	<b>4</b>
<b>PSYCH-011</b>	General Psychology	<b>3</b>
<b>PSYCH-017</b>	Introduction to Research Methods in Psychology	<b>3</b>
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LIST A:		UNITS
<b>BIOSC-010</b>	Introduction to Biology	<b>4</b>
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LIST B:		UNITS
<b>SOCIO-015</b>	Introduction to Sociology	<b>3</b>
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LIST C:		UNITS
<b>PSYCH-010</b>	Individual and Social Processes	<b>3</b>
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<b>TOTAL UNITS FOR THE MAJOR</b>		<b>20</b>
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<b>TOTAL UNITS FOR THE DEGREE</b>		<b>60</b>

### Program Student Learning Outcomes

1. Utilize critical thinking skills to analyze, evaluate and make decisions regarding current issues in psychology.
2. Recognize the complexity of social, cultural and global diversity.
3. Demonstrate understanding of the major theoretical perspectives, concepts and research findings in the field of psychology.
4. Demonstrate an understanding of biological processes underlying behavior and experience.
5. Demonstrate knowledge of the principles of research and the ethical considerations in conducting research.

### COURSE DESCRIPTIONS

#### PSYCH-010 Individual and Social Processes

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This psychology course is designed to study selected concepts and principles of Psychology. Emphasis is on the functional aspects of individual and group behavior. It will focus on Psychology as a discipline within the Behavioral Sciences and its relationship to Anthropology and Sociology. Areas of study will include the understanding of human behavior from philosophical and theoretical viewpoints, stages in human development and the social and psychological influences of one's self-concept. This course meets the graduation requirement for general education for Behavioral Sciences. May not be repeated. SC

**LMC:** ADR: *Social and Behavioral Sciences*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4I

#### PSYCH-011 General Psychology

54 total hours lecture

3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This introduction to psychology serves as a preparation for further study in this field. The focus of the course is the study of human behavior and its contributions to understanding social evolution, interpersonal relationships, and healthy and disordered functioning. The goals of this field, its evolution as a behavioral science, its varied practical applications, current controversial issues and views for understanding our present social and world conditions are discussed. To gain this understanding, the content includes the study of: motivation, mind and body relationship, individual differences, developmental stages, the role of learning and cognitive functioning, gender similarities and differences, and the value and limitations of mental health therapies. An interdisciplinary approach is used to communicate how bioscience, sociology, anthropology and current affairs are interrelated in the study and development of this discipline. May not be repeated. SC

**LMC:** ADR: *Social and Behavioral Sciences*; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4I

**PSYCH-014 The Psychology of Human Sexuality**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This class is designed to help students better understand the subject of human sexuality as it relates to sexual intimacy from both an emotional and physical point of view. The subject of sexuality will be addressed from the disciplines of psychology, sociology, biology and physiology. The practical application of the course material will have an emphasis on the cognitive /behavioral approach to intimacy. The major focus of the class will be on the topic of intimacy, which will include self, emotional and sexual. Other topics that will be examined include sexual anatomy and physiology, gender issues, history, sexual orientation, sexual assault, domestic violence. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area D, E; IGETC Area 4D, 4I

**PSYCH-017 Introduction to Research Methods In Psychology**

54 total hours lecture  
3 Units

**PREREQUISITE:** PSYCH-011; MATH-110

**ADVISORY:** *Eligibility for ENGL-100*

This course is an introduction to scientific methodology in psychology and other behavioral sciences. Emphasis is placed on descriptive, experimental, and applied research. Topics include hypothesis formation, review of professional literature, research design, collection of data, statistical analysis, and scientific report writing. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4I; C-ID PSY 200

**PSYCH-098 Independent Study in Psychology**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**PSYCH-900s Selected Topics in Psychology**

DA varies with course content.

# Recording Arts

**DEGREE**—Associate of Arts

Recording Arts

**CERTIFICATE OF ACHIEVEMENT**

Recording Arts

**COLLEGE SKILLS CERTIFICATE**

Recording Arts Level 1

Recording Arts Level 2

Students of recording arts technology learn how to produce sound for a range of media. They learn how to record music, dialogue, and sound effects; edit, dub, and mix; operate and maintain equipment; and more. Technology is constantly changing and, here at LMC, we're up on the latest industry standards to help you succeed in the career of your dreams.

There are many opportunities for the trained recording arts professional in the fields of producing, sound reinforcement, independent audio engineering, mastering, video game creation, film and television sound, radio broadcast, forensic audio, hardware and software development, equipment maintenance and repair, bio-acoustic research, theatre sound, and many more.

It is extremely important to recognize that the industry has undergone a major paradigm shift in recent years. "Studio jobs" continue to exist, but due to the reduction in the need for large numbers of major studios, they are extremely scarce. The current model calls for entrepreneurs and independent contractors, trained to operate in a more "freelance" environment.

Digital technology and distribution via the Internet has shifted emphasis away from large record labels to independents who handle their own content and distribution, primarily by download.

**Recording Arts Salary Averages in California:**

**Audio/Video Equipment Technician:** \$12.06-\$42.96/hour

**Sound Engineering Technician:** \$13.06-\$62.54/hour

Information gathered from onetonline.org which is sponsored by the Department of Labor, 2016

**ASSOCIATE OF ARTS DEGREE****RECORDING ARTS**

For this degree, a total of 60 degree-applicable units are required. Complete 27 units of major coursework as well as the General Education requirements.

REQUIRED COURSES:		UNITS
RA-010	Recording Arts I	3
RA-012	Sound Reinforcement	3
RA-015	Music Fundamentals for Audio Professionals	3
RA-020	Recording Arts II	3
RA-021	The Role of the Producer	2
RA-025	Basic Tracking Sessions	3
RA-030	Recording Arts III	3
RA-032	Recording Arts Workshop	(min) 1
RA-035	Protools Production & Editing	3
RA-040	Recording Arts IV	3
TOTAL UNITS FOR THE MAJOR		27

TOTAL UNITS FOR THE DEGREE	60
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**Program Student Learning Outcomes**

1. Be able to transfer to a four-year recording industry program with advanced standing.
2. Be qualified for entry-level positions in the field.
3. Be positioned to begin entrepreneurial freelance work.

**CERTIFICATE OF ACHIEVEMENT****RECORDING ARTS**

For the Certificate of Achievement in Recording Arts, complete 27 units of major coursework. This certificate curriculum is provided as a sample guide showing what a student's schedule may look like. There is no guarantee that all classes will be offered each semester or that space will be available.

**Typical sequence – 4 semesters**

REQUIRED COURSES: FALL		UNITS
RA-010	Introduction to Recording Arts	3
RA-012	Sound Reinforcement	3
RA-015	Music Fundamentals for Audio Professionals	3
TOTAL UNITS		9

REQUIRED COURSES: SPRING		UNITS
RA-020	Recording Arts II	3
RA-021	The Role of the Producer (Basic Session Producing)	2
RA-025	Basic Tracking Sessions	3
TOTAL UNITS		8

REQUIRED COURSES: FALL		UNITS
RA-030	Recording Arts III	3
RA-032	Recording Arts Workshop	1
TOTAL UNITS		4

REQUIRED COURSES: SPRING		UNITS
RA-035	ProTools Production and Editing	3
RA-040	Recording Arts IV	3
TOTAL UNITS		6

TOTAL UNITS REQUIRED FOR THIS CERTIFICATE	27
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**Typical sequence – 3 semesters + summer**

REQUIRED COURSES: SPRING*		UNITS
RA-010	Introduction to Recording Arts	3
RA-015	Music Fundamentals for Audio Professionals	3
RA-021	The Role of the Producer (Basic Session Producing)	2
TOTAL UNITS		8

REQUIRED COURSES: SUMMER		UNITS
RA-020	Recording Arts II	3
TOTAL UNITS		3

REQUIRED COURSES: FALL		UNITS
RA-012	Sound Reinforcement	3
RA-030	Recording Arts III	3
RA-032	Recording Arts Workshop	1
TOTAL UNITS		7

REQUIRED COURSES: SPRING		UNITS
RA-025	Basic Tracking Sessions	3
RA-035	ProTools Production and Editing	3
RA-040	Recording Arts IV	3
TOTAL UNITS		9

TOTAL UNITS REQUIRED FOR THIS CERTIFICATE	27
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\*Note: Since RA-010, 020, 030 and 040 must be taken in sequence and are not offered every semester, the 3 semester (plus summer) scheme must begin in Spring.

RA-033, Summer Recording Workshop, requires prior or concurrent enrollment in RA-020. The prerequisite for this is RA-010.

**Program Student Learning Outcomes**

1. Be able to transfer to a four-year recording industry program with advanced standing.
2. Be qualified for entry-level positions in the field.
3. Be positioned to begin entrepreneurial freelance work.



**COLLEGE SKILLS CERTIFICATE****RECORDING ARTS LEVEL 1**

REQUIRED COURSES: FIRST YEAR:		UNITS
RA-010	Introduction to Recording Arts	3
RA-012	Sound Reinforcement	3
RA-015	Music Fundamentals for Audio Professionals	3
RA-020	Recording Arts II	3
RA-021	The Role of the Producer	2
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		14

**COLLEGE SKILLS CERTIFICATE****RECORDING ARTS LEVEL 2**

REQUIRED COURSES: SECOND SECOND YEAR:		UNITS
RA-025	Basic Tracking Sessions	3
RA-030	Recording Arts III	3
RA-032	Recording Arts Workshop	1
RA-035	Protools Production & Editing	3
RA-040	Recording Arts IV	3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		13

**COURSE DESCRIPTIONS****RA-010 Introduction to Recording Arts**

36 total hours lecture, 18 total hours lab, 54 total lab hours by arrangement  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course is designed for the general student or the student entering the Recording Arts Program and includes an introduction to the terminology and practices within recording arts. The emphasis is on broad general concepts and practical methods. The content includes audio procedures, microphone techniques, overdubbing and basic mixing. The multi track recorder and mixing console are used for demonstration. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RA-012 Sound Reinforcement**

36 total hours lecture, 18 total hours lab, 36 total hours lab by arrangement  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course is an overview of the field of concert sound reinforcement. This branch of audio engineering is concerned with the installation and operation of in-house and large transportable sound systems. The course provides the student with a working vocabulary and an explanation of how the many components of the sound system function and interrelate. Discussions on the acoustic environment, audio equipment, sound system setup, troubleshooting, sound check, the art of mixing sound for live performance and touring, give the student a behind-the-scene look at how this information is used by concert audio engineers. Meets the LMC Recording Arts Associate Degree and Certificate requirements. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RA-015 Music Fundamentals for Audio Professionals**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course is a basic music course addressing the specific needs of recording arts students by providing the specialized musical vocabulary and concepts needed to interact with artists in studio situations. This course also covers the basic technical aspects of music making. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RA-020 Recording Arts II**

36 total hours lecture, 18 total hours lab, 54 total hours lab by arrangement  
3 Units

**PREREQUISITE:** RA-010

**ADVISORY:** *Eligibility for ENGL-100*

This course is the second semester course in the recording arts sequence and is designed to familiarize the student with the professional recording environment and the fundamentals of engineering. Topics include: overview of recording studio design, the recording team, detailed description of the recording chain with emphasis on LMC's state-of-the-art recording system, system interconnection, microphones, microphone technique and mixing consoles. Meets the LMC Recording Arts Associate Degree and Certificate requirements. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RA-021                    The Role of the Producer**

36 total hours lecture, 36 total hours lab by arrangement  
2 Units

**ADVISORY:** *Eligibility for ENGL-100*

This course is designed to develop strong competencies in the field of producing audio projects. The content includes detailed information on the work of producers through all three phases of production, evaluation of material, working with talent, budget analysis, legal issues, scheduling, negotiating with record labels and recording studios, managing session workflow, overseeing the mastering process and other trends in the field. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RA-025                    Basic Tracking Sessions**

36 total hours lecture, 54 total hours lab by arrangement  
3 Units

**ADVISORY:** *Prior or concurrent enrollment in RA-010; Eligibility for ENGL-100*

This course is designed for students in the early stages of the Recording Arts program. Students will receive basic training in the use of LMC's high-end recording equipment, located in Studio B, and gain hands-on experience through involvement in recording sessions. The initial focus of the course is a review of system interconnection and the primary components of the recording system. Topics include: working with clients, multi-track recording formats, the purpose of basic tracks, documentation, session setup, microphone technique, signal flow through the console and configuring the control room equipment for tracking sessions. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RA-030                    Recording Arts III**

36 total hours lecture, 18 total hours lab, 54 total hours lab by arrangement  
3 Units

**PREREQUISITE:** RA-020

**ADVISORY:** *Eligibility for ENGL-100*

Third semester course in the recording arts sequence. Course begins with a detailed discussion of establishing a career in the recording industry. The course includes an in-depth study of the history of recording from acoustic recording to present-day digital audio technology. The fundamentals of digital audio theory are covered. Additionally, an overview of issues related to computer-based recording systems, that includes information on configuring hardware, operating systems and application software is presented. Material related to configuring DAW hardware focuses on the Digidesign Pro Tools|HD Accel 3 digital recording system. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RA-032                    Recording Arts Workshop**

54 total hours lab  
1 Unit

**ADVISORY:** *RA-010 and 020; ENGL-100*

Recording Arts Workshop is designed to provide students with hands-on experience as recording engineers. The course allows students to apply the fundamental information while participating in recording sessions. Throughout the course, the instructor demonstrates interconnection strategies, microphone technique, and console & digital audio workstation operations. Students are assigned selected activities such as session planning, documentation, session setup, recording basic tracks, overdubbing, basic console & storage device operation, and basic mixing. Second-year Recording Arts students are teamed up with first-year students to work as engineering teams, as they practice professional recording studio procedures. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RA-033                    Advanced Recording Arts Workshop**

36 total hours lecture, 36 total hours lab  
2.5 Units

**PREREQUISITE:** *Prior or concurrent enrollment in RA-020*

This course is designed for advanced students. Students will receive detailed training in the use of LMC's high-end recording equipment and gain hands-on experience through involvement in recording sessions. Students will work in teams based on their skill level. The most advanced students will work on recording sessions, while other students receive further training on specific recording equipment and studio procedures. The initial focus of the course is a review of system interconnection and the primary components of the recording system. Topics include: working with clients, recording formats, documentation, session setup, microphone technique, signal flow through the console, console automation, linear and non-linear digital recording systems, analog multitrack recording with Dolby SR noise reduction, hardware and software signal processors, time code and synchronized recording systems, automated mixing, digital editing, and preparing the final product. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**RA-035                    ProTools Production and Editing**

54 total hours lecture  
3 Units

**ADVISORY:** *RA-010 and 020; ENGL-100*

Audio production for radio, television, podcasting and cd release utilizing the industry standard pro-tools systems. Required for the LMC recording arts degree and certificate. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**RA-040 Recording Arts IV**

36 total hours lecture, 18 total hours lab, 54 total hours lab by arrangement

3 Units

**PREREQUISITE:** RA-030

**ADVISORY:** *Eligibility for ENGL-100*

This is the fourth course in the recording arts sequence. This course focuses on five primary areas of study: audio post-production for film/video, signal processors, analog storage, mixing and mastering. The details of post-production audio for film are examined with an emphasis on synchronization techniques, time code and digital audio editing. An overview of signal processors is presented. Information from previous courses in the sequence is applied when studying mixing. Course concludes with a description of the mastering process. Required for the LMC Recording Arts Associated Degree and Certificate requirements. This course is offered in the spring only. May not be repeated.

LR

**LMC:** DA

**TRANSFER:** CSU

**RA-098 Independent Study in Recording Arts**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**RA-170 Occupational Work Experience Education in Recording Arts**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or seventy-five hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully com-

plete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA

**TRANSFER:** CSU

**RA-180 Internship in Recording Arts**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

**LMC:** DA

**TRANSFER:** CSU

**RA-900s Selected Topics in Recording Arts**

DA varies with course content.

# Sign Language

## DEGREE—Associate of Arts

American Sign Language

## CERTIFICATE OF ACHIEVEMENT

American Sign Language

## ASSOCIATE OF ARTS DEGREE

### AMERICAN SIGN LANGUAGE

The Associate of Arts Degree in American Sign Language is designed to provide educational experiences at the lower division level with depth, breadth and rigor to ensure that transfer students are well prepared to succeed in upper division work in Sign Language. The specific courses that comprise the degree were selected to meet the lower division requirements for transfer to the California State University System baccalaureate degree programs in Sign Language.

REQUIRED COURSES:		UNITS
<b>SIGN-050</b>	Beginning American Sign Language I	<b>5</b>
<b>SIGN-051</b>	Beginning American Sign Language II	<b>5</b>
<b>SIGN-052</b>	American Sign Language III	<b>5</b>
<b>SIGN-070</b>	Fingerspelling 1	<b>.5</b>
<b>SIGN-053</b>	American Sign Language IV	<b>5</b>
<b>SIGN-071</b>	Fingerspelling II	<b>.5</b>
<b>SIGN-072</b>	Deaf Culture	<b>3</b>
<b>TOTAL UNIT REQUIREMENT FOR THE MAJOR:</b>		<b>24</b>

**TOTAL UNITS FOR THE DEGREE: 60**

### Program Student Learning Outcomes

1. Be academically prepared to transfer to a Sign Language program at a four-year university.
2. Demonstrate the ability to understand and sign using high-intermediate levels of sign language skills necessary for careers in sign and related fields.
3. Demonstrate and apply skills and knowledge in deaf culture.

## CERTIFICATE OF ACHIEVEMENT

### AMERICAN SIGN LANGUAGE

The Certificate of Achievement in American Sign Language is offered as preparation for developing linguistic competency in ASL and readiness for entering a formal interpreter training program. Similarly, it is designed to provide educational experiences at the lower division level with depth, breadth and rigor to ensure that transfer students are well prepared to succeed in upper division work in Sign Language. The specific courses that comprise the degree were selected to meet the lower division requirements for transfer to the California State University System baccalaureate degree programs in Sign Language. There is a need for skilled, qualified sign language interpreters in educational and social service agencies in our region and this certificate gets you there!

REQUIRED COURSES:		UNITS
<b>SIGN-050</b>	Beginning American Sign Language I	<b>5</b>
<b>SIGN-051</b>	Beginning American Sign Language II	<b>5</b>
<b>SIGN-052</b>	American Sign Language III	<b>5</b>
<b>SIGN-070</b>	Fingerspelling 1	<b>.5</b>
<b>SIGN-053</b>	American Sign Language IV	<b>5</b>
<b>SIGN-071</b>	Fingerspelling II	<b>.5</b>
<b>SIGN-072</b>	Deaf Culture	<b>3</b>
<b>TOTAL UNIT REQUIREMENT FOR THE CERTIFICATE:</b>		<b>24</b>

### Program Student Learning Outcomes

1. Be academically prepared to transfer to a Sign Language program at a four-year university.
2. Demonstrate the ability to understand and sign using high-intermediate levels of sign language skills necessary for careers in sign and related fields.
3. Demonstrate and apply skills and knowledge in deaf culture.

## COURSE DESCRIPTIONS

### SIGN-050 Elementary American Sign Language I

90 total hours lecture

5 Units

**ADVISORY:** ENGL-095

An intensive visual/finger/hand/ signing approach to understanding and communicating in American Sign Language as it is used in the United States, and other English speaking cultures. The content used in learning the language is drawn from the rich deaf and hearing cultures of the United States. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU GE Area C2; IGETC Area 6A

### SIGN-051 Elementary American Sign Language II

90 total hours lecture

5 Units

**PREREQUISITE:** SIGN-050 or 2 years of high school Sign Language

A continuation intensive visual/finger/hand/ signing approach to understanding and communicating in advanced American Sign Language level II as it is used in the United States, and other English speaking cultures. The content used in learning the language is drawn from the rich deaf and hearing cultures of the United States. Sign-051 is the continuation of Sign-050 of a four semester series of receptive and expressive skills signing in the United States and other English speaking cultures. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B, 6A

**SIGN-052 American Sign Language III**

90 total hours lecture  
5 Units

**PREREQUISITE:** SIGN-051 or SIGN-066

**ADVISORY:** Concurrent enrollment in ENGL-095 or higher level English course.

This intensive course is designed for persons wanting to focus on teaching and practicing in expressive skills. ASL III is a continuation of ASL II, with increased emphasis on students' expressive skills, idiomatic expression nuance. Deeper cultural and historical awareness within the Deaf community through appropriate cultural contexts is the premise of classroom exercises and fieldwork. This course is part of a certificate in American Sign Language Proficiency. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B, 6A

**SIGN-053 American Sign Language IV**

90 total hours lecture  
5 Units

**PREREQUISITE:** SIGN-052, SIGN-067

**ADVISORY:** Concurrent enrollment in ENGL-095 or higher level English course.

This intensive course is designed for persons wanting to focus on teaching and practicing in expressive skills. ASL IV is a continuation of ASL III, with emphasis on grammatical accuracy, literary interpretation, intensive idiomatic expression and storytelling techniques. Depth of cultural awareness within the Deaf community through appropriate cultural contexts is the premise of classroom exercises and fieldwork. This course is part of a certificate in American Sign Language Proficiency. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B, 6A

**SIGN-070 Fingerspelling I**

9 total hours lecture, 9 total hours lab  
.5 Unit

**PREREQUISITE:** SIGN-065, SIGN-050 or equivalent

**ADVISORY:** Concurrent enrollment in ENGL-095 or higher level English course.

This course provides an introduction to the concentrated instruction in the expressive and receptive practice of beginning fingerspelling. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**SIGN-071 Fingerspelling II**

9 total hours lecture, 9 total hours lab  
.5 Unit

**PREREQUISITE:** SIGN-070

**ADVISORY:** Concurrent enrollment in ENGL-095 or higher level English course.

This course provides a continuation of learning how to read and express through advanced fingerspelling. This course is a continuation of the concentrated instruction in the expressive and receptive practice of advanced fingerspelling. The content in this course is used in the United States, and other English speaking cultures and is drawn from the rich deaf and hearing cultures of the United States. This course is a requirement for the Certificate of Achievement and Associate of Arts degree in American Sign Language. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**SIGN-072 Deaf Culture**

54 total hours lecture  
3 Units

**PREREQUISITE:** SIGN-066, SIGN-051 or equivalent

**ADVISORY:** Concurrent enrollment in ENGL-095 or higher level English course.

This course provides an introduction to the Deaf Culture as it applies to the historical, cultural and social experiences of our Deaf community. Course will introduce issues directly related to the Deaf including education and assimilation in bilingual/bicultural settings. Course taught in American Sign Language. This course is part of a certificate in American Sign Language Proficiency. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU

**SIGN-098 Independent Study in Sign Language**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**SIGN-900s Selected Topics in Sign Language**

DA varies with course content.

# Social Justice Studies

## DEGREE—Associate in Arts Degree for Transfer

African American Studies

Chicano/a Studies

LGBTQ Studies



## ASSOCIATE IN ARTS

### AFRICAN AMERICAN STUDIES FOR TRANSFER DEGREE

The Associate in Arts in Social Justice Studies: African American Studies for Transfer Degree at Los Medanos College will grant students with the opportunity to examine, analyze, and explore African Americans historically, socially, and politically. By employing a cross-disciplinary approach, this course shall allow students to thoroughly consider theoretical frameworks that have impacted the lives of African people in the United States. These theoretical infrastructures primarily include race, gender, and sexuality. Moreover, this course will expose students to the expanse of the African Diaspora, allowing students to recognize connections between African Americans and African people who lived and are living in the Caribbean, Latin America, and Europe. Via the Arts, Humanities, and Social Sciences, the Associate in Arts in Social Justice Studies for Transfer Degree: African American Studies will offer students the chance to study African Americans in courses such as history, psychology, politics, literature, film, art, ethnic studies, gender studies, child development and health. The degree requires a minimum of 18 units lower division work in African American Studies and related disciplines and is combined with the California State General Education Pattern to prepare students to take upper division courses at a California State University.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

#### REQUIRED COURSES: UNITS

<b>SOCSC-150</b>	Introduction to Race & Ethnicity	<b>3</b>
<b>SOCSC/ENGL -136</b>	Introduction to Gender Studies	<b>3</b>
<b>SOCSC/ENGL-110</b>	Introduction to Social Justice Studies	<b>3</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>9</b>

#### List A:

#### SELECT THREE COURSE FROM AT LEAST TWO OF THE FOLLOWING AREAS:

##### AREA 1:

<b>HIST-061</b>	History of African-Americans since 1865	<b>3</b>
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##### AREA 2:

<b>ENGL-129</b>	African American Literature	<b>3</b>
<b>DRAMA-072</b>	The Color of Media	<b>3</b>

##### AREA 3:

<b>ETHN-045</b>	Introduction to Black Studies	<b>3</b>
<b>TOTAL UNITS</b>		<b>9</b>

**TOTAL UNITS FOR MAJOR: 18**

**TOTAL UNITS FOR DEGREE: 60**

#### Program Student Learning Outcomes

1. Read, write and discuss orally a variety of primary and secondary texts about African people in the United States and the African Diaspora.
2. Use art, film, music, and literature to critically examine and explore the history and struggle of African people in the United States and the African Diaspora.
3. Analyze the histories and experiences of African people and the contributions they have made to social justice and the fight for equality in the United States and the African Diaspora.
4. Examine the ethical and moral implications inherent in the experiences of African people in the United States and throughout the African Diaspora in their quest for social, moral and economic justice.
5. Compare and contrast the African American experience with other experiences that are a part of the African Diaspora.



**ASSOCIATE IN ARTS****CHICANO/A STUDIES FOR TRANSFER DEGREE**

The Associate in Arts in Social Justice Studies: Chicano/a Studies for Transfer Degree at Los Medanos College will grant students the opportunity to examine, analyze and explore the history, politics and social movements of the Chicano/Chicana in the United States. By studying the foundational intersections of race, gender, language and geographic origin of the Chicano/a movement, students will be able to relate to contemporary issues facing America today. The course sequence will enrich students' multicultural knowledge that will apply to other areas of study. The degree requires a minimum of 18 units lower division work in Chicano/a Studies and related disciplines and is combined with the California State General Education Pattern to prepare students to take upper division courses at a California State University.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) and/ or the California State University General Education (CSU-GE) Breadth Requirements. .

REQUIRED COURSES:		UNITS
ENGL/ <b>SOCSC-110</b>	Introduction to Social Justice Studies	<b>3</b>
<b>SOCSC-150</b>	Introduction to Race and Ethnicity	<b>3</b>
ENGL/ <b>SOCSC-136</b>	Introduction to Gender Studies	<b>3</b>
or ENGL/ <b>SOCSC-135</b>	Introduction to LGBTQ+ Studies	<b>3</b>
TOTAL UNITS FOR THE MAJOR		<b>9</b>

**LIST A: SELECT THREE COURSE FROM AT LEAST TWO OF THE FOLLOWING AREAS:**

AREA 1:		
<b>HIST-052</b>	Mexican-American History	<b>3</b>
AREA 2:		
<b>ART-035</b>	Themes in Mesoamerican Culture/Ceramics	<b>3</b>
<b>DRAMA-030</b>	Chicano/a Mexican American Cinema	<b>3</b>
<b>ENGL-120</b>	Introduction to Latino Literature and Its Latin American Roots	<b>3</b>
<b>ENGL-121</b>	Introduction to Chicano Literature	<b>3</b>
<b>SPAN-060</b>	Exploring Latino Cinema: A Critical Analysis	<b>3</b>
TOTAL UNITS FOR THE MAJOR		<b>9</b>

TOTAL UNITS FOR MAJOR: **18**

TOTAL UNITS FOR DEGREE: **60**

**Program Student Learning Outcomes**

1. Read, write and discuss orally a variety of texts written by and about Chicanos/as and the Chicano/a movement.
2. Use art, film, music, and literature to critically examine and explore the history and struggle of Chicanos/as in the United States and throughout Latin America.
3. Analyze the histories and experiences of Chicanos/as and the contributions they have made to social justice and the fight for equality in the United States.
4. Examine the ethical and moral implications inherent in the experiences of Chicanos/as in their quest for social, moral and economic justice.
5. Compare and contrast the Chicano/a experience with other experiences that are a part of or separate from the Latin American tradition.

**ASSOCIATE IN ARTS****LGBTQ STUDIES FOR TRANSFER DEGREE**

The Associate in Arts in Social Justice: LGBTQ Studies for Transfer

Degree Program at Los Medanos College offers students a multidisciplinary approach to the study of Lesbian, Gay, Bisexual, Transgender and Queer identities, culture, art, literature politics, history and society in the United States and across cultures. Through the Arts, Humanities, and Social Sciences, students will incorporate queer theory, theories of race and ethnicity, and feminist theory, to examine, analyze and compare social and political movement, and consider the ways that we currently understand and have historically understood various constructions of sexuality, gender identity and behavior depending upon historic time and global location. To support this multidisciplinary approach, students in the Associate in Arts in Social Justice: LGBTQ Studies for Transfer Degree Program may take courses in history, psychology, politics, literature, film, art, ethnic studies, gender studies, child development and health. The degree requires a minimum of 18 units lower division work in LGBTQ Studies and related disciplines and is combined with the California State General Education Pattern to prepare students to take upper division courses at a California State University.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) and/ or the California State University General Education (CSU-GE) Breadth Requirements. .

REQUIRED COURSES:		UNITS
<b>SOCSC-110</b>	Introduction to Social Justice Studies	<b>3</b>
ENGL/ <b>SOCSC -135</b>	Introduction to LGBTQ+ Studies	<b>3</b>
ENGL/ <b>SOCSC -136</b>	Introduction to Gender Studies	<b>3</b>
TOTAL UNITS FOR THE MAJOR		<b>9</b>

## List A:

SELECT 3 COURSES FROM AT LEAST 2 OF THE FOLLOWING AREAS:

## AREA 1:

<b>HIST-055</b>	History of Sexuality in North America	<b>3</b>
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## AREA 2:

<b>ENGL-150</b>	LGBT Literature	<b>3</b>
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## AREA 3:

<b>CHDEV-050</b>	Teaching in a Diverse Society	<b>3</b>
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<b>PSYCH-014</b>	Psychology of Human Sexuality	<b>3</b>
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<b>TOTAL UNITS</b>		<b>9</b>
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<b>TOTAL UNITS FOR MAJOR:</b>		<b>18</b>
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<b>TOTAL UNITS FOR DEGREE:</b>		<b>60</b>
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**Program Student Learning Outcomes**

1. Read critically a variety of primary and secondary, interdisciplinary, multicultural "texts" (essays, literature, visual art, film, music) about LGBTQ history, politics, literature, arts and media, and think critically and creatively about these works.
2. Summarize the histories and experiences LGBTQ people, as well as other oppressed ethnic, class, and gender minority groups in the United States, and discuss their contributions to the development of American society.
3. Analyze the social and political construction of sexual orientation and gender identity, as well as that of race, ethnicity, class, and gender and sexual orientation, and articulate how these concepts operate across social and cultural institutions.
4. Evaluate the ethical implications of the patterns of social and political power that affect sexual and gender minorities, as well as racial, ethnic, class minorities in the United States.
5. Analyze and evaluate the history of American social movements that have sought justice for oppressed sexual and gender minorities, as well as racial, ethnic, and class minority groups.
6. Compare and contrast the American experience of oppression and liberation with that of other selected nations and cultures.

# Social Science

## COURSE DESCRIPTIONS

### ETHN-045 Introduction to Black Studies

54 total hours lecture

3 Units

**ADVISORY:** ENGL-100

(formerly SOCSC-045) Introduction to Black Studies takes an anti-racist approach to examining racial, ethnic, historical, political, social, and cultural issues, such as anti-blackness and policing of Black bodies, that affect Black, African American, Afro-Latinx, and people of African origin worldwide. Students will utilize an Ethnic Studies and interdisciplinary approach with a focus on Black academic and non-academic knowledge production. Students will acquire a deeper understanding and appreciation for the contributions that Black people have made to human civilization. The class will interrogate the intersections of race, ethnicity, nationality, gender, sexuality, class, ability, and mental health as they relate to Black experiences. May not be repeated. SC

**LMC:** ADR: Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D, F; IGETC Area 4C

### SOCSC-098 Independent Study in Social Science

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**SOCSC-110 Introduction to Social Justice Studies**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Same as ENGL-110. Introduction to Social Justice Studies is an interdisciplinary course introducing students to the history, psychology and sociology of racial, ethnic, class, gender and sexual oppression in the United States and the history, strategy and structure of movements for social justice and liberation. It will explore the major theories of race, ethnicity, class, gender and sexuality as they are linked to social structures and institutional processes. Specific examples of persecution, segregation, and asymmetric power relations will be drawn from the testimony of the oppressed throughout American history – in art, film, literature and music. The practices of oppression and resistance in the United States will be compared and contrasted to the experiences of other nations and cultures. May not be repeated. LR

**LMC:** *ADR: Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA*

**TRANSFER:** *UC; CSU GE Area D; IGETC Area 4; C-ID SJS 110*

**SOCSC-135 Introduction to LGBTQ+ Studies**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Same as ENGL-135. LGBTQ+ Studies (Lesbian, Gay, Bisexual, Transgender, Queer, and "Plus." The "plus" represents other sexual and gender identities including pansexual, intersex, non-binary, two-spirit, and more). LGBTQ+ Studies takes an intersectional, interdisciplinary, multicultural approach to examining the historical, political, social and cultural issues that have affected LGBTQ+ people throughout time and globally. This class emphasizes that everyone has a gender and sexuality and in this sense explores the strengths of our differences. Students will study people from a wide variety of cultures, and gain a greater understanding of how matters of sexual orientation and gender identity impact and intersect with issues of class, race, ethnicity, ability, nationality, religion and mental health. May not be repeated. LR

**LMC:** *ADR: Ethnic/Multicultural Studies; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area D; IGETC Area 4D; C-ID SJS 130*

**SOCSC-136 Introduction to Gender Studies**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Same as ENGL-136. Introduction to Gender Studies introduces students to foundational concepts in the field of gender studies. This course compares and contrasts sociological perspectives used to interpret gender. Through the course, students will understand key terms in gender studies, identifying differences between sex and gender and examining how these terms function within a larger social context. The course asks students to understand the main agents behind gender construction for both children and adults while identifying how these constructions operate across social and cultural institutions. Also, students will recognize the relationships between race, ethnicity, class, and sexuality as well as how power is negotiated within those relationships. Finally, students will gain a firm understanding of the social and political movements that have worked to change gender inequalities. May not be repeated. LR

**LMC:** *ADR: Ethnic/Multicultural Studies; Social and Behavioral Sciences; DA*

**TRANSFER:** *UC; CSU GE Area D; IGETC Area 4; C-ID SOCI 140*

**SOCSC-150 Introduction to Race & Ethnicity**

54 total hours lecture  
3 Units

**ADVISORY:** *Eligibility for ENGL-100*

Introduction to Race and Ethnicity encourages students to consider theoretical perspectives that are prevalent in current research on race and ethnicity. This course will also help students establish an extensive understanding of the ways that race is constructed historically, politically, and socially. Primarily through a sociological approach, this introductory course will prompt students to examine, evaluate, and identify key issues that arise within the frame of majority-minority group relations. Additionally, this course will ask students to analyze the ways that race and ethnicity intersect with locations of identity such as gender and class. More crucially, Introduction to Race and Ethnicity will motivate students to strive for racial/ethnic equality and social inclusion in an era in which racial discrimination is still significant. May not be repeated. SC

**LMC:** *ADR: Ethnic/Multicultural Studies; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area C2, D; IGETC Area 4; C-ID SOCI 150*

**SOCSC-900s Selected Topics in Social Science**

DA varies with course content.

# Sociology

**DEGREE**—Associate in Arts Degree for Transfer  
Sociology



## ASSOCIATE IN ARTS SOCIOLOGY FOR TRANSFER DEGREE

The sociology major at Los Medanos College will provide students with an introduction to the field of sociology. This major will focus on the principles and theoretical perspectives of sociology. Students will be provided an opportunity to examine how sociological phenomena can influence social institutions and social behavior. The sociological examination of the various modes of inquiry will develop an awareness of the importance as well as the complexity of collecting and reporting research data.

Most career options require more than two years of college study. This associate degree provides preparation for transfer to sociology programs at four-year institutions. Transferring and the completion of the baccalaureate degree and graduate studies in sociology can lead to a variety of careers in social services, college and university teaching and research, administration and government fields and business consultants.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

REQUIRED COURSES:		UNITS
<b>SOCIO-015</b>	Introduction to Sociology	<b>3</b>
<b>MATH-110</b>	Introduction to Statistics	<b>4</b>
<b>SOCIO-017</b>	Introduction to Research Methods	<b>3</b>
<b>SOCIO-012</b>	Marriage and Family	<b>3</b>
<b>SOCIO-016</b>	Introduction to Social Problems	<b>3</b>
<b>PSYCH-011</b>	General Psychology	<b>3</b>
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>19</b>
<b>TOTAL UNITS FOR THE DEGREE</b>		<b>60</b>

### Program Student Learning Outcomes

1. Demonstrate an understanding of the major theoretical perspectives, concepts and research findings in the field of sociology.
2. Utilize critical thinking skills to analyze, evaluate and make decisions regarding current issues studied in the field of sociology.
3. Recognize the diversity of social, cultural and global perspectives.
4. Demonstrate knowledge of the principles of research and the ethical considerations involved in conducting research.
5. Understand how theoretical perspectives can explain both the causes and the solutions to social problems.

## COURSE DESCRIPTIONS

### SOCIO-012 Introduction to Marriage and Family

54 total hours lecture  
3 Units

This course is an analysis of the family and how socio-cultural and economic forces have shaped the family. This course is designed to help students better understand family system dynamics and appreciate the variety and diversity among families today. Students will be introduced to a variety of topics including: traditional family and changing family forms, gender roles and socialization, communication patterns, singlehood, cohabitation and other non-marital options, family violence, crises and change, and the future of the family. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; D

**TRANSFER:** UC; CSU Gen. Ed. Area E; C-ID SOCI 130

### SOCIO-015 Introduction to Sociology

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

Introduction to the principles and theoretical perspectives of sociology. Topics will include sociological research methods, culture, groups, socialization, collective behavior, race and gender inequality, stratification, and urbanization. Comprehensive reading and writing exercises and assignments will provide students an opportunity to develop critical ways of looking at sociological phenomena. An examination of the various modes of inquiry used by behavioral scientists will encourage students to develop an awareness of the importance as well as the complexity of data collection and reporting. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4J; C-ID SOCI 110

### SOCIO-016 Introduction to Social Problems

54 total hours lecture  
3 Units

**ADVISORY:** Eligibility for ENGL-100

A sociological analysis of some of the major societal problems in the United States. Topics covered will be taken from a range of possible social issues and problems, such as crime, violence, drug use, racism, sexism, social change, wealth and poverty, education and health issues, urbanization and variations in human sexuality. Students will be provided an opportunity to discuss reasons and possible solutions to social problems in an interdisciplinary and scientific manner. Reading and writing assignments will help students evaluate the social problems in a critical manner. May not be repeated. SC

**LMC:** ADR: Social and Behavioral Sciences; DA

**TRANSFER:** UC; CSU Gen. Ed. Area D; IGETC Area 4J; C-ID SOCI 115

**SOCIO-017 Introduction to Research Methods**

54 total hours lecture  
3 Units

**PREREQUISITE:** *SOCIO-015*

This course examines the fundamental elements of empirical research and the ways in which sociologists think critically about research projects. Emphasis will be placed on the nature of theory, hypotheses, variables, computer applications, and the ethics of research. Application of qualitative and quantitative analytic tools including logic and research designs, such as survey, observational, experimental, and case study research designs will be examined. May not be repeated. SC

**LMC:** *ADR: Social and Behavioral Sciences; DA*

**TRANSFER:** *UC; CSU Gen. Ed. Area D; IGETC Area 4J; C-ID SOCI 120*

**SOCIO-098 Independent Study in Sociology**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**SOCIO-900s Selected Topics in Sociology**

DA varies with course content.

# Spanish

**DEGREE**—Associate in Arts Degree for Transfer  
Spanish



**CERTIFICATE OF ACHIEVEMENT**  
Spanish

## ASSOCIATE IN ARTS SPANISH FOR TRANSFER DEGREE

The Associate in Arts in Spanish for Transfer Degree is designed for students desiring advanced degrees in Spanish. Los Medanos College Spanish courses meet the lower division transfer requirements for Spanish. The curriculum includes the first- and second-year requirements for transfer to a CSU. A baccalaureate degree is the recommended preparation for those considering professional careers in Spanish at a CSU.

To earn the Associate Degree for Transfer:

1. Completion of 60 semester units or 90 quarter units of degree-applicable courses,
2. Minimum grade of "C" (or "P") for each course in the major, and
3. Completion of Intersegmental General Education Transfer Curriculum (IGETC) for CSU, the California State University General Education (CSU-GE) Breadth Requirement, IGETC for STEM or CSU for STEM.

PROGRAM REQUIREMENTS:		UNITS
<b>SPAN-050</b>	Elementary Spanish I	5
<b>SPAN-051</b>	Elementary Spanish II	5
<b>SPAN-052</b>	Intermediate Spanish I	5
or		
<b>SPAN-057</b>	Spanish for Spanish Speakers I	4
<b>SPAN-053</b>	Intermediate Spanish II	5
or		
<b>SPAN-058</b>	Spanish for Spanish Speakers II	4
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>16</b>

### LIST A COURSES: SELECT ONE (3-5 UNITS):

<b>DRAMA-030</b>	Chicano/a Mexican American Cinema: A Critical Analysis	3
<b>ENGL-120</b>	Introduction to Latino literature and Its Latin American Roots	3
<b>ENGL-121</b>	Introduction to Chicano Literature	3
<b>FRNCH-060</b>	Elementary French I	5
<b>FRNCH-061</b>	Elementary French II	5
<b>HIST-052</b>	Mexican American History	3
<b>ITAL-060</b>	Elementary Italian I	5
<b>SPAN-060</b>	Exploring Latino Cinema: A Critical Analysis	3
<b>TOTAL UNITS FOR THE MAJOR</b>		<b>21-25</b>

**TOTAL UNITS FOR THE DEGREE** **60**

If a student who places out of any core courses(s) and is not awarded units for that course, the student will need to take additional units to compensate for the course/units required to reach at least 18 total units in the major. Suggested substitutions include courses in List A.

## ADDITIONAL SUGGESTED COURSE SUBSTITUTIONS ARE LISTED BELOW:

<b>ANTH-006</b>	Introduction to Cultural Anthropology	<b>3</b>
<b>ANTH-008</b>	Introduction to Anthropological Linguistics	<b>3</b>
<b>DRAMA-030</b>	Chicano/a Mexican American Cinema: A Critical Analysis	<b>3</b>
<b>HIST-052</b>	Mexican American History (1900 to Present)	<b>3</b>
<b>SOCIO-015</b>	Introduction to Sociology	<b>3</b>
<b>SPAN-046</b>	Spanish for the Professions	<b>3</b>
<b>SPAN-047</b>	Spanish for the Healthcare Professionals	<b>3</b>
<b>SPAN-060</b>	Exploring Latino Cinema: A Critical Analysis	<b>3</b>
<b>SPCH-150</b>	Intercultural Communication	<b>3</b>

## Program Student Learning Outcomes

1. Be academically prepared to transfer to a Spanish program at a four-year university.
2. Demonstrate the ability to understand, speak, read and write using high-intermediate levels of Spanish skills necessary for careers in Spanish and related fields.

## CERTIFICATE OF ACHIEVEMENT

## SPANISH

The Certificate of Achievement in Spanish is designed to prepare students for varied career opportunities, become fluent in Spanish, and boost their speaking, writing and reading skills. Similarly, the certificate give students the opportunity to show potential employers in this country and in other countries that the student has completed a certain number of courses in Spanish and prepares students with an intermediate to advanced knowledge of Spanish and familiarizes them with the culture of Spain and Latin America. Enrich your worldview and learn one of the most widely spoken languages! Start your career in advertising or sales, become a Spanish teacher or work in multicultural education. Work as a travel agent, journalist or in business development management. Become bilingual and work in many service related fields earning a higher wage!

PROGRAM REQUIREMENTS:	UNITS
<b>SPAN-050</b> Elementary Spanish I	<b>5</b>
or <b>select one course from List A</b>	
<b>SPAN-051</b> Elementary Spanish II	<b>5</b>
or <b>select one course not already used from List A</b>	
<b>SPAN-052</b> Intermediate Spanish I	<b>5</b>
<b>SPAN-053</b> Intermediate Spanish II	<b>5</b>
<b>TOTAL UNITS FOR THE MAJOR</b>	<b>16-20</b>

## LIST A COURSES:

<b>SPAN-046</b>	Spanish for the Professions	<b>3</b>
<b>SPAN-047</b>	Spanish for the Healthcare Professionals	<b>3</b>
<b>SPAN-057</b>	Spanish for Spanish Speakers I	<b>4</b>
<b>SPAN-058</b>	Spanish for Spanish Speakers II	<b>4</b>
<b>SPAN-060</b>	Exploring Latino Cinema: A Critical Analysis	<b>3</b>

**TOTAL UNITS FOR THE DEGREE** **16-20**

Students who are eligible to enroll directly into Spanish 051 based on 2 years of high school coursework in Spanish may earn the certificate by taking 3 additional units from List A

Students who are eligible to enroll directly into Spanish 052 based on 3 years of high school coursework in Spanish may earn the certificate by taking 6 additional units from List A

## Program Student Learning Outcomes

1. Be academically prepared to transfer to a Spanish program at a four-year university.
2. Demonstrate the ability to understand, speak, read and write using high-intermediate levels of Spanish skills necessary for careers in Spanish and related fields.

## COURSE DESCRIPTIONS

## SPAN-046 Spanish for the Professions

54 total hours lecture

3 Units

Designed to teach present and future professional public servants the necessary vocabulary and structures for effective communication in interviews, collecting data, giving instructions, visits, general courtesies, etc. Some attention to local dialect differences. The content used in learning the language is drawn from the rich Mexican, Chicano and Latino cultures and cultural and behavioral attitudes appropriate for relating to persons of Hispanic heritage will be suggested. May not be repeated. SC

LMC: DA

TRANSFER: CSU

## SPAN-047 Spanish for Healthcare Professionals

54 total hours lecture

3 Units

This beginning course in Spanish is designed for students whose professional careers and personal interest take them to the healthcare field. This course will enable students to convey conversations with Spanish-speaking patients and their families. The students will develop basic skills in the target language to carry on medical/nursing functions or tasks. This course is also helpful for students who have a basic knowledge of Spanish whose goal is to apply the target language to a healthcare setting. May not be repeated. SC

LMC: DA

TRANSFER: CSU



**SPAN-050 Elementary Spanish I**

90 total hours lecture  
5 Units

A visual/oral/aural approach to understanding, speaking, reading, and writing Spanish as it is used in Mexico, Central/South America, Spain, and the Southwestern United States. The content used in learning the language is drawn from the rich Mexican, Chicano, African, Afro-Caribbean and Latinx cultures. It is highly recommended that upon completion of SPAN-050, the second course SPAN-051 be taken the following semester. This course is equivalent to two years of high school Spanish. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 6; C-ID SPAN 100

**SPAN-051 Elementary Spanish II**

90 total hours lecture  
5 Units

**PREREQUISITE:** SPAN-050 or 2 years of high school Spanish

**ADVISORY:** Concurrent enrollment in ENGL-095 or higher level English course.

Continuation of the visual/oral/aural approach to understanding, speaking, reading, and writing Spanish. This is the second of a four semester sequence. Course material emphasizes the cultures of Mexico, Central/South America, the Caribbean, Spain, and the Chicano of the Southwestern United States. It is highly recommended that upon successful completion of SPAN-051, the third course SPAN-052 be taken the following semester. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B, 6; C-ID SPAN 110

**SPAN-052 Intermediate Spanish I**

90 total hours lecture  
5 Units

**PREREQUISITE:** SPAN-051 or 3 years high school Spanish

This course uses the communicative approach in the acquisition of Spanish. Students will gain skills in listening and understanding conversation at the intermediate level, writing, and reading. The third in a series of four semesters of college level Spanish emphasizes the literature and culture of Latin America and Spain. It is highly recommended that upon completion of SPAN-052, the fourth course SPAN-053 be taken the following semester. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B, 6; C-ID SPAN 200

**SPAN-053 Intermediate Spanish II**

90 total hours lecture  
5 Units

**PREREQUISITE:** SPAN-052 or 4 years high school Spanish

This course uses the communicative approach in the acquisition of Spanish. Students will gain skills in listening and understanding conversation at the intermediate level, writing, and reading. The fourth in a series of four semesters of college level Spanish emphasizes the literature and culture of Latin America and Spain. May not be repeated. SC

**LMC:** ADR: Arts and Humanities; DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B, 6; C-ID SPAN 210

**SPAN-057 Spanish for Spanish Speakers I**

72 total hours lecture  
4 Units

**PREREQUISITE:** SPAN-053

**ADVISORY:** Concurrent enrollment in ENGL-095 or higher level English course.

A communicative course designed for native speakers of Spanish who wish to improve their skills in reading and writing Spanish, but open to other linguistically qualified students. Writing will be the main focus of class, but grammar, spelling, speaking and a variety of Spanish reading selections will also be included; as well as exposure to local and international Mexican, Chicano, and Latino cultures as a meaning system common heritage of the U.S. This course is entirely conducted in Spanish. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area C2; IGETC Area 3B, 6A; C-ID SPAN 220

**SPAN-060 Exploring Latino Cinema: A Critical Analysis**

54 total hours lecture  
3 Units

**PREREQUISITE:** SPAN-052 or 4 years of high school Spanish

**ADVISORY:** Concurrent enrollment in ENGL-095 or a higher level English course

This course uses Intermediate Spanish to explore classic and contemporary Latin American film that examines a wide variety of themes, genres and cultural experiences. Students analyze Spanish films (both with and without subtitles) that explore how culture has changed in Spanish speaking countries and in the United States and how memory and oblivion, marginalization of individuals and groups, immigration and globalization have influenced that change. Students screen film works from the United States, Mexico, the Caribbean, Central and South America and Spain and provide both oral and written analysis in Spanish of the films. May not be repeated. SC

**LMC:** DA

**TRANSFER:** UC; CSU Gen. Ed. Area C1

**SPAN-098 Independent Study in Spanish**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**SPAN-900s Selected Topics in Spanish**

DA varies with course content.

# Speech

**COURSE DESCRIPTIONS**

See Communication Studies, page 124.

# Transfer Studies

**CERTIFICATES OF ACHIEVEMENT**

CSU General Education (CSU-GE-Breadth)

Intersegmental General Education Transfer Curriculum (IGETC)


**CERTIFICATE OF ACHIEVEMENT**  
**CSU GENERAL EDUCATION (CSU-GE-BREADTH)**

The Certificate of Achievement in CSU General Education (CSU-GE-Breadth) is a program designed for students planning to transfer to the California State University (CSU) System. It offers students a program of study which meets the lower division CSU general education requirements, and students who complete this certificate will only be required to complete a minimum of 9 semester units of upper division general education work at CSU after transfer.

Although the certificate recognizes the completion of lower division CSU general education requirements, it does not guarantee admission to a specific campus within the CSU system nor does it guarantee admission to a specific major. Some majors and colleges may require a different lower division preparation and/or a higher GPA than is necessary for this certificate.

Students who intend to transfer must meet all current CSU transfer requirements including minimum GPA and eligibility for certification. Students are strongly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer school.

PROGRAM REQUIREMENTS		UNITS
<b>Area A:</b>	Communication in the English Language and Critical Thinking	<b>9</b>
<b>Area B:</b>	Physical Universe and Its Life Forms	<b>9</b>
<b>Area C:</b>	Arts, Literature, Philosophy, and Foreign Languages	<b>9</b>
<b>Area D:</b>	Social, Political, Economic Inst/Behavior; Historical Background	<b>9</b>
<b>Area E:</b>	Lifelong Understanding and Self-Development	<b>4</b>
<b>MINIMUM TOTAL UNITS FOR THIS CERTIFICATE</b>		<b>40</b>
<b>MAXIMUM TOTAL UNITS FOR THIS CERTIFICATE</b>		<b>44</b>

\* The program also requires the completion of the U.S. History, Constitution and American Ideals (6 units) CSU-GE Breadth requirement, however the courses used to satisfy these units may also double count in Area D (above).

## CERTIFICATE OF ACHIEVEMENT

### INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC)

The Certificate of Achievement in Intersegmental General Education Transfer Curriculum (IGETC) is a program designed for students planning to transfer to either the California State University (CSU) or University of California (UC) system. It offers students a program of study which meets IGETC general education transfer requirements.

Although the certificate recognizes the completion of IGETC general education requirements, it does not guarantee admission to a specific campus within the CSU or UC system nor does it guarantee admission to a specific major. Some majors and colleges may require a different lower division preparation and/or a higher GPA than is necessary for this certificate.

Students who intend to transfer must meet all current IGETC general education transfer requirements including minimum GPA and eligibility for certification. Students are strongly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer school.

PROGRAM REQUIREMENTS		UNITS
<b>Area 1:</b>	English Composition	<b>6-9</b>
<b>Area 2:</b>	Mathematical Concepts and Quantitative Reasoning	<b>3</b>
<b>Area 3:</b>	Arts & Humanities	<b>9</b>
<b>Area 4:</b>	Social & Behavioral Sciences	<b>9</b>
<b>Area 5:</b>	Physical & Biological Sciences	<b>7-9</b>
<b>MINIMUM TOTAL UNITS FOR THIS CERTIFICATE</b>		<b>37</b>
<b>MAXIMUM UNITS FOR THIS CERTIFICATE</b>		<b>43</b>

**Note:** Students intending to transfer to the CSU system are advised that Area 1C (Oral Communication) is required and that an additional 6 units of study are required for the U.S. History, Constitution & American Ideals graduation requirement from CSU. Students intending to transfer to the UC system are advised that an additional 3-5 units of study are required for the Area 6: Languages Other Than English transfer requirement.

\*The courses used to satisfy the U.S. History, Constitution and American Ideals (6 units) may also double count in Area 4 (above).

Minimum number of IGETC units that a student can earn from LMC and transferring to CSU 37

Maximum number of IGETC units that a student can earn from LMC and transferring to CSU 41

Minimum number of IGETC units that a student can earn from LMC and transferring to UC 37

Minimum number of IGETC units that a student can earn from LMC and transferring to UC 43

### Program Student Learning Outcomes (for both Certificates of Achievement)

1. Communicate effectively, both verbally and in writing.
2. Critically analyze and solve problems using the appropriate technique for the issue at hand, including appropriate use of logic, mathematics, multi-disciplinary, and cultural considerations where applicable.
3. Critically examine the function, media, subject matter, organization, aesthetic, style, and relative excellence of representative examples of the arts, literature, philosophy, and foreign languages including approaches from various historical, cultural, and gender-based origins.
4. Develop an understanding of the information available, the perspectives and approaches of the physical, biological, social and behavioral sciences, appreciating the power and limits of these methods of inquiry and both individual, ethical, and societal responsibilities.
5. Organize and present information in person in a logical and understandable manner.

# Travel Marketing

**DEGREE**—Associate of Science

Travel Marketing

**CERTIFICATE OF ACHIEVEMENT**

Travel Marketing

**COLLEGE SKILLS CERTIFICATES**

Travel Marketing

Home-Based Travel Specialist Certificate

Cruise Specialist

## ASSOCIATE OF SCIENCE DEGREE AND CERTIFICATE OF ACHIEVEMENT

### TRAVEL MARKETING

This 21-unit certificate provides a well-rounded education and includes a selection of courses designed to prepare students for placement in a position as a travel professional in the travel industry. Opportunities include employment as a full-service travel consultant in a travel agency or a travel specialist in the selected area of specialization. This certificate can be completed in two semesters.

In addition to the 21 units of courses in the Travel Marketing Certificate of Achievement, complete the Los Medanos College General Education requirements for an Associate of Science Degree in Travel Marketing. This degree can lead to placement in positions of greater responsibility in the travel industry. Consult a Los Medanos College counselor to develop your personal education plan.

REQUIRED COURSES:		UNITS
TRAVL-072	Introduction to Travel	3
TRAVL-076	Travel Sales and Marketing	3
TRAVL-077	Customized Vacation Planning	2
TRAVL-095	Advanced Travel Concepts	3
TOTAL UNITS		11

#### AND SELECT 3 UNITS OF DESTINATION SPECIALIST GEOGRAPHY COURSES FROM:

TRAVL-074	North American Destination Specialist	3
TRAVL-075	Western Europe Destination Specialist	3
TRAVL-083	Hawaii Destination Specialist	1.5
TRAVL-084	Caribbean Destination Specialist	1.5
TRAVL-085	South Pacific Destination Specialist	1.5
TRAVL-087	Mexico Destination Specialist	1.5
TRAVL-096	Alaska Destination Specialist	1.5

#### AND SELECT A MINIMUM OF 7 ELECTIVE UNITS FROM:

TRAVL-074	North American Destination Specialist	3
TRAVL-075	Western Europe Destination Specialist	3
TRAVL-082	All About Cruising	3
TRAVL-083	Hawaii Destination Specialist	1.5
TRAVL-084	Caribbean Destination Specialist	1.5
TRAVL-085	South Pacific Destination Specialist	1.5
TRAVL-087	Mexico Destination Specialist	1.5
TRAVL-096	Alaska Destination Specialist	1.5
TRAVL-114	Group Travel Management	1.5
TRAVL-130	Home Based Travel: Launching Your Business	1
TRAVL-131	Home Based Travel: Success Factors	2
TRAVL-170	Cooperative Education in Travel (Travel Internship)	1-2
TRAVL 900*	Selected Topics in Travel	.3 -3
TOTAL UNITS FOR THE MAJOR		21

TOTAL UNITS FOR THE DEGREE 60

TOTAL UNITS FOR THIS CERTIFICATE 21

\*TRAVL 900 courses do not necessarily transfer to four-year colleges and universities (please see counselor regarding transfer information and degree applicability).

#### Program Student Learning Outcomes

1. Apply critical thinking to research, evaluate, analyze, and synthesize travel-related information.
2. Demonstrate excellent communication skills as well as soft skills in a sales and business environment.
3. Demonstrate knowledge of current technologies and apply technological skills necessary to succeed in the travel industry.

**COLLEGE SKILLS CERTIFICATES****TRAVEL****Travel Marketing**

This 12-unit certificate provides a good foundation for placement in an entry-level position in the travel industry, such as a travel assistant in a travel agency. Required courses are not offered every semester, so careful planning will minimize the amount of time to complete this certificate.

REQUIRED COURSES :		UNITS
TRAVL-072	Introduction to Travel	3
TRAVL-076	Travel Sales and Marketing	3
TRAVL-095	Advanced Travel Concepts	3
TOTAL UNITS		9

**AND SELECT A MINIMUM OF 3 ELECTIVE UNITS FROM:**

TRAVL-074	North American Destination Specialist	3
TRAVL-075	Western Europe Destination Specialist	3
TRAVL-077	Customized Vacation Planning	2
TRAVL-082	All About Cruising	3
TRAVL-083	Hawaii Destination Specialist	1.5
TRAVL-084	Caribbean Destination Specialist	1.5
TRAVL-085	South Pacific Destination Specialist	1.5
TRAVL-087	Mexico Destination Specialist	1.5
TRAVL-096	Alaska Destination Specialist	1.5
TRAVL-114	Group Travel Management	1.5
TRAVL-130	Home Based Travel: Launching Your Business	1
TRAVL-131	Home Based Travel: Success Factors	2
TRAVL-170	Cooperative Education in Travel (Travel Internship)	1-2
TRAVL 900*	Selected Topics in Travel	.3 -3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		12

**Program Student Learning Outcomes**

1. Apply basic skills to research and evaluate travel-related information.
2. Demonstrate fundamental sales and marketing skills, as related to the travel industry.
3. Demonstrate basic knowledge of current technologies used in the travel industry.

**Home-Based Travel Specialist**

This 17-unit certificate is the first of its kind in the country. As the number of home-based travel professionals grows, the demand for education also grows. Required courses for this certificate will address critical issues and considerations for students who are planning to establish a home-based travel business. Required courses are not offered every semester, so careful planning will minimize the amount of time to complete this certificate.

Required Courses:		Units
TRAVL-072	Introduction to Travel	3
TRAVL-076	Travel Sales and Marketing	3
TRAVL-130	Home Based Travel: Launching Your Business	1
TRAVL-131	Home Based Travel: Success Factors	2
TOTAL UNITS		9

**SELECT 3 UNITS OF DESTINATION SPECIALIST GEOGRAPHY COURSES FROM:**

TRAVL-074	North American Destination Specialist	3
TRAVL-075	Western Europe Destination Specialist	3
TRAVL-083	Hawaii Destination Specialist	1.5
TRAVL-084	Caribbean Destination Specialist	1.5
TRAVL-085	South Pacific Destination Specialist	1.5
TRAVL-087	Mexico Destination Specialist	1.5
TRAVL-096	Alaska Destination Specialist	1.5

**AND SELECT A MINIMUM OF 5 ELECTIVE UNITS FROM:**

TRAVL-074	North American Destination Specialist	3
TRAVL-075	Western Europe Destination Specialist	3
TRAVL-077	Customized Vacation Planning	2
TRAVL-082	All About Cruising	3
TRAVL-083	Hawaii Destination Specialist	1.5
TRAVL-084	Caribbean Destination Specialist	1.5
TRAVL-085	South Pacific Destination Specialist	1.5
TRAVL-095	Advanced Travel Concepts	3
TRAVL-087	Mexico Destination Specialist	1.5
TRAVL-096	Alaska Destination Specialist	1.5
TRAVL-114	Group Travel Management	1.5
TRAVL 900*	Selected Topics in Travel	.3 -3
TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE		17

\*TRAVL 900 courses do not necessarily transfer to four-year colleges and universities (please see counselor regarding transfer information and degree applicability).

**Program Student Learning Outcomes**

1. Apply critical thinking to research, evaluate, analyze, and synthesize travel-related information.
2. Demonstrate excellent communication skills as well as soft skills in a sales and business environment.
3. Demonstrate knowledge of current technologies and apply technological skills necessary to succeed in the travel industry.
4. Explain the steps, skills and requirements to legally and successfully run a home-based travel business.

**Cruise Specialist**

This 8-unit certificate prepares the student to specialize in selling cruises. Employment possibilities include working for a full-service or a cruise-only travel agency, or operating a home-based travel business specializing in cruising. Required courses are not offered every semester, so careful planning will minimize the amount of time to complete this certificate.

REQUIRED COURSES:		UNITS
<b>TRAVL-082</b>	All About Cruising	<b>3</b>
<b>TRAVL-076</b>	Travel Sales and Marketing	<b>3</b>
<b>TRAVL-077</b>	Customized Vacation Planning	<b>2</b>
<b>TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE</b>		<b>8</b>

Note that it is practical to work toward multiple certificates at the same time. This will allow students to personalize their education and tailor it to meet their individual goals.

For information regarding specific course requirements, contact the Travel Department chair or inquire in the Counseling Center. You may also check online at [www.losmedanos.edu/travel](http://www.losmedanos.edu/travel).

**Program Student Learning Outcomes**

1. Utilize appropriate resources to describe and evaluate cruises, individual ships, and their itineraries.
2. Demonstrate fundamental sales and marketing skills, as related to the travel industry in general, and cruising in particular.
3. Recommend appropriate cruise lines, cruise ships, and itineraries, based on client needs and preferences.

**COURSE DESCRIPTIONS****TRAVL-072 Introduction to Travel**

54 total hours lecture

3 Units

An introductory course designed to give students an overview of the travel industry and its various components. This course familiarizes students with terminology and basic concepts of each component of the travel industry, which includes the airline industry, the ground transportation industry, the hotel industry, the cruise industry and the tour industry. It will also provide the basic online skills needed to research basic travel questions. May not be repeated. SC

LMC: DA

TRANSFER: CSU

**TRAVL-074 North American Destination Specialist**

54 total hours lecture

3 Units

A course on travel geography and tourism within North America, including familiarization with places of tourist interest, itinerary planning, tour companies, and sources of reference. Includes a study of each of the 50 states and all Canadian provinces. May not be repeated. SC

LMC: DA

TRANSFER: CSU

**TRAVL-075 Northern and Central Europe Destination Specialist**

54 total hours lecture

3 Units

This course includes a discussion of geography, sightseeing options, tourist activities, resort areas and accommodations for each major region of Northern and Central Europe. Application of knowledge to traveler scenarios will be emphasized. Resources for more in-depth information will also be explored. May not be repeated. SC

LMC: DA

TRANSFER: CSU

**TRAVL-076 Travel Sales and Marketing**

54 total hours lecture

3 Units

This course will help the travel and tourism student prepare for a successful career selling travel. It will introduce the student to effective techniques and skills for service-oriented sales to succeed in the competitive environment of the travel industry. In an increasingly competitive marketplace, travel professionals will need an understanding of the broader sales environment. This course will incorporate coverage of basic marketing principles and discuss customer service as an integral part of the selling process. May not be repeated. SC

LMC: DA

TRANSFER: CSU

**TRAVL-077 Customized Vacation Planning**

36 total hours lecture

2 Units

This course will introduce students to the process of creating and customizing tours for individual travelers or for groups. Particular emphasis will be placed on how to plan and design an itinerary, select the vendor/s, finalize the tour arrangements, and market the tour. Learning to research travel industry print and electronic references is an indispensable component of creating customized vacations. May not be repeated. SC

LMC: DA

TRANSFER: CSU



**TRAVL-082 All About Cruising**

54 total hours lecture  
3 Units

The course will introduce students to the cruise industry, cruise lines and their ships, the different "personalities" of the cruise ships; cruise destinations and itineraries around the world. It will also include cruise terminology and cruise selling skills. This is the core course in the Cruise Specialist Certificate. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**TRAVL-083 Hawaii Destination Specialist**

27 total hours lecture  
1.5 Units

This course includes a discussion of geography, tourist attractions and activities, resort areas and accommodations for each of the major islands of Hawaii. Particular emphasis on each island's unique appeal. Resources for more in-depth research are also covered. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**TRAVL-084 Caribbean Destination Specialist**

27 total hours lecture  
1.5 Units

This course provides an overview of the geography, major tourist sights and activities, resort areas and accommodations for all of the major islands/destinations throughout the Caribbean region. Particular emphasis will be placed on the diversity within the region and on each island's unique appeal for a visitor. Resources for more in-depth research, including the Internet, will also be covered. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**TRAVL-088 Southern Europe Destination Specialist**

27 total hours lecture  
1.5 Units

This course includes a discussion of geography, sightseeing options, tourist activities, resort areas and accommodations for each country of Southern Europe. Experience the uniqueness of the countries of Spain, Portugal, Italy, Greece and a few others as we explore the major cities. Learn to identify and qualify the right clients and suggest the right attractions that match their lifestyle, interests and experience. Application of knowledge to traveler scenarios will be emphasized. Resources for more in-depth information will be explored. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**TRAVL-095 Advanced Travel Concepts**

54 total hours lecture 3 Units

**ADVISORY:** TRAVL-072

This course is intended for students who already have a solid foundation regarding travel terms and concepts. Emphasis is placed on practical application of knowledge and skills. Topics include: exploring and evaluating web-based tools for researching and booking travel, evaluating and recommending tour companies and other travel suppliers based on client needs, interpreting terms and conditions, marketing and promoting a travel business, and networking with other travel professionals. Completion of an individual course project is required. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**TRAVL-096 Alaska Destination Specialist**

27 total hours lecture 1.5 Units

This course includes a discussion of geography, tourist attractions, activities, and accommodations for each of the major areas of Alaska. Particular emphasis is placed on each area's unique appeal. The course presents what's special about Alaska, sales strategies for tour products and niche markets, suggested itineraries, secrets of each region and local information. Resources for more in-depth research are also covered. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**TRAVL-098 Independent Study in Travel Merchandising**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

**TRANSFER:** *Independent study courses may be DA or transferable depending on specific course. See your counselor.*

	TUTORING	
Program Requirements, Courses and Learning Outcomes	<div> <div>TRAVL-114      Group Travel Management</div> <div> 27 total hours lecture  1.5 Units  <b>ADVISORY:</b> ENGL-100 </div> <div> <p>This course will introduce students to group travel and explore ways in which groups can enhance and grow a travel business. In this course, students will explore the benefits of booking group travel and identify various types of groups and where to find them. This course will emphasize options for marketing and promoting group trips, incorporating current technologies and other strategies for building enthusiasm and interest. The course will include a discussion of the basic mechanics for booking group cruises and tours, as well as hotel stays and air travel. Emphasis will be placed on practical application of knowledge and skills. May not be repeated. SC</p> <p><b>LMC:</b> DA <b>TRANSFER:</b> CSU</p> </div> </div>	<div> <div>Tutoring</div> <div>COURSE DESCRIPTIONS</div> <div> <div>SPTUT-020      Supervised Tutoring</div> <div> May vary N/A </div> <div> <b>ADVISORY:</b> <i>Student must be referred by a counselor or instructor per Title 5, 58170(e)</i> </div> <div> <p>Individualized tutoring designed to assist students to increase their success in college. Content varies depending on course subject matter and may include assistance with course work, homework, exam preparation or grade improvement. This is a free, noncredit, zero-unit course where tutoring is provided by college staff or student tutors under faculty supervision. May be repeated 9 times. P/NP</p> <p><b>LMC:</b> NC</p> </div> </div> </div>
	<div> <div>TRAVL-130      Home Based Travel: Launching Your Business</div> <div> 18 total hours lecture  1 Unit </div> <div> <p>This course explores all the components of establishing a new business. The course will offer an insight into what it takes to run a successful home-based travel business. It will provide information about the various types of home-based business set-ups and types of travel agencies that will host a home-based travel business. May not be repeated. SC</p> <p><b>LMC:</b> DA <b>TRANSFER:</b> CSU</p> </div> </div>	
	<div> <div>TRAVL-131      Home Based Travel: Success Factors</div> <div> 36 total hours lecture  2 Units </div> <div> <p>Many people have difficulty running a successful travel business, because they lack a proper plan. This class will help define business expectations, determine objectives, and begin to create a formal business plan. Students will determine which marketing approach would work best for their travel business. Students will learn about the various resources available to the travel professional and will develop a preferred supplier list for a home-based business. Students will also learn about the legal responsibilities of the travel professional. May not be repeated. SC</p> <p><b>LMC:</b> DA <b>TRANSFER:</b> CSU</p> </div> </div>	
	<div> <div>TRAVL-900s      Selected Topics in Travel Merchandising</div> <div> DA varies with course content. </div> </div>	
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# UAS/Drone Operations Noncredit

## CERTIFICATE OF COMPLETION NONCREDIT

### Basic Drone Piloting

The Basic Drone Piloting certificate prepares students to take the Federal Aviation Administration's initial aeronautical knowledge test for a remote pilot certificate through lecture, discussion and individual flying of drones. The program will help guide students on basic aeronautics and operations as they pertain to drone piloting and their preferred career. Students also learn the principles, guidelines and regulations regarding effective piloting of unmanned aerial vehicles. Safety, ethics and the laws associated with drone flight will also be stressed.

REQUIRED COURSES:		HOURS
<b>DRONE-010N</b>	Remote Pilot Certification Preparation	<b>18</b>
<b>DRONE-012N</b>	Basic Drone Piloting	<b>72</b>
<b>Total Hours:</b>		<b>90</b>

### Program Student Learning Outcomes

1. Identify the federal and local regulations for piloting a drone.
2. Prepare students to take the FAA's initial aeronautical knowledge test for a remote pilot certificate.
3. Properly employ and execute various operations of a drone.
4. Create a basic working autonomous system.

## COURSE DESCRIPTIONS

### DRONE-010N Remote Pilot Certification Preparation

18 total hours 0 Units

**ADVISORY:** At least 16 years old, able to read, write, speak, and understand English, be in a physical and mental condition to safely fly a UAS

This course reviews and prepares students to take the Federal Aviation Administration's initial aeronautical knowledge test, and help complete FAA Form 8710-13 for a remote pilot certificate, through lecture, discussion and individual flying of drones. It will help guide students on basic aeronautics and operations as they pertain to drone piloting. P/NP/SP

**LMC:** NC

### DRONE-012N Basic Drone Piloting

72 total hours

0 Units

**ADVISORY:** At least 16 years old, able to read, write, speak, and understand English, be in a physical and mental condition to safely fly a UAS

Students will learn the principles, guidelines and regulations regarding effective piloting of unmanned aerial vehicles. Safety and ethics associated with drone flight as well as the law will also be stressed. P/NP/SP

**LMC:** NC

### DRONE-014N Applied Drone Piloting

90 total hours

0 Units

**ADVISORY:** At least 16 years old, able to read, write, speak, and understand English, be in a physical and mental condition to safely fly a UAS

Students will learn the basics of piloting an unmanned aerial system, or drone, and how it can be applied in their preferred career (Administration of Justice, Construction, Cinematography, Environmental Science, Geography, Journalism, Photography, Physical Education, Real Estate, Welding, and many others). Students will gain industry-specific experience with UAS. P/NP/SP

**LMC:** NC

# Welding Technology

## DEGREE—Associate of Science

Welding Technology

## CERTIFICATE OF ACHIEVEMENT

Welding Technology

## COLLEGE SKILLS CERTIFICATE

Welding Pre-Apprenticeship

The program in Welding Technology offers instruction in the principles and practices of welding processes. Successful completion of the program provides sufficient training for entry level into the field of production type welding. Students have access to the latest instructional and practical experiences in a spacious, modern shop facility.

For the Associate of Science Degree in Welding Technology, complete 26 units of coursework listed below as well as the General Education requirements. Consult a Los Medanos College counselor to develop your education plan for the Associate of Science Degree.

## ASSOCIATE OF SCIENCE

### WELDING TECHNOLOGY

REQUIRED COURSES:		UNITS
WELD-010	Basic Arc Welding Theory	3
WELD-011	Basic Shielded Metal Arc Welding Practice	2
WELD-015	Basic Oxyacetylene Welding	2
WELD-016	Advanced Oxyacetylene Welding	1
WELD-020	Intermediate Shielded Metal Arc Welding Practice	2
WELD-021	Advanced Shielded Metal Arc Welding Practice	2
WELD-031	TIG Welding Practice	2
WELD-033	MIG Welding Practice	2
WELD-035	Blueprint Reading for Welders	3
WELD-040	TIG, MIG and FCA Welding Theory	3
WELD-041	Pipe Welding Practice	2
WELD-043	Flux-Core Arc Welding Practice	2
TOTAL UNITS REQUIRED IN MAJOR COURSES		26
TOTAL UNITS FOR THE DEGREE		60

## Program Student Learning Outcomes

1. Be able to know and specify the safety requirements and knowledge as required in the welding trade.
2. Demonstrate the ability and theory to effectively solve problems encountered while welding or cutting and perform in accordance with industry standards.
3. Be prepared to learn the step-by-step procedure to pass the AWS Welder Qualification/Certification Exam, essential for employment as a welder.

## CERTIFICATE OF ACHIEVEMENT

### WELDING TECHNOLOGY

The program in Welding Technology offers instruction in the principles and practices of welding processes. Successful completion of the program provides sufficient training for entry level into the field of production type welding. Students have access to the latest instructional and practical experiences in a spacious, modern shop facility.

For the Certificate of Achievement in Welding Technology, complete the units of coursework listed below. Consult a Los Medanos College counselor to develop your education plan

REQUIRED COURSES:		UNITS
WELD-010	Basic Arc Welding Theory	3
WELD-011	Basic Shielded Metal Arc Welding Practice	2
WELD-015	Basic Oxyacetylene Welding	2
WELD-016	Advanced Oxyacetylene Welding	1
WELD-020	Intermediate Shielded Metal Arc Welding Practice	2
WELD-021	Advanced Shielded Metal Arc Welding Practice	2
WELD-031	TIG Welding Practice	2
WELD-033	MIG Welding Practice	2
WELD-035	Blueprint Reading for Welders	3
WELD-040	TIG, MIG and FCA Welding Theory	3
WELD-041	Pipe Welding Practice	2
WELD-043	Flux-Core Arc Welding Practice	2
ENGL-095	Accelerated Reading, writing and Critical Thinking	5
or		
ENGL-100	College Composition	3
MATH 12 or higher*	Prealgebra	4
COMSC-040	Introduction to Computers and Information Systems	4
TOTAL UNITS REQUIRED FOR THIS CERTIFICATE		36-42

\*Possible higher Math courses (3-7 units) 25, 26, 27, 29, 30, 35, 110, 110s (and 110 together) 120, 140, 155, 160, 210, 220, 230, 240, 250

## Program Student Learning Outcomes

1. Be able to know and specify the safety requirements and knowledge as required in the welding trade.
2. Demonstrate the ability and theory to effectively solve problems encountered while welding or cutting and perform in accordance with industry standards.
3. Be prepared to learn the step-by-step procedure to pass the AWS Welder Qualification/Certification Exam, essential for employment as a welder.

**COLLEGE SKILLS CERTIFICATE****WELDING PRE-APPRENTICESHIP**

REQUIRED COURSES:		UNITS
<b>WELD-010</b>	Basic Arc Welding Theory	<b>3</b>
<b>WELD-011</b>	Basic Shielded Metal Arc Welding Practice	<b>2</b>
<b>MATH 12 or higher*</b>	Prealgebra	<b>4</b>
<b>TOTAL UNITS REQUIRED FOR COLLEGE SKILLS CERTIFICATE</b>		<b>8-9</b>

\*Possible higher Math courses (3-7 units) 25, 26, 27, 29, 30, 35, 110, 110s (and 110 together) 120, 140, 155, 160, 210, 220, 230, 240, 250

**Program Student Learning Outcomes**

1. Be able to know and have an appreciation for the safety knowledge required in the welding trade.
2. Have a basic understanding how to solve common welding problems encountered in industry as well as reveal basic welding and cutting manipulative skills.

**COURSE DESCRIPTIONS****WELD-007 Metal Fabrication Technologies**

10 total hours lecture, 54 total hours lab  
1.5 Units

**ADVISORY:** ENGL-095, MATH-012

This course covers the theory and hands-on training in both hand tools and power tools, layout and measuring devices, techniques on how to fabricate and repair metal objects, and the knowledge of how to work with metal. There will be tool-making projects, sheetmetal projects, as well as numerous metalworking activities. A mandatory material fee of \$50 will be applied with this course. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**WELD-010 Basic Arc Welding Theory**

54 total hours lecture  
3 Units

**ADVISORY:** Concurrent enrollment in WELD-011; eligibility for ENGL-095

This course is required of all beginning arc welding students to assist them in developing the knowledge of safety and safe practices, fundamentals of Shielded Metal Arc Welding, power sources, and AWS classification of electrodes and electrode selection. Topics Included in this course are: Welding terminology, flame cutting, control of distortion, welding procedure specifications and pipe welding. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**WELD-011 Basic Shielded Metal Arc Welding Practice**

108 total hours lab  
2 Units

**ADVISORY:** Concurrent enrollment in WELD-010; Eligibility for ENGL-095

This lab course is required for all beginning Shielded Metal Arc Welding (SMAW) students. Students will practice T-Joint fillet welding in all positions with the SMAW process using E6010 electrodes as well as flame cutting with the oxyacetylene torch. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**WELD-015 Basic Oxyacetylene Welding**

18 total hours lecture, 54 total hours lab  
2 Units

**ADVISORY:** WELD-010; eligibility for ENGL-095

This course covers oxy-fuel welding of sheet-metal, tubes and pipes in all positions, and braze welding of steel. It also includes safe operating and proper welding procedures, filler rod selection, fluxes, and control of distortion. Students are introduced to flame cutting operations using manual and machine torches. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**WELD-016 Advanced Oxyacetylene Welding**

54 total hours lab  
1 Unit

**PREREQUISITE:** WELD-015

**ADVISORY:** WELD-010; eligibility for ENGL-095

This course covers advanced oxyacetylene welding procedures. The oxyacetylene welding process will be used to weld both ferrous and non-ferrous metals, and silver braze of non-ferrous metals. Students will gain additional proficiency in flame cutting operations using manual and machine torches. May not be repeated. SC

**LMC:** DA

**TRANSFER:** CSU

**WELD-020 Intermediate Shielded Metal Arc Welding Practice**

108 total hours lab

2 Units

**PREREQUISITE:** WELD-011**ADVISORY:** WELD-010; eligibility for ENGL-095 and MATH-012.

This lab course is designed for intermediate Shielded Metal Arc Welding (SMAW) students. Training with different electrodes is conducted to allow a student to obtain the necessary skills to pass visual inspection and a fillet-break test. This course covers Shielded Metal Arc Welding on T-Joints (fillet welds) in all positions with E7018 as well as plasma arc cutting techniques and practice. May not be repeated. LR

**LMC:** DA**TRANSFER:** CSU**WELD-021 Advanced Shielded Metal Arc Welding Practice**

108 total hours lab

2 Units

**PREREQUISITE:** WELD-010; WELD-020**ADVISORY:** ENGL-095 and MATH-012

This lab course is designed for advanced SMAW students. This course covers layout, fitting, tacking, and plate welding in all positions with a V-groove joint configuration and backing bar. This course utilizes welding with E7018 and allows the student to obtain the skills to pass a visual inspection and the bend or X-ray test. Air Carbon Arc Gouging techniques and practice. May not be repeated. LR

**LMC:** DA**TRANSFER:** CSU**WELD-031 GTAW Welding Practice**

108 total hours lab

2 Units

**ADVISORY:** WELD-010, WELD-015 or concurrent enrollment in WELD-040; MATH-012; ENGL-095

This course is designed to develop welding skills with the Gas Tungsten Arc Welding (GTAW) aka TIG process as frequently utilized in industry. It includes welding steel, stainless steel, and aluminum on light gauge metals in various positions using several joint configurations. This course includes set-up, calibrating, adjusting, operating, and shutting down the equipment. May not be repeated. LR

**LMC:** DA**TRANSFER:** CSU**WELD-033 GMAW Welding Practice**

108 total hours lab

2 Units

**ADVISORY:** WELD-010, WELD-011 or concurrent enrollment in WELD-040; ENGL-095; MATH-012

This course is designed to develop welding skills with the Gas Metal Arc Welding (GMAW) aka MIG process as frequently utilized in industry. It includes welding steel sheetmetal and plate in all positions in various joint configurations. This course includes set-up, calibrating, adjusting, operating and shutting down the equipment. May not be repeated. LR

**LMC:** DA**TRANSFER:** CSU**WELD-035 Blueprint Reading for Welders**

54 total hours lecture

3 Units

**ADVISORY:** WELD-010, WELD-040; ENGL-095; MATH-012

Blueprint reading skills and the ability to interpret American Welding Society Welding Symbols is required by the metalworking and fabrication industry. It covers the basic orthographic principles of three-view projections, dimensioning, sections, and freehand sketching. Emphasis is placed on plate and structural fabrication, print reading, steel classifications, interpretation of the American Welding Society (AWS) Welding Symbols, and cost estimating of materials for fabrication. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU**WELD-040 TIG, MIG and FCA Welding Theory**

54 total hours lecture

3 Units

**ADVISORY:** WELD-010; ENGL-095; MATH-012

This course covers welding theory on the processes of gas tungsten arc, gas metal arc, and flux cored arc welding processes. It also includes content about filler wires, gases for ferrous and non-ferrous metals, current selection, welding design, welding codes, and nondestructive testing/inspection. This knowledge is essential to know how to use the equipment and apply it properly to be successful in the welding trade. May not be repeated. SC

**LMC:** DA**TRANSFER:** CSU



**WELD-041 Pipe Welding Practice**

108 total hours lab  
2 Units

**PREREQUISITE:** WELD-021

**ADVISORY:** WELD-031; MATH-012; ENGL-095

This course is an advanced Shielded Metal Arc Welding (SMAW) course that includes open-groove plate and pipe welding in all positions. This course involves cutting, layout, fit-up, tacking, and welding of plate and pipe. Students perform welding in the 2G, 3G, and 4G plate positions then onto 2G, 5G, and 6G pipe positions. This course provides skills to enable the student to pass a visual inspection and the bend or X-ray test. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**WELD-043 Flux-Core Arc Welding Practice**

108 total hours lab  
2 Units

**ADVISORY:** WELD-010, WELD-021 or concurrent enrollment in WELD-040; ENGL-095; MATH-012

This course is designed to develop welding skills with the Flux-Core Arc Welding (FCAW) process as frequently utilized in industry. One practices the skills to weld plate fillet and groove welds in all positions primarily employing the self-shielded version of this process as well as introduction to the gas-shielded version. This course contains set-up, adjusting, and operating of the FCAW equipment. May not be repeated. LR

**LMC:** DA

**TRANSFER:** CSU

**WELD-098 Independent Study in Welding Technology**

Provides students an opportunity to design and pursue their own interests within a particular area. Projects reflecting cultural diversity and/or societal issues will be greatly encouraged. A contract must be drawn between the student and the instructor stipulating the goals of the independent study, the content, the method of approach, the estimated time involved, and the periodic evaluation to be used. Minimum 1 hour per week with instructor plus 54 hours of contracted work for each unit of credit. May not be repeated. SC

**LMC:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**TRANSFER:** Independent study courses may be DA or transferable depending on specific course. See your counselor.

**WELD-100 Introduction to Industrial Technology and Trades**

18 total hours lecture, 54 total hours lab  
2 Units

This is a career exploration course for the industrial trades including: Appliance Repair, Automotive Technology, Electrical/Instrumentation Technology, Process Technology and Welding Technology. It will provide hands-on experience for students who are maybe undecided about their career direction, and allows them to explore through doing, in this survey course of the industrial trades. It will also teach them some basic skills in each trade. This is one course and will be listed under all of following course numbers AUTO-100, ETEC-100, PTEC-100 and WELD-100. Students may register for this course using any one of the provided course numbers. May not be repeated. P/NP

**LMC:** DA

**TRANSFER:** CSU

**WELD-170 Occupational Work Experience Education in Welding**

60-300 total hours  
1-4 Units

**PREREQUISITE:** In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.

This course is for students whose work is related to their major. Occupational Work Experience Education provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. To participate in cooperative work experience education, students must be employed or formally volunteer and undertake new or expanded responsibilities. Students, with faculty and employer approval, will develop and successfully complete one learning objective for each unit of credit in which they enroll. Additionally, students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn up to 8 units per semester and may repeat for a maximum of 16 units of occupational work experience during community college attendance which may be applied as electives toward graduation. SC

**LMC:** DA

**TRANSFER:** CSU

**WELD-180      Internship in Welding**

60-300 total hours

1-4 Units

**PREREQUISITE:** *In order to enroll in a CWEE course, students must be employed, register for the course, complete an online CWEE Application, and participate in a CWEE orientation. Students may earn one unit for five hours work per week or 75 hours work per term. Does not meet requirements for veterans' benefits. CWEE Application can be accessed at <https://www.losmedanos.edu/cwee/>. Students may earn up to 16 units of CWEE.*

This course is for students who have declared a major, have taken classes in the major, and are ready for on-the-job experience in a paid or unpaid position. An internship involves working in a skilled or professional level assignment in the area of a student's vocational or academic major or field of interest. Students, with faculty and employer approval, will apply college-acquired knowledge, skills and abilities as well as acquire new learning to prepare for a career in their chosen field. Students must work 75 paid hours or 60 non-paid hours for each unit of credit earned. Students may earn a maximum of 16 units of occupational work experience internship during community college attendance which may be applied as electives toward graduation. 12 units are transferable to CSU. SC

**LMC:** DA**TRANSFER:** CSU**WELD-900s      Selected Topics in Welding Technology**

DA varies with course content.

# 4

## Section



## Appendices

## LMC Administrators Emeriti

Alatorre, Arthur	Director of Student Services
Armour, Robin	Director of Admissions & Records
Carhart, John	President
Case, Chester H.	President
Cea, Jorge	Academic/Student Services Manager, Outreach
Cella, Barbara	Director of Marketing & Media Design
Chin, Stanley H.	President
Collins, Charles	Dean of Humanistic Studies
Cromer, Lyla	Assistant Dean of Health Sciences
Custodio, Vince	Dean of Behavioral Science
Cutler, Bruce	Vice President, Administrative Services
Donatelli, A. Don	Director of Learning Resources
Garcia, Peter	President
Goodin, Ruth	Senior Foundation Director
Henry, Daniel	Vice President
Holt, Russell	Director of Maintenance & Operations
Johnson, Thayer	Director of Admissions & Records
Kamath, Kiran	Senior Dean of Planning & Institutional Effectiveness
Kester, William	Vice President of Academic & Student Affairs

## LMC Faculty Emeriti

Arenivar, Olga	Speech
Austin, Barbara	English
Bachmann, Nancy	Music
Bank, Judith	English
Baskin, Shirley	Counseling
Biles, Lorraine Leith	Physical Education
Boisvert, Kate	Astronomy
Bolds, Edwin H.	Librarian
Boschetti, Van	Physical Education
Boucher, Gail	Anthropology
Brown, Brendan	Mathematics
Cameron, Jasper C.	English
Campis, Carmen	Business
Castillo-Alward, Sandra	Nursing
Cecchini, Eva	Nursing
Cesa, Margaret	English
Clark, Spencer	Electronics
Coats, Elisabeth	Nursing
Corioso, April	Librarian
Corlew, Curtis	Art/Journalism
Crouch, William R.	Nursing
Davis, Jerry W.	Biological Science
DeAnda, Natividad	Counseling
DeStefano, Jill	Mathematics
Doob, Peter	Mathematics
Duggan, Curtis J.	Business
Fisher, Dorothy	Counseling
Fracisco, William	Counseling
Frates, Jeffrey	Computer Science
Gallup, Terry	Nursing
Garfield, Leo	Administration of Justice
Glennon, James	Administration of Justice
Goldstein, Barry	Business
Gonzales, Pablo	English
Gottlieb, Phillip	Counseling
Hagelin, Christine	Biological Science
Hansen, Paul	Biological Science
Harmon, Lorne	Administration of Justice
Herman, Mel	Nursing
Hobbs, JoAnn	English
Hsieh, Durwynne	Biological Science
Hunnicutt, Dora B. (Jane)	Geography
Janes, Donal	Computer Science
Jacobs, Stan J.	Language Arts
Johnson, Jeff	Art
Johnson, Sharon	Nursing
Jorgensen, Diane	Administration of Justice
Juarez, Angel	Chemistry
Kaiper, Don	History
Karp, Marie	Counseling
Kishi, Thais	Psychology
Leung, Shirley	Business
Lisle, Chappie	Physical Education
Lynch, Barbara	Computer Science

Knott, Veronica	Senior Dean of Occupational Education
Livingston, Richard	Senior Dean of Instruction
Maynes, Lindy	Executive Director, LMC Foundation
McDonald, Diana	Dean of Occupational Education
McKeown, Joseph	Assistant Dean of Administration of Justice
McNulty, James	Buildings & Grounds Manager
Medlinsky, David	Career Development Manager
Newman, Gail	Senior Dean of Student Services
Nielsen, Kathryn	Director of Early Childhood Laboratory
Rodriguez, Gil	Dean of Liberal Arts & Sciences
Skapura, Robert	Senior Dean of Instructional Technology
Skeen, Esther	Police Services Lieutenant
Smith, Sandra	Director of Business Services
Taylor, Jim	Buildings & Grounds Manager
Torres, Felipe	Director of Special Programs
Wahl, David	Program Manager
Williams, Carlton	Dean of Social and Economic Studies
Wilson, Glenn	Custodial Manager
Ybarra, Nancy	Dean of Liberal Arts

Malone, Susanne	Nursing
Maltester, John	Music
Marino, Ofelia	Psychology/Counseling
Marshall, Robert H.	Economics
Matthews, Jeffrey Mitchell	English/LGBT Studies
Maxey, Charles	Appliance Service Technology
McCaughey, Cathy	Nursing
McCluskey, William F.	Business
McDaniel, Nancy	Nursing
McKnight, Don	Computer Science
Miller, Michael J.	Automotive & Engine Technology
Moore, Harold	Management
Murray, Eva	Nursing
Nakaji, Dave	Physics
Nakaji, Karen	English
Nash, Brad	Business
Norris, Michael	Mathematics
Nuxoll, Mary Jo	Nursing
Ochoa, Andres	Welding
Olsen, Janet	Business
Pearman, Elizabeth	Business
Perfumo, Pamela	Child Development
Perry, Josephine	English/Drama
Poku, Kwadwo	Mathematics
Potter, Wayne	Welding
Price, Leonard	Appliance Service Technology
Puccioni, Madeline	English
Ramirez, Daniel	Philosophy
Rodriguez, Carmen	Social Science
Sansen, Oliver	Administration of Justice
Schweickert, Mitch	Chemistry
Shaffer, Harriet K.	Child Development
Shrieve, Elizabeth	Nursing
Siino, Hope J.	Business
Simpson, Linda	Librarian
Smith, Clayton	Computer Science
Smith, Erma	Psychology
Smith, Gerry	Music
Smith, Stanley E.	Music
Speer, Denise	Biological Science
Starsiak, Mary Jo	Health Science
Stein, Jeannine	Mathematics
Stewart, Janhavi	Nursing
Strain, Tom	Physical Education
Sysum, Robert L.	Welding
Thomas, Gary (Skip)	Physical Education
Trapp, G. Louis	Drafting
Tsuji, Muriel	Nursing
Wagener, J. Patrick	Mathematics
Whitman, Nancy	Spanish
Willett, Kathleen	Biological Science
Yamakoshi, Lois	Mathematics
Yeoman, Eric B.	Natural Science
Zimny, David	Political Science
Zipkin, Naomi	Child Development

# LMC Full-Time Faculty & Administrators

Adkins, Theodora . . . . .	Business
B.A., Cal State Univ, East Bay	
Alexander, Kenneth . . . . .	Art
B.A., M.A., Cal State Univ, Sacramento	
Anicetti, Rachel . . . . .	Academic/Student Services Manager, Transfer & Career Services
B.A., Univ Cal, Santa Cruz; M.S.W., Cal State Univ, East Bay	
Archaga, Teresea . . . . .	Program Manager, Student Life & International Students Program
A.A., Los Medanos College; B.A., Cal State Univ, Hayward; M.A., John F. Kennedy Univ	
Arcidiacono Kaufman, Marie . . . . .	Speech Communication
B.A., M.A., Cal State Univ, East Bay	
Bankhead, Bill . . . . .	Program Manager, Workforce & Economic Development
B.A., University of Oregon Clark Honors College	
Beal, Tawny . . . . .	Management
B.S., Univ Cal, Berkeley; M.S., Univ Oxford; Ed.D., Saint Mary's College	
Bearden, Joshua . . . . .	History
B.A., Samford Univ; M.A., Univ of Alabama, Birmingham; Ph.D., Univ of Maryland	
Belman, David . . . . .	Dean of Student Success
B.A., M.A., Univ of the Pacific	
Benford, Jeffrey . . . . .	Dean of Counseling & Student Support
B.A., Morehouse College; M. Div., Interdenominational Theological Center	
Bent, Joanne . . . . .	Nursing
B.F.A., Univ of New Mexico; M.S.N., San Francisco State Univ	
Bluford, Cameron . . . . .	Librarian, Technical Services
B.A., CSU Sacramento; M.A., San Jose State Univ; M.A., Cal State Univ, Sacramento	
Bonner, Jeanne . . . . .	Physics
B.S., Univ Cal, Davis	
Bouchard, Jill . . . . .	Biological Science
B.S., Univ Cal, San Diego; Ph.D., Univ Cal, San Francisco	
Briggs, Francesca . . . . .	Engineering
B.S., M.S., Politecnico di Bari, Italy; M.S., Univ of Washington	
Buettner, Jill . . . . .	English
B.A., Cal State Univ, Fresno; M.A., Cal State Univ, Sacramento	
Cabral, Scott . . . . .	Astronomy
B.A., Univ Cal, Berkeley; M.S., San Francisco State Univ	
Caldwell, Tselane . . . . .	English
B.A., M.A., Univ Cal, Berkeley	
Capes, Melinda . . . . .	Chemistry
B.S., Cal State Univ, San Marcos; Ph.D., Univ of Maryland School of Medicine	
Chiu, Carl . . . . .	Technology Systems Manager
B.S., Saint Mary's College	
Chuah, Cheong . . . . .	Music
B.A., Berklee College of Music, Boston; M.A., Ph.D., Univ of Miami	
Clark, James . . . . .	Biological Science
B.S., Loyola Marymount Univ; M.S., Univ of Southern California	
Clark, Jordan . . . . .	Mathematics
B.S., Morehouse College; M.A., Univ of Georgia	
Clarke, Milton . . . . .	Political Science
B.A., State Univ of New York at Stony Brook; M.A., San Francisco State Univ	
Cohen, James . . . . .	Mathematics
B.A., Univ Cal, Berkeley; M.A., Washington Univ	
Collins, Linda . . . . .	Philosophy
B.A., Univ of Colorado; M.A., Univ Cal, Berkeley	
Coronado Barraza, Victor . . . . .	Spanish
B.A., M.A., Cal State Univ, Sacramento	
Costanza, Elizabeth . . . . .	Counselor
A.A., & A.S., Los Medanos College; B.A., Saint Mary's College; M.S., San Francisco State Univ	
Crowder, Kurt . . . . .	Engineering/Physics
B.S., Massachusetts Inst of Technology (MIT); M.S., Ph.D., Univ Cal, San Diego	

Cruz, William . . . . .	Manufacturing Technology
B.E., The Cooper Union School of Engineering; M.E., Univ of Virginia	
Cutino, Paul . . . . .	Emergency Medical Services
A.A.S., B.S., Columbia Southern Univ	
Darooogheha, Sepideh, . . . . .	Mathematics
B.S., Tehran Univ; M.A., Cal State Univ, East Bay	
Davi, Estelle, R. . . . .	Psychology
B.A., M.A., San Francisco State Univ	
Dearman, Jason . . . . .	Automotive
A.S., Los Medanos College	
Domenichelli, Derek . . . . .	Physical Education
B.S., Cal State Univ, East Bay; M.S.S., US Sports Academy	
Dorritie, Frank . . . . .	Recording Arts
B.A., Manhattan College	
Erwin, Roseann . . . . .	Librarian, Brentwood
B.A., Cal State Univ, Monterey Bay; M.L.I.S., San Jose State Univ	
Estrada, Rick . . . . .	Mathematics
A.A., Modesto Junior College; B.A., M.A., San Francisco State Univ	
Estrada, Robert . . . . .	Bookstore Manager
B.A., Univ Cal, Berkeley	
Fantuzzi, Angela . . . . .	Director of Early Childhood Lab School
B.A., Pontifical Catholic Univ of Chile; M.A., Cal State Univ, East Bay	
Freeman, Jr., Steven . . . . .	Academic/Student Services Manager - EOPS
B.A., Chicago State Univ; M.B.A., Marylhurst Univ	
Garcia, Nicholas . . . . .	Drama
B.A., Adams State College; M.F.A., Univ of Iowa	
Gesink, Dann . . . . .	Welding Technology
A.A.S., Kalamazoo Valley Community College	
Ghiselli, Nina . . . . .	DSPS Counselor
B.A., Univ Cal, Berkeley; Psy.D., Alliant International Univ	
Giambattista, Louie . . . . .	Computer Science
A.A., City College of San Francisco; B.A., Univ Cal, Berkeley; M.B.A., Southern Methodist Univ	
Godinez, Marco . . . . .	Counselor
A.A., Los Medanos College; B.A., Cal State Univ, East Bay; M.A., John F. Kennedy Univ	
Goff, Christina . . . . .	Librarian, Instructional/Library Director
B.A., Cal State Univ, Sonoma; M.S., Simmons College	
Gonzalinajec, Nidia . . . . .	Mathematics
A.A., Santa Ana College; B.A., Univ of California, Berkeley; M.S., Cal State Univ, East Bay	
Gravert, Dennis . . . . .	Chemistry
B.S., Santa Clara Univ; Ph.D., Stanford Univ	
Green, Elizabeth . . . . .	English
B.A., Vassar College; M.F.A., Mills College	
Grillo, A. Michael . . . . .	Fire Technology
B.S., Cal State Univ, Long Beach	
Guclu, Ozlem . . . . .	Mathematics
B.S., A.K. Univ; M.Ed., Stanford Univ; M.S., Cal State Univ, East Bay	
Guerrero-Gonzalez, Julio . . . . .	Mathematics
B.A., Univ of Cal, Davis; M.S., Cal State Univ, Northridge	
Gunder, Paula . . . . .	ESL
B.A., Univ of Washington; M.A., Monterey Inst of International Studies; Ph.D., Univ of Arizona	
Hagberg, Maria Esperanza . . . . .	Nursing
A.A., A.S., Los Medanos College; B.S.N., M.S., Grand Canyon Univ	
Hailey, Anthony . . . . .	Administration of Justice
B.A., Univ of the State of New York; M.A., San Jose State Univ	
Hall, Rikki . . . . .	Director of Admissions and Records
A.A., Los Medanos College; B.A. CSU East Bay; M.A. Sacramento State University	
Hanks, Roy Kyle . . . . .	Biological Science
B.S., Duke Univ; M.D., Duke Univ School of Med	



Hannum, Natalie . . . . .	Vice President of Instruction
B.S., Cal State Univ, Chico; M.A., Cal State Univ, San Bernardino	
Haven, Edward . . . . .	Philosophy
A.A., Sierra College; B.A., Univ Cal, Riverside; M.A., Univ of Chicago	
Hawkes, Debra . . . . .	Nursing
B.S.N., Brigham Young Univ	
Henderson, Silvester . . . . .	Music
B.M., M.A., San Francisco State Univ	
Hicks, Maryanne . . . . .	Nursing
B.S.N., San Juan De Dios College, Phillipines; M.S.N., University of Phoenix	
Hiltbrand, Joellen . . . . .	English
B.A. Univ of Colorado; M.F.A., Mills College	
Hiscocks, Ryan. . . . .	Political Science
B.A., M.A., Cal State Univ, Long Beach	
Hsieh, Chialin . . . . .	Senior Dean of Planning & Institutional Effectiveness
B.A., Chinese Culture Univ – Taiwan; B.M., M.M., M.A. & Ed.D., Western Michigan Univ	
Hubbard, Scott . . . . .	Mathematics
B.A., Sonoma State Univ; M.A., Wake Forest Univ	
Huddleston, Ryan . . . . .	Lieutenant - Police Services
Huffman, Laurie. . . . .	Spanish
B.A., Cal State Univ, Sacramento; M.S., Cal State Univ, East Bay; M.A., Cal State Univ, Sacramento; Ph.D., Capella Univ	
Ichigaya, Frank . . . . .	Custodial Manager
A.S., Ashworth College	
Johnson, Scott. . . . .	Mathematics
B.A., Univ of Washington	
Jones, Erlinda . . . . .	Child Development
B.A., Stanford Univ; M.A., San Francisco State Univ	
Karahroudy, Ali . . . . .	Computer Science
B.S., IAUT; M.S., East Carolina Univ	
Kratochvil, Bob . . . . .	President
B.A., M.P.A., Univ of Southern California; Ed.D., Cal State Univ, Stanislaus	
Kwist, Sabrina T. . . . .	Dean of Equity & Inclusion
B.A., Univ Cal, Santa Barbara; M.Ed., Univ of Vermont; Ed.D., Mills College	
Landers, Mara . . . . .	Mathematics
B.A., Swarthmore College; M.A., Ph.D., Univ Cal, Berkeley	
Lapriore, Marcella . . . . .	English
B.A., Univ of Arizona; M.A., Cal State Univ, East Bay	
Lewis, Mark . . . . .	Biological Science
B.A., Ph.D., Univ Cal, Berkeley	
Lima, Kristin. . . . .	Dean of Instruction
A.A., College of the Sequoias; B.A., M.B.A., Monterey Institute of International Studies; Ed.D., Brandman Univ/Chapman Univ	
Lindgren, Haydee . . . . .	DSPS Counselor
B.A., Cal State Univ, Fullerton; M.S., San Francisco State Univ	
Lugani, Shalini . . . . .	Economics
B.A., M.A., Univ of Delhi; M.A., Jawaharlal Nehru Univ; Ph.D., Univ of Georgia	
Lynn, Morgan. . . . .	English
B.A., Mount Holyoke College; M.Ed., Boston Univ; M.A., San Francisco State Univ; Ph.D., Univ of Massachusetts	
Mack, Michelle . . . . .	Counselor
B.A., Cal State Univ, Sacramento; M.A., San Jose State Univ	
Madden, James. . . . .	Biological Science
B.S., M.S., Florida Institute of Technology	
Magante, Maria . . . . .	Mathematics
B.A., M.S., San Francisco State Univ	
Maxwell, Tanisha M.J. . . . .	Vice President of Student Services
B.A., Arizona State Univ; M.A., Univ of Missouri-Columbia; Ph.D., Arizona State Univ	
Mayo, Candice . . . . .	English
B.A., M.A., Cal State Univ, East Bay	
McCarthy, Briana . . . . .	Biological Science
B.S., Univ Cal, San Diego; M.S., San Francisco State Univ	

McDowell, Colin . . . . .	Nursing
A.A., Contra Costa College; B.S.N., Merritt College; M.S., Holy Names College	
McGrath, Cynthia . . . . .	Journalism
B.A., Univ of Massachusetts; M.S., San Jose State Univ	
Meyer, Joseph . . . . .	Welding Technology
A.S., College of San Mateo; B.S., Cal Poly State Univ, San Luis Obispo	
Miller, Stacey . . . . .	English
B.A., Colorado State Univ; M.A., National Univ	
Mitchell, Caitlin . . . . .	English
B.A., Saint Mary's College; M.A., Mills College	
Molina, Carla . . . . .	Senior Academic/Student Services Manager, Student Success & Retention Programs
B.A., Cal State Univ, East Bay; M.A., Saint Mary's College	
Montoya, Carlos . . . . .	Vice President of Business & Administrative Services
B.A., Univ Cal, Davis; M.P.S., Penn State Univ; Ed.D., Univ of Southern California	
Moore, Patrice . . . . .	Nursing
A.S., Los Medanos College; B.S., San Diego Christian College	
Moore, Robert . . . . .	Physics
B.S., Cal Poly State Univ, San Luis Obispo; M.S., Univ Cal, Los Angeles	
Morales, Luis . . . . .	Counselor/Transfer
A.A., Contra Costa College; B.A., Cal State Univ, East Bay; M.A., John F. Kennedy Univ	
Moultrie, Nicolette . . . . .	Dean of CTE & Social Sciences
A.A., Chabot College; B.S., Northern Arizona Univ; M.S., Univ Cal, San Francisco	
Nguyen, Trinh . . . . .	Director of College Advancement
B.A., Mount Holyoke College; M.A., Hunter College, City Univ of New York; Ph.D., Univ of Hawaii	
Nogarr, Aprill . . . . .	English
B.A., Univ Cal, Davis; M.A., San Francisco State Univ	
O'Brien, Julie . . . . .	Nursing
B.S., Cal State Univ, East Bay	
Olgin, George . . . . .	English
B.A., Cal State Univ, Sacramento; M.A., Northern Arizona Univ	
Ortiz, Earl . . . . .	Automotive
A.S., Los Medanos College	
Osburn, Randi . . . . .	Child Development
B.A., Cal State Univ, Stanislaus; M.A., Univ of Phoenix	
Padilla, Eva . . . . .	ESL Counselor
B.A., UC Santa Cruz; M.S. Cal State Univ. Los Angeles	
Padilla-Wilson, Liana . . . . .	Anthropology
B.A., Saint Mary's College; M.A., Arizona State Univ	
Pedersen, Russell . . . . .	Electromechanical Technology
A.S., Heald College	
Pedersen, Ryan . . . . .	Dean of Mathematics & Sciences
B.A., B.S., Univ of the Pacific; M.S., Univ of Colorado; M.B.A., Brandman University	
Perrone, Maria . . . . .	Mathematics
B.S., M.S, Catholic University, Brescia, Italy	
Pon, Melissa . . . . .	Counselor
B.A., Univ Cal, Irvine; M.S., Cal State Univ, Long Beach	
Portillo, Maryam . . . . .	Academic/Student Services Manager, Outreach
B.A., Univ of Cal, Los Angeles; M.A., Stanford Univ; Ed.M., Harvard Graduate School of Education	
Ralston, Coleen . . . . .	Physical Education
B.S., Cal State Univ, San Francisco; M.S., Cal State Univ, East Bay	
Ramirez, Sophia . . . . .	Counselor
B.A., M.S., San Francisco State Univ; Ed.D., Univ of San Francisco	
Ramos, Diwa . . . . .	Mathematics
B.S., Univ of the Philippines; M.Ed., Bowie State Univ	
Reyes, David . . . . .	Counselor
B.A., Univ Cal, San Diego; M.S., San Francisco State Univ	
Richards, Virginia . . . . .	Manager of Disability Support Services
B.A. Univ Cal, Irvine; M.A., Chapman Univ	

Rickman, Jancy . . . . .	Biological Science
B.S., Emerson College; M.A., San Francisco State Univ	
Rose, Rudolf . . . . .	Counselor
B.A., Univ Cal, San Diego; M.A., Saint Mary's College	
Rust, Tue . . . . .	Mathematics
B.A., Univ Cal, Berkeley; M.S., San Jose State Univ	
Saito, Jennifer . . . . .	Mathematics
B.A., M.A., Univ Cal, Berkeley	
Sample III, Alexander . . . . .	Sociology
B.A., Ohio State Univ; M.A., San Francisco State Univ	
Sanchez, Eric . . . . .	Art
B.F.A., Cal State Univ, East Bay; M.F.A., San Francisco State Univ	
Santana, Camille . . . . .	Counselor
B.A., Univ Cal, Berkeley; M.S., San Francisco State Univ	
Shideler, Therese . . . . .	Biology
B.S., Florida State Univ; Ph.D., Univ of Colorado	
Sison, Girlie . . . . .	Chemistry
M.A., Cal State Univ, Sacramento; Ph.D., Virginia Tech	
Snell, Myra. . . . .	Mathematics
B.A., Univ Texas-Austin; M.A., Univ Cal, Berkeley	
Snow, Lucy. . . . .	Art
B.S., Tufts Univ; M.F.A. Univ Cal, Berkeley	
Steers, Star . . . . .	Communication Studies
M.A., San Francisco State Univ	
Sterling, Alex. . . . .	English
B.A., Macalester College; M.A., Purdue Univ; M.A., Cal State Univ, East Bay	
Stricker, Matthew. . . . .	Mathematics
B.S., Univ of the Pacific; M.A., Texas A&M Univ	
Tharchin, Jinpa . . . . .	Business Services Supervisor
B.A., Nagarjuna University, India	
Torres, Phillip. . . . .	Automotive
A.S., Los Medanos College	
Toruno-Conley, Sara . . . . .	English
B.A., Cal State Univ, San Marcos; M.F.A., Univ Cal, Riverside	
Townsend, Janice . . . . .	Child Development
B.A., M.A., Univ Cal, Santa Barbara	
Trager, Nicole . . . . .	Biological Science/MESA
B.S., Point Loma Nazarene Univ; Ph.D., Medical Univ of South Carolina	
Valenzuela, Eileen . . . . .	Office of Instruction Supervisor
A.A. Los Medanos College; B.S., M.P.A., Cal State Univ, Hayward	
Villegas, Richard . . . . .	Athletic Director/Physical Education
B.S., Cal State Univ, San Bernardino	
Von Bergen, Julie . . . . .	Mathematics
B.A., Univ Cal, San Diego; M.A., San Francisco State Univ; M.A., Univ Cal, Berkeley	
Warfe, Scott. . . . .	English
B.A., M.A., Cal State Univ, Fullerton	
Watkins, Faith . . . . .	UMOJA Counselor
B.S., Southern Universty; M.A., Holy Names University	
Weed, Jeremy. . . . .	Nursing
B.A., Univ Cal, Berkeley; M.S., Univ of San Francisco	
Welter, Tiffany . . . . .	K-12 Pathways Counselor
B.A., Washington State Univ; M.S.W., San Francisco State Univ	
Wentworth, Kimberly. . . . .	Librarian, Electronic Resources
B.S., Clemson Univ; M.L.I.S., San Jose State Univ	
Westbrook, Nicole. . . . .	Counselor
B.A., Univ Cal, Davis; M.A., Saint Mary's College; M.A., Arizona State Univ	
Wilkins, Penny . . . . .	Business
A.A., Chabot College; B.A., M.A., D.M., Univ of Phoenix; M.S. Cal State Univ East Bay	

Wolf, Von . . . . .	Mathematics
B.A., Western Governors Univ; M.S., Montana State Univ	
Wright, Sharlice . . . . .	Counselor
B.A., Sonoma State Univ; M.S., Cal State Univ, Sacramento	
Yeong, Michael . . . . .	Reading
B.A., St. Francis College; M.A., Antioch College	
Zavala, Trinidad . . . . .	Puente Counselor
A.A., Los Medanos College; B.A., M.A., Argosy Univ	
Zhu, Yongmin . . . . .	English/ESL
B.A., Hanzhou Univ - China; M.A., Univ of Utah; Ed.D., Saint Mary's College	
Zilber, Michael . . . . .	Music
B.M., New England Conservatory of Music; M.A., Tufts Univ; Ph.D., New York Univ	
Zuniga, Luis . . . . .	Music
A.A.S., Shoreline Community College, WA; B.M., Univ of Miami; M.M., Univ Cal, Los Angeles; Ph.D., Univ of Colorado, Boulder	

Adjunct professors are listed online at [www.losmedanos.edu/adjunct](http://www.losmedanos.edu/adjunct).

## LMC Classified Professionals

Adams, Jennifer . . . . .	Senior Executive Assistant
Alfaro, Ninnette . . . . .	Program Assistant
A.A., Los Medanos College; B.A., Cal State Univ, Sacramento	
Almassey, Nicole . . . . .	Assessment Center Coordinator
B.S., Univ Cal, Davis; M.B.A., Cal State Univ, Sacramento	
Gregory, Irma . . . . .	Administrative Assistant III
A.S., Diablo Valley College; B.S., M.A., Moscow Pedgogical State Univ	
Baskin, Deborah . . . . .	Financial Aid Assistant II
A.A., Los Medanos College; B.A., Cal State Univ, East Bay	
Beanes, Edward . . . . .	Program Coordinator
B.A., Univ of Oregon	
Benzler, Sylvia . . . . .	Administrative Assistant III
A.A., Los Medanos College; A.A.S., Nassau Community College; B.S., Cal State Univ, East Bay	
Bhatnagar, Sandhya . . . . .	Senior Science Laboratory Coordinator
B.S., Isabella Thoburn College; M.S., Indian Institute of Technology	
Biggs, Glen . . . . .	Grounds Worker II
Bransford, Michael . . . . .	Senior Equipment Maintenance Worker
Bui, Beverly . . . . .	Financial Aid Assistant II
B.A., Univ Cal, Berkeley	
Cadena, Clarissa . . . . .	College Payroll Technician
B.A., Cal State Univ, Sacramento	
Cadena, Erwin . . . . .	Vocational Equipment Assistant
Calderon, Erik . . . . .	Police Services Officer
Calvin, Clinton . . . . .	Custodian II
Carreon, Tamara . . . . .	Financial Aid Assistant II
Cervantes, Evelin . . . . .	Custodian II
Chapman, Eloine . . . . .	Senior Web Administrator
A.S., Los Medanos College	
Chavez, Franklin . . . . .	Alternative Media Specialist
A.A., Los Medanos College	
Crain, Myles . . . . .	Senior Math Laboratory Coordinator
B.S., Univ of Oregon; M.S., Oregon State Univ	
Delgado, Robert . . . . .	Program Coordinator
A.S., Los Medanos College	
Diaz-Galarza, Nicholas . . . . .	Financial Aid Assistant I
Diputado, Courtney . . . . .	Technology Training & Development Coordinator
B.A., La Sierra Univ; M.L.I.S., Wayne State Univ	
Duldulao, Abigail . . . . .	Administrative Assistant III

Edwards, Raymond	Custodian II
Enea, Sebastian	Instructional Assistant
Fay, Jenifer	Senior Science Laboratory Coordinator
B.A., Cal State Univ, Sonoma	
Ferguson, Teresa	Senior Library Technician
A.S., Diablo Valley College	
Fonseca, Catherine	Senior Program Coordinator
B.A., San Jose State Univ	
Frazier, Sharonda	Administrative Assistant III
Gage, T'Sendenia	Program Coordinator
B.S., Mills College; M.A., San Jose State Univ	
Garcia, Jennifer	Instructional Assistant
A.A., Los Medanos College	
Goldenberg, Steven	Science Laboratory Coordinator
B.S., M.S., Ph.D., State Univ of New York	
Green, Kelly	Senior Program Coordinator
B.A., Cal State Univ, Fresno; M.S., National Univ	
Green, Tamara	Senior Admissions/Records Assistant
B.A, Dartmouth College; J.D., Univ of San Francisco School of Law	
Greene, Letta	Senior Program Coordinator
B.A., Univ Cal, Riverside	
Grosser, Cristina	Early Childhood Education Specialist
A.S., Los Medanos College	
Harvey, Alexandra	College Payroll Technician
Holiday, Melissa	Custodian II
Hotton, Michael	Senior Parking Services Officer
Howe, Thomas	Police Services Officer
Inzunza, Melissa	Accountant
B.A., Cal State Univ, San Bernardino	
Jackson, Linda	Admissions/Records Assistant II
A.A., Heald Business College	
Jackson, Melissa	Program Coordinator
A.S., Cerro Coso Community College; B.A., M.A., Pacific Oaks College	
Kendall, Ray	Grounds Worker II
Kolthoff, James	Computer & Network Specialist
A.A., A.S., Los Medanos College; B.S., Cal State Univ, East Bay	
Lares, Imelda	Senior Admissions/Records Assistant II
A.A., Diablo Valley College	
Long, Christopher	Program Coordinator
A.A., Diablo Valley College; B.A., Arizona State Univ; M.S., Purdue University	
Lucca, Julie	Science Lab Technician
A.S., Los Medanos College; B.S., M.S., Cal Polytechnic State Univ, San Luis Obispo	
Macias, Antonio	Building Maintenance Worker
Mathis Sr., Edward	Custodian II
McAlpin, Rashaad	Computer & Network Technician
A.A.S., ITT Technical Institute	
McCoy, Marques	Program Coordinator
B.A., Univ Cal, Berkeley	
McDermott, John	Athletic Equipment Coordinator
B.A., Sonoma State Univ; M.S.S., U.S. Sports Academy	
McEwen, Tennille	Computer Laboratory Coordinator
A.A., A.S., Los Medanos College	
McFarland, Lisa	Office Assistant II
B.A., Univ Cal, Berkeley	
McQuaid, Michelle	Bookstore Operations Assistant
A.A., Lake Tahoe Community College; A.A., Los Medanos College	
Medel, Gretchen	Fire Technology-EMS Instructional Lab Coordinator
B.S., Univ Cal, Davis	

Messenger, Erika . . . . .	Administrative Assistant III
Mills, Sandra . . . . .	Senior Program Coordinator
A.A., Los Medanos College, B.A., Cal State Univ, East Bay	
Monteverde, Eva . . . . .	Lead Financial Aid Specialist
Muir, Clark . . . . .	Vocational Equipment Technician
Murphy, Andrew . . . . .	Bookstore Supply Buyer
A.A., Los Medanos College; B.A., New Hampshire University	
Nelson, George. . . . .	Maintenance Mechanic
Nogarr, Justin . . . . .	Reprographics Technician
A.A., Los Medanos College; B.S., Cal State Univ, Sacramento; M.A., San Francisco State Univ; M.B.A., Brandman Univ	
Oleski, David . . . . .	Police Services Officer
Olgin, Anthony . . . . .	Campus Facilities Assistant
Olsen, Eden. . . . .	Program Assistant
A.A., Diablo Valley College; B.A., San Francisco State Univ	
O'Malley, Margaret . . . . .	Early Childhood Education Specialist
B.A., Trinity College; M.S.W., Univ of Illinois; M.S., Cal State Univ, East Bay	
Oranje, Tammy . . . . .	Financial Aid Scholarship Program Specialist
A.S., Los Medanos College; B.S., Ashford Univ	
Ornelas, Janine . . . . .	Police Services Assistant/Dispatcher
A.S., Los Medanos College	
Parsons, Sandra . . . . .	Senior Program Coordinator
B.A., Univ of Victoria	
Perez-Nicholas, Cynthia. . . . .	Program Coordinator
B.A., M.Ed., National University; CSU Stanislaus	
Peters, Peggy . . . . .	Account Clerk
Powelson, Brian. . . . .	Athletic Trainer
B.S., Cal State Univ, Sacramento; M.A., Saint Mary's College	
Punsalang, Lawrence. . . . .	Disabled Students Programs & Services Assistant
A.A., Los Medanos College; B.S., Cal State Univ, East Bay	
Quezon, Roberto. . . . .	Inventory and Receiving Clerk
A.S., Heald College	
Raumer, Rodney . . . . .	Computer & Network Specialist
A.A., A.S., Contra Costa College	
Reyes, Cesar . . . . .	Senior Program Coordinator
B.A., San Diego State University, M.F.A., University of Idaho	
Robertson, Leetha. . . . .	Senior Administrative Assistant
B.S., Grambling State Univ	
Rodriguez, Faidra . . . . .	Financial Aid Assistant II
Rodriguez, Melina . . . . .	Program Coordinator
A.A., Los Medanos College	
Schall, John . . . . .	Graphic Design Specialist
B.A., San Jose State Univ; B.F.A., California College of the Arts	
Scheier, Robin . . . . .	Office Assistant II
Siliga, Zachary . . . . .	Program Assistant
A.S., Diablo Valley College	
Simmons, Yvette . . . . .	Grounds Worker II
A.S., Heald College	
Smith, Michael. . . . .	Lead Grounds Worker
Snelling, Jr., John . . . . .	Grounds Worker II
Sobolik, Glenn. . . . .	Lead Maintenance Mechanic
Soto, Annica . . . . .	Admissions/Records Assistant II
B.A., San Jose State Univ	
Stanton, Karen. . . . .	Computer Technician
A.A., Los Medanos College; B.S., M.S., Univ of Phoenix	
Stewart, Jamila . . . . .	Program Coordinator
B.A., Cal State Univ, East Bay; M.A., Arizona State Univ	
Stone, Beth . . . . .	Administrative Assistant III
Sukhu, Irene. . . . .	Administrative Assistant II



Thomas, Colby	Custodian II
Tirado, Raymond	College Human Resources Assistant
A.A.S., Borough of Manhattan Community College; B.A., City Univ of New York, Hunter College	
Tiscareno, John	Equipment Maintenance Worker
Tiscareno, Spring	Lead Custodian
Tran, Sonny	Custodian II
Turner, Reginald	Program Coordinator
A.A., Wilkes Community College	
Tutt, Arvella	Book Buyer
A.A., Los Medanos College; B.A., San Francisco State Univ	
Villegas, Grace	Academic Scheduling Specialist
Walker, Richard	Custodian II
Webb, Leticia	Early Childhood Education Specialist
A.A., Los Medanos College	
West, Paul	Senior Science Laboratory Coordinator
B.S., Univ of Massachusetts at Amherst	
West, Shondra	Senior Administrative Assistant
A.A., Contra Costa College; B.A., Cal State Univ, East Bay; M.A. Argosy Univ	
White, Andre	Grounds Worker II
Willhoite, Maureen	Administrative Assistant III
Wood, Catherine	Senior Library Technician
B.S., Washington Univ, St. Louis	

Produced by the LMC Department of Marketing & Media Design

Los Medanos College has made every reasonable effort to determine that information stated in this catalog is true and correct. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the administration of Los Medanos College for reasons related to student enrollment, level of financial support, or for any other reason at the discretion of the Contra Costa Community College District and the College. The District and the College further reserve the right to add to, amend or repeal any of their rules, regulations, policies, and procedures consistent with applicable laws.

This catalog is supplemented by the Schedule of Courses, which is published each term and provides updated information about courses, services, policies and procedures.

# Los Medanos College Campus Directory

**PITTSBURG CAMPUS** ..... (925) 439-2181

TDD (Hearing impaired phone)..... (925) 439-5709

**BRENTWOOD CENTER**..... (925) 513-1625

DEPARTMENT	LOCATION	PHONE	DEPARTMENT	PHONE
Admissions & Records Office	SS3-301	473-7500	<b>INSTRUCTIONAL LABS</b>	
Assessment Center	SS3-314	473-7431	Art	473-7819
Athletic Programs		473-7605	Automotive	473-7741
Bookstore	SU 134	473-7543 or 439-2056	Biology	473-7695
Brentwood Center		513-1625	Business	473-7787
CalWORKs/CARE Office	SS4-417	473-7482	Computer	473-7788
Cashier's and Payment Office	SS3-308	473-7502	English	473-7870
Center for Academic Support	CO-300	473-7590	ETEC	473-7726
Child Study Center		473-7640	Journalism	473-7827/473-7830
Cooperative Work Experience Education & Workforce Development Programs	CC3-371	473-7415/ 473-7417	Math Tutorial/Math Lab	VM 473-7665
Counseling Appointments	SS4-400	318 1733	MIDI (Music)	473-7813
Disabled Students Programs & Services (DSPS) • Learning/Physical (TDD Phone Hearing impaired)	SS3-321	473-7471 439-5709	Physical Science	473-7700
Extended Opportunity Programs & Services (EOPS)	SS4-414	473-7480/ 473-7483	<b>OFFICE OF INSTRUCTION</b>	
Financial Aid	SS3-309	473-7525	Dean of Liberal Arts	473-7408/473-7409
Foundation Office	SS3-302	473-7315	Dean of Math & Sciences	473-7408/473-7409
Library Services	L-117	473-7570/ 473-7575	Dean of Career Technical Education & Social Sciences	473-7408/473-7409
Lost and Found/Police Sevices	CS	473-7332	Vice President of Instruction	473-7319
Music and Recording Arts	MU3-712	473-7805	Individual instructors may be contacted at their campus phone extensions.	
New Student Workshops	SS3-320	473-7434	<b>OFFICE OF STUDENT SERVICES</b>	
Police Services/Lost and Found Emergency Line	CS	473-7332 473-3333	Dean of Counseling & Student Support	473-7426
Scholarship Information	SS3-309	473-7518	Dean of Student Success	473-7424
Student Government/Activities	SU 231	473-6409	Vice President of Student Services	473-7401
Student Outreach	SS3-320	473-7430		
Student Retention & Support	SS3-419	473-7483		
Transfer & Career Services	SS4-435	473-7444 or 473-7443		
• Employment Center On-Campus Job Placement		473-7515		
Veterans Benefits	SS3-301	473-7496		
Veterans Resource Center	CC3-821	473-7511		
Welcome Center	SS3-331	473-7439		
Welcome Desk	SS3-320	473-7434		



**NOTE: These are NEW phone numbers**  
Visit [www.losmedanos.edu/directory](http://www.losmedanos.edu/directory) for entire directory.

# Glossary of Terms

## A.A. Degree

Associate of Arts Degree: granted to students who have completed 60 units with a grade point average of 2.0 or better, including major and general education requirements.

## A.S. Degree

Associate of Science Degree: granted to students who have completed 60 units with a grade point average of 2.0 or better in biological science, chemistry, or a technical vocational major; including major and general education requirements.

## AA-T and AS-T Degrees

The Student Transfer Achievement Reform Act (SB 1440), signed into legislation on September 29, 2010, enabled California Community Colleges and California State University to work together to create the Associate in Arts for Transfer Degree (AA-T) and the Associate in Science for Transfer Degree (AS-T). Upon completion of the associate degree for transfer, the student is eligible for transfer with junior standing into the California State University (CSU) system.

Students are given guaranteed admission into the CSU system, and are given priority consideration when applying to a particular program that is similar to the student's community college major. The law prohibits the CSU from requiring a transferring student to repeat courses similar to those taken at the community college that counted toward their associate degree for transfer.

## Advisory

A course that is recommended, prior to enrollment in another course; Although courses designated as "advisory" are not required, they are useful as an indication of the desired level of proficiency needed to successfully complete the next course level.

## Articulation

Agreement between community college and four-year institution in which four-year institution agrees to accept certain community college courses as equivalent to their own.

## Assessment

Evaluation process designed to gather information about individual students to assist in appropriate course placement.

## Certificate of Achievement

Awarded to students who have satisfactorily completed the major requirements and competencies in identified occupational programs.

## Co-Requisite

A course that must be taken at the same time as the desired course.

## Course Number

Identification number for course, such as Psychology 11.

## CSU (California State University)

California State University system includes 23 campuses statewide. Closest CSU campuses to LMC are East Bay (formerly Hayward), San Francisco, San Jose, Sacramento, and the California Maritime Academy.

## Competencies

College "exit" requirements in reading, writing, and math. Required for all associate degrees. Satisfied by course.

## Degree-Applicable (DA) Courses

Courses designated as DA are those that apply toward completion of an associate degree or certificate of achievement. Degree applicable courses are identified by the abbreviation "DA", appearing on the last line, below the course description in the catalog.

## Elective

Course a student may take other than one that is required for a particular major or degree to reach a total of the units required to graduate.

## Faculty Advisor

Instructor in certain major who assists students in developing multi-semester educational plan for courses in that major.

## General Education (Breadth) Requirements

Specific courses, outside student's major area, required for Associate Degree and transfer. Designed to meet the need for broad knowledge. Requirements vary from college to college.

## IGETC (Intersegmental General Education Transfer Curriculum)

Program of courses designed to meet transfer requirements of either CSU (California State University) or UC (University of California) systems.

## Major

Principal field of academic specialization chosen by a college student, such as computer science, music, or psychology. Requires an organized set of required classes.

## Non Degree-Applicable (NDA) Courses

Courses designated as "NDA" cannot be applied toward units required for degrees or certificates. Non Degree-Applicable courses are identified by the abbreviation of "NDA", appearing on the last line below the course description in the catalog.

## Pass/No Pass (P/NP)

Some courses are designated with P/NP, which indicates that students may earn a passing grade (P = satisfactory or better) or no pass (NP = less than satisfactory) grade. No letter grade will be awarded in these courses.

## Prerequisite

A course or other requirement that must be completed and verified prior to enrollment in a given course.

## Repeatability

Not all courses may be repeated, once they have been satisfactorily completed (with a grade of "P", "C" or better). If a course is repeatable, it will be stated at the end of the course description. If no statement is made, the course may only be repeated one time, in the event that the first grade received was substandard ("NP", "D", or "F").

## Student Choice (SC)

Some courses are designated with "SC", which means a student may choose to complete the courses for either a letter grade or a pass/no pass (P/NP) grade. See information on this grade option in the "Standards of Scholarship" section of this catalog.

## Transfer Course

Any course accepted for credit towards a bachelor's degree at a four-year institution. Shown in catalog as "Transfer: UC, CSU."

## UC (University of California)

University of California system includes ten campuses state wide: Berkeley (Cal), Davis, Irvine, Los Angeles (UCLA), Merced, Riverside, San Diego, San Francisco, Santa Barbara, Santa Cruz.

## Unit (of Credit)

A measure of how much credit may be earned for any given course. Unit amounts are determined by the type of instruction associated with the course (i.e. lecture, lab) and the number of hours the class meets. See the "Guidelines on Units of Credits" section for further information.

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## *Notes*

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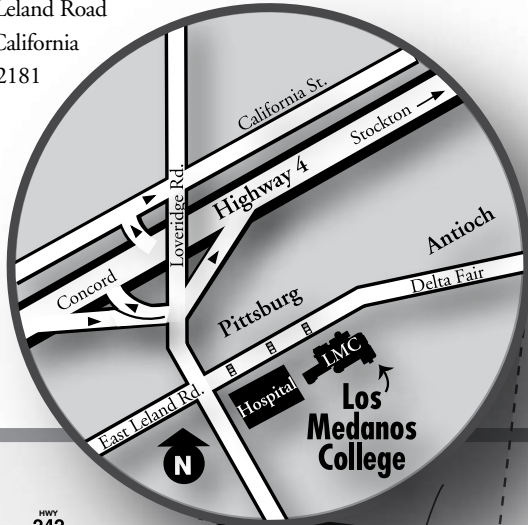
## *Notes*

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# Los Medanos College Locations

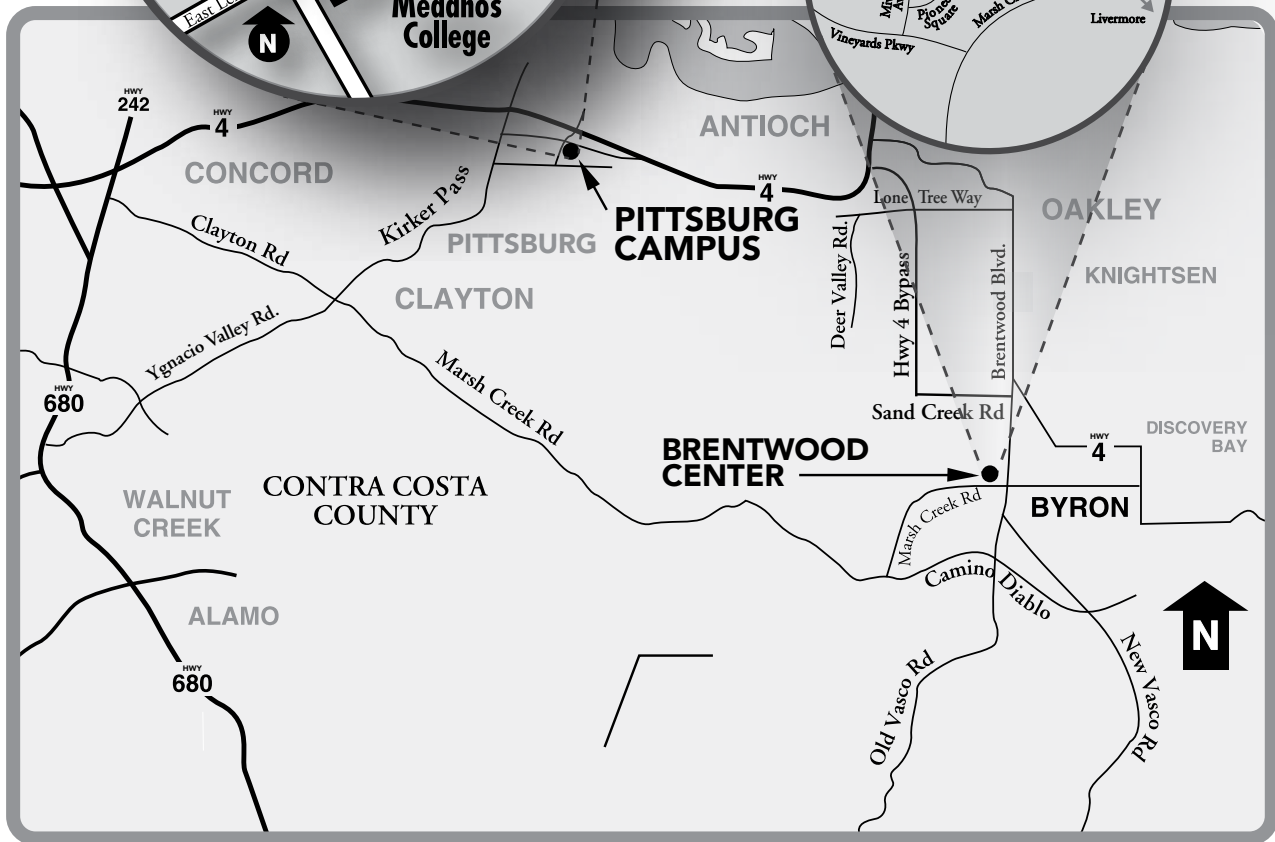
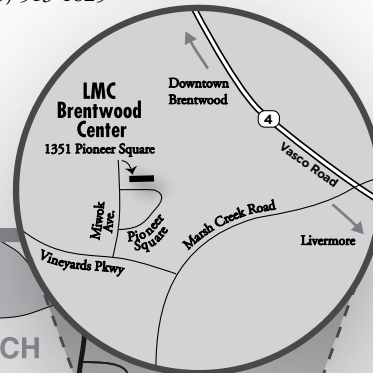
## PITTSBURG CAMPUS

2700 East Leland Road  
Pittsburg, California  
(925) 439-2181



## BRENTWOOD CENTER

1351 Pioneer Square  
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Use this QR code to access  
the maps link using your  
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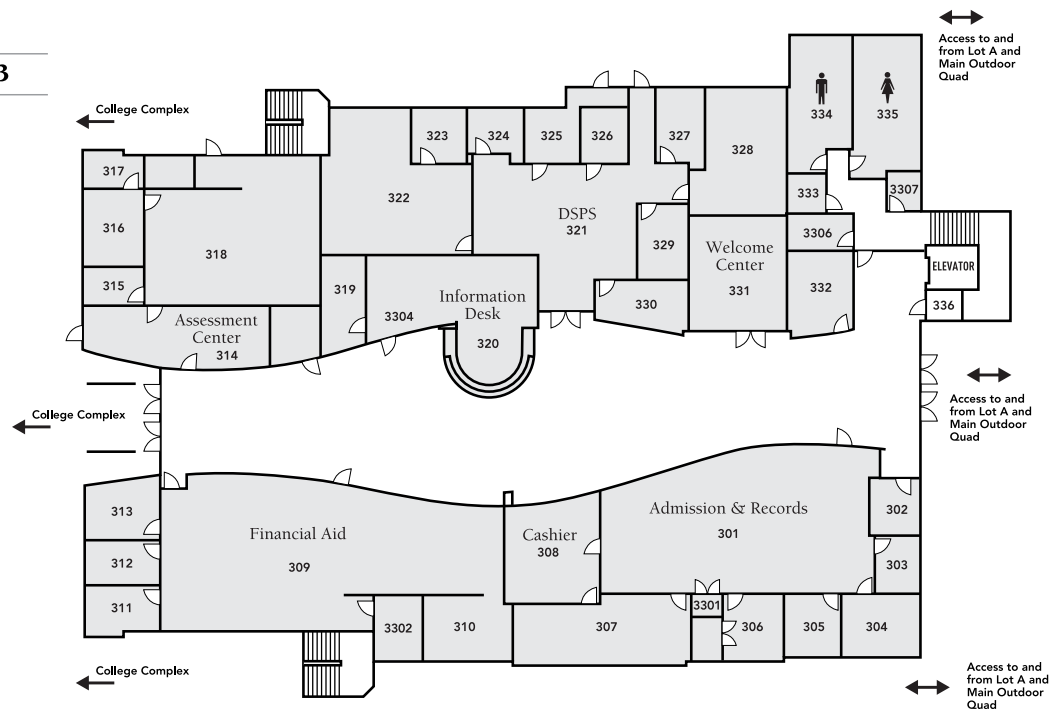
# LMC'S STUDENT SERVICES CENTER

Our one-stop service center - BUILT FOR YOUR SUCCESS

## SS3

### Student Services Level 3

Admissions & Records  
Assessment Center  
Cashier  
DSPS  
Financial Aid  
Information Center  
Welcome Center



## SS4

### Student Services Level 4

Counseling  
EOPS/CARE/CalWORKs  
Transfer & Career Services



This project is supported completely by  
**Measure A bonds**,  
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We appreciate the community's support for local public higher education.  
For more information visit [www.losmedanos.edu/maps](http://www.losmedanos.edu/maps)

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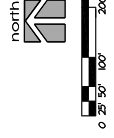
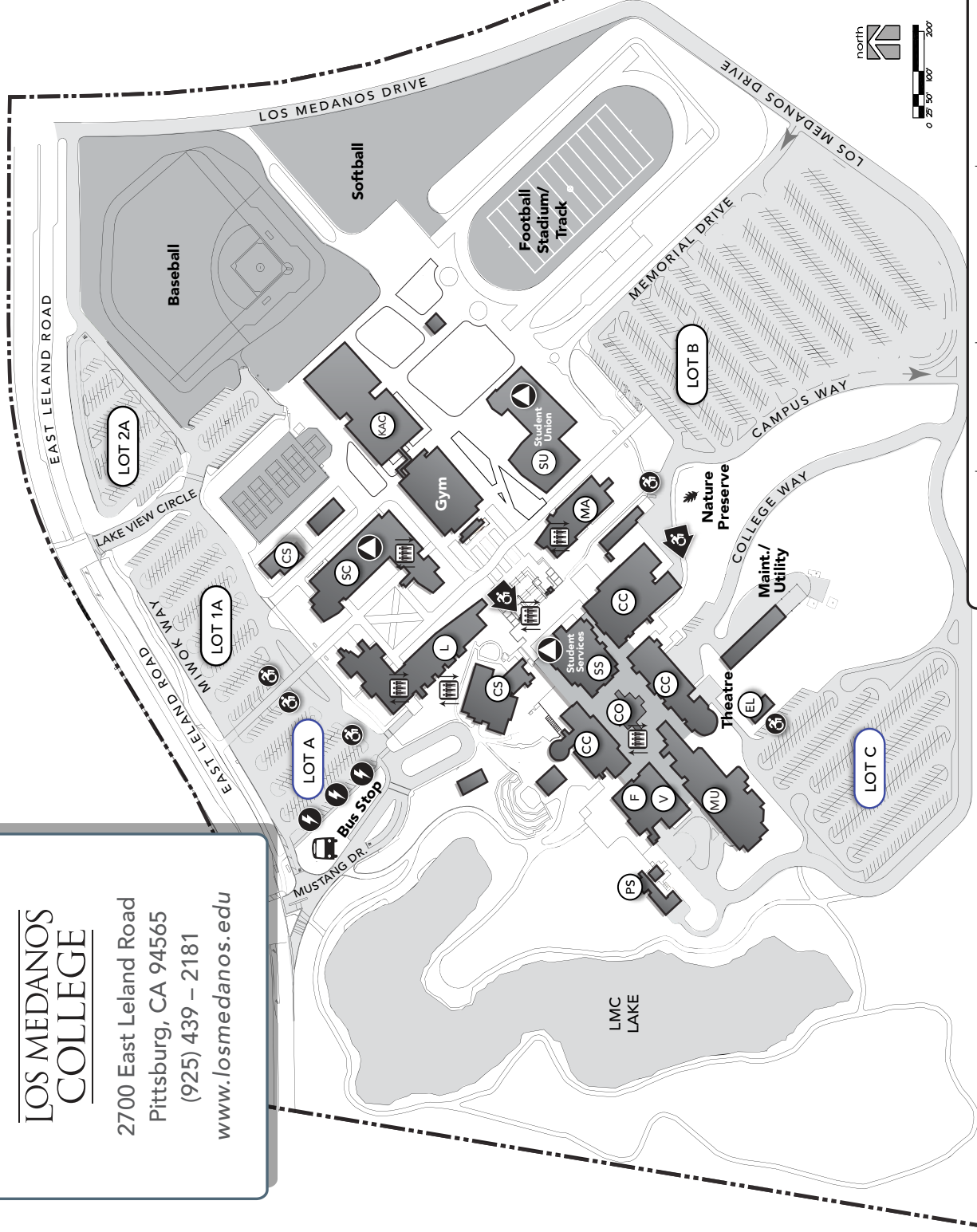
## Campus Overview

### LOS MEDANOS COLLEGE

2700 East Leland Road  
Pittsburg, CA 94565  
(925) 439 – 2181  
[www.losmedanos.edu](http://www.losmedanos.edu)

## Building Legend

- CC** College Complex
- CO** CORE
  - Business Services
  - Center for Academic Support
  - Equity & Inclusion
- CS** Child Study Center
- CS** Campus Safety
  - Police Services
- EL** ETEC Lab
- F** Cafeteria
- KAC** Kinesiology & Athletics Complex
- L** Library
  - Community Room
- MA** Math
- MU** Music
  - Recital Hall
- PS** Classrooms
- SC** Science
  - MESA Center
- SS** Student Services
  - Admissions/Cashier
  - Assessment Services
  - Counseling Services
  - DSPS
  - EDPS, CARE, CalWORKs
  - Financial Aid/Scholarships
  - Information/Welcome Center
  - LMC Foundation
  - Office of Instruction
  - President's Office
  - Transfer & Career Services
- SU** Student Union
  - Bookstore
  - Conference Center
  - Food Pantry
  - Honors Program
  - International Students Program
  - Latinx Empowerment Center
  - Reflection Room
  - Student Life
  - Student Lounge
  - Unity Center
  - Umoja Scholars Program
- V** Veterans Resource Center



- E-Charging Stations
- All Gender Restrooms
- Accessible Parking
- Accessible Entrance
- Bus Stop
- Elevator

Smoking restricted to parking lot areas.

# Discover Your Future



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## 2021-2022 Catalog

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LOS MEDANOS  
COLLEGE

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