CATALOG
2020-2021

COLLEGE OF THE REDWOODS

COLLEGE OF THE REDWOODS

2020 – 2021

Catalog of Information & Courses

CATALOG DISCLAIMER

The College reserves the right to amend, modify or otherwise revise any provision in this catalog for reasons including but not limited to:

1. Change in State Law, Education Code, Title 5 or other governing regulations pursuant to the operation of the College.
2. Changes in Board of Trustees Policy or Administrative Regulations.
3. Changes relating to funding, fees, instruction, support services or staffing of the college or any program or course thereof.

These changes may be made without prior notice and may supersede this publication or portion thereof.

CONSUMER INFORMATION

In accordance with the Higher Education Act of 1965, Amended 2008, information about College of the Redwoods can be found at www.redwoods.edu/Consumer-Info. To request a paper copy, contact the Admissions & Records Office at 707-476-4200.

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ABOUT THE COLLEGE

President's Welcome

Welcome to College of the Redwoods, an exceptional learning environment in which students gain the knowledge and skills they need to be successful. We are committed to providing students an opportunity to achieve their educational goals by offering programs and services designed for students who plan to seek a transfer degree, train for immediate employment or transition to a new career.

As a learning community, we strive to deliver quality education while ensuring that our students remain our top priority. College of the Redwoods offers an environment that allows students to feel challenged, supported and determined—an environment in which you can thrive and succeed.

I invite you to visit the Eureka campus or one of our district-wide educational centers or sites as you make your choice for higher education. I am confident that when you visit, you will discover what makes College of the Redwoods a first-class comprehensive community college.

We look forward to making a positive difference in your life and to you becoming a successful graduate of College of the Redwoods.

Keith Flamer, Ph.D.
President/Superintendent

Vision

College of the Redwoods is a learning community where lives are transformed.

District Mission

College of the Redwoods puts student success first by providing accessible and relevant developmental, career technical, and transfer education. The College partners with the community to contribute to the economic vitality and lifelong learning needs of its service area. The College continually assesses student learning and institutional performance and practices to embrace diversity, to encourage a healthy community environment and to improve upon the programs and services we offer, all to promote student learning. (BP 1200)

Values

Student Success and Access: We put students first, ensuring that student learning, advancement, and access are pivotal to all we do.

Educational Excellence and Innovation: We value ongoing and systematic planning and evaluating methods that move us toward excellence.

Honoring Diversity: We value all members of our community and strive to create a diverse, nurturing, honest, and open environment.

Participatory Governance: We value ethical behavior and strive to create a culture where all students, staff, faculty and administrators engage in inclusive, ongoing and self-reflective decision-making processes.

Environmental Awareness: We value the environment and the need to minimize our impacts upon it, utilizing sustainable practices and acting as global citizens.

Community Development: We value the economic and intellectual development of the various communities we serve.

Supportive Culture: We strive to create a supportive, problem-solving culture, and we recognize the proven usefulness of an interest-based approach (IBA) for achieving trust, cooperation and effective problem solving.

Philosophy

The primary objective of the College is the success of each student. We consider education to be a process of intellectual and physical exploration that rests upon the mutual responsibility of the College and the student.

We recognize the dignity and intrinsic worth of the individual and acknowledge that individual needs, interests, and capacities vary.

In fulfilling these objectives and principles, we affirm our intention:

1. To provide the highest possible level of learning opportunities and counseling to help students realize their personal goals;
2. To provide opportunities for development of moral values and ethical behavior;
3. To enhance self-esteem and a sense of individual responsibility; and
4. To instill an appreciation of the values and contributions of other cultures and increase global understanding among all students.

We will continuously seek and support a dedicated, highly qualified staff that is diverse in terms of cultural background, ethnicity, and intellectual perspective and that is committed to fostering a climate of academic freedom and collegiality. We will encourage and reward professional development for all staff and will all share in the responsibility for student outcomes.

College of the Redwoods affirms its responsibility to address the diverse civic needs of the many communities we serve and to provide leadership in the civic, cultural, and economic development of the North Coast region. (BP 1201)

Facilities

The College is a multi-site, single-college district offering instruction at the Eureka main campus, the Del Norte Education Center in Crescent City, and several additional instructional sites where courses and programs are offered to serve the educational needs of Humboldt, Del Norte, and western Trinity counties.

Eureka Campus

7351 Tompkins Hill Road, Eureka, CA 95501

Call 707-476-4100 | TTY Machine 707-476-4440
FAX 707-476-4400 | Call Toll Free 800-641-0400

The Eureka main campus serves approximately 7,000 students and is located on a 270-acre site seven miles south of the city of Eureka. The College's full range of university transfer, professional, personal enrichment, and community education programs are available on the Eureka campus.

Del Norte Education Center

883 W. Washington Boulevard, Crescent City, CA 95531

Call 707-464-7457 | TTY Machine 707-465-2355
FAX 707-464-6867

The Del Norte Education Center serves approximately 1,000 students and is located on a 34-acre site in Crescent City, 80 miles north of Eureka and 20 miles south of the Oregon border. The Del Norte Education Center offers university transfer programs as well as specific degree and/or certificate programs in Addiction Studies, Business, Corrections, Early Childhood Education, Liberal Arts (with several areas of emphasis), and Licensed Vocational Nursing, along with community education classes.

Klamath-Trinity Instructional Site

P.O. Box 529, 65 Orchard Street, Hoopa, CA 95546

Call 530-625-4846 | TTY Machine 530-625-5556
FAX 530-625-0086

The Klamath-Trinity Instructional Site is located approximately 40 miles northeast of Eureka, on the Hoopa Valley Indian Reservation.

Workforce & Community Education

525 D Street, Eureka, CA 95501

Call 707-476-4500 | FAX: 707-443-3417

Workforce and Community Education at College of the Redwoods partners with the community to contribute to the economic vitality of the region, provides workforce training to support local employers' needs, and provides lifelong learning opportunities within the District.

Board of Trustees & Administration

Board of Trustees

Sally Biggin, Area 7
Klamath-Trinity/Del Norte

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COELHO, Marty
Executive Director, College Advancement & CR Foundation
B.A., M.B.A., University of Colorado at Boulder

Accreditation Statement

College of the Redwoods is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, located at 10 Commercial Boulevard, Suite 204, Novato, CA 94949, (415) 506-0234, an institutional accrediting body recognized by

the Council for Higher Education Accreditation and the U.S. Department of Education.

Designated lower-division, baccalaureate-level courses at the College of the Redwoods are approved for transfer to all branches of the University of California (UC) and to all of the California State Universities (CSU). College of the Redwoods is approved for the education of veterans under the provisions of public law.

Student Right-to-Know Rates

- 25.47% - Completion Rate, Fall 2016 Cohort
- 14.09% - Transfer Rate, Fall 2016 Cohort

In compliance with the Student Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of our college district to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 2016, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three year period. Their completion and transfer rates are listed above. These rates do not represent the success rates of the entire student population at the College nor do they account for student outcomes occurring after this three year tracking period.

Based upon the cohort defined above, a Completer is a student who attained a certificate or degree or became 'transfer prepared' during a three year period, from Fall 2016 to Spring 2019. Students who have completed 60 transferable units with a GPA of 2.0 or better are considered 'transfer prepared'. Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming 'transfer prepared' during a five semester period, from Spring 2017 to Spring 2019, are transfer students.

Institutional Learning Outcomes

Institutional Learning Outcomes (ILOs) encompass the whole student experience and apply to the whole institution. The ILOs represent a broad cross-section of campus learning related to the student experience. The outcomes include the knowledge, skills, abilities and attitudes that students are expected to develop as a result of their overall experiences with any aspect of the college, including courses, programs and service areas.

1. Academic and Career Technical Objectives: Students will successfully acquire program outcomes and complete degrees and/or certificates. The outcome indicates if the objectives stated for degrees and/or certificates are being met. Students earning degrees will acquire the College's general education outcomes: Effective Communication, Critical Thinking, and Global/Cultural Context.
2. Personal and Professional Development: Students will reach their career, transfer, or personal goals. The outcome indicates if a student's individual goals are being met. This includes the goals of students earning degrees, or of students taking only a few courses for training and/or personal enrichment.
3. Community and Global Responsibility: Students will develop the awareness and skills needed to contribute to local and global communities. The outcome indicates if students recognize ways to contribute to their community and the value of effectively engaging in cross-cultural environments.

Academic Freedom

The Board of Trustees and the Academic Senate of the Redwoods Community College District, in an effort to promote and protect the academic freedom of faculty and students, endorse the following policy.

It is the responsibility of the Redwoods Community College District to provide an institutional environment that encourages academic freedom and instills respect and commitment to the obligations required to maintain these freedoms.

Academic freedom represents the continual search for truth, and it includes protection for the teacher to teach and for the student to learn without coercion, censorship, or other forms of restrictive interference. Academic freedom recognizes that freedom to teach and freedom to learn imply both rights and responsibilities within the framework of the law. Free discussion and free access to information, therefore, are the heart of the continuing search for truth.

Academic freedom is the freedom to discuss all relevant matters in and outside of the classroom, to explore all avenues of scholarship, research, and creative expression. When faculty members speak or write as citizens, thereby exercising their constitutional right of free speech, it should be as persons who are free from institutional censorship or discipline. With academic freedom comes academic responsibility which implies the faithful performance of professional duties and obligations, the recognition of the demands of the scholarly enterprise, and the candor to make it clear that when one is speaking on matters of public interest, one is not speaking for the institution. (BP 4030)

Academic Calendar 2020-2021

See the live Academic Calendar at www.redwoods.edu/Events/Academic-Calendar

Fall Semester 2020

Convocation/Flex Days	08/20/20 - 08/21/20
Last Day to Register for Classes	08/21/20
Semester Begins	08/22/20
Last Day to Add a Class	08/28/20
Last Day to Drop w/out a "W" & Receive a Refund	09/04/20
All-College Holiday (Labor Day)	09/07/20
Census Day	09/08/20
Flex Forms Due for Full Time & Associate Faculty	09/11/20
Census Roster Due Date	09/15/20
Last Day to File P/NP Option	09/18/20
Last Day to Petition to Graduate & Petition for Certificate	10/29/20
Last Day for Student Initiated Withdrawal (No Refund)	10/30/20
Last Day for Faculty Initiated Withdrawal (No Refund)	10/30/20
All-College Holiday (Veteran's Day)	11/11/20

No Classes (Fall Break)..... 11/23/20 - 11/28/20
All-College Holiday (Thanksgiving) ..... 11/25/20 - 11/27/20
Flex Activities Due for Associate Faculty..... 12/04/20
Final Examinations..... 12/12/20 - 12/17/20
Semester Ends..... 12/18/20
Grades Due 12/28/20
All-College Holidays
(Winter Break & New Year's Day)..... 12/25/20 - 01/01/21
Grades Available for Transcript
Release (Estimated) 01/08/21

Spring Semester 2021

Flex Days..... 01/14/21 - 01/15/21
Last Day to Register for Classes..... 01/15/21
Semester Begins 01/16/21
All-College Holiday
(Martin Luther King, Jr.'s Birthday) 01/18/21
Last Day to Add a Class..... 01/22/21
Last Day to Drop w/out a "W" & Receive a Refund 01/29/21
Census Day 02/01/21
Census Roster Due Date..... 02/08/21
Flex Goals Due for Associate Faculty..... 02/11/21
All-College Holiday (Lincoln's Birthday..... 02/12/21
Last Day to File P/NP Option 02/12/21
All-College Holiday (President's Day 02/15/21
Last Day to Petition to Graduate &
Petition for Certificate..... 03/04/21
No Classes (Spring Break)..... 03/15/21 - 03/20/21
Last Day for Student Initiated
Withdrawal (No Refund) 04/02/21
Last Day for Faculty Initiated
Withdrawal (No Refund) 04/02/21
Flex Forms Due for Full Time Faculty..... 04/30/21
Flex Activities Due for Associate Faculty..... 05/07/21
Final Examinations..... 05/08/21 - 05/14/21
Semester Ends..... 05/14/21
Commencement..... 05/14/21 - 05/15/21
Grades Due 05/24/21
Grades Available for Transcript Release (Estimated)... 05/31/21
All-College Holiday (Memorial Day) 05/31/21

Summer Session 2021

The District will set Summer Session 2021 based on course need. There will be at least one week between the end of Spring 2021 (May14) and the start of Summer 2021 and at least one week between the end of Summer 2021 and the start of Fall 2021.

Summer Session Begins..... TBD
All-College Holiday (Independence Day) 07/05/21
Summer Session Ends (Final Examinations) ..... TBD

BECOMING A CR STUDENT

As an open-access community college, the Redwoods Community College District welcomes students from a variety of different backgrounds and experiences.

High School Completion Status

High School Graduates

Anyone who has a high school diploma or the equivalent is eligible to enroll at College of the Redwoods.

Non-High School Graduates

Any person who is at least 18 years of age who does not have a high school diploma, but is able to benefit from college-level instruction may also enroll.

Younger Students

Students enrolled in the 9th through 12th grades may be approved to take up to eleven units of college courses for college credit at College of the Redwoods. All students must complete the "Concurrent Enrollment Form" for each year for which they intend to register.

Degree-Seeking & Transfer Students

Students who have attended another regionally-accredited college may transfer to College of the Redwoods with advanced standing, depending on the outcome of an incoming official transcript evaluation. Students must contact the Advising Office for an evaluation. All transcripts submitted become the permanent property of College of the Redwoods and copies of these transcripts cannot be forwarded elsewhere or released to students. These transcripts can be used by authorized College of the Redwoods personnel only.

Students wishing to apply prior college credit to their CR degree are required to submit official transcripts from post-secondary institutions previously attended.

International Students

This school is authorized under Federal law to enroll non-immigrant alien students.

Additional information may be obtained at: https://www.redwoods.edu/admissions/guide/Admissions-Home/International-Students

Student Success Initiative

The Student Success Task Force implemented policy changes to improve educational achievement in the California Community Colleges. These changes strengthen the community college system by expanding those structures and programs that work and realigning our resources with what matters most: student achievement.

Priority Registration

New students who have completed college orientation, the placement process and developed a Student Education Plan (SEP), as well as continuing students in good academic standing with a developed Student Education Plan (SEP) and who have not exceeded 100 units, will have priority registration over students who do not meet these criteria. Among these students, active-duty military, veterans, and current and former foster youth, students in Extended Opportunity Programs and Services, Disability Services and Programs for Students, and CalWORKs will continue to have first call on courses.

Determining Residency

In accordance with California State laws, the Admissions and Records Office at College of the Redwoods will determine each student's residency status upon receipt of their admissions application.

California Residency

Each California college is charged with determining which students qualify to pay in-state fees. Generally speaking, to qualify as a resident of the State of California, students must have lived in California for more than one year prior to the first day of the term in which they wish to enroll. In addition, they must demonstrate that they have intended to make California their permanent residence for more than one year, and will be asked to provide the College with documentation required to make such a determination. Military personnel, public school employees, state employees and certain other persons may be exempt from residence requirements or may qualify to pay in-state fees by virtue of being the subject of special legislation. To avoid disappointment or confusion at the last minute, it is important that students have their residency status determined well in advance of the start of the term in which they wish to enroll.

Out-of-State Residents

Prospective students whose legal residence is outside the state of California will be required to pay non-resident tuition in addition to the California enrollment fees.

Residency Reclassification Request

Students who have resided in California for at least 366 days, or one year and one day, prior to the start of the semester may qualify to have their nonresident status reclassified as a resident of California by submitting the required "Residency Reclassification Request" form and all supporting documentation to the Admissions and Records Office.

California Nonresident Tuition Exemptions

California nonresident tuition exemptions allow qualified students to be exempted from nonresident tuition. Instead, qualified students will pay California resident registration fees. Eligibility criteria as well as certain limitations may apply. Students can find both forms on the Admissions & Records Forms webpage.

1. AB540

You may be eligible for the AB540 if:

- You have 3 years of attendance at a California high school; OR
- You have 3 or more years of high school coursework and 3 years of attendance in California elementary schools, California secondary schools, or a combination of California elementary and Secondary schools; OR
- You attended or attained credits at a combination of California high school, California adult school, and/or California Community College for the equivalent of 3 years or more; AND
- You have graduated or will graduate (before the first term of enrollment at the CCC) with a California high school diploma or the equivalent (i.e., California-issued GED, CHSPE); OR
- You completed or will complete (before the first term of enrollment at the CCC) an associate's degree from a California Community College; OR
- You completed or will complete (before the first term of enrollment at the CCC) the minimum requirements at a California Community College for transfer to the California State University.

2. AB343

California Community College students granted a special immigrant visa under Section 1244 of Public Law 110-181 or under Public Law 109-163, or is a refugee admitted to the United States under Section 1157 of Title 8 of the United States Code, may be eligible for the AB343 California Nonresident Tuition Exemption if they settled in California upon entering the United States. The exemption shall expire and is not to exceed one year after issuance.

Oregon Exchange Program

College of the Redwoods offers reciprocity agreements that allow eligible Oregon residents to attend CR, and eligible California residents to attend Southern Oregon University (SOU) or Oregon Institute of Technology (OIT), at a reduced nonresident tuition rate. More information may be obtained at: https://www.redwoods.edu/admissions/Admissions-Home/Tuition-and-Fees/Residency.

ENROLLMENT

The process of becoming a student at College of the Redwoods.

Steps Toward Enrollment

1. Apply

A completed application is required of all new students as well as from students returning to College of the Redwoods after missing two or more semesters. The application is available on the CR website at: https://www.redwoods.edu/admissions/getstarted.

The following documents may also be required:

- G.E.D. or High School Equivalency Certificate: Students under 18 years of age who are not enrolled in high school and have not obtained a high school diploma must provide a copy of one of these certificates prior to initial enrollment.
- Transcripts of Previous College Work: If students have attended another college and want credit at CR for that work, official transcripts must be ordered as soon as possible, as it can be four weeks or more before the College receives them. If evaluation of these transcripts is needed to meet prerequisites, the student must attach official or unofficial transcripts the "Request to Clear Prerequisites" form available at https://www.redwoods.edu/admissions/Forms. Evaluation can take up to four weeks.

2. Participate in Orientation

Orientation is an important step in which students learn about academic programs, faculty expectations, student support services and how to navigate the College's online systems. Students who complete Online Orientation and the placement process, which includes an in-person advising session to register for classes and develop a student education plan, are more likely to receive priority registration and be able to register for classes early.

The Student Education Plan (SEP) serves as a roadmap for the student as they progress toward degree or certificate completion. The SEP is based on each student's individual needs, personal/outside commitments and educational goals. For those who are undecided about their educational goals, it is especially important to meet with an academic advisor or counselor during their first semester of enrollment.

3. Complete the Placement Process

The placement process is a key factor in student success, however it is not required. The placement process offers students the ability to meet with a counselor, develop an SEP and register for classes!

Schedule an Appointment

Consult the Counseling & Advising webpage to find out when the next New Student Advising/Registration Workshop is scheduled or call your site.

Bring the Following to Your Appointment:

- A current photo ID
- Your student ID number
- High school transcripts (If you do not have them, or cannot obtain them, you can still proceed through the placement process.)

Multiple Measures

Multiple measures are other indicators that could be considered together with the Placement Process to determine the most suitable placement into mathematics, English, and/or English as a Second language courses.

Multiple Measures may include:

- high school transcripts;
- GED test scores for English and Math content areas;
- previous success and/or completion of college level coursework;
- highest level of completed English and/or mathematics
- past study habits and academic strengths
- obligations that can impact course work
- motivation to achieve their educational goal(s)

4. Register for Classes

At CR, there are three terms each year: a 16-week fall semester, a 16- week spring semester, and summer sessions.

- Registration: Students may register for classes via the web using WebAdvisor. Assistance using WebAdvisor is available at each campus. All students are assigned specific registration dates and times for each year and may not register before that time. However, students may register on or after registration opens for all students.
- Adding Classes After the Term Begins: Students may be allowed to add classes during the first week of the semester with instructor approval. After the second week/census date, dean approval is required to add classes.
- Registering to Audit a Class: When a student audits a class, it means that they will attend that class on a regular basis but they do not wish to receive any academic credit for it. Students may audit classes with the instructor's approval given there is vacancy in the course. This determination will not be made until after the first class meeting to ensure that students wanting to take the class for credit have every opportunity to enroll before those wishing to audit the class are added.

Those wishing to audit a class must:

- complete the CR Application;
- complete the prerequisites for the class (if any);
- obtain an Audit Form from the Admissions and Records website;
- obtain the signature of the instructor on the Audit Form to verify that they approve of the audit;
- return the Audit Form to the Admissions and Records Office; and
- pay the required fees (which are non-refundable). The California College Promise Grant does not cover audit fees.

Additional information about auditing a class:

- No student shall be permitted to change their enrollment in a class for credit to audit or vice versa.
- Audited classes will appear on the student's transcript but no grades or credits will be recorded.
- Students enrolled in ten or more credit units in a given term will not be charged a fee to audit three or fewer credit units in that same term.
- The instructor, in consultation with the student, will determine classroom policies for students who audit including attendance, participation, assignments, and the evaluation of course work.

Limitations on Enrollment

Students who fall into the following categories may not be allowed to register:

- students on academic and/or progress probation are strongly encouraged to meet with an academic advisor or counselor before registering for classes;
- students who want to register for more than 18 units will need approval from an academic advisor or counselor;
- students who are subject to conduct suspension may only register if they have approval from the Vice President of Instruction & Student Development or their designee;
- high school students (except for College & Career Access Pathways students) will need a new concurrent enrollment form on file each year before registering for classes; and
- students who have been dismissed from the College will not be allowed to register for classes for the following semester.

Student Responsibilities

Report Changes in Academic Interests to your Academic Advisor or Counselor

Students thinking about making a change in their academic program must meet with an academic advisor or counselor.

Attend Classes on a Regular Basis

Since regular attendance is a critical factor in student success, students at the College are expected to attend all sessions of each class.

Students should make certain they understand the attendance standards that are to be met in each class. Students who know that they will be absent from class should notify the instructor. Faculty may drop students for excessive absences.

Withdrawing from Classes

Students are responsible for officially withdrawing from classes they are not able to complete. Students who officially withdraw before the published withdrawal deadline will receive a "W" (Withdrawal) on their academic records. Students who stop attending a course without officially withdrawing may receive an "F" (Failure) on their academic records.

Faculty may withdraw students from a class for excessive absences until the withdrawal deadline.

While it is our hope that all students will be able to complete the classes for which they register, there are times when students may need to withdraw from all of their classes.

When this occurs, the following steps must be followed:

- withdraw from all classes in which you are enrolled;
- return all books and equipment that belong to the College;
- pay all loans and financial obligations that are outstanding to the College; and
- contact the Financial Aid Office (if a financial aid recipient).

If a debt is owed to the college, registration will be blocked and other important records will not be released to the student or other institutions or agencies.

Students may petition for an Excused Withdrawal (EW) if they feel they meet the required circumstances as outlined on the Excused Withdrawal Guidelines, which can be found at https://www.redwoods.edu/admissions/Forms.

Process for Petitioning to Graduate or Applying for a Certificate

In order to obtain a degree or certificate from CR, students must first submit a petition to graduate or a petition for certificate during their last term at the college. If planning to graduate in spring, the petition or application is due by the first Thursday in March. For summer graduation, the petition or application is due by the last Thursday in June, and for fall term, the petition or application is due by the last Thursday in October.

The forms can be obtained from the College's website under "Admissions." A graduation petition requires an academic advisor or counselor's signature to confirm that all requirements have been met. Applying for a certificate does not require seeing an academic advisor or counselor but is recommended. If petitioning for more than one degree or certificate, a separate form is required for each one. The college also requires students to complete a "graduate survey" or "certificate survey" at the time the petition or application is submitted.

If students miss the deadline for petitioning to graduate or applying for a certificate they may apply in the next term by the appropriate deadline. All degrees and certificates are subject to final approval by the College Evaluator. Verification of degrees and certificates are posted to transcripts within two months from the end of the term in which the petition was granted. Certificates of Recognition are not posted to transcripts.

Report Change of Address to the College

A student who changes their mailing address should report the change through WebAdvisor.

STUDENT FEES

All fees are subject to change. The enrollment fee is currently $46/unit. The non-resident and Oregon Exchange fees include a $1 per unit capital outlay fee. Additional information about these fees, as well as a listing of persons who may be exempt from paying fees listed below, may be found in BP 5030 and AP 5030. A small number of courses have instructional materials fees. These fees are listed on WebAdvisor.

Mandatory Fees

Mandatory Fees are required as a Condition of Enrollment at the College.

Tuition & Enrollment Fees

California Resident Enrollment Fees

California Residents

Although (by definition) there is no "tuition" for California residents, there are still certain fees that residents are expected to pay as a condition of enrollment.

Enrollment fees are:

- An enrollment fee: $46/unit, currently
- Audit fee (non-refundable): $15/unit

A small number of courses have instructional materials fees. These fees are listed on WebAdvisor.

An Important Note about the California College Promise Grant (CCP)

The California College Promise Grant (formerly known as the Board of Governors (BOG) Fee Waiver) is a program authorized by the California State Legislature. California residents who qualify for the CCP Grant are not required to pay the enrollment fee. Students are responsible for ensuring their account is correct. The following are not covered by the CCP Grant: health services fees, instructional materials fees, activity fee, student representation fee, technology fee, audit fees and books.

Students who wish to apply for the CCP Grant should complete the Free Application for Federal Financial Aid (FAFSA). The qualifications are:

- the student must be a California resident or AB 540 eligible; and
- the student must be eligible for state and/or federal financial aid based upon filing the Free Application for Federal Student Aid (FAFSA); or
- the student must meet the income standards set by the state; or
- the student must be receiving public assistance through General Assistance (GA) or General Relief (GR), AFDC/TANF/CalWORKs, Supplemental Security Income (SSI), or State Supplementary Income (SSI).

Effective Fall 2016, students with any combination of two consecutive terms of cumulative GPA below 2.0, and/or cumulative unit completion of not more than 50% percent may result in loss of CCP Grant eligibility. Contact the Financial Aid Office for more detailed information.

Non-Resident Tuition

Non-Residents

Students who have not been legal residents of the state of California for at least two years preceding the beginning of the term in which they wish to enroll will be required to pay non-resident tuition.

At the time of this printing, the rates that non-residents will be expected to pay as a condition of enrollment are:

- Tuition: $291/unit*, currently
- An enrollment fee: $46/unit, currently

*The non-resident and Oregon Exchange fees include a $1 per unit capital outlay fee.

A small number of courses have instructional materials fees. These fees are listed on WebAdvisor.

Non-Residents Participating in the Oregon Exchange Program

The College has entered into agreements with two Oregon colleges to provide for a reciprocal exchange between institutions that are located in two different states but that are still geographically close to one another. The intent of this program is to offer academic programs to students that may not be available at their own college.

These colleges are:

- Oregon Institute of Technology; and
- Southern Oregon University

Students attending CR under the auspices of one of these agreements are obligated to pay the following fees:

- Tuition (an amount equal to 27% of the regular non-resident tuition, rounded to the nearest dollar): $79/unit*, currently
- An enrollment fee: $46/unit, currently

*The non-resident and Oregon Exchange fees include a $1 per unit capital outlay fee.

A small number of courses have instructional materials fees. These fees are listed on WebAdvisor.

Non-Resident Tuition Exemptions

California nonresident tuition exemptions allow qualified students to be exempted from nonresident tuition. Eligibility criteria as well as certain limitations may apply.

AB540

This law does not grant residency; it requires that certain nonresident students be exempted from paying nonresident tuition. This benefit is available to all U.S. citizens, permanent residents of the U.S., and aliens who are not nonimmigrants (including those who are undocumented), who meet all other eligibility criteria listed below:

- You have 3 years of attendance at a California high school; OR
- You have 3 or more years of high school coursework and 3 years of attendance in California elementary schools, California secondary schools, or a combination of California elementary and Secondary schools; OR
- You attended or attained credits at a combination of California high school, California adult school, and/or California Community College for the equivalent of 3 years or more; AND
- You have graduated or will graduate (before the first term of enrollment at the CCC) with a California high school diploma or the equivalent (i.e., California-issued GED, CHSPE); OR
- You completed or will complete (before the first term of enrollment at the CCC) an associate's degree from a California Community College; OR
- You completed or will complete (before the first term of enrollment at the CCC) the minimum requirements at a California Community College for transfer to the California State University.
- The law does not distinguish between public and private high schools.• there is no time limit on how far in the past the student might have attended a California high school
- Students who are nonimmigrant aliens (the most common being the F series student visas and B series visitor visas) are not eligible for the exemption.
- Students who previously held valid nonimmigrant visas but who are out of status at the time of execution of the affidavit are eligible for the exemption.

Any student who has met the AB540 eligibility criteria must complete and sign the "California Nonresident Tuition Exemption Request" form.

AB343

This law does not grant residency; it requires that certain nonresident students be exempted from paying nonresident tuition. This benefit is available to California Community College students granted a special immigrant visa under Section 1244 of Public Law 110-181 or under Public Law 109-163, or is a refugee admitted to the United States under Section 1157 of Title 8 of the United States Code and settled in California upon entering the United States. The exemption shall expire and is not to exceed one year after issuance.

Any student who has met the AB343 eligibility criteria must complete and sign the "AB343 Nonresident Tuition Exemption Request" form.

Health Services Fees

A mandatory health services fee will be charged. Waiver/Exemption to this fee is available only to students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization. Requests for this exemption are made by petition to the District Business Office prior to the start of the semester. The health services fee will not be refunded for students who drop a class or all classes after the term start date.

- Eureka Campus & Online: $21/semester, $18/summer session
- Del Norte & Klamath-Trinity Campuses: $8/semester, $8/summer session

Other Fees

Student Technology Fee

Students pay a student technology fee of $10 per term. This fee supports the purchase of student lab technology, maintenance of such technology or other related costs on each campus. Prior to the beginning of each term, students may opt out of this fee by submitting the Request to Waive Optional Term Fees form to the Business Office.

The student technology, activity and representation fees will not be refunded for students who drop a class or all classes after the class start date.

Student Activity Fee

Students pay a student activity fee of $10 per term. This fee supports the Associated Students of College of the Redwoods (ASCR) social, educational, recreational, and athletic activities and programs on each campus. For more information about campus life at the main Eureka site, you may visit our website at https://www.redwoods.edu/ascr/. Prior to the beginning of each term, students may opt out of this fee by submitting the Request to Waive Optional Term Fees form to the Business Office.

The student technology, activity and representation fees will not be refunded for students who drop a class or all classes after the class start date.

Student Representation Fee

Effective January 1, 2020, students pay a student representation fee of $2 per term. This fee, brought into law with Assembly Bill 1504, requires community colleges with a student body association to collect a student representation fee at or before the time of registration. One dollar of every two-dollar fee collected shall be expended to establish and support the operations of a statewide community college student organization, recognized by the Board of Governors of the California Community Colleges, with effective student representation and participation in state-level community college shared governance and with governmental affairs representatives to advocate before the Legislature and other state and local governmental entities. Prior to the beginning of each term, students may opt out of this fee by submitting the Request to Waive Optional Term Fees form to the Business Office.

The student technology, activity and representation fees will not be refunded for students who drop a class or all classes after the class start date.

Instructional Materials Fees

Materials fees are listed below the specific class listings in the schedule of classes on WebAdvisor.

Parking Fees

Because the college is considered a tenant at the Klamath-Trinity site, parking at that location is currently free of charge. It is also free to park at the Del Norte Education Center.

Parking on the Eureka campus is by permit only. Semester or annual permits may be purchased online at http://mycampuspermit.com/redwoods.

Type of Permit	Automobile/Truck	Motorcycles*
Annual (Aug.-Aug.) Permit	$75	$37
Fall or Spring Semester	$50	$23
Summer Session	$17	$10
One-day Permit	$2	$2

One-day permits are available at vending machines located throughout the parking areas.

*If an Automobile/Truck permit is purchased, and a motorcycle is the individual's second vehicle, the motorcycle permit will be issued to the original purchaser at no additional charge. This only applies to motorcycles as a second vehicle.

Parking permit refunds are subject to a $2 per day charge (Monday thru Friday), deducted from the original purchase price, beginning on the original purchase date. The parking permit must be surrendered at the time of refund request. Refunds are processed and paid only to the original purchaser usually within 14 business days from the date of refund request.

Official Transcripts Fee

- The first two requested transcript copies are free.
- Each additional requested transcript copy is $8.
- "Rush" transcript requests are $15 per copy, and are processed and mailed within 48 hours of receipt of payment.
- Unofficial transcripts are free and can be obtained by logging into WebAdvisor and clicking on "view unofficial transcript."

How to Request a CR Transcript

Official transcripts can be obtained by logging on to WebAdvisor and clicking on "Request Official Transcripts" from the student menu. Transcripts are produced and mailed within two business days after payment has been received.

Important Information

If you want your transcript to include your current semester's grades you must request your transcripts after your grades have been posted or indicate this on your Transcript Request Form.

If you want your transcripts to include your degree, please be aware that:

- degrees and certificates will be posted to transcripts within 3 weeks after the end of the semester for those students sitting for State Board Exams; and
- for all other students, degrees and certificates will be posted to transcripts within 8 weeks after the end of the semester.
- All currently registered students have a WebAdvisor login ID. For assistance, check the WebAdvisor Frequently Asked Questions.
- If your last class was prior to 2002, you will need to create an account. Please contact the ITS Help Desk at 707-476-4160 for further information and support.
- If your last class was prior to 1986, transcripts may take up to 30 days to process.
- If you have questions about your transcripts, please call the Admissions & Records Office at 707-476-4200.

Refunds & Non-Payment

Refunds For Dropped Classes

Enrollment fees will only be refunded if the student drops the full-semester-length class in question by the Friday of the end of the 2nd week of the spring or fall semester. Refund deadlines for summer classes vary by class length. If applicable, a refund processing fee of $10 per student per semester may be subtracted before the refund is issued. If a class is cancelled by the College, all enrollment fees will be refunded to the students who have registered and paid.

Students who receive federal financial aid are subject to federal refund calculation formulas. Contact the Financial Aid Office for detailed information.

The Oregon Exchange student refund policy follows the same time frames and other guidelines as those specified for California residents.

The health services, student technology, student activity, and student representation fees will not be refunded for students who drop a class or all classes after the class start date.

To Students Paying Non-Resident Tuition

Refunds shall be made according to this schedule only after an official drop or withdrawal has been processed by the Admissions and Records Office.

- Through Friday at the end of the second week of the term: 100% of Original Fee
- Through Friday at the end of the third week of the term: 50% of Original Fee
- Through Friday at the end of the fourth week of the term: 25% of Original Fee

Consequences of Non-Payment

Consequences of Non-payment of Fines or Other Funds Due to the College

As a means of encouraging the payment of obligations to College of the Redwoods, its Foundation, and any offices thereof, the following blocks will be put in place until all debts are paid: Registration will not be processed & degrees or certificates will not be awarded.

Upon presentation of valid receipt for the unpaid monies due

to the College or any of its agencies, the restrictions shall be removed. Any account balances older than 120 days are subject to the collections process.

Course Drop for Non-payment

Fees must be paid at the time of registration. College of the Redwoods does not bill for unpaid registrations. Students with unpaid accounts risk being dropped from classes for non-payment. Students must pay their bill in full, set up a payment plan and make payments on time to avoid being dropped for non-payment. Otherwise, students can be dropped from classes to make seats available for other students seeking to register. Waitlisted classes can be dropped as well if the balance is not paid in full for classes in which a student is officially enrolled and fees charged. Do not rely on drop for non-payment if you need to drop a class. Go to WebAdvisor to drop classes. Remember that you and your family, if applicable, are primarily responsible for your educational costs. If you do not pay your bill, it will be turned over for collection.

To avoid drop for non-payment, check that your WebAdvisor account online does not have any balance due.

Notice of Exception for Military Affiliated Students:

Any military affiliated student that is entitled to VA education benefits under Chapter 31 (Vocational Rehabilitation & Employment) and Chapter 33 (Post 9/11), to include Chapter 33 (Fry Scholarship) and Chapter 33 (Transfer of Entitlement), shall be considered a "covered individual" and will NOT be dropped for non-payment. Covered individuals will also not be denied access to district facilities due to late payments from the VA. The district's School Certifying Official or appointee will ensure payment of tuition and fees from the VA after the census date of the current term of enrollment.

Account Collections Process

Each student or account holder is responsible for paying all fees, charges, and amounts owed to the College of the Redwoods. Nearly all students and account holders pay their debts in a timely manner and therefore do not become subject to the account collections process. However, a few accounts incur debts over 120 days past due, which is considered delinquent. Delinquent accounts become subject to the account collections process. College of the Redwoods may take additional actions to collect monies owed on delinquent accounts, including:

1. The delinquent account may be listed with consumer credit bureaus.
2. The delinquent account may be sent to a collection agency for collection, and the actual fee charged by the collection agency plus a $25 processing fee will be added to the balance owed (as permitted by California Government Code 16583.1).
3. The delinquent account may be sent to the Chancellor's Office Tax Offset Program (CO-TOP)/Franchise Tax Board (FTB) for collection, and the actual fee charged by COTOP/FTB plus a $25 processing fee will be added to the balance owed (as permitted by California Government Code 16583.1).

All other legally available remedies may be pursued.

FINANCIAL AID PROGRAMS & SERVICES

Each year, over $15,000,000 in financial assistance is made available to students attending College of the Redwoods. These funds are provided from federal, state, and local programs. For specific program information, check our website at www.redwoods.edu/financialaid.

Eligibility

Most forms of financial aid are available only to students who are enrolled in credit courses with an academic program that leads to an eligible degree, certificate, or transfer to a four-year college or university.

Students who do not have a high school diploma or the equivalent (e.g. a GED certificate), are not eligible for federal financial aid at College of the Redwoods, but may be eligible for some state and locally funded aid programs.

If you are interested in obtaining your GED, contact our Adult Education site for more information.

Estimated Costs

Although College of the Redwoods charges relatively low fees, many students need assistance with the expenses related to attending college. The expenses listed below are estimated costs for attending College of the Redwoods during the 2020-21 academic year, and are intended to give you a general idea about cost and help determine your financial aid awards. These costs are approximate and will differ from student to student, based on enrollment and individual choices.

Expenses	Living with Parents	Living On Campus	Living Off Campus
Fees (15 units in Fall & Spring)	$1,466	$1,466	$1,466
Books & Supplies	$1,080	$1,080	$1,080
Food & Housing	$8,780	$8,389	$16,580
Transportation	$938	$858	$858
Miscellaneous/ Personal	$3,225	$2,609	$3,784
Total for California Residents	$15,489	$14,402	$23,768
Add Non-resident tuition	$8,730	$8,730	$8,730
Total for Non-Residents	$24,219	$23,132	$32,498

How to Apply & Application Deadlines

How to Apply

Students must complete the Free Application for Federal Student Aid (FAFSA) at studentaid.gov/h/apply-for-aid/fafsa, or the Dream Act Application at dream.csac.ca.gov. This application must be filed annually and students are encouraged to file the application online as soon as possible after October 1 of the prior school year for which the student plans to attend CR. Students are required to regularly check their student email account (@mycr.redwoods.edu) for updates and required information. To maximize aid eligibility, students are strongly encouraged to complete the FAFSA or Dream Act Application by March 2 of the prior school year for which the student plans to attend CR.

Application Deadlines

Students may apply for financial aid at any time during the school year, but it is recommended that students complete the application process as soon as the application opens on October 1 of each year to assure full consideration for all programs. Some funds are very limited and run out well before the school year begins.

Priority deadline for completed financial aid files is June 1, prior to the fall term. Completed financial aid files means that the FAFSA or Dream Act Application is on file and all additional documentation has been submitted by the student, reviewed, and accepted by the Financial Aid Office. Meeting this priority deadline means that a student's financial aid award package will be completed prior to the start of the fall term.

Additional deadlines are posted on our website at www.redwoods.edu/financialaid.

How to Maintain Eligibility for Financial Aid

For Federal Student Aid: Satisfactory Academic Progress (SAP)

College of the Redwoods is dedicated to providing financial aid to eligible students. The College complies with federal requirements to monitor financial aid recipients' satisfactory academic progress toward a declared, approved educational objective of an Associate Degree, certificate, or transfer to baccalaureate degree granting institution. The student is responsible for achieving adequate grades and completing the courses required for this objective.

To meet the Satisfactory Academic Progress standard, you must earn a minimum cumulative Grade Point Average (GPA) of 2.0, successfully complete 67% of all units attempted and meet your educational objective before attempting 150% of the number of units required for your program. More details on these requirements are available on our website at www.redwoods.edu/financialaid.

Precollegiate Units: Students are allowed to receive financial aid for certain precollegiate units, if the precollegiate classes are a prerequisite for entrance into a regular college program, up to a

maximum of 30 attempted units. Classes considered below the secondary-level are not eligible for financial aid funding.

Federal regulations require that this policy apply to all students whether or not financial aid was received. Even if you have NEVER applied for, or received financial aid, your overall history in college will be reviewed before you are awarded financial aid to make sure you are meeting these standards. Academic Renewal is not recognized for financial aid academic progress purposes. All grades and units including repeated courses will be used in the SAP calculation. Please note that not all programs are eligible for financial aid funding, particularly short-term programs.

Federal regulations (CFR 668.2) do not allow financial aid payment for the third attempt of a course. For purposes of this regulation only, 'W' and 'F' grades are not considered attempts. Remember that both 'W' and 'F' grades are always included as attempts in the Satisfactory Academic Progress calculation.

For the California College Promise Grant (CCP): Academic Standing

The College complies with state requirements to monitor students' academic standing in an educational program at the institution. California College Promise Grant (CCP) eligibility may be lost if the student is placed on academic and/or progress probation according to the guidelines set forth in the California Code of Regulations, Title V, Section 58621. Notifications of CCP status will be sent within 30 days following the end of the term that resulted in the probation. Students may file a Loss of CCP appeal form to have their eligibility restored for the term the loss occurred.

Students may lose the CCP Grant if they are on academic and/or progress probation and/or dismissal for 2 consecutive primary terms:

- They have less than the 2.0 minimum cumulative GPA.
- They have not completed more than 50% of attempted units.

Students are encouraged to review the Academic Standards section of the course catalog for full descriptions of Academic and Progress Probation and Dismissal.

Withdrawal (Official or Unofficial) & Your Financial Aid Eligibility

Never Attended

If you receive aid and drop all your classes prior to attending at least one class meeting, and/or are reported as a 'no show' by your instructor(s), you will be required to repay all financial aid that was disbursed to you.

Partial Withdrawal

Adding and/or dropping units after the first grant disbursement will require a possible adjustment of any future disbursements. You may be required to repay a substantial portion of your aid if you drop units after the first disbursement, especially if you drop below half-time enrollment (6 units).

Total Withdrawal

If you withdraw or otherwise fail to complete all of your courses during the term, we are required to determine if any of the financial aid you received should be returned. Federal financial aid is based on the length of time you are in classes, so if you do not attend the entire term, you may be required to repay all or a portion of the aid you received.

Official withdrawal occurs when you completely withdraw from all classes. Unofficial withdrawal occurs when you simply stop attending all classes, but fail to officially withdraw (usually 'NP' or 'F' grades). Both types of withdrawal are subject to repayment. This federal repayment calculation is called Return of Title IV.

Calculation for the Return of Title IV Aid

The amount of financial aid that you as a student earned is determined on a pro-rata basis. Once you have completed more than 60% of the payment period or period of enrollment, you have earned the financial aid that was scheduled for that period.

Earned Aid: The percentage of earned aid is calculated by determining the number of calendar days from the first day of the term through the withdrawal date and then dividing that number by the total calendar days in the term.

Unearned Aid: The amount of unearned Title IV funds that must be returned is calculated, first, by subtracting the earned Title IV percentage from 100% to determine the percentage of aid that is unearned and, second, by multiplying the total amount of financial aid that could be disbursed to you by the unearned Title IV funds percentage.

Post-Withdrawal Disbursement

If you did not receive all of the funds that have been earned, per Return of Title IV calculation, you may be due a post-withdrawal disbursement (PWD). CR may automatically use all or a portion of your PWD of grant funds for tuition, fees and on-campus housing costs. If the PWD includes loan funds, CR must get your permission before we can disburse them. You may choose to decline some or all of the loan funds so that you don't incur additional debt.

Amount to Be Returned by the Student

The Return of Title IV calculation determines the portion of the funds to be returned. Any amount of unearned funds that you must return is called an overpayment. The Financial Aid Office will notify you of the amount to be repaid and you will have 45 days to repay it in full. Students who do not return the overpayment to CR within the 45 days will have their debts submitted to the U.S. Department of Education for collection and will be denied federal aid eligibility at any institution until payment arrangements are made with the Department of Education. Students will become eligible for federal financial aid only after they have repaid the full amount or made arrangements directly with the Department of Education.

The requirements for Title IV program funds when you withdraw are separate from any refund policy that CR may have. Therefore, you may still owe funds to CR to cover unpaid institutional charges. CR will also charge you for any Title IV

program funds that CR was required to return on your behalf. A hold will be placed on your CR records and you will not be allowed to register for future terms or receive your degree or certificate until this debt is repaid to CR.

Return of Title IV and Satisfactory Academic Progress

Satisfactory Academic Progress (SAP) requirements apply to all financial aid recipients regardless of the funding status due to a Return of Title IV Funds. Repayment of your federal financial aid does not release you from the Satisfactory Academic Progress requirement.

Appeal

There is no appeal of these debts as it is based on the amount of aid considered 'earned' by federal calculations.

PLUS Loans for Parents

Federal PLUS loans are available to parents of undergraduate students. Loan limits vary with the cost of the student's educational program and the amount of other financial aid received. A credit check is required. Students must meet all eligibility criteria. To apply, students must have a complete financial aid file with CR and meet all federal eligibility requirements. Parents can apply for a PLUS at www.studentaid.gov.

Veteran Resource Center

The Veteran Resource Center (VRC), is a resource facility exclusively for our veterans from; the Active Duty, the Reserves, the National Guard, and their dependents attending CR.

Located in the Student Services building on the Eureka Campus, the VRC provides assistance with; admissions & matriculation, advising, applying for Veterans Education Benefits, Champ VA, and referrals to community Veteran resource programs. Our lounge & study is equipped with computer stations, free internet, printing capabilities, coffee and snacks. The VRC has an experienced all-Veteran/Dependent staff on site to assist you with your academic endeavors and transitional needs.

For information and assistance, contact the VRC or visit our website at www.redwoods.edu/vets.

Scholarships

Each year, almost 300 scholarships, ranging from $100 to $2,000, are awarded to CR students. Scholarship information and the online application are available at www.redwoods.edu/scholarships

Scholarship award amounts and criteria vary. The majority of scholarships are awarded in the spring semester, however, several scholarships are also available in the fall. Since many scholarships use financial need as part of their criteria, students are highly encouraged to complete a Free Application for Federal Student Aid (FAFSA) at www.fafsa.gov.

For further information about scholarships, as well as additional local, regional and national scholarship opportunities, please contact the Scholarship Office at (707) 476-4191 or scholarships@redwoods.edu.

STUDENT SERVICES

At College of the Redwoods we believe that learning occurs not only in our classrooms, but that it also takes place in a wide variety of locations and environments. Using the college's many services and taking advantage of a wide variety of learning opportunities from the very beginning of one's college career can greatly enhance student success.

Below is a listing of the many student learning support services and activities that are available throughout the Redwoods Community College District. Services and office hours will vary from site to site. Please check or call ahead to avoid disappointment or inconvenience.

Academic Counseling & Advising

Counseling and Advising Services are intended to help students attain their educational goals. For more information about the following services, please contact the Counseling and Advising Office at counseling@redwoods.edu.

Academic Advising

Counselors and Advisors help students plan their term-by-term course schedules, establish educational goals, choose academic programs, meet general education requirements, transfer to universities, understand graduation requirements and the graduation petition process.

Educational Planning

The counseling and advising staff guides students through the development of Student Education Plans (SEPs), which serve as roadmaps for students seeking CR degrees or certificates. Each student's education plan is individualized, so that it takes into account his/her individual needs, strengths, preparation, and outside commitments while making sure that both required and elective courses are completed in a timely manner. Students can view their SEP on WebAdvisor, in the Academic Planning section.

Academic Problem Solving

The counseling and advising staff are trained to help students develop the strategies they may need to overcome obstacles that threaten to block the attainment of their academic/educational goals.

Career Resources

Career counseling, online resources and assessment tools are available to CR students. Local on- and off-campus part-time job announcements, as well as various resources can be found on the Career Resources webpage at: www.redwoods.edu/counseling/career.

Referrals

The counseling and advising staff are skilled at making referrals to other departments, services and agencies if they are not in a position to meet all of the needs of the student.

Academic Support Center (ASC)

The Academic Support Center (ASC) helps students reach their educational goals by developing their academic skills and encouraging them to become independent thinkers. The Academic Support Center offers learning support services intended to enhance student success.

The Academic Support Center welcomes all students, faculty, and staff. Free instructional support services are available in a variety of forms: Individual & group tutoring, test proctoring, writing assistance from faculty tutors, access to computers and study areas, accommodations for DSPS Learners, private study areas, and more.

Enrollment Services

Mission Statement

Enrollment Services strives to empower current and prospective students throughout their academic endeavors at College of the Redwoods by providing meaningful support and essential information. The Enrollment Services Team embraces a collaborative and dynamic working environment in order to serve our diverse students, faculty and staff.

Services Offered

Enrollment Services includes the Admissions & Records Office, the Financial Aid Office and the Welcome Center and provides information and assistance related to applying to CR and for financial aid, class registration, petitions and appeals, student records, transcripts, graduation and degree and certificate evaluations.

Associated Students, College of the Redwoods (ASCR)

The opportunity for self-governance is extended to the students of College of the Redwoods by the Board of Trustees and the Administration of the College. This is done to promote shared governance and student activities which stimulate the intellectual, physical, social, and ethical development of students, as well as to provide expanded educational opportunities and a social life on campus. Become a member of your ASCR today!

On three campuses in the District, the Associated Students of the College of the Redwoods (ASCR) conducts activities which are an integral part of college life. The ASCR sponsors clubs, special events, social activities, music events, student publications, and student governance. The business of the ASCR is carried out by officers elected each spring semester as determined by the ASCR constitution and bylaws. This business is carried out by the ASCR Senate which consists of elected executive and senator positions. The ASCR office locations within the district

are listed on the ASCR webpage.

To participate as an officer or senator in student government, a student must be carrying five or more units, have a 2.0 cumulative grade point average for all previous college work attempted. By participating as a member of the ASCR Senate, you are eligible to receive a monthly stipend, and may be required to participate and travel to leadership development retreats or training and conferences. For more information about the ASCR Senate and Campus Life at the main Eurekacampus please visit our website: www.redwoods.edu/ascr

Bookstore

The College of Redwoods has an online Bookstore, which offers textbooks and supplemental course material required by the college faculty. In addition, the onsite pick up location has a selection of school supplies, CR logo clothing, gift items, and other general merchandise. The Bookstore also conducts an online textbook buy-back during the entire year.

Bookstore Hours (Eureka Campus)

Monday – Thursday 9 a.m. to 12:30p.m., 1p.m.-5p.m.

Friday 9 a.m. to 12:30p.m., 1p.m.-4 p.m.

Closed weekends and all major and campus holidays.

Phone: (707) 476-4130

Online ordering is available through
https://bncvirtual.com/redwoods

CalWORKs (California Work Opportunities & Responsibilities to Kids)

The CR CalWORKs program provides comprehensive support services for students receiving CalWORKs cash aid who are also in good standing with their county. The program aims to prepare participants to transition into employment and achieve long term self-sufficiency. Support services include case management and coordination with the county CalWORKs department, academic and career counseling, work-study opportunities and job placement assistance. Contact CalWORKS at (707) 476-4581 for more information.

Child Development Center

(Eureka Campus)

On-campus child care is available at College of the Redwoods Child Development Center. The center cares for children 18 months to 5 years of age. The CDC provides a play-based, developmentally appropriate curriculum for all children and serves meals through the USDA Child and Adult Care Food Program. The CDC has been accredited by the National Association for the Education of Children (NAEYC) since 2010.

The Child Development Center is funded through various programs including the California Department of Education Early Learning and Support Division and is a Head Start Enhanced program. The program offers sliding scale fees, both toddler and preschool programs, and is open to students, staff and the community. The CDC program operates on all instructional days for fall and spring terms and offers limited summer sessions through the end of July.

Parents and guardians are invited to visit the CDC with their child. Registration information is available at the Child Development Center located on the east side of the campus, by the Field House and online at www.redwoods.edu/cdc.

The center has an extensive waiting list so getting applications in prior to need for care is strongly encouraged.

Clubs & Organizations

Social, educational, honorary, service, and special interest clubs are organized by students at each campus to contribute to the overall life to the college. These organizations also provide a variety of opportunities for social interaction and the exchange of ideas among CR students. Students should view the ASCR webpage for more information and a list of clubs that are active at each location. All student clubs are required to be chartered by the ASCR Senate to be an officially recognized CR student club.

Visit our website https://www.redwoods.edu/ascr/ to review our list of clubs and our club guide.

Cooperative Work Experience Education

Cooperative Work Experience Education (CWEE) courses are designed to complement the student's academic training with realistic on-the-job experiences. The courses emphasize increasing occupational skills, acquiring desirable work habits, developing healthy work attitudes, and broadening the understanding of working conditions. CWEE courses are available for general, occupational and select discipline-specific work opportunities. Contact the CWEE Coordinator for more information.

Creative Arts Gallery

(Eureka Campus)

Students, faculty, and the general public are encouraged to visit the CR Art Gallery, located in the Creative Arts Complex. Our gallery program features five to six exhibitions each academic year, and includes the work of locally and internationally recognized artists, as well as the CR art faculty and students. Exhibitions are professionally curated and prepared by our art department faculty, staff, and students.

The CR Art Gallery also hosts an Annual Juried Student Art Exhibition each spring semester, where students have the opportunity to exhibit their most accomplished works and even win awards. A different visiting artist or art professional from outside the Art Department judges this juried exhibition each year.

Admission to the gallery is always free.

Call (707) 476-4559 or visit our website https://www.redwoods.edu/artgallery for gallery hours and for information on current and upcoming exhibitions.

Dental Health Center

The College of the Redwoods Dental Health Center is open on Mondays and Wednesdays beginning in the late fall and continuing through the spring semester. We offer the following procedures at a reduced rate:

- dental examinations;
- complete radiographs (full-mouth and bite-wing x-rays);
- preventive dentistry consisting of cleanings, fluoride applications and sealants;
- tooth restorations including fillings, crowns, and bridges; and
- prosthodontic repairs for removable partial dentures and removable complete dentures.

Appointments must be made in advance. Dental care is provided by local dentists assisted by students in the College of the Redwoods Dental Assisting Program. Dental fees are at a reduced schedule, and payment is due at the time of the service. Cash, checks, and major credit cards are accepted.

For further information regarding dental services provided or to schedule an appointment, please call the Dental Assisting Program office at (707) 476-4250, or drop by the office in Room 101 of the Applied Technologies building, Monday through Thursday.

Dining Services

A college food service facility serving Eureka campus faculty, staff, students and visitors is located in the Student Union, at the center of the campus. A variety of menu items are available including homemade entrees, pizza, burgers, a salad bar, locally brewed coffee and soft drinks, ethnic food specialties, vegetarian options, and breakfast items. During the semester, food service is available Monday through Friday with limited service on the weekends. Meal plans are mandatory for students living in the residence halls.

The Del Norte Education Center provides a student lounge with vending machines and a microwave. Tables and chairs are available for seating.

Disability Services & Programs for Students (DSPS)

Disability Services & Programs for Students (DSPS) ensures equal access to the educational experience for all learners with disabilities. DSPS provides services to students with verified disabilities in: mobility, vision, hearing and communication, acquired brain injury, learning, autism, ADHD and mental health.

Services and accommodations may include: priority registration; note-takers or taped lectures; sign language interpreters/video remote interpreting; alternate media; test proctoring; mobility assistance; temporary medical parking; Braille; assistive listening devices; advising and academic planning; liaison with faculty and other campus services; orientation to campus services.

DSPS provides training to students in the use of assistive technologies such as: speech-activated software, scanners, screen readers and magnifiers. Braille and electronic text production are also available to students who qualify for alternative media. Most computer labs throughout the district provide access to assistive technologies for students with disabilities.

Instructional Support and Learning Disabilities Assessment:

The LIGHT Center, located on the Eureka campus and the Del Norte Education Center, provides learning disabilities assessment and individualized instructional support for students with disabilities. Assessments are completed by Learning Disability Specialists who, based on a student's learning profile, make educational recommendations for accommodations. Individualized instructional support services may include: study groups, skill building in the areas of study, note-taking and test-taking. Guidance classes are offered on the Eureka campus and at the Del Norte Education Center.

Adaptive Physical Education:

Adaptive PE provides students with disabilities direct participation in classes designed for lifestyle fitness including a physical fitness assessment, with subsequent development of individualized exercise program, according to each student's unique needs. Classes are offered on the Eureka campus.

Distance Education/Online Classes

Distance education (DE) offers students the opportunity to learn "anytime, anywhere" using technology to help deliver instruction. We offer DE courses using two different types of technology – interactive two-way video, or online.

Interactive video classes are taught much like regular classes, with scheduled days and times when the class meets. The difference is that some of your classmates may be meeting at the same time in a different location, and your interactions with them and with the instructor will happen over a streaming media connection. You can ask questions, the instructor can call on you, and you can hold discussions with your classmates, even though you may be separated by many miles. Classes offered using this technology will be listed in WebAdvisor by the location of the class meeting (Eureka, Del Norte or Klamath-Trinity) and have no special requirements for registration.

Online classes are designed for students who want to take a College of the Redwoods course and prefer to take the course online. They offer flexibility, because they do notrequire you to be in a specific location at a particular time. They have the same course objectives, outcomes and curriculum as the classroom sections of the course.

For most online sections, learning takes place through instructor-facilitated reading, writing, and class participation. Most or all assignments and exams are web-based. To succeed, you need to have:

- The ability to work independently with self-discipline, motivation, and good organizational skills;

- College-level reading and writing skills;
- Access to a recent Mac or PC computer with a broadband internet connection, and any required software;
- The basic skills to access and navigate websites, send and receive email, and send email attachments; and
- The ability to read carefully and follow written instructions.

For more information about taking courses online, visit our website: https://www.redwoods.edu/online.

EOPS/CARE

Extended Opportunity Programs and Services (EOPS)

https://www.redwoods.edu/student-services/Home/EOPS

EOPS, a state-funded program, was established to assist students who are low income and educationally disadvantaged with financial and comprehensive support services. To receive EOPS services, students must complete an EOPS application. Students are required to file a Free Application for Federal Student Aid (FAFSA) and qualify for the California College Promise Grant (formerly BOG fee waiver). Eligibility for services is determined by Title 5 regulations.

EOPS services include the following:

- Orientation. The EOPS orientation is designed to familiarize new students with program policies and services and to provide information regarding college success, as well as an opportunity to meet EOPS faculty and staff.
- Counseling/Advising. EOPS Counselors provide academic, transfer, and career counseling. EOPS students also receive assistance with the development of an individualized Student Education Plan (SEP) as well as receive assistance in career exploration and planning.
- Priority Registration. EOPS students may register early each spring semester and at one time for the upcoming summer, fall, and spring semesters, thanks in part to OneREG.
- Financial Assistance. When funding is available, EOPS provides book vouchers, free bus passes, free printing, and fee waivers. Assistance is issued to students who have met the responsibilities of the EOPS contract agreement.
- Tutoring. Help is available in math, science, English, the humanities, and the social sciences, as well as access to online tutoring support via NetTutor.
- Assessments. EOPS students are invited to complete the Strong Interest Inventory and/or the Myers Briggs Type Indicator assessments. Used in combination, the Strong and MBTI can be powerful tools to assess a person's interests and personality type. EOPS will also cover the cost of GED testing for those who have not obtained a high school diploma or high school equivalent.

Cooperative Agencies Resources for Education (CARE)

https://www.redwoods.edu/eops/EOPS-Home/CARE

CARE is a supplemental program designed as a support service for the EOPS student who is at least 18 years of age, a single head of household, a current recipient of TANF/CalWORKs cash aid, has a child under the age of 18, and is enrolled full-time upon admission into the CARE program.

CARE Benefits Based on Available Funding:

- Cash Grants to assist with childcare
- Transportation Assistance
- Meal Card
- Extra Textbook and/or Supply Grant
- Laptop Loan

For more information about EOPS/CARE, visit our website, call (707) 476-4270 or stop by the following office on your campus:

- Eureka: EOPS Front Desk in Learning Resource Center (LRC)
- Del Norte: Counseling Office
- Klamath-Trinity: Instructional Site Administration Office

Former Foster Youth (FFY)

A current or former foster youth may apply to EOPS at any time and does not need to wait for the EOPS application window to open to apply. FFY definition:

- A current or former foster youth in California whose dependency was established or continued by the court on or after the youth's 16th birthday
- Not older than 25 years of age at the commencement of any academic year

Call the Eureka EOPS office at (707) 476-4270 to be connected with the CR Foster Youth Success Initiative (FYSI) Liaison and to learn more about the CR services available to current or former foster youth.

High School Equivalency Credential: General Education Development (GED) & HiSET Tests

College of the Redwoods offers two options for High School Equivalency testing. Both of these tests have been approved by the State of California and passing either will result in the State of California issuing a High School Equivalency certificate.

Interested applicants can choose between the GED and the HiSET. The GED consists of four sections: Language Arts, Mathematics, Science, and Social Studies. The HiSET consists of five sections: Reading, Writing, Mathematics, Science, and Social Studies. Each section for either test is scored individually and can be taken during a two-day testing session. Both the GED and the HiSET have testing sessions at the Eureka Downtown site. College of the Redwoods Adult Education offers free classes to assist individuals to prepare for the high school equivalency tests. Students must have a high school diploma or equivalent (i.e. GED or HiSET) in order to qualify for any federal financial aid. For more information about financial aid requirements, please refer to the Financial Aid section of this catalog.

For more information on the GED, the HiSET, or additional information about the free preparation classes offered by CR, call the Adult Education office at 707-476-4520, email us at adulted@redwoods.edu, or visit our website: https://www.redwoods.edu/adulted.

High School & Community Outreach

Academy of the Redwoods

(Eureka Campus)

The Academy of the Redwoods Early College High School (AR), located on the College of the Redwoods (CR) campus, provides students the unique opportunity to complete up to two years of transferable college coursework as part of a cohesive public high school academic program. Initially funded by a grant through the Bill and Melinda Gates Foundation, AR is the result of an ongoing relationship between the Fortuna Union High School District, Humboldt County Office of Education and College of the Redwoods.

AR students have the opportunity to earn up to two years of college credit, including completion of Associate Degrees and/or Vocational Certificates, along with their high school diploma at no cost to the student. To support student success in the college teaching environment, AR establishes high, attainable expectations, develops a strong sense of community, instills personal responsibility, and provides excellent teaching within a challenging core curriculum. Students must be committed to a rigorous and accelerated academic curriculum, work collaboratively, make presentations, and plan and execute projects.

The Academy of the Redwoods community is founded on the values of respect, responsibility, and choice. Students at AR are offered opportunities for academic achievement that are unique from any other school in our area, while also enjoying many aspects of a traditional high school experience.

For more information, visit our website: https://ar.fuhsdistrict.org/.

Upward Bound

Upward Bound at College of the Redwoods is a federally funded TRiO program that provides year-round support to high school students in their preparation for college entrance. The program provides opportunities for participants to succeed in their precollege performance, preparation, and entrance into higher education. Upward Bound serves high school students from low-income families and/or families in which neither parent holds a bachelor's degree. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of post-secondary education. Students in the 8th—12th grade who are or will be attending one of the following high schools are encouraged to apply:

- Castle Rock Charter School;
- Del Norte High School;
- Eureka Senior High School;
- Fortuna Union High School; and
- Sunset High School.

There are no charges of any kind to participating students or their families.

For more information, contact a high school counselor, call Upward Bound at 707-476-4277, or visit our website: https://www.redwoods.edu/upwardbound.

High School Articulation

Tech Prep

Articulation offers high school students the opportunity to earn College of the Redwoods academic credit for approved high school educational courses based on credit by exam. High School articulation is a process that links secondary and post-secondary educational systems through a formal articulation agreement. The agreement specifies the student learning outcomes based on the knowledge, skills and abilities required for students to earn college credit through eligible high school courses. The articulation process allows the student to transition into college without experiencing delay or duplication of learning.

For more information, visit: www.redwoods.edu/TechPrep

Dual & Concurrent Enrollment

The Dual and Concurrent Enrollment Programs allow students who have completed the 8th grade, or are at least 15 years of age, to enroll in college courses either at the CR campus or at their participating high school. Both dual and concurrent enrollment students must complete an online application with College of the Redwoods and get a Concurrent Enrollment form signed by a parent or guardian, which is available on the Admissions & Records website: https://www.redwoods.edu/admissions/Forms.

Dual and concurrent enrollment courses count as college courses; therefore, they are captured in a student's total units attempted and earned along with their grade point average. These courses will become part of a student's official college transcript and permanent collegiate grade point average.

Dual Enrollment

A dual enrollment course is a state approved collegiate course taught on a high school campus by a high school instructor who meets the state mandated minimum qualifications. Students who choose to enroll will get high school and college credit for the same course. There is no cost for class tuition, course materials, or texts.

For more information, visit: www.redwoods.edu/Dual-Enrollment

Concurrent Enrollment

A concurrent enrollment student is a student who chooses to take classes with College of the Redwoods taught by CR faculty while they are still in high school. There is no cost for tuition but there may be material fees depending on the course.

For more information, visit: www.redwoods.edu/admissions/Eligibility

Housing

The Residence Halls on the Eureka campus provide a collegiate residential living opportunity for students coming both from within and outside the district. As one of only 11 California

community colleges to provide this housing alternative for its students, CR is truly unique. Students who would like to live away from home in a small, friendly community should seriously consider this option, since it offers social, educational and recreational opportunities for those who live there. Students who are interested in academic achievement and campus involvement, and who would like to meet new people from a variety of backgrounds and cultures, are encouraged to apply.

Rooms are designed to accommodate two students per room and two rooms (four students) share a bathroom. Each room is furnished with the necessary furniture for two people, but students must provide their own bedding and linens. Cost includes the room, electricity, water, garbage, cable TV and Internet. A mandatory meal plan provides students with nutritious meals served in the Dining Hall.

The Residence Halls have on-site coin operated laundry facilities, lounges, and 3 desk top computers for resident use. Residents have scheduled after-hours access to the weight room and field house (Sunday-Thursday night), and residents can attend many on-campus CR events for free.

The halls have a full-time Director and Assistant Director as well as five well-trained undergraduate Resident Assistants (RA), so there is always someone available to talk to and to help find solutions if problems arise. There is one RA on each floor, and they are a great resource for you as a resident. CRPD is also on campus 24/7, 365 days a year.

Students who wish to apply for housing may visit our website then look for "How to Apply" to find housing application materials. We offer Academic Year (Fall & Spring semesters) as well as one semester and Summer contracts.

If you have any questions regarding housing, please call 707-476-4294 or email us at Housing@redwoods.edu.

Intercollegiate Athletics

(Eureka Campus)

The College of the Redwoods belongs to and participates in 11 team sports in the Golden Valley conference. The Golden Valley conference includes Butte College, College of the Siskiyous, Feather River College, Lake Tahoe Community College, Lassen College and Shasta College. The California Community College Athletic Association (CCCAA) governs all community college athletics in the state of California. College of the Redwoods participates in the following sports in the Golden Valley Conference:

Women: Basketball, Cross Country, Soccer, Softball, Track & Field

Men: Baseball, Basketball, Cross Country, Soccer, Track & Field

For more information, visit: www.redwoods.edu/sports

For a full directory of coaches and staff, visit: https://www.redwoods.edu/sports/directory

Learning Resource Center

The Learning Resource Center (LRC) building located at the Eureka Campus, houses the following services: Academic Support Center, Distance Education, EOPS/CARE, Library, Math Lab, Writing Center, and Multicultural & Diversity Center. Descriptions of most of these services are listed separately in this section. At the Del Norte Education Center, the Learning Resource Center area includes the Library, quiet study rooms, services for testing, and computer access.

Library Services

College of the Redwoods provides library services to students throughout the District. The Eureka campus library is located in the Learning Resource Center, and current hours are posted on the website: https://www.redwoods.edu/library/

The library website is a one-stop portal to information sources both in print and online. The library catalog, OneSearch, provides access to both print and electronic resources. Online databases provide 24/7 access to full text articles from newspapers, magazines, journals, and other types of research information. Research guides on dozens of topics provide curated lists of resources for specific subjects. Off-campus access to some electronic resources is limited to current CR students and employees and requires login.

Library faculty are responsive and friendly guides to the world of information. Research advice and assistance are available from reference librarians via phone, chat, and email; a link to reference chat and email is provided on the library's home page and in the library's research guides. Research consultations with librarians are also available at the Eureka campus either in person or by phone. Faculty can request library instruction sessions tailored to the needs of their students.

The Eureka library has a large number of computer stations available for student use, all of which have internet access and a full suite of MS Office applications. Scanners are available at many workstations. All computers in the library provide access to the internet, the library catalog, research guides, and other online resources, as well as adaptive software for students with disabilities.

CR students, staff, faculty, and district residents with legal picture identification may borrow most library books and DVDs. Textbook reserves and other instructional materials are also available for checkout from the Circulation Desk.

More information about the library, including loan policies and reserve materials, is available on the library website at: https://redwoods.libguides.com/about-the-library/

Multicultural & Diversity Center

The Multicultural & Diversity Center is a dynamic and inclusive place that supports all students in their academic and personal journeys at the college. We do this by creating community, home away from home, and a safe place for cultural expression, cross-cultural learning, access to college and dignity resources, and social justice work opportunities. The Center is committed to retention and student success by offering activities related to leadership development, student connectedness and student equity. We are a student-centered program that fosters respect for all people.

Resource Center & Food Pantry

The Resource Center provides application assistance and information on CalFresh and Medi-Cal, access to the Food Pantry and referrals to on- and off-campus programs in a welcoming community space.

Student Health Center

Students attending classes on the Eureka Campus, as well as online classes are assessed a special fee to fund the operations of a Student Health Center. This program is housed in the Physical Education Building, in offices adjacent to the main gymnasium.

CR's Student Health Center is staffed by a Registered Nurse or a Family Nurse Practitioner five days a week, on a part-time basis while classes are in session. The Center provides minor medical care for illnesses and injuries, health promotion education, immunizations and testing, as well as examinations required for specific vocational training programs. Local community clinics are available for acute care while local hospitals are used for emergency care.

Transfer Center

The Transfer Center provides information and assistance for students intending to transfer to a four-year college or university. The Transfer Center is designed to reduce obstacles to the transfer process by providing information on college and university application deadlines, requirements, and other issues of importance. The Center also sponsors "Instant Admissions" activities, college fairs, and other activities that will help CR students understand that transfer to a four-year college or university is a process, not an event.

Transfer services are provided through the Counseling and Advising Offices at all locations.

TRIO Student Support Services

The TRIO Student Support Services Program is a federally-funded grant program intended to serve students who are low-income, first-generation, and/or students with disabilities, and is available to students at the Del Norte and Eureka campuses.

Both programs provide services to increase student retention, graduation, and transfer rates. Services include educational and career planning, financial literacy, tutoring, assistance with financial aid forms and scholarships, and university tours. Participants must be U.S. citizens or legal permanent residents, as well as have academic need.

For more information visit our website, or contact the TRIO program in Del Norte at 707-465-2320 or the TRIO program in Eureka at 707-476-4303.

Veteran Resource Center

The Veteran Resource Center (VRC), is a resource facility exclusively for our veterans from; the Active Duty, the Reserves, the National Guard, and their dependents attending CR.

Located in the Student Services building on the Eureka Campus, the VRC provides assistance with; admissions & matriculation, advising, applying for Veterans Education Benefits, Champ VA, and referrals to community Veteran resource programs. Our lounge & study is equipped with computer stations, free internet, printing capabilities, coffee and snacks. The VRC has an experienced all-Veteran/Dependent staff on site to assist you with your academic endeavors and transitional needs.

For information and assistance, contact the VRC or visit our website at www.redwoods.edu/vets.

ACADEMIC STANDARDS

Catalog Rights

A student is normally governed by the associate's degree, certificate of achievement, or certificate of recognition requirements in effect at the time of his or her first completed term of enrollment. For the purpose of this regulation, enrollment is defined as registration for and completion of at least one course. A student may claim that he or she has been continuously enrolled as long as he or she completes at least one regular semester course for credit with a grade of A, B, C, D, or P during each academic year. Courses in which a student receives a "W" are not considered to have been completed.

If a student's enrollment is interrupted for two consecutive semesters, he or she will be governed by the degree and/or certificate requirements in effect at the time of his or her first completed term of enrollment following reentry into the college. A student may also elect to be governed by the program requirements in effect at the time the student completes the program requirements. A semester is defined as either a fall or spring term.

A student will not receive a degree or certificate under requirements that are more than six years old.

Open Courses

Unless specifically exempted by statute, every course, course section, or class at the College shall be fully open to enrollment and participation by any person who has qualified for enrollment at the College and who meets such prerequisites as may be established pursuant to Chapter II, Division 2, Part VI, Title 5 of the California Administrative Code, commencing with Section 51820.

Limited English language skills will not be a barrier to admission to the College and to participation in its educational program.

Classification of Students

- Freshman: A student who has completed fewer than 30 units of college credit.
- Sophomore: A student who has completed 30 or more units of college credit.
- Post-Graduate: A student who has been awarded a degree and has enrolled for further study.
- Full-Time: A student enrolled for 12 or more credit units.
- Part-Time: A student enrolled for less than 12 credit units.

Course Numbering System

- 1-99: Courses that may be applied to a Baccalaureate Degree and to an AA/AS degree
- 100-199: AA/AS applicable courses
- 200-299: Non-credit courses
- 300-399: Skill Development (Precollegiate) courses

Requisites & Recommended Preparation

Prerequisite

A prerequisite is a course a student must earn credit for with a grade of "C", "P" (pass) or better or a condition that a student must meet before enrolling in subsequent course. Prerequisites provide students with skills or knowledge without which they are unlikely to succeed in the subsequent course. Students will not be permitted to enroll in courses or programs without meeting the appropriate prerequisites. Failure to complete a prerequisite may result in the student's being withdrawn from the course. If a student is not sure whether or not s/he has met a prerequisite, s/he should consult an academic counselor or an advisor before registering.

Corequisite

A corequisite is a course that students are required to take along with another course. A corequisite provides a set of skills or a body of knowledge that must be acquired through concurrent enrollment in both courses. If a course requires a "corequisite," the student must enroll in both courses.

Advisory on Recommended Preparation

When there is a course or preparation that a student is advised (but not required) to have before or in conjunction with enrollment in a course, it is considered to be a class with "recommended preparation." Strongly recommended preparation represents a set of skills or a body of knowledge which will help a student achieve a greater understanding of course material but without which the student still may succeed in the course or program.

Pre/Corequisite Challenges

Students who believe they have sufficient academic preparation to enroll in a course despite the prerequisite or limitations on enrollment in a specific course may petition to waive the prerequisite to enroll in a course. The petition form is available on the Admissions & Records webpage and requires documentation of the student's claim of preparation, as well as signed approval of the subject matter expert in the discipline of the petitioned course and the area Dean or Director.

Evaluation of Credit

CR accepts most lower-division, degree-applicable course work that students have completed at another regionally accredited college with a grade of C or higher. Any credit granted by College of the Redwoods is subject to reevaluation by other colleges.

College of the Redwoods does not evaluate international educational records. If you wish to have CR consider credit for

coursework completed at a foreign college or university, you will need to have your courses evaluated and sent to CR by an international evaluation service.

Contact Admissions & Records to learn more about having your transcript evaluated prior to registering for classes.

College Level Examination Program (CLEP)

Students may petition the Vice President of Instruction for approval of ungraded elective credit for each general examination.

Note: Credit is not granted in the same field for both the AP and CLEP exams.

California Community College General Education College Level Examination Program (CLEP)

College of the Redwoods
CSU ONLY

CLEP Exam Titles	Minimum Score	CSU Breath	Semester Units
American Government	50	DB	3
American Literature	50	C2	3
Analyzing & Interpreting Literature	50	C2	3
Biology	50	B2	3
Calculus	50	B4	3
Chemistry	50	BI	3
College Algebra	50	B4	3
College Algebra-Trigonometry	50	B4	3
French Level 114	59	C2	3
German Level II 4	60	C2	3
History, United States I	50	D6 + US-1	3
History, United States II	50	D6 + US-1	3
Human Growth & Development	50	E	3
Humanities	50	C2	3
Introductory Psychology	50	D9	3
Introductory Sociology	50	DO	3
Natural Sciences	50	BI or B2	3
Pre-Calculus	50	B4	3
Principles Macroeconomics	50	D2	3
Principles of Microeconomics	50	D2	3
Spanish Level II 4	63	C2	3
Spanish with Writing II 4	63	C2	3
Western Civilization I	50	C2 or D6	3
Western Civilization II	50	D6	3

Last updated JLB 09/08/20

Credit for Prior Learning

(Previously: Credit by Examination)

Credit for Prior Learning (CPL) is college credit awarded for validated college-level skills and knowledge gained outside of a college classroom. CPL is not awarded for knowledge and skills already assessed and awarded credit through formal education at regionally accredited in-state and out-of-state institutions.

Students' knowledge and skills might be gained through experiences such as:

- Military training
- Industry training
- State/federal government training
- Volunteer and civic activities (e.g. Peace Corps)
- Apprenticeships, internships, work-based learning, or other industry-based experiential learning
- Advanced secondary school coursework

Student's knowledge and skills may be assessed through a variety of means. Discipline faculty are responsible for deciding which, if any, of their courses are eligible for CPL, the means of assessment, and the criteria that demonstrate proficiency. The Evaluation Specialist and Articulation Officer maintain a master list of these courses, means of assessment, and proficiency criteria across the District (CPL Master List). The college is responsible for posting the CPL Master List in the College Catalog and on the College website, and reviewing the processes and criteria by which Credit for Prior Learning may be awarded every 3 years.

Student Eligibility:

For a student to be eligible for CPL they must meet all of the following criteria:

- The student must be in good standing in the District.
- The student must have a current Student Education Plan that includes the subject for which Credit for Prior Learning is being requested.
- The course for which credit is being sought must be listed in the College of the Redwoods Catalog that is appropriate to the student's catalog rights.

Means of Assessing Prior Learning and Awarding Credit

Prior learning may be assessed and credit may be awarded using any method listed below as long as it has been specifically approved by Discipline faculty for the specific course in question. If an external accreditation or certification body requires a specific mechanism for granting credit for previously acquired knowledge and skills the Discipline faculty will follow the accrediting body guidelines.

- Credit by Examination
- Achievement of a satisfactory score on an Advanced Placement (AP), International Baccalaureate (IB), or College Level Examination Program (CLEP) examination
- Achievement of a satisfactory score on an examination administered by other agencies approved by the District, e.g., a professional organization with specific certification or licensing requirements
- Satisfactory completion of an internal examination created and administered by Discipline faculty
- Evaluation of Joint Service Transcripts (JST)
- Evaluation of industry-recognized credential documentation
- Evaluation of student-created portfolios
- High School to College Tech Prep Articulation

In all cases, the units granted are the same as the units the

Advanced Placement (AP) Credit Table

Advanced Placement score of 3, 4 or 5 is required for general education certification.
**AP exams may be used in either area regardless of where the certifying CCC's discipline is located.*

AP Examination	College of the Redwoods			CSU GE-Breadth Certification		IGETC Certification	
	CR Course	GE Area	Sem. Units	GE Area	Sem. Units	IGETC Area	Sem. Units
Art History	ART 1A & 1B	C	6	C1 or C2	3	3A or 3B*	3
Biology	BIOL 1	A	3	B2 + B3	4	5B & 5C	4
Calculus AB	MATH 50A	D3	4	B4	3	2A	3
Calculus BC	MATH 50A & 50B	D3	8	B4	3	2A	3
Calculus BC/AB Subscore	-	-	-	B4	3	2A	3
Chemistry	CHEM 1A	A	5	B1 + B3	4	5A & 5C	4
Chinese Language & Culture	-	-	-	C3	3	3B & 6A	3
Comparative Government & Politics	-	-	-	D8	3	4	3
Computer Science Principles	-	-	-	B4	3	-	-
Computer Science A	-	-	-	-	-	-	-
Computer Science AB	-	-	-	-	-	-	-
English Language/Composition	ENGL 1A	D1	4	A2	3	1A	3
English Literature/Composition	ENGL 1A	D1	4	A2 + C2	6	1A or 1B*	3
English Literature	-	-	-	A2 + C2	6	-	-
English Language	-	-	-	A2	3	-	-
Environmental Science	-	-	-	B1 + B3	4	5A and 5C	3
European History	HIST 4 & 5	B	6	C2 or D6	3	3B or 4*	3
French Language & Culture	FRNC 1A & 1B	C	8	C2	3	3B and 6A	3
French Literature	-	-	-	-	-	3B and 6A	3
German Language & Culture	-	-	-	C2	3	3B and 6A	3
Human Geography	-	-	-	D5	3	4	3
Italian Language & Culture	-	-	-	C2	3	3B and 6A	3
Japanese Language & Culture	-	-	-	C2	3	3B and 6A	3
Latin Literature or Latin: Vergil	-	-	-	-	-	3B and 6A	3
Latin	-	-	-	C2	3	3B and 6A	3
Macroeconomics	ECON 1	B	3	D2	3	4	3
Microeconomics	ECON 10	B	3	D2	3	4	3
Physics 1	-	-	-	B1 + B3	4	5A and 5C	4
Physics 2	-	-	-	B1 + B3	4	5A and 5C	4
Physics C (Mechanics)	PHYS 2A	A	4	B1 + B3	4	5A and 5C	3
Physics C (Electricity/Magnetism)	-	-	-	B1 + B3	4	5A and 5C	3
Psychology	PSYCH 1	B	3	D9	3	4	3
Spanish Language & Culture	SPAN 1A & 1B	C	8	C2	3	3B and 6A	3
Spanish Language	-	-	-	C2	3	-	-
Spanish Literature & Culture	-	-	-	C2	3	3B and 6A	3
Spanish Literature	-	-	-	C2	3	-	-
Studio Art – 2D	-	-	-	-	-	-	-
Studio Art – 3D	-	-	-	-	-	-	-
Studio Art - Drawing	ART 17	C	3	-	-	-	-
Statistics	MATH 15	D3	4	B4	3	2A	3
U.S. Government & Politics	-	-	-	D8 + US-2	3	4 and US-2	3
U.S. History	HIST 8 & 9	B	6	(C2 or D6) +US-1	6	3B or 4 and US-1	3
World History	-	-	-	C2 or D6	6	3B or 4	3
World History Modern	-	-	-	-	-	C2 or D	3

Updated: 09/08/2020

student would have earned by successful completion of the course. These units will not be used for registration certification for the Social Security Administration, the Department of Veterans Affairs, financial aid eligibility, athletic eligibility, dorm residency, or similar programs. The units granted shall not be counted in determining the 15 semester units required in residence or the 12 units required in residence in the major for an Associate degree from College of the Redwoods. CPL shall not be given for a course in which the student previously received a letter grade other than "W" unless the course has been approved for Academic Renewal. (BP/AP 4235)

Advanced Placement (AP) Credit

College of the Redwoods encourages prospective students to prepare themselves for college by taking courses that are rigorous and challenging. High school students may have opportunities available to them, such as College Board Advanced Placement (AP) courses. Students completing various AP courses and earning scores of 3 or higher on AP examinations may earn credit for an AP course.

Advanced Placement credits may be used to satisfy specific AA/AS degree General Education requirements and major requirements at CR, or may be applied as elective units toward the degree. Be advised that when a student transfers to another college or university, each institution evaluates advanced placement units in accordance with its own policies. Therefore, advanced placement units remain intact and do not transfer as College of the Redwoods courses. Furthermore, advanced placement units may not be used to satisfy residency requirements.

Specific course credit is granted to students with qualifying Advanced Placement examination scores when it has been determined that Advanced Placement course work is equivalent to specific College of the Redwoods course work.

To apply for Advanced Placement credit, students must be enrolled in, or have completed, at least 12 units at College of the Redwoods. Advanced Placement Program scores must be sent to the Admissions & Records Office for evaluation.

The tables below list credits awarded by College of the Redwoods for specified Advanced Placement examination scores, and how they are accepted by Transfer GE Patterns. (BP/AP 4235)

International Baccalaureate (IB) Credit

College of the Redwoods may award college credit for International Baccalaureate (IB) course completion with scores of 4, 5, 6, or 7, if the course work is compatible with the college's curriculum. Students who have earned credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both. Students should verify with a potential transfer institution the acceptance of these posted scores for IB credit. (See below for International Baccalaureate (IB) Credit Tables).

International Baccalaureate (IB) Credit Table

IB Examination	College of the Redwoods				CSU GE-Breadth Certification			IGETC Certification		
	CR Course	Minimum Score	CR GE Area	Semester Units	Minimum Score	CSU GE Area	Semester Units	Minimum Score	IGETC Area	Semester Units
Biology HL	-	4	A	4	5	B2	3	5	5B	3
Chemistry HL	-	-	-	-	5	B1	3	5	5A	3
Economics HL	-	-	-	-	5	D2	3	5	4	3
Geography HL	-	-	-	-	5	D5	3	5	4	3
History (any region) HL	HIST 8 & 9	4	B	6	5	C2 or D6	3	5	3B or 4*	3
Language A: Literature (any language other than English) HL	-	4	C	8	4	C2	3	5	3B and 6A	3
Language A: Language and Literature										
(any language other than English) HL	-	4	C	8	4	C2		5	3B and 6A	3
Language A: (any language) HL	-	-	-	-	-	-	-	5	3B	3
Language A: Language and literature (any language) HL	-	-	-	-	-	-	-	5	3B	3
Language B (any language) HL	-	-	-	-	-	-	-	5	6A	3
Mathematics HL	Placement into MATH-50A, or 4	4	D3	3	4	B4	3	5	2A	3
Physics HL	-	5	A	3	5	B1	3	5	5A	3
Psychology HL	-	4	B	3	5	D9	3	5	4	3
Theatre HL	-	-	-	-	4	C1	3	5	3A	3

***IB exam may be used in either area regardless of where the certifying CCC's discipline is located.**
Please note, IB Language A and B can be ANY language Including English for CSU ONLY.
3 units of elective credit may also awarded. Updated: 09/03/2020

Unit Definition

One class hour and two hours of outside work throughout the semester ordinarily serve as a basis for one unit of lecture credit.Three hours of in-class laboratory work each week approximate one unit. The actual unit value of each course is listed in the course description and in class schedules. One (1) unit of credit equates to 54 combined hours of lecture, study, and/or laboratory work.

"To Be Arranged" (TBA)

Courses with regularly scheduled hours of instruction may also have "hours to be arranged" as part of the total contact hours for the course or in some situations the entire course might be on a TBA basis. TBA courses will be identified in the class schedule and in its respective course description.

Student Load

All units in which a student enrolls are used to determine a student's load. A full-time student enrolls in 12 or more units in a regular semester. Part-time students enroll in less than 12 units in a semester, or 6 units for summer session. Students who want to enroll in more than 18 units need the approval of a counselor or advisor.

Course Examinations

Permission to be absent from or to take any exam at any time other than that originally designated may, under exceptional circumstances, be granted at the discretion of the individual instructor.

Grading Symbols

The tables below define the grading symbols used by College of the Redwoods for recording on transcripts and calculating GPA.

Grades & Evaluative Symbols		Grade Points
A	excellent	4.0 grade points per unit
A-	excellent	3.7 grade points per unit
B+	good	3.3 grade points per unit
B	good	3.0 grade points per unit
B-	good	2.7 grade points per unit
C+	satisfactory	2.3 grade points per unit
C	satisfactory	2.0 grade points per unit
D	poor	1.0 grade points per unit
F	failure	0 grade points per unit
P	pass	not calculated into GPA
NP	no pass	not calculated into GPA
S	satisfactory (noncredit)	not calculated into GPA
SP	satisfactory progress (noncredit)	not calculated into GPA

Non-Evaluative Symbols

I	Incomplete; if not made up, a final grade will be an "F"	not calculated into GPA
IP	In progress	not calculated into GPA
W	Withdrawal	not calculated into GPA
AU	Audit	not calculated into GPA
MW	Military Withdrawal	not calculated into GPA
EW	Excused Withdawal	not calculated into GPA
Final grades are permanent		

Grade Point Average (GPA)

A grade point average is computed each term by dividing the total grade points earned by the total units attempted. For example, a student who earns a grade of A in six units, B in three units, C in three units, D in three units, and F in two and one-half units would have a grade-point average of 2.40.

The computation is shown below:

- 6 units A x 4 = 24 grade points
- 3 units B x 3 = 9 grade points
- 3 units C x 2 = 6 grade points
- 3 units D x 1 = 3 grade points
- 2.5 units F x 0 = 0 grade points
- 17.5 units total = 42 grade points

The 42 grade points divided by 17.5 units equals a 2.40 grade point average.

"Cumulative grade point average" refers to the combined grade point average earned for all terms in which a student has been enrolled in college-level work at CR.

Pass/No Pass (P/NP)

Many courses can be taken on a Pass/No Pass basis instead of receiving a traditional letter grade. Check the course listings in this catalog to see which courses are eligible to take as Pass/No Pass.

Regulations for Pass/No Pass are:

1. "Pass" is granted if a student satisfactorily completes the minimum course requirements(i.e., earns a C grade or better).
2. "No Pass" is granted when a student does not satisfactorily complete the basic course requirements. There is no grade point average penalty attached to a "no pass" grade, however; NPs are considered as non-progress (see Probation and Dismissal Policies which follow). No units are received/awarded for NP grades.
3. Unit credit is awarded for a Pass grade.
4. Units on a Pass/No Pass basis shall be disregarded in determining a grade point average for all purposes for which a grade point average is required.
5. The Pass/No Pass option applies only to courses so identi-

fied in this catalog's course descriptions.

6. Students must file their request for Pass/No Pass grading in the Admissions and Records Office at the Eureka campus or Administrative offices at branch campuses or instructional sites. The deadlines to file these requests are listed by term on the Admissions & Records "Important Dates" webpage: https://www.redwoods.edu/admissions/Dates.

Incomplete Grades

Title 5, §55023 of the California Education code specifies that, under extenuating circumstances, instructors may grant students a grade of Incomplete ("I") in a course.

To qualify for an "I" grade, students must meet the following conditions:

- most of the academic course work must have already been completed;
- there must be an unforeseeable and justifiable circumstances that prevent the student from completing the course in the current term;
- The student and instructor must complete and each must sign an Incomplete Contract form which includes both the conditions of the removal of the Incomplete grade, and the grade which will be assigned if the work is not completed in the stipulated time frame; and/or
- the "I" must be made up no later than one semester following the end of the term in which it was assigned (not including summer session).

In addition, students should understand that:

- Students may not re-enroll in a course in which they have received an "I" grade. Students work independently.
- If the work is not completed by the following term,the student will receive an "F" grade unless the instructor has indicated otherwise.

Grade Challenges

The grade recorded for a student in any course is determined by the instructor; and in the absence of error, fraud, bad faith, or incompetence, is final. A student who believes that a grade has been assigned on the basis of error, fraud, bad faith, or incompetence may appeal that grade to the faculty member who assigned it and then, if necessary, to the appropriate Division Dean.

If the grade challenge is not resolved or terminated at step 2, the student may file a written appeal to the Course Grade Challenge Committee. The decision of the Course Grade Challenge Committee is final. For more details, see the full text of BP/AP 4231.

In accordance with Cal. Admin. Code Title 5, s55760

President's Honor List

The President's Honor List recognizes students who:

- have completed nine or more graded units in courses numbered 1-199, with a minimum grade point average of 3.75;
- have received no F, D, or I grades; and
- are not on progress probation.

Dean's Honor List

The Dean's Honors List recognizes students who:

- have completed nine or more graded credit units in courses numbered 1-199, with a minimum grade point average of 3.50 - 3.74;
- have received no F, D, or I grades; and
- are not on progress probation.

Probation, Dismissal & Readmission

Students on probation will be ineligible for priority registration. Failure to fulfill academic responsibilities is a serious matter. Accordingly, the following probation and dismissal policies have been established by the College.

Academic Probation & Dismissal

All students who have attempted at least 12 semester units and have earned a cumulative grade point average below 2.0 shall be placed on academic probation. If the student enrolls for additional units at CR after being placed on Level I probation, the following outcomes are possible:

- If the student's cumulative GPA remains below 2.0; and the term GPA is also less than 2.0 for three consecutive semesters, the student will be dismissed from College of the Redwoods and will not be eligible to register/enroll in classes for the subsequent term.
- In extreme cases in which a dismissal resulted from extenuating circumstances beyond the control of the student (i.e. medical issues, military orders, death in the family), an appeal may be made (per California Administrative Code, Title 5, s55024). The appeal form is available at www.redwoods.edu/admissions.

Progress Probation & Dismissal

Any student who has attempted at least 12 semester units shall be placed on Progress Probation if he or she accumulates an excessive number of W, I, or NP units. Progress Probation will remain in effect until the percentage of units in which the student received a W, I, or NP becomes less than 50 percent.

- If the student remains on Progress Probation for three consecutive semesters, the student will be dismissed from the College, and will not be eligible to register in classes for the subsequent term.
- In extreme cases in which a dismissal resulted from extenuating circumstances beyond the control of the student (i.e. medical issues, military orders, death in the family), an appeal may be made (per California Administrative Code, Title 5, s55024). The appeal form is available at www.redwoods.edu/admissions.

Qualification for Readmission

After dismissal, a student may apply for readmission after an absence of one of more semesters. Students must meet with a counselor to discuss readmission.

Academic Renewal

Under certain conditions, a student may request that previous

terms where substandard academic performance has been recorded on his/her permanent academic record be eliminated in the computation of the cumulative grade point average.

Interested students should refer to College of the Redwoods AP 4240 and consult with a Counselor.

Course Repetition

In accordance with Title 5, sections 55040-55046 the Redwoods District course repetition policy is as follows (subject to change per Chancellor's Office direction):

Grade Alleviation

A student who has earned a grade of D, F, NC, or NP in a credit course designated as non-repeatable in Redwoods District may repeat the course two times for the purpose of grade alleviation. Each grade will replace the prior grade in the grade point average calculation.

Course Repetition Petitions will not be approved in the following scenarios:

- Student received an A, B, C, CR, or P in a credit class and wants to improve grade.
- Student received a D, F, N/C, N/P, or W after enrolling in a credit class a total of three times.

The only scenario in which a Course Repetition Petition will be granted is if the course is mandated for training requirements as a condition of continued volunteer or paid employment. After the petition is approved, student may repeat an unlimited number of times. Must provide statement from employer mandating the course is required for training. All grades are counted in the GPA.

Submitting a Course Repetition Petition

All appropriate items must be completed before your petition will be accepted by the Admissions and Records Office.

1. Complete all information requested on the petition form.
2. Attach appropriate documentation such as a letter from employer or applicable legal documents.
3. Submit your signed and completed petition to the Admissions and Records Office.

The Admissions and Records Office will inform you via your @ mycr.redwoods.edu student email address the result of your petition. Petitions will be reviewed the week before the term begins.

Precollegiate Coursework Limitation

A student's need for precollegiate coursework shall be determined using appropriate assessment instruments, methods, or procedures administered pursuant to Title 5 section 55500. However, except as provided in subdivision (C) of this section, no student shall receive more than 30 semester units (or 45 quarter units) of credit for precollegiate course-work. Students having exhausted the unit limitation shall be referred to appropriate adult noncredit education services provided by a college, adult school, community-based organization, or other appropriate local provider.

There is no limit to noncredit precollegiate work.

The following students are exempted from the limitation on precollegiate coursework described in subdivision (b) of this section: (1) Students enrolled in one or more courses of English as a Second Language (ESL); (2) Students identified by the district as having a learning disability as defined in Title 5 Section 56036.

Changes in Requirements

College of the Redwoods reserves the right to change regulations whenever it is deemed necessary, taking precautions that such changes do not cause hardship or injustice to students already enrolled at the College.

General Education at College of the Redwoods

The purpose of general education at College of the Redwoods is to encourage students to think more deeply and more broadly about their own lives and about the world in which they live. General education provides students with skills in the areas of communication, computation, and critical thinking and introduces them to the basic modes of inquiry in the various academic disciplines. It promotes an understanding of values, a sense of civic responsibility, a commitment to preserving the natural environment, an appreciation of cultural diversity, and an understanding of the inter-relationships among all societies.

General Education Statement of Philosophy

The task of general education is to prepare students to understand and deal constructively with the diversity of the contemporary world, through exposure to ideas and ways of knowing and through an expanded capacity for cultural and global awareness and sensitivity. By constructing a framework of intellectual growth, general education should develop lifelong competencies in critical and creative thinking, written and oral communication, quantitative and scientific reasoning, and problem solving.

The general education courses at College of the Redwoods have been designed to help students develop and deepen the capacity to think; obtain knowledge on which preparation for the future depends; acquire a fuller understanding of cultures; strengthen the foundation for informed citizenship, participation in community life, and public leadership; and sustain vocational and career goals.

In other words, exposure to the general education curriculum should prepare students to live in a rapidly changing world, but also to participate conscientiously in its transformation

General Education Student Learning Outcomes

The following learning outcomes—Effective Communication,

Critical Thinking, Global Awareness—will be addressed in all general education courses. Each general education course must address at least one of the bulleted outcomes under each the three categories.

Effective Communication

Students should be able to:

- communicate complex aesthetic, cultural and intellectual ideas;
- communicate complex mathematical and scientific ideas;
- analyze and adapt communication on the basis of audience;
- generate, compose, revise and communicate ideas clearly, orally and in writing;
- read with comprehension;
- listen with comprehension;
- use technology to process information; and
- conduct research using appropriate methods and tools.

Critical Thinking

Students should be able to:

- evaluate ideas presented in writing, media, speech or artistic representations;
- evaluate sources of information;
- analyze/interpret creative expressions, resources, data;
- use problem-solving skills effectively;
- apply the scientific method and scientific reasoning;
- apply mathematical and scientific concepts to analyze relationships; and
- make value judgments and ethical decisions.

Global/Cultural Context

Students should be able to:

- analyze issues from multiple perspectives;
- express an awareness of cultures in a diverse global community;
- explain the relationships between humanity and the natural environment; and
- analyze issues within their historical context.

GRADUATION REQUIREMENTS & GENERAL EDUCATION

Graduation Requirements for the Associate Degree

Every Associate Degree awarded by College of the Redwoods requires completion of at least 60 semester units of coursework

- with a cumulative GPA of 2.0 or higher in coursework completed at College of the Redwoods
- with a grade of C or higher for each course required for the major and General Education (GE)
- Within the 60 minimum units required for the Associate's Degree, students must complete:
- Major Coursework: at least 18 semester units, determined by discipline faculty and approved by the California Community College Chancellor's Office.
- General Education (GE): 18-39 semester units, depending on the GE pattern. See information about GE options for specific degree types.
- CR Residency Requirement: at least 15 semester units (12 of which are major coursework) completed at College of the Redwoods.
- Electives: if a student completes General Education and Major requirements with less than 60 degree-applicable units, they must also complete enough elective coursework to bring their total to 60 units.

Limitations to coursework that can be applied to an Associate Degree

- A maximum of 9 units of Cooperative Education coursework will apply toward the 60 units required for an Associate Degree.
- Courses numbered 200-399 do not apply toward an Associate Degree, and do not transfer to four year colleges and universities.
- Courses numbered 100-199 do apply toward an Associate Degree, but do not transfer to four year colleges and universities.

Petitioning to Graduate

To be awarded a degree or certificate, students must petition to graduate. It is strongly recommended for students to meet with Counseling & Advising to confirm they have met all graduation requirements and to complete the Graduation Petition form.

The Deadlines to submit Graduation Petitions are:

- Last Thursday of October for degrees conferred in the Fall Term.
- First Thursday in March for degrees conferred in the Spring Term.
- Last Thursday in June for degrees conferred in the Summer Term.

General Education Options

Associate of Science Degree (AS)

AS Degrees must be completed using the local College of the Redwoods General Education Pattern, requiring 18 units of coursework.

Associate of Arts Degree (AA) in Liberal Arts with an Area of Emphasis

AA degrees may be completed using one of the following GE Patterns:

- Local College of the Redwoods GE Pattern: 18 units
- California State University GE-Breadth (CSU-GE): 39 units
- Appropriate for students planning to transfer to the CSU system.
- Intersegmental General Education Transfer Curriculum (IGETC): 37 units
- Appropriate for students planning to transfer to the UC system.

It is strongly recommended for students to meet with Counseling & Advising to determine the best GE option for their goals.

Associate Degrees for Transfer (AA-T and AS-T)

Associate in Arts for Transfer (AA-T) and Associate in Science (AS-T) Degrees are designed specifically for transfer to the California State University System.

AA-T and AS-T degrees may be completed using one of the following GE Patterns:

- California State University GE-Breadth (CSU-GE): 39 units
- Appropriate for students planning to transfer to the CSU system.
- Intersegmental General Education Transfer Curriculum (IGETC): 37 units
- Appropriate for students planning to transfer to the UC system.

Students who complete an AA-T or AS-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 major they completed will have Junior standing and be required to complete no more than 60 units after transfer to complete their bachelor's degree. An Associate Degree for Transfer may not be the best option for students intending to transfer to a college or university that is not part of the CSU system. In all cases, students should consult with a counselor for more information on university admission and transfer requirements

College of the Redwoods General Education (CR-GE) Requirements for the Associate Degree 2020-2021

		Units Required	Units Completed	Units in Progress	Units Remaining
Area A – Natural Science 3 units required.					
CSU & UC Transferable: Agriculture 3, 5, 17, 23; Anthropology 1(H), 1B, 2, 6; Astronomy 10, 11; Biology 1, 3, 5, 8, 15, 20; Chemistry 1A, 2, 10; Computer & Electronics Technology 10; Environmental Science 10, 12; Geography 1; Geology 1, 2, 10, 15; Oceanography 10, 10L, 12; Physics 2A, 4A, 10 **CSU Transferable Only:** Biology 9		3			
Area B – Social Science 3 units required.					
CSU & UC Transferable: Agriculture 32, 33; Administration of Justice 1, 7; Anthropology 1(H), 1B, 2, 3(H), 4, 5(H), 6; Business 10; Communication Studies 2, 5, 8; Economics 1, 10; Forestry & Natural Resources 1; Geography 2; Health Education 1; History 4, 5, 6, 7, 8(H), 9(H), 11, 12, 20, 21; Native American Studies 1, 21; Political Science 1, 2, 3, 10; Psychology 1, 3, 11, 30; Sociology 1(H), 2, 3, 5, 9(H), 10(H), 13 **CSU Transferable Only:** Business 34; Early Childhood Education 2, 18; Psychology 33		3			
Area C – Humanities 3 units required.					
CSU & UC Transferable: Art 1A, 1B, 2, 4, 10, 11, 17; Cinema 1, 2, 3; Communication Studies 3; Drama 24; English 4, 9, 10, 17, 18, 60, 61; Environmental Science 11; French 1A, 1B; German 1A; History 4, 5, 20, 21, 22, 23; Music 1, 10, 12; Philosophy 1, 2, 10, 13, 14, 15, 16, 20; Sign Language 1A, 1B; Spanish 1A, 1B, 2A, 2B; Yurok 1A **CSU Transferable Only:** German 1B		3			
Area D – Language and Rationality 9.0 units required. Choose one course from each of the three areas.		9			
D-1 Writing:	**CSU & UC Transferable:** English 1A or alternative writing course at same level & rigor	3			
D-2 Oral Communications:	**CSU & UC Transferable:** Communication Studies 1, 1H, 6, 7	3			
D-3 Analytical Thinking:	**CSU & UC Transferable:** English 2A; Mathematics 4, 15, 30, 50A *Note: Computer Information Systems 1, English 1B or Philosophy 12 may be counted towards completion of Area D-3 for students who completed Intermediate Algebra in high school or college. Official transcripts are required.* **CSU Transferable Only:** Mathematics 5, 10, 25 **Not UC or CSU Transferable:** Mathematics 120, 130	3			
	General Education Units Required	18			
	Major Requirements and Elective Units	18+			
	Minimum Degree Units	60			

To graduate College of the Redwoods with an Associate Degree, students must:

- have completed a minimum of 60 semester units;
- complete at least 15 semester units (12 of which are major coursework) at CR with an overall college GPA of at least 2.0;
- complete at least 18 units of major coursework, and;
- have completed each course required for the major and general education with a grade of "C" or higher.

See a counselor for more information.

Courses listed under more than one area may be used only once to satisfy an area requirement.

Additions: HE-1 to Area B; HIST 4, 5, 20 & 21 to Area C; ENGL-2A to Area D3

California State University General Education (CSU-GE) Requirements for Transfer 2020-2021

	Units Required	AP Exam or Other Units Completed	Units Completed	Units in Progress	Units Remaining
Area A – Communication in the English Language and Critical Thinking 9 units required. Choose one course from each of the three areas.					
A-1 Oral Communication: Communication Studies 1, 1H, 6, 7	3				
A-2 Written Communication: English 1A	3				
A-3 Critical Thinking: English 1B; Philosophy 1, 12	3				
Area B – Scientific Inquiry and Quantitative Reasoning 9 units required. Choose one course from each of the three areas. The Physical or Life Science course must include a lab. Lab courses are noted with an *.					
B-1 Physical Science: Agriculture 17*; Anthropology 2; Astronomy 10, 11; Chemistry 1A*, 2*, 10; Environmental Science 12; Geography 1; Geology 1*, 2*, 10, 15; Oceanography 10, 12; Physics 2A*, 4A*, 10	3				
B-2 Life Science: Agriculture 3*, 5*, 23*; Anthropology 1, 1H, 6; Biology 1*, 3*, 5*, 8*, 15*, 20*; Environmental Science 10*	3				
B-3 Laboratory Activity: Anthropology 1B; Oceanography 10L; Courses marked (*) in B-1 and B-2	-				
B-4 Mathematics/Quantitative Reasoning: Math 5, 15, 25, 30, 50A	3				
Area C – Arts and Humanities 9 units required. Choose at least one course from the Arts and one from the Humanities.					
C-1 Arts: Art 1A, 1B, 2, 4, 17; Cinema 1, 2, 3; Drama 24; Music 10, 12	3				
C-2 Humanities: Communication Studies 3; English 4, 9, 10, 17, 18, 60, 61; Environmental Science 11; French 1A, 1B; History 4, 5, 20, 21, 22, 23; Philosophy 2, 10, 13, 14, 15, 16, 20; Political Science 2; Sign Language 1A, 1B; Spanish 1A, 1B, 2A, 2B; Yurok 1A	3				
Additional Course: C-1 Arts or C-2 Humanities	3				
Area D – Social Sciences 9 units required. Choose three courses from at least two disciplines.					
Administration of Justice 1; Agriculture 32, 33; Anthropology 1, 2, 3, 3H, 5, 5H, 6; Business 10; Communication Studies 2, 5, 8; Economics 1, 10; Geography 2; History 4, 5, 6, 7, 8, 8H, 9, 9H, 11, 12, 20, 21; Native American Studies 1, 21; Political Science 1, 3, 10, 12, 20,30; Psychology 1, 3, 11, 30, 38; Sociology 1, 1H, 2, 2H, 5, 5H, 9, 9H, 10, 10H, 13 **IMPORTANT NOTE:** The CSU system requires every student receiving a baccalaureate degree to be knowledgeable about the U.S. Constitution, American History, & state and local government. Taking **POLSC-10 & HIST-8 or HIST-9** ensures completion of this requirement and may be double-counted for Area D.	9				
Area E – Lifelong Learning and Self-Development 3 units required. Choose one course.					
Early Childhood Education 2; General Studies 1, 7; Health Education 1; Health Occupations 15; Kinesiology 65, 66; Psychology 3, 11, 33; Recreation Administration 60; Sociology 3, 3H, 13, 33, 33H	3				
CSU General Education Units Required	39				
Major Requirements and Elective Units	21+				
Minimum Degree Units for Transfer	60				

To be admitted to the CSU as an upper-division transfer, students must:

- have completed a minimum of 60 semester units of transferable coursework;
- have an overall college GPA of at least 2.0 (non-residents, overall college GPA of at least 2.4);
- be in good standing with last college attended, and;
- have completed 10 general education courses (30 semester units) of basic skills courses with a grade of "C" or better and, specifically, four courses in Area A and Area B-4 (mathematics).

Students who are certified with 39 semester units of lower-division GE-Breadth units will only be required to complete a minimum of 9 semester units of upper-division general education coursework. However, certain majors may require more than 9 semester units of upper-division general education coursework and an overall college GPA greater than 2.0. See a counselor for more information.

Courses listed under more than one area may be used only once to satisfy an area requirement.

Additions: ANTH-2 to Area B1; ANTH-6 & BIOL-5 to Area B2; BIOL-5 to Area B3; HIST-8H, 9H to Area D; GS-7 to Area E
Deletions: BIOL-3 from Area B3

Intersegmental General Education Transfer Curriculum IGETC (UC or CSU) Requirements for Transfer 2020-2021

	Units Required	AP Exam or Other Units Completed	Units Completed	Units in Progress	Units Remaining
Area 1 - English Communication **CSU:** Three (3) courses, 9 units, required. One course from each of the three areas. **UC:** Two (2) courses, 6 units, required. Chose one course from Group A and one from Group B.					
Group A - English Composition: English 1A	3				
Group B - Critical Thinking - English Composition: English 1B	3				
Group C - Oral Communication (CSU Requirement only): Communication Studies 1	(3)				
Area 2 - Mathematical Concepts and Quantitative Reasoning One (1) course, 3 units, required.					
Group A - Math 15, 30, 50A	3				
Area 3 - Arts and Humanities Three (3) courses, 9 units, required. Choose at least one course from Group A and one from Group B.					
Group A - Arts: Art 1A, 1B, 4; Cinema 1, 2, 3; Drama 24; Music 10, 12	3				
Group B - Humanities:English 4, 9, 10, 17, 18, 60, 61; Environmental Science 11; History 4, 5, 20, 21, 22, 23; Philosophy 2, 10, 13, 14, 15, 16, 20; Political Science 2; Spanish 2A, 2B	3				
Group C - Choose an additional course from either Group A or Group B	3				
Area 4 - Social and Behavioral Sciences Three (3) courses, 9 units, required. Choose three courses from at least two disciplines or an interdisciplinary sequence					
Administration of Justice 1; Agriculture 32; Anthropology 2, 3, 3H, 5, 5H; Communication Studies 2, 5, 8; Economics 1, 10; Geography 2; History 4, 5, 6, 7, 8, 8H, 9, 9H, 11, 12, 20, 21; Native American Studies 1, 21; Political Science 1, 3, 10, 20, 30; Psychology 1, 3, 11, 30; Sociology 1, 2, 3, 5, 5H, 9, 10, 13 **CSU GRADUATION REQUIREMENT ONLY:** The CSU system requires every student receiving a baccalaureate degree to be knowledgeable about the U.S. Constitution, American History, & state and local government. Taking **POLSC-10 & HIST-8 or HIST-9** ensures completion of this requirement and may be double-counted for IGETC Area 4.	9				
Area 5 – Physical and Biological Sciences Two (2) courses, at least 7 units, required. Choose at least one course from Group A and one from Group B. The Physical or Life Science course must include a lab. Lab courses are noted with an *.					
Group A - Physical Sciences: Anthropology 2; Astronomy 10, 11; Chemistry 1A*, 2*, 10; Environmental Science 12; Geography 1; Geology 1*, 2*, 10, 15; Oceanography 10, 12; Physics 2A*, 4A*, 10	3-4				
Group B - Life Sciences: Anthropology 1, 1H; Biology 1*, 5*, 8*, 15*, 20*; Environmental Science 10*	3-4				
Group C - Laboratory Activity: Oceanography 10L; Courses marked (*) in Group A and Group B	-				
Area 6 – Language other than English (UC Requirement only) *Competency demonstrated by one of the following: Proficiency equivalent to two (2) years of high school study of the same foreign language with grades of "C" or better; Foreign Language Advanced Placement test of score 3 or higher; College Board Achievement Test in Foreign Language with score of 550 or higher, or; Completion of one (1) course, at least 4 units, from the list below.*					
French 1B; Spanish 1B, 2A, 2B; or Sign Language 1B.	0-8				
IGETC CSU Units Required	37-45				
IGETC UC Units Required	34-42				
Major Requirements and Elective Units	18+				
Minimum Degree Units for Transfer	60				

To be admitted to the UC as an upper-division transfer, students must:

- have completed a minimum of 60 semester units of transferrable coursework with no more than 14 units taken as P/NP;
- have completed UC-transferable courses with at least a 2.4 GPA (non-residents, GPA of at least 2.8);
- be in good standing with last college attended, and;
- have completed each courses with a grade of "C" or better.

Students who fulfill IGETC requirements must request certification when ordering official transcripts.

Courses listed under more than one area may be used only once to satisfy an area requirement.

Additions: HIST-22, 23, & PHIL-20 to Area 3B; HIST-8H, 9H & SOC-10 to area 4; ANTH-2 to Area 5A
Deletions: BIOL-3 from Area 5B & 5C

ARTICULATION & TRANSFER

Associate Degree for Transfer

This joint transfer program from the California Community Colleges and the California State Universities makes it easier for students like you to transfer between the two school systems. Community college students who complete an AA-T or AS-T will be guaranteed admission to the California State University (CSU) system. With an Associate Degree for Transfer, you have the opportunity to complete two degrees with only 120 units if you apply and are admitted into a similar degree program. Through this program, students who complete an AA-T or AS-T will be given a special GPA advantage when applying to CSU impacted campuses or majors.

Students with an AA-T or AS-T enter the CSU system with junior standing. Students who are admitted to a program that has been deemed similar will need only 60 more semester units (or 90 quarter units) to complete a bachelor's degree.

Find more information about transferring with an AA-T or AS-T at www.adegreewithaguarantee.com

CSU GE-Breadth Requirements

The CSU GE-Breadth Requirements is a lower division 39 semester unit pattern with selected courses in specific areas of study. Each of the areas has a minimum number of units or courses. California Community College or other certifying institution can certify up to 39 lower-division GE-Breadth semester units. Students who are certified with 39 semester units of lower-division GE-Breadth units will only be required to complete a minimum of 9 semester units of upper division general education work after transfer to the CSU campus. It is important that you request that your California Community College certify completion of California Community College coursework that meets CSU general education requirements. Certification means that CSU will accept these courses to meet the CSU GE-Breadth areas designated by your California Community College.California Community Colleges can certify each subject area (Area A, B, C, D, E) or the whole pattern.

Intersegmental General Education Transfer Curriculum (IGETC)

The Intersegmental General Education Transfer Curriculum (IGETC) is a pattern of courses that California community college students can follow to satisfy lower-division general education requirements at any California State University (CSU) or University of California (UC) campus. Students who do not qualify for a full or partial certification of their IGETC before transfer will be required to complete the General Education pattern of the UC or CSU campus to which they transfer. Students should be aware that additional courses are often required to fully satisfy the General Education requirements of the particular UC or CSU campus to which they transfer.

IGETC is not advisable for all transfer students. Students should meet with a counselor to determine the appropriate general education option for their transfer goal. To be eligible for UC admission, students must complete 60 semester units of transferable college credit with a GPA of at least 2.4 (2.8 for nonresidents). No more than 14 semester units may be taken Pass/No pass.

Read more about using the IGETC pattern at: http://admission.universityofcalifornia.edu/counselors/transfer/advising/igetc/

Transfer Admission Guarantee (TAG)

Six UC campuses at Davis, Irvine, Merced, Riverside, Santa Barbara and Santa Cruz offer guaranteed admission to California Community College students who meet specific requirements. By participating in a Transfer Admission Guarantee (TAG) program, you will receive early review of your academic records, early admission notification and specific guidance about major preparation and general education coursework. Use the online Transfer Admission Planner to complete a TAG application, and review it with your college counselor. The Fall 2019 TAG Filing period is Sept 1-30 2020. http://admission.universityofcalifornia.edu/transfer/guarantee/

Articulated Transfer Agreements

College of the Redwoods negotiates agreements with a number of colleges and universities whereby, these institutions guarantee that they will accept certain College of the Redwoods courses as fulfilling specific lower division requirements in various major fields. These transfer agreements are also referred to as 'Articulation Agreements.'

Transfer information for College of the Redwoods programs may be obtained at www.assist.org.

You can also refer to the College of the Redwoods Articulation page for additional articulation information.

Important and useful Internet sites:

- www.assist.org
- https://www2.calstate.edu/apply
- http://admission.universityofcalifornia.edu/transfer/guarantee/
- http://ccctransfer.org/
- https://www.californiacolleges.edu/#/
- https://www.redwoods.edu/counseling/Career
- http://www.onetonline.org/

UC Priority Application Filing Periods:

** Check with a counselor for open filling periods**

- Fall Quarter/Semester: November 1-30
- Winter Quarter: July 1-30
- Spring Quarter: October 1-31 (except Berkeley)
- Spring Semester: UC Merced: July 1-31

FACULTY & ADMINISTRATION

Faculty Awards

Outstanding Faculty Member

1970-71 Van Tanner
1971-72 Florence Brown
1972-73 James McAuley
1973-74 Robert Thomas
1974-75 Rae Graham
1975-76 Jack Storm
1976-77 Dennis McKenzie
1977-78 John Cooper
1978-79 Wilson Kale
1979-80 David Mills
1980-81 Mary Zinselmeir
1981-82 Wallace Pedrotti
1982-83 Norman Ladd
1983-84 Floyd Bettiga
1984-85 David Harris
1985-86 Harold Snelgrove
1986-87 John Regli
1987-88 Ben Hawkins
1988-89 Marian Perry
1989-90 Carole Bright
1990-91 Bill Henry
1991-92 Barbara Morrison
1992-93 Glenn Stockwell
1993-94 Jerrold Moore
1994-95 Steve Durham
1995-96 Bill Treglown
1996-97 Sandra Vrem
1997-98 Patricia McCutcheon
1998-99 David Banducci
1999-00 Bert Walker (EKA)
Carol Mathews (DN)
Teresa Sholars (MC)
2000-01 Bob O'Connell (EKA)
Ken Letko (DN)
Bob Winn (MC)
2001-02 Dave Arnold (EKA)
Sharon Mellett (DN)
2002-03 Steve Brown (EKA)
Darlene McClure (DN)
James Ritter (MC)
2003-04 Karen Sperry (EKA)
Tom Owen (DN)
Greg Grantham (MC)
2004-05 Paul Farnham (EKA)
Bob Mize (DN)
Teresa Sholars (MC)
2005-06 Pam Kessler (EKA)
Mark Renner (DN)
Martha Racine (MC)
2006-07 Allen Keppner (EKA)
Becky Blatnick (DN)
John Johnston (MC)
2007-08 Dave Bazard (EKA)
Carol Mathews (DN)
Aeron Ives (MC)
2008-09 John Johnston (EKA)
Ken Letko (DN)
2009-10 Jan Tatum (EKA)
Ruth Rhodes (DN)
Bob Rhoades (MC)
2010-11 David Holper (EKA)
Melody Pope (DN)
David Gonsalves (MC)
2011-12 Peter Blakemore (EKA)
Becky Blatnick (DN)
Michael Burns (MC)
2012-13 Justine Shaw (EKA)
Mike Haley (DN)
Martha Racine-Taylor (MC)
Gregory Grantham (MC)
2013-14 Mark Renner (DN)
Kerry Mayer (EKA)
2014-15 Bob Brown
2015-16 George Potamianos
2016-17 Sean Thomas
2018-19 Lisa Sayles
2019-20 Wendy Riggs

Outstanding Associate Faculty Member

1989-90 Richard Kandus
1990-91 Hal Genger
1991-92 Maralyn Renner
1992-93 Bill Harger
1993-94 Judith Hinman
1994-95 Chris Christensen
1995-96 Darrel Durst
1996-97 Susan Brant
1997-98 Bill Crowe
1998-99 All Associate Faculty
1999-00 Gay Scott (EKA), Carolyn Steinbuck (MC)
2000-01 Mimi La Plant (EKA)
2001-02 Ann Marie Woolley (EKA)
Mike Selfridge (DN)
Suzanne Byerley (MC)
2002-03 Jack Stafford (DN), Bill Hiney (EKA)
2003-04 Nancy Schafer (EKA)
Wayne Bricco (DN)
Steve Jordan (MC)
2004-05 Jannez Wade (EKA)
Kirk Olesen (DN)
2005-06 Lisa Townsend-Schmitt (EKA)
Tom Walradt (DN)
2006-07 Adria Zimmerman (EKA)
Kathy Imfeld (DN)
2007-08 Nezzie Wade (EKA)
Barry Bates (DN)
2008-09 Danny Walker (EKA)
Susan Andrews (DN)
Charlotte Gullick (MC)
2009-10 Colette Beaupré (EKA)
Skip Hunter (DN)
2010-11 Sean Herrera-Thomas (EKA)
Jennifer Gardner (DN)
2011-12 Robert Horel (DN)
2012-13 Amber Buntin (EKA)
Deborah Gerth (DN)
2013-14 Sarah Broderick (DN)
Deborah Dixon
2014-15 Jay Patton
2015-16 Colette Beaupré
2016-17 Stuart Altschuler
2018-19 Emily Wright (EKA)
Melissa Courtnage (DN)
2019-20 Danny Ammon

Emeritus

Adams, Richard A.
Business

Civiletti, Margaret
Information Science

Giacomini, Thomas
Physical Education

Anderson, Bryant (Brooks)
Counselor

Collins, Dale
Assist. to Exec. Vice President

Gibbs, Janne
Nursing

Arnold, David
Mathematics

Cooley, Donald A.
Aeronautics/Applied Tech

Ginsburg, Arlin
History

Ballantyne, Orrel
Biology

Cooper, John
Psychology

Graham, Rae J.
Court Reporting

Banducci, Dave
Physical Education

Cox, Mike
Physical Education

Grantham, Gregory
Marine Science

Bartley, Jerrie
Early Childhood Education

Coyle, Bill J.
Computer & Electronic Technology

Greene, Richard (Pat)
Science

Bennett, Richard
Dean CRDN

Crossan, Thomas (Tom)
Applied Technology

Guffey, Jerome
Business

Benson, Bob
Art

Dart, Richard E.
Truck Driving

Hammel, Barbara
Psychology/Sociology

Bettiga, Floyd
Art

Dawson, Lawrence (Larry)
Psychology

Hanchett, Warren C.
Forestry

Boyd, Dean
Music/Speech

Doyle, Larry
Machine Tool Technology/
Industrial Technology

Hannah, Thomas S.
Dean, Administrative Services

Brewer, Samuel A.
Spanish and French

Dresser, Judy
Business

Harris, Dave
Computer Information Systems

Briggs, Ellsworth R.
V. P. Instruction

Dunleavy, Kady
Nursing

Hartnack, Wilhelmine (Willie)
French/German

Bright, Carole
Sociology/Counselor

Durham, Steve
Sociology

Hawkins, Bernard (Ben)
Biology

Brown, Florence
Reading Laboratory

Emmons, Jerry
Speech

Henry, William D. Jr.
Construction Tech

Brown, Steven
Drafting

Erickson, Erick A.
Electronics

Hinman, Judith
English

Bumpus, Ralph E.
Auto Mechanics

Farnham, Paul
Chemistry

Hogue, Jeff
Life Science/Botany

Burns, Michael
Fine Woodworking

Forthun, Philip L.
Journalism

Hole, William (Bill)
Construction Technology

Butz, Alfred
Science/Math/Engineering/
Geology/Geography

Foster, Marcy
Counseling

Hoopes, Bill
English

Cables, Merle L.
Economics

Frazier, Larry
English

Hoopes, Chad
History

Carranco, Lynwood
English

Freitas, Milton (Milt)
Applied Technology

Jenkins, Diane
Business

Cinnamond, Roger H.
Art

Furber, Robert (Bob)
Information Science

Johnson, Allen
Applied Technology

Johnson, Bert B.
English

McClure, Darlene
Business/Computer Informa-
tion Systems

Patterson, Ben
Applied Technology

Johnson, Clyde
Multimedia

McCorkendale, Thomas (Tom)
Applied Technology

Pedrotti, Wallace
Physics/Mathematics

Johnson, Milo
Chemistry

McCutcheon, Patricia
English

Peloso, Vincent
General Studies

Kale, Wilson (Will)
Forestry

McKnight, Gregory
Cooperative Education Program

Perry, Marian
Health/Physical Education

Kaloostian, Rodney
Special Programs

Mackey, Miles
Chemistry

Phillips, Jerry
Counselor

Kavanaugh, Joan
Health Occupations

Mease, Ana Maria
Spanish

Racine-Taylor, Martha N.
Business/Spanish

Keppner, Allen J.
Director, Transfer Center/
Counselor

Mellett, Sharon
Lic. Vocational Nursing/
Registered Nursing

Reed, Malcolm
Business

Kessler, Pam
Arts & Humanities/English

Miller, Robert (Bob)
Legal Assistancy, Court Reporting

Regli, John T.
Agriculture/Economics

Kilpatrick, Ron
Administration of Justice

Mills, David
Physics

Reid, Ellen
Business

Kinsey, Paul
Woodworking

Mize, Robert
Biology

Reiner, Ralph
Biology

Kobrin, LaRue
Psychology

Moore, Jerrold (Jerry)
Music

Rhoades, Robert
Art

Korn, Gary
Librarian

Morris, Charles S.
Dean, Community Services

Richards, Michael
Automotive Technology

Krenov, James
Fine Woodworking

Morris, William
English

Richter, L. E.
Director, Occupational Education

Larson, Sydney
Health, Physical Education & Athletics/Early Childhood Education

Morrison, Barbara
English

Ritter, James (Jim)
Counselor

Leach, Albert C.
Music

Nash, Lewis H.
Philosophy

Roseth, Sonja (Velasco)
Special Ed/DSPS

Lemley, William D.
English

Nordlof, Susan
English

Sarboe, Philip J.
Athletic Director & Chairperson, Health, Physical Education & Recreation

Lucchesi, Charles
Physical Education, V.P. Student Personnel

O'Connell, Robert (Bob)
Astronomy

Sarley, Virginia
English

Lude, Carl J.
Counselor

Olsen, Michele
Mathematics

Savage, Barry
Research Development

Mathews, Carol J.
Counselor

Owen, Thomas S.
History/Political Science

Seaman, Bob
PE/Athletics

McAuley, James (Jim)
Physical Education

Padilla, Patricia
Spanish

Sholars, Teresa
Life Science

Shapeero, Bill
Biology

Stodder, Ted
Career & Technical Education/ Construction Technology

Wares, Dorothy
Nursing

Six, Gerald P.
Dean, Student Services

Storm, Richard J. (Jack)
Anthropology/History

Wells, Michael J.
Administration of Justice

Sloan, Garland V.
Construction Technology

Tanner, Van H.
Police Science; Director, Public Safety

Wilkins, Robert E.
Business

Smith, Vernon A.
History/Political Science

Taylor, Sandra
Mathematics

Winn, Robert
English/History

Snelgrove, Harold (Hal)
English

Thomas, Michael
Philosophy

Wininger, Keith
Diesel Mechanics

Soper, Ernest W.
Metals Technology

Thomas, Robert
Biology

Wolfsen, Connie
Nursing

Spencer, Walter A.
Mathematics

Valdi, Gary
Counselor

Wold, Cristie
Nutrition/Family Life Education

Sperry, Karen
Dental Assisting

Vellis, Lewis J.
Construction Technology; Dean, Counseling; Counselor

Woolley, Ann Marie
Early Childhood Education

Sprankle, Maureen
Information Science

Vrem, Sandra
Mathematics

Woychak, Michael
Physical Education

Stewart, Margaret
Nursing

Wagner, Bruce
Mathematics

Yokoyama, Kevin
Math, Science, Behavioral & Social Sciences/Mathematics

Stockwell, Glenn
Political Science

Walker, Bert
Agriculture

Zinselmeir, Mary
Counselor

Current Faculty & Administration

BAKER, Tim
Forestry/Natural Resources
B.S., M.S., University of Georgia
Ph.D., North Carolina State University

COX, Catherine
Director, Library and Academic Support Center
B.S., San Jose State University
M.L.I.S., University of California, Berkeley

HAGGERTY, Michelle
Psychology
B.A., Michigan State University
M.A., Western Michigan University

BAZARD, David R.
Dean, Math, Science, Behavioral and Social Sciences
B.A., Humboldt State University
M.S., Western Washington University
Ph.D., University of Arizona

DENNIS, Michael
Career & Technical Education
B.A., Stanford University
Ph.D. University of California, Berkeley

HALEY, Mike
Mathematics
B.A., M.S., Humboldt State University
M.S., Colorado State University

BELL, Maureen
Nursing
A.A., Umpqua Community College
B.S.N., Health & Science University
B.A., San Diego University
M.S., Southern Oregon University

DUBEROW, David
Chemistry
B.S., Penn State Erie, The Behrend College
PhD., University of California - Berkeley

HAMILL, Jordan
Director, Residential Life
B.S., M.B.A., Western New Mexico University

BECHLER, Leonard
Construction Technology
B.A., Rochester Institute of Technology

DUNPHY, Alia
Director, Student Equity and Success
B.A., M.B.A., Humboldt State University

HAUG, Carolyn
Nursing
B.S., Humboldt State University
M.S., Sonoma State University

BLAIR, Patricia
Lead Learning Disabilities Specialist
B.S., M.Ed., Ph.D., University of Alberta

ELDER, Valerie
Forestry/Natural Resources
B.A. California Polytechnic State University
M.S., West Virginia University

HERRERA, Deanna
Psychology
B.A., Humboldt State University
M.A., Ed.D., University of San Francisco

BLAKEMORE, Peter
Associate Dean, English
B.A., University of Iowa
M.A., M.F.A., University of Montana
Ph.D., University of Oregon

EMENAKER, Ryan
Political Science
B.A., M.A., Humboldt State University

HILL, Angelina
Vice President, Instruction & Student Services
B.A. University of California, Santa Cruz
M.A., Ph.D., University of Notre Dame

BROWN, Robert
Director, Physical Education and Athletics
A.S., Treasure Valley College
B.S., Eastern Oregon University
M.S., Humboldt State University

FARRAR, Roberta
Director of Nursing
A.S.N. & B.S.N, Regents College
M.N., Oregon Health & Science University

HOLPER, David E.
English
B.A., Humboldt State University
M.F.A., University of Massachusetts, Amherst

BRYANT LESCHER, Nicole
English
B.A., Univeristy of Michigan, Flint
M.A., Eastern Michigan University

FLAMER, Keith R.
President/Superintendent
B.A., M.P.A., Eastern Washington University
Ph.D., Gonzaga University

HOOPER, Cynthia
Art
B.A., University of California, Berkeley
M.F.A., San Francisco Art Institute

BUNTIN, Amber
Mathematics
A.A., College of the Redwoods
B.A., M.A., Humboldt State University

FLOREZ, Anibal
Automotive Technology
B.S., Humboildt State University

HOWARD, Jessica
Nursing
A.D.N., R.N., College of the Redwoods
B.S., Humboldt State University
M.S., Sonoma State University

BURLISON, Jennifer
Counselor
B.A., M.A., Humboldt State University

FRENEAU, Philip
Early Childhood Education
B.S. & M.A., Arizona State University
M.Div. & Th.D., Claremont Graduate School

JACKSON, Stephen
Mathematics
B.A., M.S., Humboldt State University

CALLAHAN, Christopher
Biology/Life Science
B.S., M.A., Humboldt State University

GAINES, Christopher
Business
B.S., M.B.A., Humboldt State University

JOHNSON, Bernadette
Counselor
A.A., College of the Redwoods
B.A., Humboldt State University
M.B.A., M.S., University of Phoenix

CARBONE, Kelly
Counselor, Title IVA
B.A., M.A, Indiana University of Pennsylvania

GILL, William
Mathematics
A.A., College of the Redwoods
B.A., M.S., Humboldt State University

JOHNSON, Kintay
Director of Special Programs
A.A., College of the Redwoods
B.A., Humboldt State University
M.Ed., Northcentral University

CARLSEN, Kristy
Spanish
B.A., California State University, Chico
M.A., University of California, Davis

GLAVICH, Derek
Construction Technology
B.A., Humboldt State University

JOHNSTON, John
English
B.A., M.A., California State University, Long Beach

COELHO, Marty
Executive Director, College Advancement & CR Foundation
B.A., M.B.A., University of Colorado at Boulder

GLEAVE, Marla
Health/Physical Education
B.S., Valley City State University
M.A., Humboldt State University

KALVAITIS, Darius
Early Childhood Education
B.A., B.S., New England College
M.Ed., Antioch University
Ph.D., Utah State University

CONNOR, Rianne
Dean, Enrollment Services
B.S., Florida State University
M.B.A., University of Phoenix

HAFAR, Ralph
Construction Technology
A.A., A.S., College of the Redwoods
B.S., Humboldt State University

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M.S.N., Sonoma State University
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M.A., American Military University

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CAMPUS POLICIES & REGULATIONS

Find the full text of all current Board and Administrative Policies (BP/APs) in our online repository: https://go.boarddocs.com/ca/redwoods/Board.nsf/Public

Campus Regulations

- The speed limit on campus is 15 m.p.h.;
- Smoking is prohibited in all buildings at College of the Redwoods; and
- The College is not prepared to deliver telephone messages except in cases of medical emergency.

Smoking Policy

Smoking: BP/AP 3570

In the interests of public health, the Redwoods Community College District is a smoke-free district. Smoking, including the use of electronic smoking devices, and the use of smokeless tobacco products are prohibited on all property and in all indoor and outdoor spaces owned, leased, licensed, or otherwise controlled by the District. Use of any form of tobacco or non-tobacco product is prohibited. Smoking is prohibited in all vehicles owned or leased by this district and at all college-sponsored activities or athletic events. It is likewise prohibited on or in any space, building, or classroom leased or rented by the college.

This policy and these procedures apply to employees, students, visitors, and other persons who enter any Redwoods Community College District facility.

The District shall make available to employees and students a current referral list of treatment centers for smokers and other information that may assist individuals who wish to stop using tobacco products. Such information shall be readily available throughout the District.

Signs prohibiting smoking shall be displayed prominently at all District campuses and sites. The smoke-free/tobacco free policy will be communicated by the District through such means as the web site, student and employee orientations, posters, and the print version of the Schedule of Classes.

Enforcement Steps

Classified employees, faculty, and administrators who violate this policy shall be subject to discipline according to collective bargaining agreements, Education Codes, Board Policy and California Penal Code.

Our primary goal is to achieve voluntary compliance with the tobacco-free policy by educating the college community about this policy. We also will provide smoking cessation assistance to faculty, staff, and students who wish to stop smoking. All members of the college community are responsible for respectfully communicating the policy to faculty, staff, students, and visitors. Faculty, staff, students, and visitors who observe individuals using tobacco on college property are encouraged and empowered to respectfully explain that its use is prohibited or to address violation of the policy through the Public Safety Department or the Human Resources Department.

All students and visitors found to be in noncompliance with this policy shall be deemed to have disrupted the orderly operation of the College and be subject to the following:

- A verbal warning that clearly states the policy.
- Administrative action including but not limited to a verbal warning, an explanation of the policy, a health education referral, and/or withdrawal of consent to remain on the District campuses and sites.
- Revocation of facility use for non-compliant groups.

If full compliance has not been achieved by February, 2017,the District is authorized to impose fines upon violators pursuant to California Government Code Section 7597.1.

Approved: January 10, 2017

Parking Regulation

Parking Regulation: BP/AP 6750

All parking on the College of the Redwoods campuses is at the discretion of the vehicle operator. College of the Redwoods assumes no liability for loss or damage incurred by any vehicle or its contents while on college property. Additionally, all parking on the Eureka campus is by permit only.

Purchase of a parking permit does not guarantee that a parking space will be available in the area desired. A student parking permit authorizes the purchaser to park in any general parking area on campus identified with white markings, unless posted otherwise. Posted signs and markings designate various parking restrictions and/or special purpose parking, and must be obeyed. Below is a list of the most common parking spaces, and are identified with markings of:

- RED - No Parking
- BLUE w/BLUE Sign - Disabled
- BLUE w/WHITE Sign - Short-Term Medical Disability
- YELLOW - Loading Zone
- GREEN - Staff Parking
- WHITE - General Parking

Special purpose parking permits are available through Public Safety to allow loading and unloading, or for commercial service vehicles providing service to computers, copiers, other equipment or construction on campus. Special VIP permits are also available at Public Safety upon approval.

Parking

Parking on the Eureka campus is by permit only. Parking at all other instructional locations is currently free. Parking enforcement is handled through the Public Safety Department (www.redwoods.edu/publicsafety).

All students must purchase a CR parking permit to use on-campus parking in Eureka - unless they have a state handicapped parking permit (Blue Placard).

- Students with a Blue Placard may park in student, medical or handicapped parking spaces. They may not park in non-designated parking areas, i.e. loading zones, no parking zones, etc.
- Medical Parking permits are available through the College of the Redwoods Police Department on a temporary basis, with a medical verification from a doctor. With this permit, students may park in student

or medical parking spaces. They may not use the handicapped spaces. Semester, Annual and Summer Session permits are now available to purchase online. Go to MyCampusPermit.com/Redwoods and follow the instructions. Students must use their @mycr.redwoods.edu email address in order to purchase a parking permit.

Parking Permits by Term (Semester, Annual, and Summer)

All vehicles at the Eureka campus without special parking permits or a Disabled Blue Placard must have a Term Permit or a Daily Permit. Vehicles without permits may be cited. All Term Permits must be displayed clearly visible and on the lower driver's or passenger's side windshield facing out, or on a hangtag if multiple vehicles are registered to the permit. A Term Permit that is displayed improperly may be cited. Multiple vehicles may be registered to a permit, but all other vehicles must be registered with Public Safety, and a hangtag purchased to display the permit. The hangtag allows the permit to transfer from one vehicle to another and alerts Public Safety that the permit is used for more than one vehicle. This helps to reduce the likelihood of parking permit theft and fraud. A permit displayed in a vehicle which has not been registered with Public Safety may result in a citation. If you park a vehicle on campus that is not registered on a Term Permit, a Daily Permit will need to be purchased.

Daily Permits

Daily permits may be purchased at one of the permit machines around campus in the parking lots. Daily Permits must be displayed facing up on the dashboard with the permit information of date and times clearly visible. Daily permits have a tendency to blow off the dashboard or turn upside down when the vehicle door is opened and closed, so remember to check and make sure your permit is clearly visible after closing the vehicle door. Daily Permits that are not displayed correctly or clearly visible may be cited.

Citations

Campus parking citations are paid for or disputed on the Parking Management Bureau website (http://pmbonline.org/). If you have received a parking citation, you have 21 days to pay or dispute your citation. After 21 days you will lose the dispute option and the fine will double. On the reverse side of the citation you will see the website URL - www.pmbonline.org. On the homepage, simply follow the instructions for entering your citation number and then proceed to the payment or dispute tabs.

Five or more unpaid citations make a vehicle eligible for towing or immobilization, in accordance with California state law. It is against department policy for citations to be voided by a student worker once issued. Only the Director of Public Safety may void a citation when the citation is properly disputed.

Motorist Assistance Program

As a courtesy, the Public Safety vehicles are equipped to assist motorists who have locked themselves out of their vehicle, are in need of a jump start or have run out of gas. Public Safety personnel will supervise the changing of a flat tire. Each situation and vehicle differs, and the responding officer may be forced to recommend outside commercial assistance for some vehicles or situations.

Skateboards & Wheeled Toys

Skateboards/Wheeled Toys: BP/AP 6750

Wheeled Recreational Equipment (except bicycles): In the interest of public safety, no person shall, within the confines of the College grounds or buildings, ride a skateboard, roller skates, roller blades, or any wheeled recreational equipment, regardless of power. First-time offenders shall be warned to remove the wheeled recreational equipment from the College grounds. Subsequent offenses will be referred to the appropriate College official for disciplinary action (Education Code Section 70902 – California Vehicle Code Sections 21113(f), 21967, and 21969).

Weapons Policy

Weapons on Campus: BP/AP 3530

All firearms, Tasers, knives, explosives, or any simulated weapons or facsimile firearm, knife, or explosive, are prohibited on any District campus or at any District center, or in any facility of the District. Prohibited knives include any dirk, dagger, ice pick, switchblade, razor with an unguarded blade, or any knife having a fixed blade longer than 2 1/2 inches.

Exceptions are:

- A weapon in the possession of a duly appointed law enforcement officer, an honorable retired peace officer, a member of the military on official duty, or authorized security guards licensed to carry the weapon;
- A weapon possessed by a District employee that is used for a lawful purpose as an approved part of the employee's job responsibilities;
- A weapon approved by the Chief Executive Officer as instructional equipment;
- Weapons authorized for activities on firearms range facility; and
- Any other exception required by law.

Any person who believes that he/she may legally and properly possess a firearm or other weapon on campus or in a District center or other facility of the District must notify the Public Safety Director and President's office. Pursuant to Penal Code 626.9(h), individuals may not possess a firearm on campus without the written approval of the Chief Executive Officer or designee even if in possession of a concealed weapons permit.

Only members of law enforcement agencies or students involved in training presented by the Emergency Response Training Center are authorized to use the range facility. Any training conducted at other campus buildings or locations will use only simulated weapons and advance notice will be given to the campus community, along with having signs posted in the area.

Domestic Animals on Campus

Domestic animals or livestock (including dogs and cats) are not allowed on campus; this includes not being in your vehicle. Exceptions are animals used in an instruction program of the college or animals certified for service to assist the disabled and under control of the owner. Lost and stray animals and animals left unattended in vehicles will be referred to the appropriate Animal Control agency for removal from the campus grounds.

STUDENT CONDUCT CODE AND DISCIPLINARY PROCEDURE

AP 5500 Student Conduct Code and Disciplinary Procedure

1.0. Purpose of the Code

The purpose of this code is to recognize student's rights within the institution to freedom of speech, inquiry and assembly; to the peaceful pursuit of education; and to the reasonable use of services and facilities of the College. Consistent with the College of the Redwoods' mission is an expectation that students will govern themselves in a manner that demonstrates appropriate behavior with emphasis on self-respect and respect for others. It is the practice of all employees and representatives of the College to respect the properly exercised rights of its students.

The College has adopted a Student Conduct Code and Disciplinary Procedure in order to maintain a learning environment of respect,civility, safety, and integrity for all members of the College community. In addition to the code, students must also recognize and comply with the standards of classroom behavior as stated in their individual course syllabi.Acts of academic dishonesty, disruptive student behavior in the classroom, and appeals to sanctions imposed in each case, are under the jurisdiction of the faculty member and the academic department administrator, and may be referred to the CSSO as student conduct violations. Threats of violence are considered a serious infringement upon the learning environment and will be acted upon accordingly. All students, including students with disabilities, have the responsibility to meet the Student Conduct Code and Disciplinary Procedure by adapting behavior to the educational environment. If disruptive behaviors persistently occur or student conduct code and disciplinary procedure is violated,the issue is not be defined as a health issue. It will be defined as a disciplinary issue, and a referral to the college disciplinarian will be made.

2.0. Student Conduct Policies

Procedural fairness and due process are basic to the proper enforcement of all College regulations. Accordingly, no disciplinary action shall be imposed against students or student organizations until they have been notified in writing of the charges against them and their rights under this Code, and given the opportunity to be heard , with the exception that a hold status(may, shall, or will) be placed on student records until the specific complaints have been resolved, and except in cases where interim suspension is warranted for the health and safety of the College community.

In general, the District President/Superintendent delegates authority for implementation of this administrative procedure to the Chief Student Services Officer (CSSO). The"CSSO" designation may be assigned by the President/Superintendent to any College administrator. The CSSO may designate other College officials to conduct investigations and student disciplinary hearings, if appropriate.

The CSSO shall be responsible for maintaining complete records pertaining to all activities relating to the implementation of the Student Conduct Code. Those records shall include a summary of the business of the Conduct Review Committee and report of the disposition of each disciplinary case handled by any person or group authorized to impose disciplinary sanctions or other recommendations in the name of the College.

3.0. Student Rights

Any student facing possible disciplinary action is entitled to the following procedural rights:

3.1. The right to be notified in writing of the charges against him/her;

3.2. The right to know the nature of the evidence against him/her(unless release of the evidence would endanger the health or safety of victim(s) or witness(es);

3.3. The right to present information and witnesses relevant to his/her defense;

3.4. The right to freedom from compulsory self-incrimination; and

3.5. The right to appear at a hearing before the Conduct Review Committee with an advisor.

4.0. Proscribed Conduct of the College

Sanctions may be imposed for prohibited conduct which occurs on College premises, at off-campus instructional sites (e.g., experiential coursework, internships, or lab), at College-sponsored extra-curricular activities or events when a student serves as a representative of the College,or in the course of using College technology or property. Sanctions may also be imposed for conduct that materially and substantially interferes with the College's operation or education programs or the safety and welfare of the College community. Examples of prohibited conduct are described in Section 8.0: Code of Conduct Violations and Sanctions. To the extent permitted by California law,the College may respond to alleged sexual assault or sexual exploitation that is not related to College activity or College attendance.

5.0. Jurisdiction and Privacy

Unless state or federal law requires or permits disclosure or unless the student and the College determine otherwise, proceedings under this regulation shall be confidential.

Records created by public safety, which were created by that law enforcement unit for purposes of law enforcement, are not considered "student records" under the Family Educational Rights and Privacy Act (FERPA)and may be released to third parties as necessary without violating FERPA.

6.0. Student Code of Conduct Procedures

Any member of the College community may file a complaint against any student for alleged misconduct. Complaints must be presented in writing to the CSSO or his/her designee and should be submitted as soon as possible after the event takes place, preferably within fifteen days.

For purposes of these procedures, the term "day" refers to any day during which the District is open for business. Should

the final day of a required process fall on a Saturday or Sunday, the following Monday shall be considered the final day. A final day falling on a College holiday shall be considered the first weekday following the holiday.

Although specific timeframes are identified in these processes, any of the timeframes may be extended by the District for good cause upon written notice to the accused student, providing such notice includes the reason(s) for the extension.

A student against whom a complaint has been filed and/or disciplinary charges are pending will have a hold status placed on his/her records and will not be permitted to withdraw from the College with a clear education record (e.g., a record without notation of disciplinary charges and sanctions) until such charges have been resolved.

6.1. Investigation and Notice to Student

Allegations or complaints of student misconduct that are brought to the attention of the CSSO shall first be analyzed to determine whether the alleged conduct, if true, would constitute a violation of District policies. Upon a determination that alleged misconduct, if true, would constitute a violation of District policies, the CSSO, or his/her designee, shall promptly and thoroughly investigate the matter. An investigative process should, to the extent possible, be concluded within twenty (20) days of the initiation of the investigation.

An investigative report shall be prepared that usually includes the following:

6.1.1. A description of the circumstances giving rise to the complaint.

6.1.2. A summary of the testimony provided by each witness.

6.1.3. An analysis of relevant data.

6.1.4. A finding of whether there is reasonable cause to believe that misconduct occurred.

6.1.5. Any other information considered appropriate by the District.

The contents of the investigative report may be adjusted to take into account admissions made by an accused student that eliminate the need for witness testimony or other factors that might affect the scope of an investigation.

6.2. Imposing Sanctions

If the student does admit misconduct, and if the CSSO or designee concludes that there is sufficient information to sustain a finding of misconduct that violates specific standards of conduct, the CSSO or designee may impose or defer one or more of the sanctions listed under Code of Conduct Violations and Sanctions. The CSSO or designee may impose a sanction other than suspension or expulsion if the CSSO or designee concludes by a preponderance of the evidence that the student violated one or more specific standards of conduct, even if the student does not admit misconduct. Recommended sanctions involving separation from the College (i.e., Suspension or Expulsion) may be imposed or recommended by the CSSO or designee to the Student Conduct Review Committee where the Committee will consider whether suspension and/or expulsion is an appropriate sanction for the admitted misconduct in violation of the standards of conduct. The Committee is not required to make additional factual findings where there is clear evidence that a student has admitted misconduct.

When the Committee is not readily available, or when convening the Committee is impractical due to the seriousness of the admitted misconduct,the CSSO may suspend the student and/or recommend expulsion, and notify the President/Superintendent of the need for an automatic appeal on the sole basis of whether or not the proposed discipline is substantially unreasonable in lightof the admitted misconduct. The student may also submit a written appeal to the President/Superintendent but is not required to do so in order to secure an automatic appeal under this section. Any recommendation of expulsion requires Board of Trustee review.

6.3. Referral to the Student Conduct Review Committee

The CSSO or designee will refer the case to the Student Conduct Committee for a hearing when the CSSO or designee recommends suspension or expulsion, and:

6.3.1. The student does not admit responsibility;

6.3.2. The CSSO or designee concludes that an Agreement of Resolution(see section 6.5) is not appropriate;

6.3.3. There is a finding of reasonable cause to believe there has been a violation of the Student Code of Conduct.

6.4. Insufficient Evidence

At any time before the Student Conduct Hearing occurs, if the CSSO or designee receives new information that establishes a clear lack of truth of prior information submitted to the CSSO or designee such that it is determined that the prior evidence must be disregarded and if in disregarding that prior information the CSSO or designee concludes that there is insufficient information to sustain a finding of responsibility, then the CSSO or designee will withdraw the case from the Student Conduct Committee. This disposition is binding and terminates all Student Conduct Committee proceedings.

If the CSSO or designee concludes that there is insufficient information to find the student responsible, the case will not be referred to the Student Conduct Committee for a hearing.

6.5. Agreement of Resolution (aka Behavior Contract)

When the CSSO or designee and the student agree that the above dispositions are not appropriate, an Agreement of Resolution may be used to conclude the matter. This Resolution, while not considered to be a finding of responsibility, is binding. If the student fails to abide by the terms of the Agreement of Resolution, that failure may be regarded as actionable misconduct and may subject the student to disciplinary action by the College. An Agreement of Resolution may include such terms as:

6.5.1. Agreement by the student to refrain from specific behaviors, and/or to refrain from contacting others involved in the case;

6.5.2. Agreement by the student to participate in specified educational programs and/or reconciliation processes such as mediation; and/or

6.5.3. Agreement by the student to participate in specified community service activities.

The Agreement of Resolution is not a formal disciplinary action but will be retained in the case file in the Office of the CSSO for a maximum of seven (7) years from the date of the Agreement. During that time,should the CSSO or designee have a reasonable basis to believe that the student has engaged in misconduct

related in nature to the conduct which occasioned the Agreement, both cases may be the subject of College disciplinary action.

6.6. Formal Hearing

6.6.1. Conduct Review Committee

The accused student may request, or the CSSO may require,that the charges be resolved at a formal hearing provided by the Conduct Review Committee. The CSSO shall consider the preference of the accused student, the nature of the charges, and the availability of the committee members when assigning the case for a hearing. The Conduct Review Committee will hear cases and make decisions on appropriate sanctions.

The Committee will be established at the beginning of each academic year and will be composed of:

6.6.1.1. One (1) member of the administration (and an alternate)appointed by the President/Superintendent.

6.6.1.2. Two (2) members (and an alternate) of the classified staff appointed by the President/Superintendent from a list of staff members submitted by the classified bargaining unit. Vacancies of classified staff members shall be filled by action of the classified bargaining unit.

6.6.1.3. Two (2) members (and an alternate) of the faculty appointed by the President/Superintendent from a list of faculty members submitted by the Academic Senate. Each faculty member must be a full-time or part-time faculty member at the College. Vacancies of faculty members shall be filled by action of the Senate.

6.6.1.4. Two (2) members (and an alternate) of the student body appointed by the President/Superintendent from a list of students submitted by the President of the ASCR Senate. Each student must be enrolled not less than half-time (6 units minimum) and have a cumulative GPA of at least 2.0.Vacancies of student members shall be filled by recommendation of the ASCR Senate.

6.6.1.5. The President/Superintendent will appoint the chair of the Conduct Review Committee.

Conduct Review Committee members and alternates serve on the committee for the academic year. Alternate members may be reappointed to serve as full members for the next academic year.

The CSSO or designee shall serve as non-voting Secretary and advisor to the Conduct Review Committee.

No Conduct Review Committee member may sit on the Committee during a hearing if that member is a complainant, witness, has a direct or personal interest in the outcome of the hearing, or has previously acted in an advisory capacity to the accused student.

The Chair of the Conduct Review Committee may establish a hearing format consistent with this Code. In cases involving more than one accused student, the Chair of the Conduct Review Committee and the CSSO or designee will determine if hearings or conferences concerning each student will be conducted jointly or separately. The decision of the Committee Chair shall be final on all matters relating to the conduct of the hearing unless there is a vote by other members of the panel to the contrary.

6.6.2. Hearing Officer. Inappropriate circumstances, the CSSO may determine that a disciplinary hearing should be conducted by a neutral hearing officer rather than a Conduct Review Committee. Such circumstances include, but are not limited to hearings that are anticipated to require more than one day of hearing where Committee member educational or employment obligations may be impacted, when a Committee cannot be convened expeditiously to address a critical matter, or where technical or legal complexities suggest the need for specialized expertise. To the extent practicable, where a hearing officer is substituted for a Conduct Review Committee, the rules related to a Committee shall apply to a hearing before a hearing officer.

6.6.3. Notice of Hearing. Written notice of the hearing shall be provided to the accused and shall include the following:

6.6.3.1. The specific alleged misconduct (accusation).

6.6.3.2. A summary of the investigation and/or a short written statement of the facts supporting an accusation of misconduct.

6.6.3.3. The right of the parties to attend the hearing or to respond in writing regarding the party's position concerning the matter.

6.6.3.4. The nature of the discipline that is being considered.

6.6.4. Notices described in this procedure are sent to the most recent official student address and/or email address on file with the District. The notice will inform the student of:

6.6.4.1. The charges alleged to have been violated and sufficient details of the complaint for the basis of the allegation to be understood;

6.6.4.2 The time, location and place of the hearing;

6.6.4.3. A statement of the respondent student's rights as stated in the Code or a copy of this Standard of Student Conduct; and

6.6.4.4. The name of the person(s), group, or College office filing the charges.

Nothing prohibits the District from amending the notice as deemed appropriate. The CSSO may request the production of relevant evidence that was not part of the investigative process for consideration in the hearing process upon notice to the accused student.

7.0. Conduct of Hearing

The CSSO or designee shall determine how the hearing will be conducted, taking into account the safety of parties and witnesses. The CSSO or designee may call and question witnesses he/she believes have relevant information.

Each party may recommend witnesses to be called. To avoid unnecessarily duplicative or irrelevant testimony, the CSSO or designee may require a party to indicate the nature of the proposed testimony as a condition to calling witnesses.Neither the CSSO or designee nor the Committee can compel the attendance of witnesses recommended by the parties.

The CSSO or designee shall determine on a case-by-case basis how the questioning of parties and witnesses shall be conducted, given the nature of the allegations and the safety of parties and witnesses. If the CSSO or designee does not permit direct questioning by the parties, he/she may consider permitting the parties to submit questions for the CSSO to ask parties and witnesses.

Formal rules of evidence shall not apply. Any relevant,non-duplicative evidence may be admitted.

Determination of violations shall be made based on the preponderance of evidence.

Quorum for a hearing requires that five (5) of the seven Student Conduct Review Committee members are present for the hearing. If the case is to be heard at the Mendocino or Del Norte site, a quorum will be three(3) members of the Committee.

Hearings shall be closed and confidential unless the student requests that it be open to the public. Any such request must be made no less than five (5) days prior to the date of the hearing. In a closed hearing, witnesses shall not be present at the hearing when not testifying, unless all parties and the Chair of the committee agree to the contrary.

In all cases, the evidence in support of the charges will be presented and considered whether or not the accused party is in attendance. If the accused student has submitted written information in his/her defense but does not attend the hearing, that information shall be considered by the Committee as well.

The accused student may be accompanied by an advisor if so desired, conditional on 24-hour notice to and approval of the CSSO or designee. The advisor may attend the hearing with the student to counsel him/her and suggest questions. The accused student and advisor may be present during the entire time of the hearing, except during the deliberations of the Conduct Review Committee or where the safety of witnesses is a valid concern. In no event may the advisor participate directly by speaking or questioning witnesses.

The student shall not be represented by an attorney unless, in the judgment of the CSSO or designee,complex legal issues are involved, or unless criminal charges are pending based on the alleged conduct for which disciplinary action is pending. If the student wishes to be represented by an attorney, a request must be presented with the name and office address of the attorney not less than five days prior to the date of the hearing. If the student is permitted to be represented by an attorney, the College presenter may also have legal assistance. The Conduct Review Committee may also request legal assistance; any legal advisor provided to the committee may sit with it in an advisory capacity to provide legal counsel but shall not be a member of the panel nor vote with it.

8.0 Notice of Decision

Within fifteen (15) days following the hearing, the Committee Chair or his/her designee on the Committee shall prepare and send the written decision of the Committee to the CSSO or designee. The Notice of Decision shall include factual findings regarding the accusation and determinations as to whether any specific section(s) of the Standards of Student Conduct were violated. The Notice of Decision shall also include a specific decision regarding the disciplinary action to be imposed, if any,unless expulsion is recommended. The Notice of Decision shall be based only onthe record of the hearing, and not on matters outside of that record. The record includes the investigative report, any written notices or student statements, and oral and written evidence produced for, or at, the hearing. If expulsion is recommended, the Notice of Decision shall verify that expulsions require Board of Trustee action.

The CSSO shall transmit the Notice of Decision to the accused student. If the Decision calls for disciplinary action, the CSSO shall also notify the accused student of his/her appeal options.

If the student is found not to be in violation of the Student Code of Conduct, and if coursework has been missed as a direct result of action taken against the student, appropriate action will be taken in order to assist the student to complete the course, reimburse the cost of tuition, or reach other alternatives.

8.1. Appeals of Formal Hearing Decisions

Appeal requests are available to the accused student only on the following bases:

8.1.1. A claim that the initial hearing included a material procedural error. The appeal request must identify the specific procedural error(s) and how that claimed error disadvantaged the appealing party.

8.1.2. Relevant evidence that was previously unavailable has been discovered, and that evidence could significantly impact the outcome of the case. The appeal request must identify the specific evidence, how the evidence is relevant, why the evidence was previously unavailable, and how the newly discovered relevant evidence could impact the outcome of the case.

8.1.3. The proposed discipline is substantially unreasonable in light of the findings. The appeal request must indicate the claimed unreasonableness of the proposed discipline and indicate what discipline the student believes would be appropriate.

Written appeals must be submitted in writing to the President/Superintendent within five (5) days of the delivery of the CSSO's Notice of Decision to the student. If no appeal is received within five (5) days, the decision of the CSSO, including the proposed discipline will take immediate effect.

The President/Superintendent will not hold a hearing. Rather, resolution of the appeal shall be based upon the written findings and decision from the Conduct Review Committee, the record of the hearing, as well as any written documentation submitted by either party during the hearing. The CSSO or designee will provide all relevant documentation to the President/Superintendent.

The President/Superintendent shall render a decision within ten (10) days after receipt of the appeal and shall inform the student immediately by mail and/or email.

In all cases but expulsion, the President/Superintendent's decision regarding the appeal will be final. Any recommendation of expulsion shall be presented to the Board of Trustees for action.

If the President/Superintendent upholds an expulsion decision that the student wishes to contest further, the student may appeal in writing to the Board of Trustees. In this instance, the following procedure will be followed:

- The Board of Trustees shall consider any appeal at the next regularly scheduled meeting of the Board after receipt of the recommended decision. The Board may also hold a special meeting to consider the discipline ofa student, provided the notice of a special meeting for this purpose is posted at least five days prior to the special meeting.
- The Board of Trustees shall consider an expulsion recommendation in closed session, unless the student has requested that the matter be considered in a public meeting in accordance with these procedures.
- The student shall be notified in writing, at least three (3)days prior to the meeting, of the date, time, and place of the Board's meeting.

- The student may, within forty-eight hours after receipt of the notice, request that the hearing be held as a public meeting.

Even if a student has requested that the Board of Trustees consider an expulsion recommendation in a public meeting, the Board of Trustees will hold any discussion that might be in conflict with the right to privacy of any student, other than the student requesting the public meeting, in closed session.

The Board of Trustees may accept, modify or reject the findings, decisions and recommendations of the President/Superintendent and/or the hearing panel. If the Board of Trustees modifies or rejects the findings, decision, or recommendations, the Board shall review the record of the hearing and any timely appeal, and shall prepare a new written decision which contains specific factual findings and conclusions. The decision of the Board of Trustees shall be final.

The final action of the Board of Trustees on the expulsion shall be taken at a public meeting, and the result of the action shall be a public record of the College.

9.0. Student Code of Conduct

Students are expected to demonstrate qualities of morality,integrity, honesty, civility, honor, and respect. Students are required to engage in responsible social conduct that reflects credit upon the CR Community and to model good citizenship in any community.

9.1. Violations

Disciplinary action may be initiated by the College and sanctions imposed against any student or student organization found responsible of committing, attempting to commit, or intentionally assisting in the commission of any prohibited forms of conduct:

9.1.1. Academic dishonesty, which includes cheating, plagiarism, and hampering or discrediting the academic work of others,

9.1.2. Unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject the students to civil and criminal liabilities.

9.1.3. Continued disruptive behavior, or obstructing the work and operation of the College, including willful disruption of the orderly operation of the campus.

9.1.4. Defamation: An individual shall not use defamatory words or phrases or distribute defamatory materials. Defamatory words or materials are those that: (1) are false and expose any person or the college to hatred, contempt, ridicule, disgust or an equivalent reaction; or (2) are false and have a tendency to impugn a person's occupation, business, or office.

9.1.5. Violation of the College's computer use policy or any conduct that constitutes a computer-related crime pursuant to Penal Code, section 502. Use of electronic technology includes, but is not limited to: internet, e-mail, telephone, fax machines, or instant messaging to intimidate another member of the College community.

9.1.6. Theft (actual or attempted) or destruction of College property or property belonging to a member of the College community or other abuse of College computer facilities, programs, technology and equipment.

9.1.7. Coercion, which is defined as attempting to compel, control, or manipulate another through the threat of force, intimidation, exploitation of fear or anxiety, including explicit and implied physical and verbal threats against another person or bullying as defined in Board Policy 3431 and Administrative Procedure 3431.

9.1.8. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, other College activities, including its public service functions on or off campus, or of other authorized non-College activities when the conduct occurs on College premises.

9.1.9. Intentionally obstructing or denying access to facilities or services to individuals entitled to use such services or facilities.

9.1.10. Intentionally interfering with the lawful rights of other persons on campus.

9.1.11. Violation of the District's nondiscrimination or sexual harassment policies, or engaging in harassing, or retaliatory behavior in violation of District policy or sexual assault or misconduct or physical abuse, including but not limited to rape, domestic violence, dating violence, sexual assault, stalking or sexual exploitation. Sexual misconduct, including discrimination based on gender, sexual harassment, dating violence, domestic violence, sexual assault, stalking, sexual exploitation, and hate crimes based on gender are subject to Administrative Procedure 5502.

9.1.12. Violation of local, county, state, or federal law, whether it be on or off campus, only when a definite College interest is involved and where the student misconduct distinctly and adversely affects the College's pursuit of its educational mission.

9.1.13. Wearing, transporting, storing, or possessing firearms or other weapons on College property (including College-owned vehicles and parking lots), at College-sponsored or College-related functions or events, and during times when acting as a representative of the College whether on or off College premises "Weapons" prohibited by this procedure include firearms, knives, explosives, clubs and other items used as a threat to do bodily harm and facsimiles of such weapons. Prohibitions described in this provision do not apply to any certified law enforcement personnel engaged in official duties. Activities requiring use of the prohibited items may be conducted on approval of the activity by the President/Superintendent or his/her designee.

9.1.14. Intentional obstruction of the freedom of movement of pedestrian or vehicular traffic on College premises.

9.1.15. Participation in a campus demonstration which disrupts the normal operations of the College and infringes on the rights of other members of the College community.

9.1.16. Leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area.

9.1.17. Detention or physical abuse, or assault or battery, extortion, or intimidation of any person or conduct which is intended to threaten imminent bodily harm or endanger the health or safety of any person on any property owned or controlled by the College or at any College sponsored or supervised functions.

9.1.18. Failure to comply with reasonable directions of College officials or public safety officers acting in performance of their duties on campus or affecting conduct on campus.

9.1.19. Unauthorized possession, duplication or use of keys to any College premises, supplies or equipment, including

computing, networking, or information resources, or unauthorized entry to or use of College premises.

9.1.20. Being an accessory to any person on the College campus who is or who is not a member of the College community who violates this code.

9.1.21. Violation of College Board policies, published college policies, rules, procedures, or regulations.

9.1.22. Conduct that is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on CR premises or at functions sponsored by, or participated in by, CR or members of the College community.

9.1.23. Unlawful possession, use, sale, offer to sell, o furnishing, or being under the influence of, any controlled substance listed in California Health and Safety Code Section 11053 et seq., an alcoholic beverage,or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5 or use, sale or distribution of any poison defined in Section 4240 of the Business and Professions Code.

9.1.24. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the College.

9.1.25. Willful misconduct that results in injury or death to a student or to College personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the College or on campus.

9.1.26. Dishonesty; forgery; alteration or misuse of College documents, records or identification; or knowingly furnishing false information to the College.

9.1.27. Engaging in expression which is obscene, libelous or slanderous, or which so incites students as to create a clear and present danger of the commission of unlawful acts on College premises, or the violation of lawful College regulations, or the substantial disruption of the orderly operation of the College.

9.1.28. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.

9.1.29. 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.

9.1.30. The use by a student of any electronic listening or recording device in any classroom without the prior consent of the instructor,except as necessary to provide reasonable auxiliary aids and academic adjustments to a student with a disability.

9.1.31. Disengaging smoke or fire detection equipment including tampering with fire or safety equipment, including pull stations, fire extinguishers, fire hoses, smoke detectors, alarm horns and bells or any other fire or safety items, or failure to vacate facilities during fire drills or fire or other emergencies when directed to do so by District or public safety representatives.

9.1.32. Initiation of or participation in hate violence.

9.1.33. Solicitation or acceptance of money or other thing of value as an inducement, encouragement, or reward for intercollegiate participation in violation of Education Code, section 67361 or false declarations regarding eligibility for participation in intercollegiate athletics under Education Code, section 67362;

9.1.34. The offering of any inducement or thing of value to influence the award of any grade or to alter any official College record.

9.2. Sanctions

Any time a sanction is specifically provided for herein, the employee or officer authorized to impose such sanctions may impose a lesser sanction. For the purposes of this rule, expulsion is the most severe sanction, followed by suspension, probation, and written and oral warning. A student may be given an interim suspension and, subsequently, may be subjected to further disciplinary action by the College, up to and including expulsion, if such further sanction is found to be appropriate in light of the conduct of the student. In all such cases, the fact of the earlier sanction shall be taken into consideration in determining the extent of any further sanctions. Disciplinary actions will be enforced by the College. Consequently, each campus, education center, or instructional site within the District will honor sanctions imposed by the College.

9.2.1. Individual Sanctions

9.2.1.1. Warning - a written or oral notice to the student that continuation or repetition of certain conduct may be cause for disciplinary action under this regulation.

9.2.1.2. Probation - a reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to be violating any institutional regulation(s). If a student violates any condition of probation or again is charged with a violation of the standards of student conduct during the probationary period, such action shall be grounds for revocation of the student's probationary status and for further disciplinary action to be taken in accordance with this regulation.

9.2.1.3. Loss of Privilege - a denial of specified privileges for a designated period of time. This may include, but is not limited to, access to facilities, services or offices or participation in clubs, organizations, activities, or College-sponsored events.

9.2.1.4. Restitution - a requirement of any student who has caused non-accidental damage to College property to pay the College the cost of replacing or repairing the property in question. The College may withhold, after appropriate written notice to the student, grades, transcripts, certificates, diplomas, registration privileges, or any combination thereof from any student who fails to repay or refuses to repay any valid debt owed to the College (Title 5, section 59410)

9.2.1.5. Community Service - the performance of community service as a sanction for misconduct. Determination of the type of work to be performed, the number of hours of service, and the responsibility for supervising the service will be made in consultation with the CSSO.

9.2.1.6. Limited Access - an administrative restriction to selected parts/locations of campus buildings.

9.2.1.7. College suspension - the separation of the student with consequent loss of tuition and fees from any or all classes and activities at the College for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified (Title 5, section

76031).

9.2.1.8. College expulsion - the permanent separation with consequent loss of tuition and fees of the student from the College.

9.2.1.9. Counseling or Education Seminars - the requirement to participate in counseling seminars or educational workshops in lieu of, or in addition to, the imposition of sanctions.

9.2.1.10. Revocation of Admission or Degree - the admission to the College may be revoked based on fraud, misrepresentation or other forms of misconduct related to the admissions process. The granting of a degree by the College may be revoked based on fraud, misrepresentation or other forms of misconduct related to obtaining the degree.

9.2.1.11. Deactivation - the loss of privileges, including College recognition, for a specified period of time for any student club, group, or organization.

9.2.1.12. Loss of housing on District property or housing affiliated with the District.

9.2.1.13. Loss of institutional financial aid or scholarships and/or loss of state financial aid pursuant to Education Code, section 69810 et seq.

9.3. Disruptive Classroom Behavior

9.3.1. Instructors

Course instructors at College of the Redwoods Community College District have the professional responsibility and authority to maintain order in instructional settings, which include but are not limited to classrooms, libraries, group meetings, tutorials, lab sessions, office hours,and off-campus venues. To assure the best presentation of the course material,a course instructor shall determine the manner and times during which students may ask questions, request clarification or express opinions or points of view in the instructional setting.

9.3.2. Students

Student behavior or speech that disrupts the instructional setting not be tolerated. Disruptive conduct may include, but is not limited to; unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; physically or verbally abusive behavior.

9.3.3. Records

Instructors are advised to keep careful written records regarding any incident of disruptive behavior, including dates, times, names of those present, and details of the incident. Instructors should inform their department chair or supervising faculty and the CSSO Office of any such incidents and provide written documentation, if requested. The parties involved, in conjunction with the department chair or supervising faculty and appropriate administrator, may strive for acceptable solutions or mediate appropriate intervention strategies.

9.3.4. Removal from Class

Any faculty member may, for good cause, order a student removed from his or her class for the day of the removal and the next class meeting (Education Code Section 76032).

The faculty member shall immediately report the removal to the appropriate immediate administrator and the CSSO or designee. The CSSO or designee shall arrange for a conference between the student and the faculty member regarding the removal. If the faculty member or the student requests,the CSSO or designee shall attend the conference.

The student shall not be returned to the class during the period of the removal without the concurrence of the faculty member. Nothing herein will prevent the CSSO or designee from recommending further disciplinary procedures in accordance with these procedures based on the facts which led to the removal.

9.3.5. Students Who May Present a Danger to Themselves or Others

The College seeks to promote a safe environment where students and employees may participate in the educational process without compromising their health, safety or welfare. The Code of Conduct prohibits a student from engaging in violent conduct and threatening behaviors toward any member of the College community, including a student's threat to harm him-or-herself. In cases of this type, the special procedures set out in section 9.3.6 may be used to attempt to determine if the student (1) presents a danger to himself/herself or others, and/or (2) is likely to repeat the misconduct. All threats or threats to do violence must be taken seriously and responded to immediately.

9.3.6. Responding to Student Conduct Involving Threats or Violence

Any College employee, student, or visitor who observes or otherwise becomes aware of violent or threatening student conduct, including a student's threat to injure himself/herself, or any other student conduct that indicates that the student may present a danger to himself/herself or others, should do the following:

In the case of an emergency, immediately contact the College's Security office by calling the emergency number 707- 476-4111. In severe cases,call 911. In these cases, Security will write an incident report to be filed in situations where an incident report is deemed warranted.

In cases that do not involve an immediate emergency,promptly file an incident report with Public Safety or inform the campus or site administrator.

In the event of any threat on a person's life, whether spoken or written, the following procedure will be undertaken even if the person hearing/seeing the threat does not believe it is viable:

- The police will be immediately called.
- The person(s) threatened will be immediately informed.
- Nothing in this process precludes the District from offering care and accommodations to students in crisis or from referring students to other resources for assessment or support.
- Parents of minor students will be notified of the person(s)behavior (if FERPA conditions are met) and violation of the college's code of conduct.
- The College will continue to follow-up with faculty, staff,law enforcement, parents, etc. and communicate essential information to one another.

9.4. Immediate Suspension and Denial of Access

9.4.1 Immediate Suspension

The President/Superintendent may impose an immediate suspension on a student only where such action is required in order to protect lives or property and to ensure the maintenance of order on the campus or at a campus function. To the extent the circumstances reasonably permit, the District's legal advisor will be consulted on the issue of whether an

immediate suspension is appropriate.

Immediate notice of such suspension shall be given to the student either orally or in writing. Such notice shall advise the student of the right to a hearing.

Within 48 hours of ordering an immediate suspension, the President/Superintendent or designee shall forward written notice to the student of the basis for the action. Such notice shall be addressed to the student's last known address and/or email address and shall advise the student of a right to a hearing and the time and location of such hearing. Unless the student agrees otherwise, such hearing shall be held no later than ten (10)days following suspension.

9.4.2 Withdrawal of Consent to Remain on Campus

The President/Superintendent, or person designated by him or her to maintain order may notify a student that the consent to remain on campus or other facility under the control of the College has been withdrawn whenever there is reasonable cause to believe that such person has willfully disrupted the orderly operation of the campus or facility.

Whenever consent is withdrawn by any authorized officer or employee other than the President/Superintendent, such officer or employee shall, as soon as is reasonably possible, submit a written report to the President/Superintendent, or, in the absence of the President/Superintendent,to a person designated by him or her for the purpose of reviewing the withdrawal of consent to remain on campus. Such report shall contain all of the following:

9.4.2.1 Description of the person from whom consent was withdrawn,including, if available, the person's name, address, and telephone number.

9.4.2.2. A statement of the facts giving rise to the withdrawal. If the President/Superintendent or the person designated by him or her for the purpose of reviewing the withdrawal of consent to remain on campus, upon reviewing the report submitted by the person authorized to maintain order, finds that there was reasonable cause to believe that such person has willfully disrupted the orderly operation of the campus or facility,he or she may enter written confirmation upon the report of the action taken by the officer or employee. If the President/Superintendent or person designated by the President/Superintendent in his or her absence to review the withdrawal of consent to remain on campus does not confirm the action of the officer or employee authorized to withdraw consent within 24 hours after the time the consent was withdrawn, the action of the officer or employee shall be deemed void and of no force or effect.

The notice given to the student may be given orally and/or in writing and shall advise the student of the right to a hearing as set out herein.

In no case shall summary withdrawal of consent under this Article be withdrawn for longer than fourteen (14) days from the date upon which the consent was initially withdrawn. During the fourteen (14) day period, the student from whom consent to remain on campus was withdrawn may file a written request for a hearing to the Office of the President/Superintendent. Such hearing shall be held within seven (7) days of receipt before a hearing officer selected by the President/Superintendent.

Consent to return to the campus within the maximum 14-day period shall be reinstated by the President/Superintendent whenever he or she has reason to believe that the presence of the student from whom consent was withdrawn will not constitute a substantial and material threat to the orderly operation of the campus or facility.

9.5. Denial of Access

After a hearing, any suspension or expulsion based on conduct that disrupted the orderly operation of a campus or other facility may include denial of access to the campus or facility as a condition of such suspension or expulsion for the period of the suspension or in the case of expulsion for a period not to exceed one year (Penal Code, Section 626.2). A student who willfully and knowingly enters the campus or facility during the period for which access has been denied is guilty of a misdemeanor pursuant to Penal Code, Section 626.2. In the case of a suspension, such entry may be grounds for further disciplinary action.

10.0. Fees, Denial of Aid and Readmission, and Student Statement

10.1. Fees

No fees paid by or for a student for the semester, summer session, or other term in which he or she is suspended or expelled shall be refunded,except as may be required by law. If the student is readmitted before the close of the semester, summer session, or other term in which he or she is suspended,the student will not be charged any additional fees as a result of the suspension.

10.2. Admission or readmission

Admission or enrollment may be denied to any person who has been expelled from another California community college district within the five(5) years preceding his/her application for admission/enrollment or who is undergoing expulsion proceedings at another California community college district for offenses described in Education Code, section 76038 at the time of his/her application to the District for admission/enrollment.

The offenses that may preclude admission or enrollment include murder or attempted murder, assault or battery, sexual assault, kidnapping or attempted kidnapping, robbery or extortion, stalking, or unlawful conduct related to weapons, all as defined in Education Code, section 76038.

The CSSO or designee shall hold a hearing to determine whether an individual covered by this section poses a continuing danger to the physical safety of the District's students or employees. Notice of the hearing shall be provided to the affected individual no less than 5 days prior to the hearing. The hearing shall comply with basic due process standards, including providing the affected individual with the option to present information in support of his/her ability to participate as a student of the District without presenting a danger to students or employees. The CSSO or designee shall issue and deliver a written decision to the affected individual as to whether the individual poses a continuing danger; and shall deny admission/enrollment, permit admission/enrollment, or permit conditional admission/enrollment.

If admission or enrollment is denied, the affected individual may file a writ-

ten appeal of the decision to the Board of Trustees within 5 days of delivery of the decision. Appeals are limited to the following:

1. The individual maintains that he/she was not expelled or subject to expulsion by another California community college for the offenses described in Education Code, section 76038, or
2. The individual maintains that he/she did not commit any offense described in Education Code, section 76038, or
3. The individual maintains that notice of the hearing was not provided a minimum of 5 days prior to the conduct of the hearing.

The Board of Trustees shall consider any timely appeal at its next regular meeting following receipt of the appeal or shall hold a special meeting for such purposes. The Board shall issue a decision on the appeal in writing to the individual filing a timely appeal.

10.2.1. Denial of Enrollment for Continuing Threat.
In addition, enrollment may be denied to any District student who has been suspended from the District for conduct involving acts of violence or threats of violence, including any conduct that potentially endangers the health or safety of others, until the District determines that the individual does not present a direct threat to others. A determination that an individual poses a direct threat to others must be based on an individualized assessment of the individual's present ability to safely participate as a District student. This assessment must be based on a reasonable medical judgment that relies on available objective evidence. In determining whether an individual poses a direct threat, the District will consider (1) The duration of the risk; (2) The nature and severity of the potential harm; (3) The likelihood that the potential harm will occur; and (4) The imminence of the potential harm.1 Any conduct for which admission or readmission may be denied must be related to a College activity or College attendance. Appeals regarding denial of admission or readmission enrollment shall be made to the CSSO or designee.

10.2.2 Denial of Readmission Following Protective Order.
In the event the District secures a protective order against a student that prevents the student from attending classes and maintaining his/her academic status, the District may require the student to apply for reinstatement after the expiration of the protective order and shall consider such application in accordance with Education Code, section 76030(b). The CCSO or designee shall conduct a review and take appropriate action on an application for readmission as described in section 76030.

10.2.3 If a student's record includes information concerning any disciplinary action taken by the College,the student may include in the record a written statement or response concerning the disciplinary action.

References: California Education Code Sections 66017, 66300, 66301, 72122, 76030 et seq; Accreditation Standard I.C.8 & 10

Approved: February 1980

Revised: May 5, 2015, April 5, 2016

Copyright

Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than $750 and not more than $30,000 per work infringed. For "willful" infringement, a court may award up to $150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to $250,000 per offense. For more information, please see the website of the U.S. Copyright Office at www.copyright.gov.

Student Records and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) and Board Policy 5040 (Student Records) afford eligible students certain rights with respect to their education records at College of the Redwoods. (An "eligible student" under FERPA is a student who is 18 years of age or older or who attends a post-secondary institution.) These rights include:

1. The right to inspect and review the student's education records within 15 days after the day College of the Redwoods receives a request for access. A student should submit to the Registrar a written request that identifies the record(s) the student wishes to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Registrar, s/he will advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
3. A student who wishes to ask the college to amend a record should write the college official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.
4. If the college decides not to amend the record as requested, the college will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
5. The right to provide written consent before the college discloses personally identifiable information (PII) from the student's education records,

except to the extent that FERPA authorizes disclosure without consent.

6. The college discloses education records without a student's prior written consent under the FERPA exception for disclosure to college officials with legitimate educational interests. A college official is a person employed by College of the Redwoods in an administrative, supervisory, academic, research, or support staff position (including security personnel and health center staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A college official also may include a volunteer or contractor outside of College of the Redwoods who performs an institutional service or function for which the college would otherwise use its own employees and who is under the direct control of the college with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agency, or a student volunteering to assist a college official in performing his or her tasks. A college official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for College of the Redwoods.
7. Upon request, the college also discloses education records without consent to officials of another college in which the student seeks or intends to enroll.
8. The right to file a complaint with the U.S. Department of Education concerning alleged failures by College of the Redwoods to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to college officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires to institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures.

A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student:

- To other college officials, including instructors, employed by College of the Redwoods, whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31 (a)(1)(i)(B)(1) – (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another college where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State post-secondary authority that is responsible for supervising the college's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§99.31 (a)(3) and §99.35))
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31 (a)(4))
- To organizations conducting studies for, or on behalf of, the college, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31 (a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31 (a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31 (a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31 (1)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31 (a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31 (a)(11))

Directory Information (DI) at College of the Redwoods includes:

- Student name
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees and awards received

Students are asked on the Application to authorize the release of DI. If the answer is "yes", then DI may be released. If the answer is "no" then DI will not be released unless a provision listed above authorizes the release.

To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31 (a)(13))

To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if the college determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the college's rules or policies with respect to the allegation made against him or her. (§99.31 (a)(14))

To the parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the college determine the student committed a disciplinary violation and the student is under the age of 21. (§99.31 (a)(15))

For additional information about student rights under the Privacy Act, please visit the FERPA website: http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html

Nondiscrimination - Equal Opportunity

College of the Redwoods is committed to equal opportunity in employment, admission to the College, and in the conduct of all of its programs and activities.

CR's policy complies with California Education Code and Title 5 of the California Administrative Code, and with related federal laws (Title VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973).

Under these regulations, College of the Redwoods guarantees that no person shall be subjected to discrimination on the basis of ethnic group identification, religion, age, gender, sexual orientation, color, or physical or mental disability under any of its programs or activities.

All classes are open to those who have met the academic prerequisites.

The College also affirms its commitment to equal opportunity employment as a part of its Equal Employment Opportunity District Plan.

The Director of Human Resources is the college officer responsible for insuring District compliance with these regulations. Inquiries concerning the application of the above federal and state laws as well as the following:

I. Unlawful discrimination - Equal Opportunity:

Title 5 C.A.C., Title IX/Title VI and VII

II. Section 504

Staff Diversity Coordinator 707-476-4144 should be directed to the Director of Human Resources.

Sexual Harassment

Sexual harassment is a form of unlawful discrimination. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, visual, written, or physical conduct of a sexual nature which makes the work or educational environment offensive, hostile, intimidating, or unpleasant or which interferes with work or academic performance.

CR endeavors to provide students and employees with an educational work environment free from sexual harassment and other prohibited discrimination. While on the campus, College employees and students are expected to adhere to a standard of conduct that is respectful and courteous to fellow employees, students, and to the public. The District will not tolerate sexual harassment in any employment setting or in any academic program or activity.

If you need to file a sexual harassment complaint, contact the Director of Human Resources 707-476-4144.

Academic Accommodations

Under federal and state laws, the College is required to make modifications to academic requirements and practices as necessary in order to ensure that they do not discriminate against a qualified student with a disability.

The college is also required to have a policy and procedure for responding to students with verified disabilities who request academic accommodations. Students with disabilities have the right to receive reasonable academic accommodations in order to create an educational environment where they have equal access to instruction, without fundamentally altering any course, educational program, or degree.

Reference: the Americans with Disabilities Act (Pub. L. 101-336); the Rehabilitation Act of 1973, Part 504 [34 C.F.R. § 104.3(j)(1) and (k)(3) and §104.44(a) and (b)(1)(ii)]; the Family Educational Rights and Privacy Act of 1974; and Title 5 of the California Code of Regulations.

For more information, see BP/AP 5140 Disability Services and Programs for Students.

Requests for Academic Accommodations

The Disabled Students Programs and Services (DSPS) Office is a resource for the general college community for information about and implementation of academic accommodations. Through an interactive process with DSPS, appropriate accommodations are identified. If you need academic accommodations, meet with one of the DSPS Counselors to complete a Support Services Agreement (SSA). Share information from the SSA with your instructor(s). If the instructor agrees, the accommodation is then implemented. While the right to accommodations is not negotiable, its implementation is. If the instructor questions the implementation, the student, the DSPS Director and the instructor continue to talk until an agreement is reached. (Note: this may mean that an alternative accommodation may be implemented.) If the rare circumstance occurs that no agreement can be reached, the accommodation is temporarily implemented (per AP 5140) pending final resolution by the Academic Accommodations Committee. The Academic Accommodations Committee meets and reviews all information regarding the request. The committee will either approve, deny, or recommend a third accommodation. The decision is then final.

What to Do if You Have a Concern About Academic Programs or College Services

At College of the Redwoods, we recognize that there may be times when students have concerns about educational programs and services. To assist stu¬dents, we have established a process which allows us to resolve issues informally and protect student rights. The information below will help explain the procedures to be followed to resolve concerns.

Grade Change Policy

BP 4231 | AP4231

1.0 Course Grade Challenge

According to California Educational Code, "When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor(s) of the course and the determination of the student's grade by the instructor(s), in the absence of mistake, fraud, bad faith or incompetency, shall be final" (76224a).

Any student who believes he or she has a grade grievance shall make a reasonable effort to resolve the matter through direct communication between the student and instructor. If the student's

concern cannot be resolved, this procedure outlines the course grade challenge process. The course grade challenge process is not a legal proceeding. An observer may attend meetings as support but may not act as legal counsel. When challenging a grade assigned by an instructor, the burden of proof is on the student to provide evidence of mistake, fraud, bad faith, or incompetence.

- Mistake: an unintentional act, omission or error by the instructor or the college, such as an error in calculation or data entry.
- Incompetence: a lack of ability, legal qualification, or fitness to conduct and fairly grade a course, which is usually pervasive and not restricted to one student or one incident.
- Bad Faith: assigning a course grade that is not based on the grading system found in the course syllabus, changing the grading criteria to the detriment of student(s) without prior, documented notification, or not applying uniform grading criteria to all students within the same course.
- Fraud: deliberately assigning a course grade in order to secure unfair or unlawful gain, material or otherwise.

Step 1: Discuss the Issue with the Instructor. Every attempt should be made to discuss the issue with the instructor. However, if the instructor is not available or the student does not wish to meet, the student should discuss the matter with the appropriate instructional administrator (generally, the division Dean or area Director). If the instructor agrees to the grade change, they will initiate the appropriate grade change process. If the student does not feel the issue has been resolved, they may proceed to Step 2.

Step 2: Student Files a Grade Challenge Form A student may file a Grade Challenge Form, Grade Challenge Written Statement and supporting evidence with the Dean/Director no later than one year from the last day of the semester (according to the Academic Calendar) in which the grade was received. Within ten (10) work days of receiving the form, the Dean/Director will forward a copy of the completed Grade Challenge Form, Grade Challenge Written Statement, and supporting evidence to the instructor. In the event that the instructor is on leave or no longer employed by the District, the Dean/Director may appoint another discipline-appropriate faculty member as a substitute in these proceedings.

Step 3: Instructor's Formal Response to Grade Challenge. The instructor (or faculty designee) shall submit a written rebuttal to the Dean/Director which includes the criteria used in determining the course grade or shall submit a voluntary change of grade. If needed, additional information may be requested by the Dean/Director from the student and/or instructor. The rebuttal or notification of grade change will be sent to the student. The instructor's is required within fifteen (15) faculty-contracted work days of their notification of the challenge. During times when faculty are not under contract to teach, the course instructor is not mandated to respond, and the student may need to wait until the faculty member resumes contracted work days.

Step 4: Meeting with Dean/Director, Student and Instructor. Following review, the student's Challenge documents and instructor's rebuttal, the Dean/Director shall attempt to meet with the student and the instructor together to attempt to resolve the dispute. If the attempt to meet with all parties is unsuccessful, then the Dean/Director shall attempt to meet with each individually.

If the student does not attend this meeting and does not contact the Dean/Director to reschedule within one week, the course grade challenge is terminated. In addition, after two unsuccessful attempts to reschedule, the course grade challenge is terminated.

The Dean/Director may request additional documentation from either student or instructor to help in the mediation process, which may require follow-up. If the Course Grade Challenge is not resolved or terminated at this step, the student may then proceed to Step 5.

Step 5: Appeal to a Course Grade Challenge Committee The student may file a written request with the Chief Instructional Officer (CIO) for a review of the evidence by a Course Grade Challenge Committee. The written request for a review must be submitted within fourteen (14) calendar days of the completion of Step 4. Failure to submit this request within fourteen (14) calendar days terminates the Course Grade Challenge. Upon receipt of this request, the CIO shall convene a Course Grade Challenge Committee comprised of two faculty members, two students, and the CIO who shall serve as the non-voting chair.

The evidence provided to the Course Grade Challenge Committee shall consist of the following: the Grade Change Challenge Form, Grade Challenge Written Statement, the student's supporting documentation, the instructor's rebuttal (including grading criteria), and any other relevant information collected by the Dean/Director.

The CIO/Chair shall advise the student and the instructor of the date, time and location of the appeal hearing. The closed meeting shall be informal and shall take place before the entire Course Grade Challenge Committee. Each party may have one advocate who does not act as legal counsel, and no other witnesses representing either party may attend. The format and duration of the meeting shall be left to the discretion of the committee. The burden of proof rests with the student. The student and the instructor shall answer questions related to the materials submitted in Steps 2-4.

At the close of the meeting, the decision to affirm or deny the student's Course Grade Challenge shall be determined by a majority vote (the CIO will vote only in the case of a tie), and shall be based solely upon substantiation of mistake, fraud, bad faith, or incompetence (Ed. Code 72224). The Committee shall submit a written report of its decision to the CIO within three (3) working days of the meeting or review of the written record, as the case may be. The Chief Instructional Officer shall notify the instructor and the student of the outcome within three working days after receiving the Committee's written report. The Committee's written report shall be considered confidential. At the conclusion of this process, all documentation will be secured in the office of the CIO.

The decision of the Course Grade Challenge Committee will be final.

2.0 Excused Withdrawal

Students who have extenuating circumstances beyond their control (i.e., medical issues or military orders) may petition for an excused withdrawal. Students must complete a petition, include detailed information and attach verifying documentation within one year of the term in question.

3.0 Security of Grade Records

The District shall implement security measures for student records that assure no person may obtain access to student grade records without proper authorization. These measures shall be installed as part of any computerized grade data storage system.

The measures implemented by the District shall include appropriate security for database access and locking mechanisms for computer stations from which student grade databases can be viewed, and strict limits on who is authorized to change student grades.

Anyone authorized to change grades shall be designated by the CIO or his/her designee. No more than five employees who must be regular, full-time employees of the District, may be authorized to change student grades. Only regular full-time employees of the District may be authorized to change grades. Student workers may not. Have general access to grade databases at any time, nor may they alter grade data.

Anyone who discovers unauthorized activity in grade databases shall notify the CIO or his/her designee who shall immediately take steps to lock the grade storage system entirely while an investigation is conducted.

If any student's grade record is found to have been changed without proper authorization, the District will notify 1) the student; 2) the instructor who originally awarded the grade; 3) any educational institution to which the student has transferred; 4) the accreditation agency; and 5) appropriate local law enforcement authorities.

Whenever a grade is changed for any reason, corrected transcripts will be sent to any educational institution to which a student has transferred.

Any student or employee who is found to have gained access to grade recording systems without proper authorization, or who is found to have changed any grade without proper authority to do so, shall be subject to discipline in accordance with District policies and procedures.

Any person who is found to have gained access to grade recording systems without proper authorization, or who is found to have changed any grade without proper authority to do so, shall be reported to the appropriate law enforcement agency having jurisdiction over the college where the incident occurred.

References: Education Code Sections 76224 and 76232; Title 5 Section 55025

Approved: 10/03/2011 Former Administrative Procedure #528.01 "Regulations Regarding Academic Complaints," Adopted by Board of Trustees: June 6, 1994

Amended: 12/8/15, 8/31/2018

Student Complaints other than Academic Complaints or Unlawful Discrimination

AP5530

The purpose of this procedure is to provide a prompt and equitable means of resolving student grievances. This procedure is available to any student who reasonably believes a decision or action has adversely affected his or her status, rights, or privileges as a student.

Each student who has a grievance shall make a reasonable effort to resolve the matter on an informal basis prior to requesting a grievance hearing, and shall attempt to solve the problem with the person with whom the student has the grievance, that person's immediate supervisor, or the college administration.

The District Superintendent/President shall appoint an employee who shall serve as the Grievance Officer. The Grievance Officer shall serve to assist all parties to facilitate a full, fair and efficient resolution of the grievance, shall coordinate all scheduling of hearings, and shall avoid an adversarial role.

Failure of the District to meet any of the deadlines specified in this Administrative Procedure shall not be construed against the District nor result in a finding in favor of the student.

Grievances related to:

- Course grades are addressed in Board Policy 4231, Grade Changes, and Administrative Procedure 4231.
- Sexual harassment, sexual assault, or illegal discrimination (i.e. age, ancestry, citizenship status, color, disability, ethnic group identification, gender, marital status, medical condition, national origin, parental status, race, religion, sexual orientation, or veteran status), are addressed in Administrative Procedure 3435 Discrimination and Harassment Complaints and Investigations. Students should contact the Director of Human Resources and/or Director of Public Safety.
- Financial Aid;
- The exercise of rights of free expression, protected by state and federal constitutions and Education Code Section 76120, are addressed in Board Policy 3900 Free Expression by Students and Administrative Procedure 3900.

This procedure does not apply to the following:

- Student Conduct, which is covered under Board Policy 5500 and Administrative Procedure 5500.
- Police traffic tickets. Those complaints must be made to the local courts.
- Parking tickets. Those complaints must be made at the Public Safety Office.

A. Informal Resolution Process

A student who believes that his/her rights have been violated must make a reasonable, good faith attempt to resolve the matter through the informal grievance process before the formal process can be requested. At any point during the informal grievance process level, a student may also informally and orally present the complaint to the Grievance Officer.

1) Discusses Complaint with the Individual

The student should discuss the problem directly with the person involved or see the grievance officer for assistance in problem resolution within sixty (60) instructional days from the date the student became aware of the problem/or the alleged act. Failure of the student to act within the above specified sixty (60) day period shall constitute a waiver of the right to pursue the matter further.

2) Discusses Complaint with Supervisor

If the problem cannot be resolved at the first step, the student shall discuss the problem with the immediate supervisor of the person against whom the complaint is directed. The immediate supervisor shall make every effort to resolve the

problem with the student and the person being grieved.

3) Discusses Complaint with Next-level Administrator

If the problem cannot be resolved at the second step, the student shall discuss the grievance with the next-level administrator within ten (10) working days from receiving a decision from the immediate supervisor.

B. Formal Resolution Process

If the complaint cannot be satisfactorily resolved at the informal level, then the Formal Resolution Process shall be followed:

1) Student Files a Request for Hearing

The student must complete and deliver to the CSSO or designee the "Request for Hearing" form within ten (10) business days of receiving the written decision rendered by the area supervisor as described above.

The determination of whether the Request for Hearing presents sufficient grounds for a hearing shall be based on the following:

- The statement contains facts which, if true, would constitute a grievance under these procedures;
- The grievant is a student as defined in these procedures, which include applicants and former students;
- The grievant is personally and directly affected by the alleged grievance;
- The grievance was filed in a timely manner;
- The grievance is clearly not frivolous, without foundation, or filed for purposes of harassment.

If the grievance does not meet each of the requirements, the Hearing Committee chair shall notify the student in writing of the rejection of the Request for a Grievance Hearing, together with the specific reasons for the rejection and the procedures for appeal. This notice will be provided within 5 days of the date the decision is made by the Grievance Hearing Committee.

If the Request for Grievance Hearing satisfies each of the requirements, the College Grievance Officer shall schedule a grievance hearing. The hearing will begin within 10 days following the decision to grant a Grievance Hearing. All parties to the grievance shall be given not less than 5 days' notice of the date, time and place of the hearing.

2) CSSO or Designee Convenes the College Hearing Committee

The CSSO or designee shall then convene the College Hearing Committee within a period of fifteen (15) business days following receipt of the Request for Hearing to consider the complaint. The CSSO or designee shall consider the preferences of the accused student, the nature of the complaint, and the availability of the committee members when assigning the case for a hearing.

The College Hearing Committee shall be composed of the following:

- Two students appointed by the ASCR President
- Two faculty members appointed by the Academic Senate Co-Presidents
- One classified member appointed by the CSEA President
- One administrator, who shall chair the committee, appointed by the College President or designee

All committee members shall be selected from among persons with little or no connection to the source of the complaint and that had no involvement in the decision, action, or incident. The CSSO or designee shall also confirm that all prospective members are not related in any way to the complainant.

3) Hearing Procedures

The Chair of the College Hearing Committee will establish a hearing format consistent with this administrative procedure.

Formal hearings will be conducted by the committee according to the following guidelines:

a) In complaints involving more than one student complainant, the Chair of the College Hearing Committee will determine if hearings concerning each student will be conducted jointly or separately. The decision of the Chair shall be final on all matters relating to the process of the hearing unless there is a vote by other members of the panel to the contrary.

b) The student(s) will be notified by certified mail of the hearing at least five business days in advance of the hearing. The letter will inform the student of the time, location and place of the hearing and include a copy of this administrative procedure.

c) All parties shall be present at the hearing. In the willful absence of the complainant and/or a representative of his/her choice, the complaint will be dismissed.

d) Hearings shall be closed and confidential unless the one of the parties requests that it be open to the public. Any such request must be made no less than five days prior to the date of the hearing. In a closed hearing, witnesses shall not be present at the hearing when not testifying, unless all parties and the Chair agree to the contrary.

e) Quorum for a hearing requires that four (4) of the six College Hearing Committee members are present for the hearing. If the case is to be heard at the Del Norte Education Center, a quorum will be three (3) members of the Committee.

f) The parties may be accompanied by an advisor if so desired. The advisor may attend the hearing with the student to counsel him/her and suggest questions. The parties may be present during the entire time of the hearing, except during the deliberations of the Committee. In no event may the advisor participate directly by speaking for either party or questioning witnesses. Admission of any other person to the hearing will be at the discretion of the Chair.

g) The student may represent him or herself, and may also have the right to be represented by a person of his or her choice, with the exception that the student shall not be represented by an attorney unless agreed to in advance of the hearing by the Chair. The student must note on the Request for a Hearing form if the student wishes to be represented by an attorney. If the student is permitted to be represented by an attorney, the Committee may also request legal assistance. Any legal advisor provided to the Committee may sit with it in an advisory capacity to provide legal counsel but shall not be a member of the panel nor vote with it.

h) The parties may present evidence, including witnesses and written statements. The Chair will determine the

format of the hearing, and the admissibility of witnesses or written statements, and may elect not to hear such statements if deemed redundant or irrelevant.

i) The Chair retains authority to question witnesses and parties to the alleged violations and will determine the appropriateness of questions posed by the parties. Other committee members should request and receive the permission of the Chair before asking questions of the witnesses. Employees against whom complaints have been filed will be advised of their right to remain silent, and may choose not to respond to any questions.

j) Pertinent and relevant information may be reviewed without regard to the legal rules of evidence.

k) The person making the complaint shall assume the burden of proof.

l) There will be a single verbatim recording, digital or taped, of all hearings before the Committee. No witness who refuses to be recorded may be permitted to give testimony. In the event the recording is by tape recording, the Committee Chair shall, at the beginning of the hearing, ask each person present to identify themselves by name, and thereafter shall ask witnesses to identify themselves by name. Recordings shall remain in the custody of the College at all times, unless released to a professional transcribing service. Access is limited to reviewing the verbatim record only on College premises and in the presence of the CSSO or designee. The verbatim record will be the property of the College.

m) The College Hearing Committee may accommodate concerns for the personal safety, well-being, or fears of confrontation of the complainant, staff or other witnesses during the hearing by providing separate facilities, by using a visual screen, or permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, as determined in the sole judgment of the Chair to be appropriate and in the best interests of the parties.

n) Following testimony of witnesses, the Committee shall consider the complaint and determine if the complaint is valid. Determination of validity shall be made based on the preponderance of evidence.

o) The Committee shall then decide, by majority vote, if any remedy, action, or decision is required or necessary. The decision shall be based only on the record of the hearing, and not on matters outside of that record. The record consists of the original accusation, the written response, if any, of the student and staff, and the oral and written evidence produced at the hearing. The Committee need not limit its recommendations to the remedy requested by the student.

p) The Committee shall submit in writing its findings of validity and recommend action to the President. The President may accept or modify part or all of the Committee's recommendation and shall submit the decision, with stated reasons, to all concerned within the shortest reasonable time after the decision has been rendered, but not to exceed ten (10) business days after the hearing.

q) The decision shall include whether the complaint is valid or invalid, and may include specific recommendations for further action.

r) The student shall have the right to submit a written statement of response to the decision of the President. This statement shall be included with all other compiled records of the complaint.

s) The decision of the President shall be final.

t) The President shall refer all records to the CSSO or designee for retention.

References: Title IX, Education Amendments of 1972; Education Code Section 76224(a); Accreditation Eligibility Requirement 20 and ACCJC Standard IV.D

Approved: 02/07/2012 Former Administrative Regulation #528.02, "Regulation Re: Student Complaints other than Unlawful Discrimination," Approved: 3/16/82 Revised 6/6/94, 10/9/95

SAFETY AT COLLEGE OF THE REDWOODS

This section of the catalog is published in accordance with Section 201, P.L. 101-542, the "Crime Awareness and Campus Security Act of 1990."

Crime Reporting Procedures

Safety at College of the Redwoods is everybody's business. No community can be totally risk free in today's society. Students, faculty, staff and visitors are partners in creating an environment that is safe and conducive to learning. The governing board of College of the Redwoods has establish a community college police department, College of the Redwoods Police Department (CRPD) under the supervision of a community college chief of police and, in accordance with Chapter 4 (commencing with Section 88000) of Part 51, may employ personnel as necessary to enforce the law on or near the campus of the community college and on or near other grounds or properties owned, operated, controlled, or administered by the community college or by the state acting on behalf of the community college on September 1, 2019. The CR Police Department is located on the first floor of the Student Services Building.

Individuals may report alleged criminal actions (including sex offenses) or emergencies that occur on campus through any of the following means:

- Dial 9-1-1.
- Call CRPD (Eureka campus) or Public Safety 707.465.2311 (Del Norte Campus).
- Go to the CRPD office.
- Use an emergency telephone, located throughout the campus to contact CRPD at x4111.
- Contact an officer in uniform on patrol.
- Ask any College of the Redwoods Campus Security Authority (CSA) to assist with reporting a crime

Campus Security for Satellite Locations and Occasional Instruction Sites

College of the Redwoods has three campuses other than Eureka: Del Norte Campus, Klamath-Trinity and the Eureka Downtown Education Center. The Del Norte Campus has security officers working mainly while classes are in session. Local law enforcement responds to any issues at these locations.

Campus Security for Non-Campus Locations

CRPD monitors and records criminal activity at non-campus locations, and may work cooperatively with local law enforcement, campus Directors or site managers, and the Vice-President of Instruction and Student Success to address problems as they arise. College of the Redwoods regularly uses non-campus locations for off-campus credit and non-credit courses. Local law enforcement responds to any issues at these locations.

Access to Campus Facilities

College of the Redwoods is a public institution, and as such has an open campus policy. This means members of the public are allowed on campus when the campus is open (generally 7 a.m. to 10:00 p.m. Monday-Thursday and 7:00 a.m. to 5:00 p.m. on Friday. The public is also allowed to attend sporting events, performances in the Theater or other location, or other regularly scheduled public events.

Individual rooms may be locked due to sensitive contents such as computers, medical equipment, etc., until the arrival of the specific instructor. Campus buildings are normally locked from 5:30 p.m. Friday until 7:00 a.m. Monday. Campus Police Officers will unlock doors for weekend classes and other events as published in the Facilities Use Schedules which are prepared by Facilities and Grounds. Individuals who need to be in campus buildings or areas other than during regularly scheduled work hours should notify their department chairperson or supervisor as well as the campus Campus Police Officer on duty so that they can be checked on for their safety. Several campus rooms are protected by intrusion alarms. Before entering such areas, CRPD should be called.

It is the responsibility of those who use rooms, offices and areas to lock access doors, turn off lights, and close windows. CRPD and Custodial staff will check the entire campus during off hours, but the primary responsibility lies with the facility user. Keys are provided to individual staff members on a need-to-enter basis as determined by the appropriate supervisor. Keys are issued by Facilities and Grounds. Lost keys should be immediately reported to one's supervisor, Facilities and Grounds and Public Safety. Keys should never be loaned to other staff members or students. Campus Police Officers will confiscate any keys which have not been specifically issued to a particular individual. Duplication of District keys is a misdemeanor. District owned property is not to be removed from the campus without expressed written authorization from the department chairperson or area supervisor. Unauthorized removal of District property from the campus is a violation of the law and may be prosecuted by the District.

Law Enforcement, Security Authority & Prompt Reporting

It is the policy of the College of the Redwoods Board of Trustees to provide reasonable protection to the college community using methods that fit within and contribute to the educational philosophy of the institution. This protection extends to both the users of college facilities, and the facilities themselves. The College of the Redwoods has entered into Memorandum of Understanding (MOU) with the local law enforcement agencies serving the areas where classes are held. The primary law enforcement agency serving the Eureka campus is the Humboldt County Sheriff's Office, and for the Eureka Downtown

Education Center is the Eureka Police Department. The primary law enforcement agency serving the Del Norte campus is the Del Norte County Sheriff's Office. Other class sites are served by the law enforcement agency having jurisdiction over that particular site.

Public Safety Officers (PSO) do not possess arrest power as they are not sworn peace officers. They may make a private citizens arrest as allowed by state law. Criminal incidents are referred to the CRPD Police Officer who has jurisdiction on the campus. College of the Redwoods Public Safety Officers may ask persons for identification and to determine whether individuals have lawful business at College of the Redwoods. The College of the Redwoods Police Department Public Safety Officer has authority under the laws of Citizens Arrest, (California Penal Codes 834 and 837) and the College Board of Trustees to provide safety for persons and property on campus, respond to emergency situations, assist in medical emergencies and other related safety needs, as well as enforce campus parking regulations.

Peace Officers and Public Safety Officers are the primary source of security of and access to campus facilities, including campus Residential Life facilities. Public Safety Officers have the authority to issue parking citations. The College of the Redwoods Police Department / Public Safety maintains a positive working relationship with other law enforcement agencies where campuses or sites are located. All crime victims and witnesses are strongly encouraged to immediately report the crime to campus Police Department and to the appropriate law enforcement agency where the crime occurred. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

Crime Prevention & Emergency Notifications

Crime Prevention

An essential ingredient to any successful crime prevention program is an informed public. It is the intent of College of the Redwoods to inform students and staff in a timely manner of any criminal activity or security problems which may pose a threat to their physical safety or the protection of their property. Such information is normally distributed to students through messages posted on the College's website, campus-wide emails & text messages via Everbridge, campus intercom system, CR Police patrol car announcements and press releases.

Public training is also a critical element to a campus safety program. Student Health, Housing, and Counseling sponsor programs on various topics ranging from sexual assault awareness to substance abuse prevention. Public Safety also provides programs suitable for college success classes on general safety, proactive self-protection and crime prevention on campus.

Finally, an effective crime prevention program includes at least some measure of people watching out for one another. All staff and students are asked to be alert, security conscious and willing to be involved. Call the college Public Safety staff at extension 4111 whenever you observe suspicious behavior on campus.

Emergency Notifications

CRPD Public Safety will notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. Emergencies may range from inclement weather, hazardous spills, to a major earthquake that causes building evacuations to campus closures. The College has a variety of tools to communicate with the public in the event of these and other possible emergencies.

Types of Emergencies

Severe safety matters, severe weather, extended power outages; select water situations, life threatening situations, and others deemed a safety or life threatening matter. In critical situations speed matters, simplicity matters and reliability matters.

www.youtube.com/watch?v=f8Bo3wCq5OI

Types of Notifications

Everbridge: College of the Redwoods alert system enables emergency response team members to communicate with students, faculty, and staff in minutes by sending a message via a number of contact methods – email, text messaging, and cell phones. Everbridge Aware for Campus Alerts will only be used during emergencies and for system testing. This service is free to members of the College of the Redwoods campus community. However, standard rates apply for cell phone and SMS messages.

Website: The web site is updated with information during actual emergencies or campus closures.

Campus Intercom System: Voice over Internet Protocol (VoIP). The VoIP system will be used for emergencies when the evacuation alarm system cannot be sounded as in a "shooter/intruder" on campus situation. It will also be used to provide information when other emergencies or incidents occur.

College Group E-mail: During emergencies, College of the Redwoods sends an "urgent" group e-mail to every student and faculty and staff member when the email address is provided. The message directs individuals to the emergency web site for additional information and instructions.

CR Police Patrol Car Announcements: CR Police patrol cars are equipped with public address systems that officers can use to provide instructions to pedestrians during emergencies.

Substance Abuse

In compliance with Public Law 101-226, the "Drug Free Schools and Communities Act Amendment of 1989," the Board of Trustees of College of the Redwoods prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on College of the Redwoods property and/or as part of any College of the Redwoods sponsored or sanctioned activity. Any student or employee in violation of this policy is also in violation of the Student Code of Conduct, and is subject to disciplinary action up to, and including, expulsion from College of the Redwoods, or termination from District employment. The possession, use and sale of alcoholic beverages by anyone on

College of the Redwoods property is a misdemeanor per California Business and Professions Code Section 25608 and a violation of the Student Code of Conduct. The use, sale or possession of any illegal drug is a violation of state law and any person found in violation may be subject to arrest by federal, state or local law enforcement authorities. The decision to take disciplinary action as a result of these violations rests with the President of College of the Redwoods by authority delegated by the Board of Trustees. Criminal prosecution is separate from any administrative discipline that may be imposed by the District.

Sexual Assault Programs & Procedures

College of the Redwoods offers a variety of sexual assault prevention programs through the Student Health Center, Counseling and Housing that address assaults including rape, acquaintance rape, forcible and non-forcible sex offenses. If the individual prefers counseling from an off campus source, the North Coast Rape Crisis Team can be contacted at (707) 445-2881 (Humboldt) or (707) 465-2851 (Del Norte), or North County Rape Crisis Services at (805) 922-2994.

In the event that a sexual assault takes place, CRPD recommends that the following procedures be followed:

1. Public Safety at extension 4111 should be contacted immediately. All campus Public Safety Officers are Emergency Medical Technicians (EMT's), and as such will provide advice on procedures and notifications.
2. Call the North Coast Rape Crisis Team. They can be contacted at (707) 445-2881, or North County Rape Crisis Services at (805) 922-2994 if the individual requests immediate counseling and advocacy.
3. Those assaulted should not bathe or shower until after they are seen at an emergency room or by a physician. This is critical to preserving DNA evidence.
4. Those assaulted may decide to have the assault investigated by the local law enforcement agency (the Humboldt County Sheriff if the assault takes place on campus). The Public Safety Officer on duty, or any other college employee involved at the time the report is made, will assist the student in contacting the appropriate agencies for law enforcement response and/or counseling.
5. To facilitate the assailant's arrest and prosecution, it is important to provide all known information regarding the assault to the law enforcement officer or Public Safety Officer responding, including the name or description of the person responsible, the location of the assault, the circumstances involved and any other details requested.
6. Students involved in a sexual assault case may request a change in their classroom and/or living situations on campus; the college will accommodate such requests when it is determined that it is feasible and reasonable to do so. The student should contact the Vice President, Instruction & Student Development to make those arrangements.
7. Be aware that all parties involved in sexual assault cases are entitled to have others present during a disciplinary proceeding. The parties will be kept informed of the college's final determination with respect to the sex offense, including any sanction that is imposed against the accused.

Additional resource information may be obtained from the following CR website: www.redwoods.edu/SexualHealth

Campus Crime Statistics

Eureka Campus	On Campus			Student Housing Facilities			Public Property			Non-Campus		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Criminal Homicide • Murder/Non-Negligent	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter • Negligent	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses												
• Rape	1	0	1	1	0	1	0	0	0	0	0	0
• Fondling	0	0	1	0	0	1	0	0	0	0	0	0
• Incest	0	0	0	0	0	0	0	0	0	0	0	0
• Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	3	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	1	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	4	2	1	0	2	0	0	0	0	0	0
Arrests for Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0
Discipline for Weapons Possession	0	1	0	0	1	0	0	0	0	0	0	0
Arrests for Drug Violation	0	0	0	0	0	0	0	0	0	0	0	0
Discipline for Drug Violations	0	1	1	0	1	1	0	0	0	0	0	0
Arrests for Liquor Laws	0	0	0	0	0	0	0	0	0	0	0	0
Discipline for Liquor Laws	0	0	6	0	0	6	0	0	0	0	0	0
TOTAL	0	2	7	0	2	7	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	1	0	0	1	0	0	0	0	0	0	0
Stalking	0	1	0	0	0	0	0	0	0	0	0	0
Hate Crimes	0	0	1	0	0	1	0	0	0	0	0	0

Public Properties: Crimes reported to Humboldt County Sheriff's Department or Eureka Police Department located in close proximity to the College of the Redwoods campus or extended education sites.

Note: Crime numbers in Student Housing facilities was re-examined in 2015 and adjustments made to the report filed in 2014.

Note: Hate Crimes for Larceny-Theft, Simple Assault and Intimidation were added for 2012 reporting in the Higher Education Opportunities Act. The Clery Act did not require data collection for these crimes prior to 2011. No Hate Crimes were reported in 2012, 2013 or 2014.

Campus Crime Statistics

Del Norte Campus *	On Campus			Public Property		
	2016	2017	2018	2016	2017	2018
Criminal Homicide • Murder/Non-Negligent	0	0	0	0	0	0
Manslaughter • Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses						
• Rape	0	0	0	0	0	0
• Fondling	0	0	0	0	0	0
• Incest	0	0	0	0	0	0
• Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	1	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
TOTAL	0	0	1	0	0	0
Arrests for Weapons Possession	0	0	0	0	0	0
Discipline for Weapons Possession	0	0	0	0	0	0
Arrests for Drug Violation	0	0	0	0	0	0
Discipline for Drug Violations	0	0	0	0	0	0
Arrests for Liquor Laws	0	0	0	0	0	0
Discipline for Liquor Laws	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0

No student housing facilities or non-campus properties.

Public Properties: Crimes reported to Del Norte County Sheriff's Department located in close proximity to the College of the Redwoods campus.

Note: Hate Crimes for Larceny-Theft, Simple Assault and Intimidation were added for 2012 reporting in the Higher Education Opportunities Act. The Clery Act did not require data collection for these crimes prior to 2011. No Hate Crimes were reported in 2012, 2013 or 2014. * Until 2013, totals for each campus site were included in the overall District totals. Beginning with 2014 report, these were separated by location.

Campus Crime Statistics

Klamath-Trinity Instructional Site *	On Campus			Public Property		
	2016	2017	2018	2016	2017	2018
Criminal Homicide • Murder/Non-Negligent	0	0	0	0	0	0
Manslaughter • Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses						
• Rape	0	0	0	0	0	0
• Fondling	0	0	0	0	0	0
• Incest	0	0	0	0	0	0
• Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0
Arrests for Weapons Possession	0	0	0	0	0	0
Discipline for Weapons Possession	0	0	0	0	0	0
Arrests for Drug Violation	0	0	0	0	0	0
Discipline for Drug Violations	0	0	0	0	0	0
Arrests for Liquor Laws	0	0	0	0	0	0
Discipline for Liquor Laws	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0

No student housing facilities or non-campus properties

Campus Crime Statistics

Eureka Downtown Campus	On Campus			Public Property		
	2016	2017	2018	2016	2017	2018
Criminal Homicide • Murder/Non-Negligent	0	0	0	0	0	0
Manslaughter • Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses						
• Forcible	0	0	0	0	0	0
• Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0
Arrests for Weapons Possession	0	0	0	0	0	0
Discipline for Weapons Possession	0	0	0	0	0	0
Arrests for Drug Violation	0	0	0	0	0	0
Discipline for Drug Violations	0	0	0	0	0	0
Arrests for Liquor Laws	0	0	0	0	0	0
Discipline for Liquor Laws	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0

No student housing facilities or non-campus properties.

Public Properties: Crimes reported to Eureka Police Department or Public Safety Department.

Note: Hate Crimes for Larceny-Theft, Simple Assault and Intimidation were added for 2012 reporting in the Higher Education Opportunities Act. The Clery Act did not require data collection for these crimes prior to 2011. No Hate Crimes were reported in 2012, 2013 or 2014. * Until 2013, totals for each campus site were included in the overall District totals. Beginning with 2014 report, these were separated by location. Eureka Downtown Campus was newly added for the 2015 report.

Fire Safety Statistics

Student Housing	Fire Detection Systems (Smoke, heat, ion)	Fire Suppression System	Fire Extinguishers Present	Redundant Monitoring System	Fire Drills Each Year
Del Norte Residence Hall	Yes	No	Yes	Yes	2
Mendocino Residence Hall	Yes	No	Yes	Yes	2

Summary of Fires	2016			2017			2018		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Del Norte Residence Hall	0	0	0	0	0	0	0	0	0
Mendocino Residence Hall	0	0	0	0	0	0	0	0	0

Clery Act Report

CRPD Public Safety ensures completion and implementation of the Clery Act Crime Awareness and Campus Security Act of 1990. This act established a minimum standard for the disclosure of campus crime statistics and campus security policy as it applies to certain crimes reported to the police and other college officials known as Campus Security Authorities (CSA). The Act defines CSA's as mandated crime reporters. As such, CSA's are required to report any Act qualifying crimes that they are made aware of to the CRPD Public Safety. Timely reporting of crimes is encouraged and sometimes required. CRPD will use the submitted information to verify the appropriate crime classification and to compile statistics to be included in the Annual Security Reports that College of the Redwoods publishes and distributes each fall.

If a crime has recently occurred, or you need assistance with information on this form please notify the CR Police Department as soon as possible at (707) 476-4554 to assist and additionally decide if a timely warning needs to be generated.

View the 2019 Annual Security Report at: https://www.redwoods.edu/Portals/41/2018%20Annual%20Clery%20Report.pdf

PROGRAM DESCRIPTIONS (CREDIT)

College of the Redwoods offers academic and non-credit awards

Academic Awards

- Associate Degrees for Transfer
- Associate of Science (AS) degrees
- Associate of Arts (AA) degrees
- Certificates of Achievement (CA)
- Certificates of Recognition (CR)

Non-credit Awards

- Certificate of Completion
- Certificate of Competency.

Definitions

- Associate Degree: Associate degrees should be more than an accumulation of any degree applicable courses and must contain a minimum of 60-degree applicable units, which include general education units, at least 18 units in the major or area of emphasis, and electives. Colleges may award either an Associate of Arts (AA) or an Associate of Science (AS) degree.
- Associate in Liberal Arts: Designed for students who want a broad knowledge of liberal arts and sciences. The Associate in Liberal Arts must consist of a minimum of 60 units, which include general education units, at least 18 units in the area of emphasis, and may include elective units.
- Associate Degree for Transfer (ADT): Associate degrees for transfer (AA-T or AS-T) are designed to be fully transferable to a California State University and there are no more than 60 units required.
- Certificate of Achievement: For a student completing credit courses in prescribed pathways, a certificate of achievement may be awarded for a Chancellor's Office approved program of study of 16 or more units. "Low Unit" certificates may also be offered by a college and consists of 8 to 16 units. This is Chancellor's Office approved and transcriptable.
- Certificate of Recognition: A credit certificate educational program that does not need Chancellor's Office approval and is not transcriptable.
- Program Prerequisite: Specific course that must be completed with a grade of C or better before applying for acceptance into a program. For specific GPA requirements, see your program of study page.
- Program Learning Outcomes: Statements that describe what learners will know and be able to do when they graduate or complete a program.
- Core Course: Specific course required for a program that the student must complete with a grade of C or better.
- Restricted Elective: Course specifically listed as optional from which students may choose to complete a specific number of units required for a degree or certificate.
- Unrestricted Elective: A credit course that is degree applicable. This excludes 200- (noncredit) and 300- (precollegiate) level courses.

Addiction Studies

Degrees/Certificates within this Program

- Addiction Studies, CA

Addiction Studies Certificate of Achievement

This certificate program provides an academic and experiential setting for the study of addictions, including theories, prevention and assistance techniques, and research. This program is certified by the California Association for Alcohol/Drug Educators. Employment opportunities in this field include drug and alcohol treatment advising, family and youth services, education, rehabilitation, community health, mental health, employment assistance programs, senior programs, community-based nonprofit agencies, and case-management services.

PROGRAM REQUIREMENTS	UNITS
Required Core: Complete all Core Courses	**33.5**
ADCT10 - Introduction to Addiction Studies	3.0
ADCT11 - Pharmacology of Alcohol and Other Drugs	3.0
ADCT12 - Substance Abuse: Law, Prevention, Treatment & Ethics	3.0
ADCT15 - Introduction to Counseling Skills	3.0
ADCT16 - Addiction and the Family System	3.0
ADCT17 - Field Placement Seminar II	2.0
ADCT18 - Co-Occurring Disorders: Addictions and Mental Health	3.0
ADCT19 - Addictions and Diverse Populations	3.0
ADCT42 - Supervised Occupational Work Experience II	2.5
SWHS1 - Introduction to Social Work and Human Services	3.0
SWHS2 - Field Seminar in Social Work and Human Services	3.0
SWHS42 - Supervised Occupational Work Experience	2.0
Restricted Electives: Complete 3 units from courses listed	**3.0**
PSYCH1 - General Psychology	3.0
PSYCH30 - Social Psychology	3.0
PSYCH33 - Personal Growth and Adjustment	3.0
PSYCH38 - Abnormal Psychology	3.0
SOC1 - Introduction to Sociology	3.0
SOC2 - Social Problems	3.0
SOC5 - Introduction to Race and Ethnic Relations	3.0
SOC10 - Sociology of Family and Intimate Relationships	3.0
Total Units	**36.5**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: ADCT10, ADCT19, SWHS1

Semester 2: ADCT18, ADCT12, ADCT11

Semester 3: ADCT15, ADCT16, SWHS42, SWHS2

Semester 4: ADCT17, ADCT42,
Restricted Elective (any course, 3.0 units)

Program Learning Outcomes

- Develop a program, tailored to the individual, in support of a recovery process and relapse prevention that will effect an improved quality of living.
- Design a process for clients to self-explore the consequences of alcoholism and other drugdependence.
- Provide current and accurate information regarding the roles of family members and others in the alcoholism/drug dependency system.
- Assist clients in establishing life-management skills to support a recovery process.
- Maintain appropriate records in a confidential manner for the purpose of treatment planning and case management.
- Demonstrate an understanding of cultural, social, and psychological differences in populations and individuals.

Administration of Justice

Degrees/Certificates within this Program

- Administration of Justice for Transfer, AST
- Basic Law Enforcement Academy, CA
- Police Science, AS

Administration of Justice for Transfer A.S. Degree for Transfer

Completion of the Associate in Science in Administration of Justice for Transfer degree will ensure that students will be able to transfer the sixty units earned for the Associate in Science in Administration of Justice for Transfer degree to any CSU campus which offers a bachelor of science or arts degree in criminal justice. Upon completion of the Associate in Science in Administration of Justice for Transfer degree, students will be able to understand the process by which crimes are processed in the criminal justice system and the constraints justice agencies face in holding offenders accountable for their actions. Students will also be able to critically analyze current problems or challenges in the operation of the criminal justice system and offer sound solutions to some of these problems.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
    - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
    - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	19.0 - 21.0 Units
1. Required Core	**7.0 Units**
AJ1 - Introduction to Administration of Justice	3.0
AJ4 - Criminal Law	4.0
2. List A: Complete two courses	**6.0 - 7.0 Units**
AJ6 - Criminal Evidence	4.0
AJ8 - Criminal Investigation	3.0
AJ10 - Juvenile Justice	3.0
3. List B: Complete two courses	**6.0 - 7.0 Units**
AJ3 - Introduction to Corrections	3.0
AJ7 - Current Issues in Criminal Justice	3.0
MATH15 - Introduction to Statistics	4.0
POLSC10 - U.S. Government & Politics	3.0
Total Units	**19.0 - 21.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Understand the roles that the three components of the administration of justice system play in society and how these components interact with one another to provide public safety.
- Recognize the many career opportunities and entry requirements that the administration of justice system has to offer.
- Identify the legal and societal restrictions placed by society on the administration of justice system in carrying out its role of providing for the public safety of society.
- Analyze current trends in the operation of the administration of justice system, which concern the prevention of crime and the treatment of offenders.
- Explain, using critical thinking skills, the role other social sciences have in assisting the administration of justice system in its mission of providing public safety services to society.

Basic Law Enforcement Academy Certificate of Achievement

Programs in this field provide general and specific educational opportunities for students seeking careers in the criminal justice system, including law enforcement, courts, and corrections.

PROGRAM REQUIREMENTS	32.5 Units
AJ81 - Basic Law Enforcement Academy Module III	8.0
AJ82 - Basic Law Enforcement Academy Module II	8.5
AJ83 - Basic Law Enforcement Academy Module I	16.0
Total Units	32.5

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall or Spring Start

Semester 1: AJ81, AJ82, AJ83

Program Learning Outcomes

- Demonstrate required competency as determined by the Commission on Peace Officer Standards and Training including firearms qualification, defensive tactics, emergency vehicle operations, psychomotor testing and cognitive assessment on various learning domains.
- Recognize a peace officers role and legal responsibility when conducting person stops including consensual encounters, search and seizure, as well as the protections provided by constitutional law, statutory law, and case law against unreasonable searches
- Demonstrate the ability to analyze situations, solve problems and document actions in a professional report.
- Recognize the importance of leadership, professionalism and ethics and how to become leaders in the community, in their agencies, and among peers.

Police Science A.S. Degree

Upon successful completion of the Police Science degree program, students possess the knowledge and skills to earn both the Associate in Science degree and Basic Law Enforcement Academy certification accredited by the California Commission on Peace Officer Standards and Training (POST). Students are qualified for employment as a California Peace Officer, Deputy Sheriff, or Level I Reserve Officer. Graduating students successfully demonstrate ethical conduct, as well as the abilities to make judgments concerning the enforcement of laws without prejudice, apply the level of force that can lawfully be used by a peace officer, recognize the importance of initial and ongoing training in coping with dangerous situations, analyze and solve problems, write reports that conform to accepted professional standards of quality, and recognize and understand concepts of terminology that are needed to understand the California criminal justice system.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	44.5 Units
Required Core	**32.5 Units**
AJ81 - Basic Law Enforcement Academy Module III	8.0
AJ82 - Basic Law Enforcement Academy Module II	8.5
AJ83 - Basic Law Enforcement Academy Module I	16.0
Restricted Electives: Complete 12 units from below	**12.0 Units**
AJ7 - Current Issues in Criminal Justice	3.0
PSYCH30 - Social Psychology	3.0
PSYCH33 - Personal Growth and Adjustment	3.0
PSYCH38 - Abnormal Psychology	3.0
SOC2 - Social Problems	3.0
SOC5 - Introduction to Race and Ethnic Relations	3.0
Total Units	**44.5 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate competency in 42 P.O.S.T. learning domains.
- Demonstrate, through written exams, crime scene scenario testing and manipulative skills, core competencies as mandated by P.O.S.T.

Agriculture

Degrees/Certificates within this Program

- Agriculture, General, AS
- Agriculture Plant Science for Transfer, AST
- Horticulture & Landscape Practices, CA
- Organic/Sustainable Agriculture, CA

Agriculture, General A.S. Degree

Programs in this field provide general and specific opportunities for students seeking careers related to agriculture, agricultural business, and plant and animal science.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**27.0 Units**
AG5 - Introduction to Animal Science	3.0
AG17 - Introduction to Soil Science	3.0
AG21 - Plant Propagation/Production	3.0
AG23 - Introduction to Plant Science	3.0
AG32 - Agriculture Economics	3.0
AG43 - Introduction to Agriculture Careers	2.0
AG33 - Agriculture, Environment and Society	3.0
AG44 - Agriculture Leadership	1.0
AG51 - Tractor Operation	3.0
AG63 - Introduction to Organic/Sustainable Agriculture	3.0
Restricted Electives: Complete 12 units from the courses below	**12.0 Units**
AG22 - Sustainable Vegetable Production	3.0
AG27 - Nursery Practices	3.0
AG30 - Introduction to Agriculture Business	3.0
AG42 - Agriculture Work Experience	1.0 - 3.0
AG60 - Organic Certification	1.0
AG67 - Fall Farming Practices	1.0
AG68 - Spring Farming Practices	1.0
AG69 - Summer Farming Practices	1.0
SPAN1A - Elementary Spanish I	4.0
SPAN1B - Elementary Spanish II	4.0
WT53 - Basic Gas and Arc Welding	2.0
Total Units	**39.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1:	AG43, AG51, AG63, AG67
Semester 2:	AG5, AG23, AG33, AG44
Semester 3 (Summer):	AG22
Semester 4:	AG27, AG30, AG60
Semester 5:	AG17, AG21, AG32, AG68

Program Learning Outcomes

- Describe the importance of the agriculture industry to the local, state and national economies.
- Demonstrate proficiency using computers, the Internet, and other technologies as they relate to the agriculture industry.
- Apply best management practices to agriculture production scenarios.

Agriculture Plant Science for Transfer A.S. Degree for Transfer

The Associate in Science in Agriculture Plant Science for Transfer Degree is intended for students who plan to complete a bachelor's degree in Plant Science at a CSU campus. Students completing the Associate in Science in Agriculture Plant Science for Transfer Degree are guaranteed admission to the CSU system, but not to a particular campus or major. Courses offered by the Agriculture Program meet a wide range of lower division transfer requirements for CSU colleges. The Associate in Science in Agriculture Plant Science for Transfer Degree offers many courses designed to prepare students for transfer to the following disciplines: Agriculture, Agricultural and Environmental Plant Sciences, Agricultural Science, Plant Science, Agriculture Education, and Agriculture Studies. Students completing the Associate in Science in Agriculture Plant Science for Transfer Degree are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that does accept the Associate in Science in Agriculture Plant Science for Transfer Degree will be required to complete no more than 60 units after transfer to earn a bachelor's degree. The Associate in Science in Agriculture Plant Science for Transfer Degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. In all cases, students should consult with a counselor for more information on university admission and transfer requirements. Associate Degree for Transfer student completion requirements: 1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements. b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**18.0 Units**
AG17 - Introduction to Soil Science	3.0
AG23 - Introduction to Plant Science	3.0
MATH15 - Introduction to Statistics	4.0
CHEM1A - General Chemistry	5.0
CHEM2 - Introduction to Chemistry	5.0
AG32 - Agriculture Economics	3.0
ECON10 - Microeconomics	3.0
List A: Complete one course	**3.0 Units**
AG21 - Plant Propagation/Production	3.0
AG51 - Tractor Operation	3.0
List B: Any course from List A not already used, or any of the following	**0.0 - 8.0 Units**
AG30 - Introduction to Agriculture Business	3.0
Total Units	**21.0 - 29.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Describe the importance of the agriculture industry to the local, state and national economies.
- Demonstrate proficiency using technologies as they relate to the agriculture industry.
- Apply best management practices to agriculture production scenarios.

Horticulture & Landscape Practices Certificate of Achievement

This certificate is intended for students who are interested in working in the field of horticulture and/or landscaping. Sales of nursery and garden products represent billions of dollars in sales annually in California alone, and the landscape industry continues to grow as population increases both statewide and locally. This certificate of achievement will prepare students for jobs in both the landscape and nursery fields. Employers in this field are varied and include city and county parks; state and federal organizations; garden centers, golf courses, landscape maintenance businesses; landscape design and installation, and landscape management positions.

PROGRAM REQUIREMENTS	
Certificate Requirements	**20.0 Units**
AG15 - Landscape Maintenance	3.0
AG17 - Introduction to Soil Science	3.0
AG21 - Plant Propagation/Production	3.0
AG23 - Introduction to Plant Science	3.0
AG25 - Landscape Construction and Installation	3.0
AG27 - Nursery Practices	3.0
AG43 - Introduction to Agriculture	2.0
Total Units	**20.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: AG15, AG17, AG27, AG43

Semester 2: AG21, AG23, AG25

Program Learning Outcomes

- Describe the importance of the horticulture/landscaping industry to the local, state and national economies.
- Demonstrate proficiency using technologies as they relate to the horticulture/landscape industry.
- Apply best management practices to horticulture production scenarios.

Organic/Sustainable Agriculture Certificate of Achievement

The certificate of achievement in Organic/Sustainable Agriculture will provide knowledge and skills necessary for the next generation of farmers in sustainable, local, and organic farming practices. The core courses in this certificate focus on the social, economic and environmental aspects of agriculture to develop a thorough understanding of our food cycle from farm to table and beyond. This certificate provides a broad understanding of the many aspects of sustainable agriculture, combined with real-world hands-on experiences, to develop the skills that are essential to be a successful vegetable farm worker, community garden coordinator or agricultural entrepreneur.

PROGRAM REQUIREMENTS	
Required Core	**16.0 Units**
AG5 - Introduction to Animal Science	3.0
AG17 - Introduction to Soil Science	3.0
AG33 - Agriculture, Environment and Society	3.0
AG43 - Introduction to Agriculture	2.0
AG60 - Organic Certification	1.0
AG64F - Introduction to Organic/Sustainable Agriculture Lab	1.0
AG63 - Introduction to Organic/Sustainable Agriculture	3.0
Restricted Electives: Complete 8 units from below	**8.0 Units**
AG22 - Sustainable Vegetable Production	3.0
AG42 - Agriculture Work Experience	1.0 - 3.0
AG44A - Agriculture Leadership I	1.0
AG51 - Tractor Operation	3.0
AG64S - Introduction to Organic/Sustainable Agriculture Lab	1.0
AG64X - Introduction to Organic/Sustainable Agriculture Lab (Summer)	1.0
SPAN1A - Elementary Spanish I	4.0
WT53 - Basic Gas and Arc Welding	2.0
Total Units	**24.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: AG43, AG60, AG63, AG64F

Semester 2: AG5, AG17, AG33

Semester 3 (Summer): AG22, AG42, AG64X

Program Learning Outcomes

- Describe the importance of the organic agriculture industry to the local, state and national economies.
- Discuss the three "E's" (Environment, Economics, & Social Equity) of sustainable agriculture and the importance of each.
- Apply best management practices to organic agriculture production scenarios.

Anthropology

Degrees/Certificates within this Program

- Anthropology for Transfer, AAT
- Social Justice Studies: General, AAT

Anthropology for Transfer A.A. Degree for Transfer

According to the American Anthropological Association, anthropology is "the study of humans, past and present. to understand the full sweep and complexity of cultures across all of human history, anthropology draws and builds upon knowledge from the social and biological sciences as well as the humanities and physical sciences. A central concern of anthropologists is the application of knowledge to the solution of human problems. Historically, anthropologists in the United State have been trained in one of four areas: sociocultural anthropology, biological/physical anthropology, archaeology, and linguistics." To that end, this degree program provides coursework in the four subdisciplines, as well as courses within a variety of social, biological, and physical sciences, as well and the humanities. This degree prepares students to pursue a baccalaureate degree in Anthropology.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**9.0 Units**
ANTH1 - Introduction to Biological Anthropology	3.0
ANTH2 - Introduction to Archaeology	3.0
ANTH3 - Introduction to Cultural Anthropology	3.0
List A: Complete one course	**3.0 Units**
ANTH5 - Great Archaeological Discoveries	3.0
List B: Complete 1-2 courses	3.0 - 5.0 Units
BIOL6 - Human Anatomy	4.0
GEOL1 - Physical Geology with Lab	4.0
GEOL10 - Environmental Geology	3.0
PSYCH2 - Research Methods in Psychology	3.0
List C: Complete one course from below, or any course from List B not already used	**3.0 Units**
ANTH1B - Introduction to Biological Anthropology Lab	1.0
ANTH4 - Introduction to Folklore	3.0
ANTH6 - Introduction to Forensic Anthropology	3.0
COMM8 - Intercultural Communication	3.0
GEOG2 - Cultural Geography	3.0
NAS1 - Introduction to Native American Studies	3.0
NAS21 - Native American History	3.0
PHIL15 - Religions of the World	3.0
SOC1 - Introduction to Sociology	3.0
SOC5 - Introduction to Race and Ethnic Relations	3.0
Total Units	**18.0 - 20.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Describe the breadth of anthropology and be able to characterize anthropology`s distinctive theoretical and methodological approaches with respect to other disciplines.
- Explain the basic processes of human biological evolution, including how it applies to hominin evolution and modern human variation.
- Identify the ethical responsibilities and concerns in the conduction of anthropological research.
- Demonstrate the ability to think holistically and comparatively in describing human cultural diversity and cultural change through time.
- Identify and utilize appropriate methods for the undertaking of anthropological fieldwork.

Social Justice Studies: General A.A. Degree for Transfer

Social Justice comes from the idea that all members of a society are entitled to equal rights and opportunities. A goal of Social Justice Studies is to work toward creating a more equitable society; this includes examination of social policies and social movements that aim to alleviate injustices. Much of the work of Social Justice Studies involves analyzing social inequities. Recognizing structural social inequities, such as racial, ethnic, gender, and sexuality related inequities, is central to these analyses. Social Justice Studies involves inquiry regarding intersectional manifestations of racism, sexism, and homophobia in our social systems and individual lives. Examples of these intersectional manifestations are institutional discrimination, economic disparity and violence. The degree will enable students to develop a strong foundation in race and ethnicity, gender and women's studies, social research methods or quantitative reasoning, and understanding about patterns of interpersonal behavior. This is an interdisciplinary degree inclusive of a multiplicity of perspectives on social inequities and social justice. In addition, students will develop strong critical thinking, communication, and problem-solving skills that will prepare them for the requirements of upper-division course work in majors such as Latin American Studies, Native American Studies, Sociology, Women's Studies, and Critical Race, Gender & Sexuality Studies. Program requirements include the following: completion of 60 semester units or 90 quarter units of degree-applicable courses; minimum overall grade point average of 2.0; minimum grade of "C" (or "P") for each course in the major, and; completion of IGETC and/or CSU GE-Breadth.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**9.0 Units**
SOC5 - Introduction to Race and Ethnic Relations	3.0
SOC9 - Introduction to Women's Studies	3.0
ANTH3 - Introduction to Cultural Anthropology OR	3.0
NAS1 - Introduction to Native American Studies OR	3.0
SOC3 - Human Sexuality OR	3.0
SOC2 - Social Problems OR	3.0
PSYCH3 - Psychology of Sexuality	3.0
List A: Select three courses (9 units) from at least two of the following areas (only one course from Area 4 may be used)	**9.0 Units**
Area 1: History or Government	0.0 - 6.0 Units
POLSC20 - Comparative Politics/Government	3.0
POLSC3 - Modern World Problems	3.0
NAS21 - Native American History	3.0
HIST23 - Modern Latin American History	3.0
HIST22 - Colonial Latin American History	3.0
HIST21 - World History: 1500 AD- Present	3.0
HIST20 - World History: Prehistory to 1500 AD	3.0
HIST12 - History of Women in America: 1877- Present	3.0
HIST11 - History of Women in America: Pre- Contact to 1877	3.0
HIST7 - History of Modern Asia	3.0
HIST6 - The Vietnam War Era	3.0
POLSC1 - Political Controversies	3.0
Area 2: Arts & Humanities	0.0 - 6.0 Units
YUR1A - Elementary Yurok I	4.0
SPAN2B - Intermediate Spanish II	4.0
PHIL15 - Religions of the World	3.0
MUS12 - American Popular Music	3.0
ENGL18 - American Literature - Civil War - World War II	3.0
ENGL17 - American Literature: Beginnings to the Civil War	3.0
ENGL10 - World Literature: Antiquity to The Early Modern Era	3.0
ENGL9 - World Literature - Early Modern to 21st Century	3.0
CINE3 - Cinemas of Latin America, Asia, and Africa	3.0

Continued on next page

ART1B - Art History: Renaissance to Contemporary	3.0
ART1A - Art History - Pre-History to Gothic	3.0
POLSC2 - Introduction to Political Philosophy	3.0
PHIL2 - Introduction to Political Philosophy	3.0
5. Area 3: Social Science	**0.0 - 6.0 Units**
SOC13 - Environment, Culture, Society	3.0
SOC2 - Social Problems	3.0
SOC1 - Introduction to Sociology	3.0
PSYCH30 - Social Psychology	3.0
PSYCH3 - Psychology of Sexuality	3.0
GEOG2 - Cultural Geography	3.0
ANTH5 - Great Archaeological Discoveries	3.0
ANTH3 - Introduction to Cultural Anthropology	3.0
COMM8 - Intercultural Communication	3.0
6. Area 4: Quantitative Reasoning and Research Methods	**0.0 - 4.0 Units**
MATH15 - Introduction to Statistics	4.0
PSYCH2 - Research Methods in Psychology	3.0
PSYCH2 - Research Methods in Psychology AND	3.0
PSYCH2L - Research Methods in Psychology Lab	1.0
SOC15 - Introduction to Social Research Methods	3.0
7. Area 5: Major Preparation	**0.0 - 6.0 Units**
ANTH3 - Introduction to Cultural Anthropology	3.0
ART1A - Art History - Pre-History to Gothic	3.0
ART1B - Art History: Renaissance to Contemporary	3.0
COMM8 - Intercultural Communication	3.0
ENGL9 - World Literature - Early Modern to 21st Century	3.0
ENGL10 - World Literature: Antiquity to The Early Modern Era	3.0
GEOG2 - Cultural Geography	3.0
HIST21 - World History: 1500 AD- Present	3.0
NAS1 - Introduction to Native American Studies	3.0
NAS21 - Native American History	3.0
PHIL15 - Religions of the World	3.0
POLSC3 - Modern World Problems	3.0
POLSC20 - Comparative Politics/Government	3.0
PSYCH3 - Psychology of Sexuality	3.0
SOC1 - Introduction to Sociology	3.0
SOC2 - Social Problems	3.0
SOC3 - Human Sexuality	3.0
SPAN2B - Intermediate Spanish II	4.0
HIST20 - World History: Prehistory to 1500 CE	3.0
HIST12 - History of Women in America: 1877- Present	3.0
PHIL20 - Introduction to Ethics	3.0
Total Units	**18.0 - 46.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall or Spring Start

Semester 1: SOC5, List A-Area 1, 2 or 3 (any course, 6.0 units)

Semester 2: SOC9, List A-Area 4 (any course, 3.0-4.0 units)

Semester 3: List A-Area 5 (any two courses, 6.0 units)

Semester 4: List A-Area1, 2, 3 or 5 (any course, 3.0-6.0 units)

Program Learning Outcomes

- Empathetically apply different theories of justice and social justice to analyze real-world examples.
- Analyze how the diversity of lived experience impacts human expression and identity.
- Apply social science methods and concepts to analyze how different strategies further varied theories of justice and social justice.

Art

Degrees/Certificates within this Program

- Graphic Design & Visual Communication, CA
- Studio Arts for Transfer, AAT

Graphic Design & Visual Communication Certificate of Achievement

The Graphic Design and Visual Communication Certificate introduces students to some of the fastest growing sectors in the visual communication industry. It will prepare them for further study or for entry-level employment in Graphic Design and related fields. Students will receive hands-on training in many aspects of art and design production, from drawing and typography to computer-assisted design, photography, and digital storytelling. Upon completion, they will gain conceptual knowledge, understanding of the marketplace, and technical tools to produce a diverse portfolio of work.

PROGRAM REQUIREMENTS	
ART10 - Color and Design	3.0
ART17 - Basic Drawing	3.0
ART35 - Digital Photography	3.0
ART41 - Introduction to Digital Art	3.0
ART42 - Beginning Graphic Design	3.0
ART77 - Professional Practices and Entrepreneurship in the Visual Arts	3.0
Total Units	**18.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall or Spring Start

Semester 1: ART10, ART42

Semester 2: ART17, ART35

Semester 3: ART41, ART77

Program Learning Outcomes

- 1. Apply principles of visual communication as they relate to reaching diverse audiences.
- 2. Demonstrate the ability to develop original concepts, work collaboratively, integrate feedback, and carry projects through the production process to completion.
- 3. Apply the principles of color, typography, visual hierarchy, motion, sound, and space across discipline-specific media.
- 4. Demonstrate proficiency with software to create a market-specific portfolio of work.

Studio Arts for Transfer A.A. Degree for Transfer

Art is defined as the study and mastery of the visual language of art forms in order to effectively and persuasively contribute to the creative, intellectual, and educational life of our society. This degree program allows students to gain technical and conceptual mastery of a variety of visual mediums; critically analyze and evaluate all aspects of visual culture using contemporary, historical, and multicultural perspectives; understand the interdisciplinary nature of art making; and prepare for the specific demands of a profession in the fine and/or applied art fields. This degree prepares students to pursue a baccalaureate degree in Studio Art.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	24.0 Units
Required Core	**12.0 Units**
ART1B - Art History: Renaissance to Contemporary	3.0
ART10 - Color and Design	3.0
ART11 - Three-Dimensional Design	3.0
ART17 - Basic Drawing	3.0
List A: Complete one course	**3.0 Units**
ART1A - Art History - Pre-History to Gothic	3.0
ART6 - Survey of Modern Art - 19th Century to Contemporary	3.0
List B: Complete three courses	**9.0 Units**
ART3A - Introduction to Sculpture	3.0

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ART18 - Intermediate Drawing	3.0
ART19 - Figure Drawing	3.0
ART23 - Painting	3.0
ART31A - Introduction to Ceramics (Hand-building)	3.0
ART31B - Introduction to Ceramics (Wheel Throwing)	3.0
ART35 - Digital Photography	3.0
ART42 - Beginning Graphic Design	3.0
ART43A - Introduction to Digital Art	3.0
ART60 - Jewelry	3.0
Total Units	**24.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Create and sustain a body of work through technical mastery, experimentation, and reflective analysis
- Critically analyze, interpret, and evaluate all aspects of visual culture using a variety of historical, contemporary, and multicultural perspectives
- Demonstrate the ways that contemporary art practice creatively and critically works between or across established disciplines
- Prepare for the specific demands of a profession in the fine and/or applied art fields

Automotive Technology

Degrees/Certificates within this Program

- Advanced Automotive Technology, CA
- Automotive Maintenance & Light Repair, CA
- Automotive Technology, AS

Advanced Automotive Technology Certificate of Achievement

Programs in this field provide basic and advanced educational opportunities for students seeking careers in the automotive service industry, including service technician, specialty technician, and parts or service manager.

PROGRAM REQUIREMENTS	
AT12 - Automotive Braking Systems	4.0
AT14 - Manual Drivetrain and Axle	4.0
AT16 - Automotive Electrical Systems	4.0
AT18 - Automotive Engine Repair	4.0
AT20 - Automotive Suspension and Steering Systems	4.0
AT22 - Automotive Electronics	4.0
AT24 - Engine Performance	4.0
AT26 - Automotive Air Conditioning and Heating	4.0
AT28 - Advanced Engine Performance	4.0
AT30 - Automatic Transmission - Transaxle	4.0
Total Units	**40.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: AT12, AT14, AT16

Semester 2: AT22, AT24

Semester 3: AT20, AT28

Program Learning Outcomes

- Successfully perform the entry-level skills and tasks required for service and repair of automotive systems.
- Locate industry-standard diagnostic information to localize complex automotive problems.
- Perform common service and repair tasks identified by the National Automotive Technicians Education Foundation (NATEF).

Automotive Maintenance & Light Repair Certificate of Achievement

The Maintenance and Light Repair Certificate of Achievement provides students with the industry-recognized knowledge and skills required for employment as entry-level technicians in the automotive service and repair industry. This certificate provides a pathway of stackable credentials leading to the Associate of Science Degree, Automotive Technology. Students must enroll in AT-10 their first semester. AT-12, AT-16, AT-18, and AT-20 may be taken concurrently with AT-10 or in the following semester. This program is designed for maximum flexibility and to be completed in as little as two semesters.

PROGRAM REQUIREMENTS	
AT10 - Introduction to Automotive Technology	4.0
AT12 - Automotive Braking Systems	4.0
AT16 - Automotive Electrical Systems	4.0
AT18 - Automotive Engine Repair	4.0
AT20 - Automotive Suspension and Steering Systems	4.0
Total Units	**20.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: AT10, AT12, AT16, AT18, AT20

Program Learning Outcomes

- Perform routine maintenance on a modern vehicle at the professional level.
- Perform basic service and repairs on modern automotive braking systems.
- Perform basic service and repairs on modern automotive steering and suspension systems.
- Exhibit professional work habits that promote safe, productive and environmentally conscious work environment.

Automotive Technology A.S. Degree

Programs in this field provide basic and advanced educational opportunities for students seeking careers in the automotive service industry, including service technician, specialty technician, and parts or service manager.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
AT12 - Automotive Braking Systems	4.0
AT14 - Manual Drivetrain and Axle	4.0
AT16 - Automotive Electrical Systems	4.0
AT18 - Automotive Engine Repair	4.0
AT20 - Automotive Suspension and Steering Systems	4.0
AT22 - Automotive Electronics	4.0
AT24 - Engine Performance	4.0
AT26 - Automotive Air Conditioning and Heating	4.0
AT28 - Advanced Engine Performance	4.0
AT30 - Automatic Transmission - Transaxle	4.0
Total Units	**40.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: AT12, AT14, AT16

Semester 2: AT22, AT24

Semester 3: AT20, AT28

Program Learning Outcomes

- Successfully perform the entry-level skills and tasks required for service and repair of automotive systems.
- Locate industry-standard diagnostic information to localize complex automotive problems.
- Perform common service and repair tasks identified by the National Automotive Technicians Education Foundation (NATEF).

Biology

Degrees/Certificates within this Program

- Biology for Transfer, AST

Biology for Transfer A.S. Degree for Transfer

Biology is the scientific study of life, and requires a rigorous foundation in math, chemistry, and physics, as well as an introduction to the breadth of biological inquiry. Biological inquiry includes molecular, evolutionary, and ecological approaches to understanding organisms ranging from prokaryotes to unicellular and multicellular eukaryotes living in all habitats on earth. Implications of biological inquiry range from appreciation of the ways of living of diverse life forms to elucidating new medical treatments to mitigating the extinction of species due to climate change. Students who earn degrees in biology become critical thinkers generally, and are prepared to move forward with careers ranging from microbiology to medicine to ecology. To meet the requirements for this degree the students must: 1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. The IGETC for STEM and CSU GE for STEM options permit students completing the A.S.-T in Biology to follow the IGETC or CSU GE curriculum but delay one Arts or Humanities course and one Social or Behavioral Science course until after transfer. Courses used to meet the major requirement may also be used to meet IGETC or CSU GE requirements ("double-counting"). b. A minimum of 18 semester units in a major or area of emphasis (see Table below). Typically 38 units are required for the major but up to 10 may "double-count" as GE. 2. Obtain a minimum grade point average of 2.0, and a C or better in all courses required for the major. A "P" (Pass) is not an acceptable grade for a course required for the major. Program Learning Outcomes: 1. Apply methods of scientific inquiry to questions regarding organisms and biological processes. 2. Communicate clearly both verbally and in writing regarding laboratory procedures, data analyses, and results. 3. Apply concepts in mathematics, physics and chemistry to explain biological phenomena. 4. Explain the mechanisms of gene expression and regulation, and how they direct cellular and organismal processes. 5. Describe how evolutionary processes have generated similarity, diversity, and interconnectedness of organisms.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**12.0 Units**
BIOL3 - Fundamental Cell Biology	4.0
BIOL4 - General Zoology	4.0
BIOL5 - General Botany with Lab	4.0
Physics Sequence	**8.0 Units**
PHYS2A - General Physics I	4.0
PHYS2B - General Physics II	4.0
PHYS4A - Calculus-Based Physics: Mechanics	4.0
PHYS4B - Calculus-Based Physics: Electricity and Magnetism	4.0
List A: Complete three courses	**14.0 Units**
CHEM1A - General Chemistry	5.0
CHEM1B - General Chemistry	5.0
MATH50A - Differential Calculus	4.0
Total Units	**34.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Apply methods of scientific inquiry to questions regarding organisms and biological processes.
- Communicate clearly both verbally and in writing regarding laboratory procedures, data analyses, and results.
- Apply concepts in mathematics, physics and chemistry to explain biological phenomena.
- Explain the mechanisms of gene expression and regulation, and how they direct cellular and organismal processes.
- Describe how evolutionary processes have generated similarity, diversity, and interconnectedness of organisms.

Business

Degrees/Certificates within this Program

- Business Administration for Transfer, AST
- General Business, AS
- Management and Supervision, CR
- Payroll Clerk, CR
- Small Business Management, CA

Business Administration for Transfer A.S. Degree for Transfer

The study of business prepares students to function, either as individuals or as part of a larger organization in the production and delivery of goods and services. The Associate in Science in Business Administration for Transfer degree is in compliance with SB 1440 (Education Code section 66746). The Associate in Science in Business Administration for Transfer degree prepares students to transfer into the CSU system to complete a baccalaureate degree in Business, Business Administration, Accounting, Finance, etc. The Associate in Science in Business Administration for Transfer degree prepares students to seamlessly pursue a baccalaureate degree in Business at a California State University.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**17.0 Units**
BUS1A - Financial Accounting	4.0
BUS1B - Managerial Accounting	4.0
BUS18 - Business Law	3.0
ECON1 - Macroeconomics	3.0
ECON10 - Microeconomics	3.0
List A: Complete one	**4.0 Units**
MATH15 - Introduction to Statistics	4.0
List B: Complete two	**6.0 - 7.0 Units**
CIS1 - Computer Information Systems	4.0
BUS10 - Introduction to Business OR	3.0
BUS52 - Business Communications	3.0
Total Units	**28.0 - 28.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Select and apply analytical and technological tools as they relate to personal, business, and social decisions.
- Communicate effectively as writers, listeners, and speakers in diverse social and business settings.

General Business A.S. Degree

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**41.0 Units**
BUS1A - Financial Accounting	4.0
BUS1B - Managerial Accounting	4.0
BUS10 - Introduction to Business	3.0
BUS18 - Business Law	3.0
BUS34 - Introduction to Personal Finance	3.0
BUS35 - Strategic Marketing	4.0
BUS52 - Business Communications	3.0
BUS68 - Introduction to Principles of Management	3.0
BUS69 - Business Plan Development	4.0
CIS1 - Computer Information Systems	4.0
ECON1 - Macroeconomics	3.0
ECON10 - Microeconomics	3.0
Restricted Electives: Complete 3 units from below	**3.0 Units**
BT16 - Word Processing I	4.0
BT17 - Word Processing II	4.0
BT50 - Introduction to Database Management Systems	4.0
BT51 - Spreadsheet Applications	4.0
BUS4 - Advanced Computerized Bookkeeping	3.0
CE42 - Occupational Cooperative Education Work Experience	8.0
DM11 - Digital Media Design	4.0
DM20 - Media Development for the Web	4.0
DM22 - Digital Publishing	4.0
DM30 - Interactive Media	4.0
DM56 - Video Production	4.0
DM63 - Desktop Publishing Applications	4.0
Total Units	**44.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: BUS10, BUS52, CIS1

Semester 2: BUS18, BUS34, BUS35

Semester 3: BUS1A, BUS68, ECON1

Semester 4: BUS1B, BUS69, ECON10

Program Learning Outcomes

- Select and apply analytical and technological tools as they relate to personal, business, and social decisions.
- Communicate effectively as writers, listeners, and speakers in diverse social and business settings.

Management and Supervision Certificate of Recognition

PROGRAM REQUIREMENTS	
BUS40 - Independent Study	1.0 - 3.0
BUS52 - Business Communications	3.0
BUS68 - Introduction to Principles of Management	3.0
CIS1 - Computer Information Systems	4.0
MATH194 - Intermediate Algebra for Business Fields	4.0
Total Units	**14.0 - 15.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Explain best practices in management and human resources.
- Communicate effectively in a business environment.
- Analyze basic numeric data to create information relevant to business decision-making.
- Apply information technology in the context of learning outcomes 1 through 3 above.
- Assess the effectiveness of observed real-world management and supervision practices.

Payroll Clerk Certificate of Recognition

This one-semester certificate is designed to provide students the skills needed for entry-level positions in administrative and financial work. This certificate also serves as the first portion of the Bookkeeping Certificate of Achievement and builds a foundation for those eventually seeking an A.S. in General Business.

PROGRAM REQUIREMENTS	
Accounting Coursework: Complete one course	**3.0 - 4.0 Units**
BUS1A - Financial Accounting	4.0
BUS180 - Introduction to Bookkeeping	3.0
Required Core	**10.0 Units**
BUS10 - Introduction to Business	3.0
BUS52 - Business Communications	3.0
CIS1 - Computer Information Systems	4.0
Total Units	**13.0 - 14.0**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: BUS1A, BUS10, BUS52, BUS180, CIS1

Spring Start

Semester 1: BUS10, CIS1

Semester 2: BUS1A, BUS52, BUS180

Program Learning Outcomes

- Use information technology to record financial data.
- Apply analytical and technological tools to analyze business information.
- Communicate financial data and analyses effectively.

Small Business Management Certificate of Achievement

PROGRAM REQUIREMENTS	
BUS4 - Advanced Computerized Bookkeeping	3.0
BUS10 - Introduction to Business	3.0
BUS18 - Business Law	3.0
BUS52 - Business Communications OR	3.0
ENGL150 - Precollegiate Reading and Writing OR	3.5
DM10 - Digital Storytelling	4.0
BUS69 - Business Plan Development	4.0
BUS180 - Introduction to Bookkeeping	3.0
CIS1 - Computer Information Systems	4.0
MATH194 - Intermediate Algebra for Business Fields	4.0
Total Units	**27.0 - 28.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall or Spring Start

Semester 1: CIS1, BUS10, BUS180, MATH194

Semester 2: BUS4, BUS18, BUS 52, BUS69, DM10, ENGL150

Program Learning Outcomes

- Select and apply analytical and technological tools as they relate to personal and business decision-making.
- Communicate effectively as writers, listeners, and speakers in business settings.
- Participate effectively in real or simulated business transactions.

California State University General Education Breadth

Degrees/Certificates within this Program

- California State University General Education Breadth, CA

California State University General Education Breadth Certificate of Achievement

The Certificate of Achievement in California State University General Education Requirements for Transfer (CSUGE), developed by the Counseling Discipline, will be awarded upon completion of the CSU-GE requirements for transfer as outlined in the catalog year's CSU-GE Requirements for Transfer. Students must complete a minimum of thirty-nine units which are distributed among five areas. CSU-GE Requirements for Transfer are designed to be taken with a major area of concentration and elective courses in preparation for transfer to a California State University. This certificate recognizes the completion of lower-division general education requirements for the CSU. For many majors, students are encouraged to complete the CSU-GE pattern; however, it is not required for admission to the CSU. An official petition must be filed with the Admission and Records Office prior to the graduation deadlines in order to award the certificate as stated in the Academic Calendar. The completion of the CSU-GE Breadth certificate will be indicated on the student's transcript.

Program Requirements:
Complete all requirements for CSU GE Breadth, 39 Units *See page 36*

Program Learning Outcomes

- Area A: English Language Communication and Critical Thinking. Create written and spoken works that demonstrate effective communication and critical thinking skills.
- Area B: Scientific Inquiry and Quantitative Reasoning. Analyze and apply mathematical concepts and scientific methods to interpret and to evaluate data in order to effectively problem-solve issues in a variety of contexts.
- Area C: Arts and Humanities. Demonstrate a critical understanding, appreciation and expression of artistic, philosophical, and cultural sensibilities in historical and contemporary contexts.
- Outcome 4: Area D: Social Sciences. Identify, analyze, and communicate an understanding of self and society through systematic investigation of social behavior, institutions, and culture.
- Area E: Lifelong Learning and Self-Development. Demonstrate meaningful self-evaluation related to increasing the student's lifelong personal well-being.

Communication Studies

Degrees/Certificates within this Program

- Communication Studies for Transfer, AAT

Communication Studies for Transfer A.A. Degree for Transfer

The Associate in Arts in Communication Studies for Transfer is intended for students who plan to complete a bachelor's degree in Communication Studies at a CSU campus. Students completing the Associate in Arts in Communication Studies for Transfer degree are guaranteed admission to the CSU system, but not to a particular campus or major. Courses offered by the Communication Studies Department meet a wide range of lower division transfer requirements for CSU and UC campuses. The department offers many courses designed to prepare students for transfer to a variety of disciplines including Business, Communication, Communication Studies, Criminal Justice, Education, Liberal Arts, Pre-Law, Mass Media, Management, Psychology, Sociology, and Social Work.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	18.0 Units
Required Core: Complete one	**3.0 Units**
COMM1 - Public Speaking	3.0
COMM1H - Public Speaking - Honors	3.0
List A: Complete two courses	**6.0 Units**
COMM7 - Interpersonal Communication	3.0
COMM6 - Small Group Communication	3.0
List B: Complete two courses	**6.0 Units**
COMM5 - Introduction to Mass Communication	3.0
COMM8 - Intercultural Communication	3.0
COMM2 - Introduction to Communication	3.0
COMM3 - Oral Interpretation of Literature	3.0
List C: Complete one course from below, or any List A or B course not already used	**3.0 Units**
ENGL1B - Critical Inquiry and Literature	3.0
PSYCH1 - General Psychology	3.0
SOC1 - Introduction to Sociology	3.0
ANTH3 - Introduction to Cultural Anthropology	3.0
Total Units	**18.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate an understanding of classical and contemporary human communication theories and their intra- and interdisciplinarnatures.
- Critically analyze a wide array of evidence and reasoning to identify and provide appropriate and credible support for written and oral communication.
- Identify and demonstrate effective and appropriate written and oral communications skills, both verbal and nonverbal, in a variety of communication contexts.
- Identify and demonstrate ethical communication across a variety of contexts.

Computer Information Systems

Degrees/Certificates within this Program

- CIS Cybersecurity, CA
- CIS Networking, AS
- CIS Networking, CA
- Cisco Networking and Microsoft Server Administration, CR

CIS Cybersecurity Certificate of Achievement

This certificate includes instruction in the measures that must be taken to detect and prevent network security mistakes and vulnerabilities, and includes descriptions of common attacks, and methods to configure the operating system, servers, routers, firewalls, and email. Students completing this certificate program will qualify for employment in entry level network security positions. The Computer Information Systems - Cybersecurity program will give students a solid foundation in the field of Computer Security. The focus on Cybersecurity will provide students with some of the basic skills needed for an entry-level career in Cybersecurity. The courses provide an overview of the entire Cybersecurity field. Courses that make up the program are aligned with, and prepare students for, industry standard certifications such as: Cisco Certified Networking Associate (CCNA), Microsoft Certified Solutions Associate (MCSA), Computer Technology Industry Association (CompTIA) Security+, and EC Council Ethical Hacking.

PROGRAM REQUIREMENTS	
CIS30 - CCNA: Computer Network Fundamentals	4.0
CIS31 - Systems and Network Administration	4.0
CIS35 - Introduction to Information Systems Security	4.0
CIS37 - Principles of Ethical Hacking	4.0
Total Units	**16.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Spring Start

Semester 1: CIS30, CIS31
Semester 2: CIS35
Semester 3: CIS37

Program Learning Outcomes

- Define the elements of the Confidentiality, Integrity, and Availability triad, along with the purpose of each of the elements.
- Describe the tools and methods a "hacker" uses to break into a computer or network.
- Apply strategies for network defense using firewalls, routers, switches, and anti-malware tools.
- Construct and apply secure group policy settings at the Organizational Unit (OU), Domain, Site or local machine level

CIS Networking A.S. Degree

The CIS Networking AS degree provides educational opportunities for students seeking careers in local area network (LAN) and wide area network (WAN) installation, and management. Students also learn skills in computer programming, PC maintenance and repair, and network security from CompTIA Security + certified instructors.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
BUS10 - Introduction to Business	3.0
CIS1 - Computer Information Systems	4.0
CIS12 - Programming Fundamentals	4.0
CIS18 - Object Oriented Programming - Java	4.0
CIS30 - CCNA: Computer Network Fundamentals	4.0
CIS31 - Systems and Network Administration	4.0
CIS33 - CCNA: Scaling and Connecting Networks	4.0
CIS35 - Introduction to Information Systems Security	4.0
CIS37 - Principles of Ethical Hacking	4.0
CIS50 - Introduction to Data Base Management Systems	4.0
CIS98 - PC Computer Repair and Maintenance	4.0
Total Units	**43.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CIS1, CIS31, CIS98

Semester 2: BUS10, CIS30, CIS50

Semester 3: CIS12, CIS33, CIS35

Semester 4: CIS18, CIS37

Program Learning Outcomes

- Demonstrate professional and effective communication skills.
- Support end user technology needs.
- Configure and troubleshoot TCP/IP networks and verify end-to- end connectivity across local area and wide area networks.
- Develop applications with emphasis on critical thinking approach to programming.
- Apply fundamental security concepts to network communication, infrastructure and operations.

CIS Networking Certificate of Achievement

The CIS Networking Certificate of Achievement provides educational opportunities for students seeking careers in local area network (LAN) and wide area network (WAN) installation, and management. Students also learn skills in computer programming, PC maintenance and repair, and network security from CompTIA Security + certified instructors.

PROGRAM REQUIREMENTS	
BUS10 - Introduction to Business	3.0
CIS1 - Computer Information Systems	4.0
CIS12 - Programming Fundamentals	4.0
CIS30 - CCNA: Computer Network Fundamentals	4.0
CIS31 - Systems and Network Administration	4.0
CIS35 - Introduction to Information Systems Security	4.0
CIS50 - Introduction to Data Base Management Systems	4.0
CIS98 - PC Computer Repair and Maintenance	4.0
Total Units	**31.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CIS1, CIS31, CIS98

Semester 2: BUS10, CIS30, CIS50

Semester 3: CIS12, CIS35

Program Learning Outcomes

- Demonstrate professional and effective communication skills.
- Support end user technology needs.
- Configure and troubleshoot TCP/IP networks and verify end-to-end connectivity across local area and wide area networks.
- Develop applications with emphasis on critical thinking approach to programming.
- Apply fundamental security concepts to network communication, infrastructure and operations.

Cisco Networking and Microsoft Server Administration Certificate of Recognition

This certificate of recognition is targeted at individuals seeking to quickly obtain a fundamental skill-set required to enter the local workforce as an entry-level network technician.

PROGRAM REQUIREMENTS	
CIS30 - CCNA: Computer Network Fundamentals	4.0
CIS31 - Systems and Network Administration	4.0
CIS98 - PC Computer Repair and Maintenance	4.0
Total Units	**12.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CIS30, CIS31, CIS98

Semester 2 (Optional): CIS98

Program Learning Outcomes

- Demonstrate professional and effective communication skills.
- Support end user technology needs.
- Configure and troubleshoot TCP/IP networks and verify end-to-end connectivity across local area and wide area networks.
- Apply fundamental security concepts to network communication, infrastructure and operations.

Construction Technology

Degrees/Certificates within this Program

- Cabinet Making & Millwork, CA
- Construction Technology, AS
- Electrician Trainee, CA
- Residential Construction I, CA
- Residential Construction II, CA
- Residential Wiring, CR
- Solar Photovoltaic Technician, CR

Cabinetmaking & Millwork Certificate of Achievement

Programs in this field provide general and specific educational opportunities for students seeking careers related to residential and commercial building construction, historic preservation and restoration, and practical and artistic woodworking skills and techniques.

PROGRAM REQUIREMENTS	
Required Core	15.0 Units
CT21A - Survey of Wood Technology	3.0
CT21B - Intermediate Wood Technology	3.0
CT57A - Cabinetmaking and Millwork I	3.0
CT57B - Cabinetmaking and Millwork II	3.0
CT57C - Cabinetmaking and Millwork III	3.0
Restricted Electives: Complete 5 Units	5.0 Units
CT16 - Architectural Millwork	3.0
CT25 - OSHA Construction Safety	2.0
CT57D - Cabinetmaking and Millwork IV	3.0
CT135 - Woodworking Hand Tools and Technique	2.0
CT152 - Open Lab for Woodworking	1.0
Total Units	20.0 Units

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Work in a manner and fashion that meets Woodwork Institute and general woodworking industry safety standards.
- Produce artifacts (technical work) that reflect the student's ability to design and construct furniture, cabinetry and millwork of increasing scope and complexity.
- Critically review literature, periodicals, and trade journals that relate to the cabinet and millwork industry.
- Provide a strong experience in, and understanding of, all aspects of the cabinet and millwork industry.

Construction Technology A.S. Degree

Programs in this field provide general and specific educational opportunities for students seeking careers related to residential and commercial building construction, historic preservation and restoration, and practical and artistic woodworking skills and techniques.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
DT73 - Architectural Drafting - Residential Design	3.0
DT71 - Architectural Drafting Fundamentals	3.0
DT23 - Engineering Design Graphics	3.0
CT96 - Intermediate Carpentry II	3.0
CT95 - Intermediate Carpentry I	3.0
CT94 - Finish Carpentry	3.0
CT91 - Beginning Carpentry II	3.0
CT90 - Beginning Carpentry I	3.0
CT81 - Carpentry Theory II	3.0
CT80 - Carpentry Theory I	3.0
CT70 - Building Codes & Standards	2.0
CT57B - Cabinetmaking and Millwork II	3.0
CT57A - Cabinetmaking and Millwork I	3.0
CT56 - Construction Layout	2.5
CT21A - Survey of Wood Technology	3.0
CT25 - OSHA Construction Safety	2.0
Total Units	**45.5 Units**

Continued on next page

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CT21A, CT57A, CT80, CT90, DT23

Semester 2: CT57B, CT81, CT91, DT71

Semester 3: CT25, CT70, CT95, DT73

Semester 4: CT-56, CT94, CT96

Program Learning Outcomes

- Provide the local residential construction industry with a professionally trained workforce.
- Prepare students to analyze and evaluate construction-project requirements in relationship to the world around them.
- Demonstrate an ability to analyze and communicate ideas effectively with co-workers and the general public.

Electrician Trainee Certificate of Achievement

PROGRAM REQUIREMENTS	
CET10 - Survey of Electronics	3.0
CET10L - Survey of Electronics - Lab	1.0
CT25 - OSHA Construction Safety	2.0
CT32 - Photovoltaic Design and Installation	1.0
CT72 - Electrical Codes and Standards	2.0
CT78A - Residential Wiring I	2.0
CT78B - Residential Wiring II	2.0
CT78C - Residential Wiring III	2.0
CT78D - Residential Wiring IV	2.0
DT23 - Engineering Design Graphics	3.0
HE7 - Emergency Response: First Aid/CPR/AED	3.0
MATH120 - Intermediate Algebra	4.0
Total Units	**27.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CT25, CT78A, DT23

Semester 2: CT32, CT72, CT78B

Semester 3: CET10, CET10L, CT78C, HE7

Semester 4: CT78D, MATH120

Program Learning Outcomes

- Prepared to pass State of California certification examinations.
- Attain general electrical construction, maintenance and control knowledge.
- An understanding of maintenance and repair procedures of basic electrical systems.
- The ability to perform basic code and trade standard duties to support the proper operation of electrical systems.
- An awareness of State and Federal regulations that drive the electrical industry, and the role of the electrician in protecting public safety and property from the hazards of electricity.

Residential Construction I Certificate of Achievement

Programs in this field provide general and specific educational opportunities for students seeking careers related to residential and commercial building construction, historic preservation and restoration, and practical and artistic woodworking skills and techniques.

PROGRAM REQUIREMENTS	
CT91 - Beginning Carpentry II	3.0
CT90 - Beginning Carpentry I	3.0
CT81 - Carpentry Theory II	3.0
CT80 - Carpentry Theory I	3.0
CT57B - Cabinetmaking and Millwork II	3.0
CT57A - Cabinetmaking and Millwork I	3.0
CT56 - Construction Layout	2.5
CT25 - OSHA Construction Safety	2.0
CT21A - Survey of Wood Technology	3.0
Total Units	**25.5 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CT21A, CT57A, CT80, CT90

Semester 2: CT25, CT56, CT57B, CT81, CT91

Program Learning Outcomes

- Understand the concepts of residential construction.
- Demonstrate the procedures, techniques, and processes of residential construction.
- Identify tools, materials, and processes used in residential carpentry.

Residential Construction II Certificate of Achievement

Programs in this field provide general and specific educational opportunities for students seeking careers related to residential and commercial building construction, historic preservation and restoration, and practical and artistic woodworking skills and techniques.

PROGRAM REQUIREMENTS	
DT73 - Architectural Drafting - Residential Design	3.0
DT71 - Architectural Drafting Fundamentals	3.0
DT23 - Engineering Design Graphics	3.0
CT96 - Intermediate Carpentry II	3.0
CT95 - Intermediate Carpentry I	3.0
CT94 - Finish Carpentry	3.0
CT91 - Beginning Carpentry II	3.0
CT90 - Beginning Carpentry I	3.0
CT81 - Carpentry Theory II	3.0
CT80 - Carpentry Theory I	3.0
CT70 - Building Codes & Standards	2.0
CT57B - Cabinetmaking and Millwork II	3.0
CT57A - Cabinetmaking and Millwork I	3.0
CT56 - Construction Layout	2.5
CT25 - OSHA Construction Safety	2.0
CT21A - Survey of Wood Technology	3.0
Total Units	**45.5 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CT21A, CT57A, CT80, CT90, DT23

Semester 2: CT57B, CT81, CT91, DT71

Semester 3: CT25, CT70, CT95, DT73

Semester 4: CT56, CT94, CT96

Program Learning Outcomes

- Communicate effectively and professionally in the construction industry through the proper use of verbal, written, and graphical techniques.
- Understand the concepts of residential construction.
- Demonstrate the procedures, techniques, and processes of residential construction.

Residential Wiring Certificate of Recognition

Programs in this field provide general and specific educational opportunities for students seeking careers related to residential and commercial building construction, historic preservation and restoration, and practical and artistic woodworking skills and techniques.

PROGRAM REQUIREMENTS	
CT72 - Electrical Codes and Standards	2.0
CT78A - Residential Wiring I	2.0
CT78B - Residential Wiring II	2.0
CT78C - Residential Wiring III	2.0
CT78D - Residential Wiring IV	2.0
Total Units	**10.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CT78A

Semester 2: CT72, CT78B

Semester 3: CT78C

Semester 4: CT78D

Program Learning Outcomes

- Repair and install electrical wire devices in compliance with the National Electric Code.
- Interpret residential construction blueprints.
- Demonstrate safe working practices.

Solar Photovoltaic Technician Certificate of Recognition

PROGRAM REQUIREMENTS	
CT25 - OSHA Construction Safety	2.0
CT32 - Photovoltaic Design and Installation	1.0
CT33 - Introduction to Solar Photovoltaic Systems	3.0
CT78A - Residential Wiring I	2.0
Total Units	**8.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CT25, CT33, CT78A

Semester 2: CT32

Program Learning Outcomes

- Design and install a solar photovoltaic system per standard industry practices and codes.
- Evaluate and troubleshoot a solar photovoltaic system.
- Demonstrate safe working practices.

Dental Assisting

Degrees/Certificates within this Program

- Dental Assisting, AS
- Dental Assisting, CA

Dental Assisting A.S. Degree

Programs in this field prepare students for careers as dental assistants and for successful completion of the Registered Dental Assistant and Certified Dental Assistant Examinations.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
DA153 - Dental Science	2.0
DA154 - Dental Materials and Procedures	3.0
DA155 - Dental Radiography	2.0
DA156 - Dental Assisting Fundamentals (Chairside)	5.0
DA163 - Dental Disease and Oral Health Issues	2.0
DA164 - Dental Specialties and Expanded Duties	3.0
DA165 - Advanced Dental Radiography	2.0
DA166 - Dental Front Office Skills	1.0
DA167 - Dental Clinical Experience	6.0
HO15 - Nutrition	3.0
Total Units	**29.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: DA153, DA154, DA155, DA156, HO15

Semester 2: DA163, DA164, DA165, DA166, DA167

Program Learning Outcomes

- Demonstrates the ability to accurately follow directions, appropriately communicate, efficiently organize, and promptly adapt when functioning as a professional team-member in the dental setting.
- Adheres to all safety guidelines/requirements as well as ethical standards when performing the permitted duties as allowed by the California Dental Practice Act to the preclinical or clinical competency level.
- Meets necessary requirements for employment as well as qualifying for State licensure (Registered Dental Assistant) and/or national certification (Certified Dental Assistant) exams upon completion of the Program.

Dental Assisting Certificate of Achievement

Programs in this field prepare students for careers as dental assistants and for successful completion of the Registered Dental Assistant and Certified Dental Assistant Examinations.

PROGRAM REQUIREMENTS	
DA153 - Dental Science	2.0
DA154 - Dental Materials and Procedures	3.0
DA155 - Dental Radiography	2.0
DA156 - Dental Assisting Fundamentals (Chairside)	5.0
DA163 - Dental Disease and Oral Health Issues	2.0
DA164 - Dental Specialties and Expanded Duties	3.0
DA165 - Advanced Dental Radiography	2.0
DA166 - Dental Front Office Skills	1.0
DA167 - Dental Clinical Experience	6.0
HO15 - Nutrition	3.0
COMM1 - Public Speaking OR	3.0
COMM6 - Small Group Communication OR	3.0
COMM7 - Interpersonal Communication	3.0
Total Units	**32.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: COMM1, 6 or 7, DA153, DA154, DA155, DA156, HO15

Semester 2: DA163, DA164, DA165, DA166, DA167

Program Learning Outcomes

- Demonstrates the ability to accurately follow directions, appropriately communicate, efficiently organize, and promptly adapt when functioning as a professional team-member in the dental setting.
- Adheres to all safety guidelines/requirements as well as ethical standards when performing the permitted duties as allowed by the California Dental Practice Act to the preclinical or clinical competency level.
- Meets necessary requirements for employment as well as qualifying for State licensure (Registered Dental Assistant) and/or national certification (Certified Dental Assistant) exams upon completion of the Program.

Drafting Technology

Degrees/Certificates within this Program

- Drafting & 3D Modeling, AS
- Drafting & 3D Modeling, CA

Drafting & 3D Modeling A.S. Degree

The Drafting and 3D Modeling degree offers students the opportunity to learn skills required by today's high tech engineering, architecture, and manufacturing industries. Graduates are prepared for entry level jobs such as: drafter, CAD technician, designer, engineering assistant, 3D modeler, and 3D printing technician. Graduates will be prepared to solve basic design problems using 2D and 3D CAD, provide engineering support, develop static and animated presentations, and operate 3D printers. In addition, graduates may continue on to university programs related to design, industrial technology, engineering, manufacturing, and architecture. The Drafting and 3D Modeling A.S. Degree is accredited by the Association for Technology, Management, and Applied Engineering (ATMAE).

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**36.0 Units**
DT23 - Engineering Design Graphics OR	3.0
ENGR23 - Engineering Design Graphics	3.0
ART17 - Basic Drawing	3.0
BUS10 - Introduction to Business	3.0
CIS1 - Computer Information Systems	4.0
DT25 - Computer Aided Design and Drafting	4.0
DT50 - 3D CAD Applications	4.0
DT60 - Mechanical Design Drafting	4.0
DT71 - Architectural Drafting Fundamentals	3.0
DT73 - Architectural Drafting - Residential Design	3.0
DT80 - Modeling and Animation	4.0
IT152 - Technical Computer Applications Lab	1.0
Restricted Electives: Complete 12 units from below	**12.0 Units**
CIS30 - CCNA: Computer Network Fundamentals	4.0
CT50 - Construction Estimating	4.0
CT80 - Carpentry Theory I	3.0
CT81 - Carpentry Theory II	3.0
DT42 - Cooperative Education Work Experience in Drafting Technology	1.0 - 3.0
FNR52 - Introduction to Surveying	4.0
IT60A - Basic Manufacturing Print Reading	3.0
IT60B - Machine Parts Print Reading	3.0
MT10 - Fundamentals of Manufacturing Technology	3.0
FNR31 - Introduction to Geospatial Concepts	3.0
Total Units	**48.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1:	CIS1, DT23 or ENGR23, Restricted Elective (any course)
Semester 2:	DT25, DT71, Restricted Elective (any course)
Semester 3:	DT50, DT73, DT80, Restricted Elective (any course)
Semester 4:	DT60, IT152, Restricted Elective (any course)

Spring Start

Semester 1:	CIS1, DT23 or ENGR23, Restricted Elective (any course)
Semester 2:	DT50, DT80, Restricted Elective (any course)
Semester 3:	DT25, DT60, DT71 IT152
Semester 4:	DT73, Restricted Elective (any course)

Program Learning Outcomes

- Produce industry standard design documentation using Computer Aided Drafting (CAD) and technical sketching with an emphasis on architectural, civil design, and mechanical applications.
- Develop design concepts, renderings, and models with consideration for aesthetics, cost, methods of construction and/or manufacturing, and common industrial practices.
- Use common business communication tools such as the internet, MS Office, written reports, and oral presentations.
- Analyze/interpret/present technological concepts, creative expression, resources, & data.

Drafting & 3D Modeling Certificate of Achievement

The Drafting and 3D Modeling Certificate of Achievement offers students the opportunity to learn skills required by today's high tech engineering, architecture, and manufacturing industries. Completers are prepared for entry level jobs such as: drafter, CAD technician, designer, engineering assistant, 3D modeler, and 3D printing technician. Completers will be prepared to solve basic design problems using 2D and 3D CAD, provide engineering support, develop static and animated presentations, and operate 3D printers.

PROGRAM REQUIREMENTS	
ENGR23 - Engineering Design Graphics OR	3.0
DT23 - Engineering Design Graphics	3.0
CIS1 - Computer Information Systems	4.0
DT25 - Computer Aided Design and Drafting	4.0
DT50 - 3D CAD Applications	4.0
DT60 - Mechanical Design Drafting	4.0
DT71 - Architectural Drafting Fundamentals	3.0
DT73 - Architectural Drafting - Residential Design	3.0
DT80 - Modeling and Animation	4.0
IT152 - Technical Computer Applications Lab	1.0
Total Units	**32.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CIS1, DT23, ENGR23

Semester 2: DT25, DT60, DT71

Semester 3: DT50, DT73, DT80, IT152

Program Learning Outcomes

- Produce industry standard design documentation using Computer Aided Drafting (CAD) and technical sketching with an emphasis on architectural, civil design, and mechanical applications.
- Develop design concepts, renderings, and models with consideration for aesthetics, cost, methods of construction and/or manufacturing, and common industrial practices.
- Use common business communication tools such as the internet, MS Office, written reports, and oral presentations.

Early Childhood Education

Degrees/Certificates within this Program

- Early Childhood Education, AS
- Early Childhood Education, AST
- Early Childhood Education, CA

Early Childhood Education A.S. Degree

This program is designed to prepare the student for employment in a variety of settings with young children.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**24.0 Units**
ECE1 - Principles and Practices of Teaching Young Children	3.0
ECE2 - Child Growth & Development	3.0
ECE6 - Child Health, Safety and Nutrition	3.0
ECE5 - The Child in the Family and in the Community	3.0
ECE7 - Introduction to Early Childhood Curriculum	3.0
ECE9 - Observation and Assessment in Early Childhood Education	3.0
ECE10 - Field Experience in Early Childhood Education	3.0
ECE18 - Teaching in a Diverse Society	3.0
Restricted Electives: Complete 3 units from below	**3.0 Units**
ECE12 - Administration I: Programs in Early Childhood Education	3.0
ECE13 - Administration II: Personnel & Leadership in Early Childhood Education	3.0
Total Units	**27.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: ECE1, ECE2

Semester 2: ECE5, ECE7

Semester 3: ECE6, ECE9

Semester 4: ECE10, ECE18, Restricted Elective (any course)

Program Learning Outcomes

- Demonstrate knowledge of a variety of types of program for young children, the history of early care and education in the United States and the ethical standards which support ECE professionalism.
- Articulate an understanding of typical and atypical development of young children from birth through age eight including the health, safety and nutritional aspects of development.
- Develop strategies that promote partnerships between programs, teachers, diverse families, and their communities.
- Design and implement environments and curriculums which support positive development and learning through play for diverse children including the observation, assessment and planning cycle.
- Demonstrate knowledge of the legal, financial, and administrative aspects of operation programs for young children and families.

Early Childhood Education for Transfer A.S. Degree for Transfer

The Associate in Science in Early Childhood Education for Transfer provides a clearly articulated curricular track for students transferring to a CSU campus. Students learn the core principles and practices of the ECE field in order to build a foundation for their future personal, academic, or vocational paths. The degree will facilitate students' successful transfer to certain California State University (CSU) campuses in preparation for a Bachelor degree in ECE/Child Development. The Associate in Science in Early Childhood Education for Transfer provides students with a major that fulfills the general requirements of the California State University for transfer. Students with this degree will receive priority admission with junior status to certain California State University campuses through the state-wide Curriculum Alignment Project (Lower Division Eight Courses).

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**24.0 Units**
ECE1 - Principles and Practices of Teaching Young Children	3.0
ECE2 - Child Growth & Development	3.0
ECE5 - The Child in the Family and in the Community	3.0
ECE6 - Child Health, Safety and Nutrition	3.0
ECE7 - Introduction to Early Childhood Curriculum	3.0
ECE9 - Observation and Assessment in Early Childhood Education	3.0
ECE10 - Field Experience in Early Childhood Education	3.0
ECE18 - Teaching in a Diverse Society	3.0
Total Units	**24.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate knowledge of a variety of types of program for young children, the history of early care and education ion the United States, and the ethical standards which support ECE professionalism.
- Articulate an understanding of typical and atypical of development of young children from birth through age eight including the health, safety and nutritional aspects of development.
- Develop strategies that promote partnerships between programs, teachers, diverse families, and their communities.
- Design and implement environments and curriculums which support positive development and learning through play for diverse children including the observation, assessment and planning cycle.

Early Childhood Education CA Certificate of Achievement

This program is designed to prepare the student for employment in a variety of settings with young children.

PROGRAM REQUIREMENTS	
ECE1 - Principles and Practices of Teaching Young Children	3.0
ECE2 - Child Growth & Development	3.0
ECE5 - The Child in the Family and in the Community	3.0
ECE7 - Introduction to Early Childhood Curriculum	3.0
Total Units	**12.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall or Spring Start

Semester 1: ECE1, ECE2, ECE5, ECE7

Program Learning Outcomes

- Demonstrate knowledge of a variety of types of programs for young children and the history of early care and education in the United States.
- Articulate an understanding of typical and atypical development of young children from birth through age eight.
- Develop strategies that promote partnerships between programs, teachers, families and their communities.
- Identify the components of environments and curriculums which support positive development and learning through play for all children.
- Demonstrate ethical standards and professional behaviors that deepen understanding, knowledge, and commitment to the Early Childhood Education profession.

English

Degrees/Certificates within this program

- English for Transfer, AAT

English for Transfer A.A. Degree for Transfer

The Associate in Arts in English for Transfer is intended for students who plan to complete a bachelor's degree in English at a CSU campus. Students completing the Associate in Arts in English for Transfer are guaranteed admission to the CSU system, but not to a particular campus or major. This preparation includes the following student learning outcomes: 1) critically analyze and contextualize diverse kinds of complex texts; 2) research and apply source material to generate written arguments in response to diverse kinds of complex texts.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**6.0 Units**
ENGL1B - Critical Inquiry and Literature	3.0
ENGL4 - Introduction to Literature	3.0
List A: Complete two courses	**6.0 Units**
ENGL9 - World Literature - Early Modern to 21st Century	3.0
ENGL10 - World Literature: Antiquity to The Early Modern Era	3.0
ENGL17 - American Literature: Beginnings to the Civil War	3.0
ENGL18 - American Literature - Civil War - World War II	3.0
ENGL60 - Introduction to British Literature: Beginnings through the 18th Century	3.0
ENGL61 - Introduction to British Literature: Romanticism to the Present	3.0
List B: Complete one course from List A not already used	**3.0 Units**
List C: Complete one course from below, or any course from List A not already used.	**3.0 Units**
BUS52 - Business Communications	3.0
DRAMA24 - Introduction to Theatre	3.0
ENGL32 - Creative Writing - Poetry	3.0
ENGL33 - Creative Writing - Prose	3.0
ENGL41 - English Skills Tutoring	3.0
Total Units	**18.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Critically analyze and contextualize diverse kinds of complex texts.
- Research and apply source material to generate written arguments in response to diverse kinds of complex texts.

Forestry & Natural Resources

Degrees/Certificates within this Program

- Forestry Technology, AS
- Forestry Technology, CA

Forestry Technology A.S. Degree

The A.S. Degree in Forestry and Natural Resources (FNR) provides classroom- and field-based learning opportunities. The program combines ecological and technical knowledge with experiential lab environments that introduce students to the wide range of skills and employment pathways possible in the profession. Students learn how to identify, measure, and analyze various aspects of the forest environment, including trees, water, wildlife, and geospatial components and can then use this knowledge in careers working in natural resources. Most of the FNR major courses articulate directly with Humboldt State University Forestry degrees, though students should consult Counseling and Advising for current articulation agreements and transfer opportunities.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
ENGL1A - College Composition	4.0
COMM1 - Public Speaking	3.0
ENVSC11 - Environmental Ethics	3.0
BUS10 - Introduction to Business	3.0
MATH15 - Introduction to Statistics OR	4.0
MATH25 - College Trigonometry OR	4.0
MATH30 - College Algebra	4.0
AG17 - Introduction to Soil Science OR	3.0
CHEM2 - Introduction to Chemistry	5.0
FNR1 - Introduction to Forestry and Natural Resources	3.0
FNR3 - Seminar in Forestry and Natural Resources	1.0
FNR5 - Forest Ecology and Management	3.0
FNR10 - Timber Harvesting and Forest Operations	4.0
FNR31 - Introduction to Geospatial Concepts	3.0
FNR33 - Introduction to Remote Sensing	3.0
FNR46 - Technology and Applications in Natural Resources	1.0
FNR51 - Dendrology: the Identification and Study Of Woody Plants	3.0
FNR52 - Introduction to Surveying	4.0
FNR54 - Introduction to Natural Resource Inventory Techniques	4.0
FNR60 - Forest Health and Protection	3.0
FNR77 - Introduction to Wildland Fire	2.0
FNR80 - Introduction to Watershed Management	3.0
FNR87 - Introduction to Wildlife Ecology and Management	3.0
Total Units	**60.0 - 62.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: FNR1, FNR3, FNR46, FNR51, MATH15, MATH25, MATH30

Semester 2: AG17, CHEM2, FNR5, FNR54

Semester 3: BUS10, FNR10, FNR31, FNR52, FNR80

Semester 4: COMM1, ENVSC11, FNR60, FNR87

Program Learning Outcomes

- Discuss the history, policy, economics, and management of natural resources including how society utilizes forests and other natural resources.
- Acquire, analyze, and interpret quantitative data about natural resources.
- Identify and describe species and environmental factors in forest ecosystems, and use ecological knowledge about natural resources to analyze predicted outcomes of management.
- Acquire, analyze, and interpret geospatial information about natural resources.
- Understand and use safe practices in the field.

Forestry Technology CA Certificate of Achievement

Programs in this field provide basic and advanced educational opportunities for students seeking careers related forestry and natural resources.

PROGRAM REQUIREMENTS	
AG17 - Introduction to Soil Science	3.0
ENGL150 - Precollegiate Reading and Writing	3.5
FNR1 - Introduction to Forestry and Natural Resources	3.0
FNR3 - Seminar in Forestry and Natural Resources	1.0
FNR5 - Forest Ecology and Management	3.0
FNR10 - Timber Harvesting and Forest Operations	4.0
FNR31 - Introduction to Geospatial Concepts	3.0
FNR46 - Technology and Applications in Natural Resources	1.0
FNR33 - Introduction to Remote Sensing	3.0
FNR51 - Dendrology: the Identification and Study Of Woody Plants	3.0
FNR52 - Introduction to Surveying	4.0
FNR54 - Introduction to Natural Resources Inventory Techniques	4.0
FNR60 - Forest Health and Protection	3.0
FNR80 - Introduction to Watershed Management	3.0
FNR77 - Introduction to Wildland Fire	2.0
FNR87 - Introduction to Wildlife Ecology and Management	3.0
MATH120 - Intermediate Algebra	4.0
Total Units	**50.5 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: ENGL150, FNR1, FNR3, FNR31, FNR46, FNR51

Semester 2: AG17, FNR5, FNR54, FNR77, MATH120

Semester 3: FNR10, FNR52, FNR80

Semester 4: FNR33, FNR60, FNR87

Program Learning Outcomes

- Discuss the history, policy, economics, and management of natural resources including how society utilizes forests and other natural resources.
- Acquire, analyze, and interpret quantitative data about natural resources.
- Identify and describe species and environmental factors in forest ecosystems, and use ecological knowledge about natural resources to analyze predicted outcomes of management.
- Acquire, analyze, and interpret geospatial information about natural resources.
- Understand and use safe practices in the field.

Geology

Degrees/Certificates within this Program

- Geology for Transfer, AST

Geology for Transfer
A.S. Degree for Transfer

Geology is the study of Earth using scientific methodology and observation to understand the processes and phenomena that shape the planet over time. It is an interdisciplinary approach that uses the fundamental concepts of biology, chemistry, and physics to investigate land forms and the internal processes of Earth. The Associate in Science in Geology for Transfer degree provides a student with the general requirements for transferring to a CSU or other four-year institution to earn a degree in geology, geophysics, or similarly named earth science field. This program includes eight units of geology coursework, two semesters of chemistry, and two semesters of calculus. Although it is not required, students are also encouraged to take two semesters of physics that is typically required for a baccalaureate degree in Geology.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**26.0 Units**
CHEM1A - General Chemistry	5.0
CHEM1B - General Chemistry	5.0
GEOL1 - Physical Geology with Lab	4.0
GEOL2 - Historical Geology with Lab	4.0
MATH50A - Differential Calculus	4.0
MATH50B - Integral Calculus	4.0
Total Units	**26.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Apply methods of scientific inquiry to investigate the natural world.
- Collect and analyze data, and synthesize this information into clear reports.
- Apply mathematical concepts to solve real-world problems and applications.
- Apply geologic principles to describe how earth materials and landscapes change over time.
- Describe the basic elements of plate tectonic theory.

History

Degrees/Certificates within this Program

- History for Transfer

History for Transfer A.A. Degree for Transfer

The Associate in Arts in History for Transfer is intended for students who plan to complete a bachelor's degree in History at a CSU campus. Students completing the Associate in Arts in History for Transfer degree are guaranteed admission to the CSU system, but not to a particular campus or major. This preparation includes the following student learning outcomes: 1) Analyze and assess the merits of various historical interpretations to construct written and oral historical arguments ; 2)Analyze significant historical developments through the applications of the concepts of context, process, and/or difference.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**6.0 Units**
HIST8 - US History Through Reconstruction	3.0
HIST9 - US History Reconstruction to the Present	3.0
List A: Complete two courses	**6.0 Units**
HIST4 - Western Civilization to the Reformation	3.0
HIST20 - World History: Prehistory to 1500 AD	3.0
HIST5 - Western Civilization ca. 1600 to the Present	3.0
HIST21 - World History: 1500 AD- Present	3.0
List B, Area 1: Complete one course from below, or any List A course not already used	**3.0 - 4.0 Units**
CINE3 - Cinemas of Latin America, Asia, and Africa	3.0
FRNC1A - Elementary French I	4.0
FRNC1B - Elementary French II	4.0
HIST7 - History of Modern Asia	3.0
HIST11 - History of Women in America: Pre- Contact to 1877	3.0
HIST12 - History of Women in America: 1877- Present	3.0
HIST20 - World History: Prehistory to 1500 AD	3.0
HIST21 - World History: 1500 AD- Present	3.0
NAS21 - Native American History	3.0
SNLAN1A - Elementary American Sign Language I	4.0
SNLAN1B - Elementary American Sign Language II	4.0
SOC5 - Introduction to Race and Ethnic Relations	3.0
SPAN1A - Elementary Spanish I	4.0
SPAN1B - Elementary Spanish II	4.0
SPAN2A - Intermediate Spanish I	4.0
SPAN2B - Intermediate Spanish II	4.0
HIST22 - Colonial Latin American History	3.0
HIST23 - Modern Latin American History	3.0
List B, Area 2: Complete one course from below, or one List A course not already used	**3.0 Units**
ANTH3 - Introduction to Cultural Anthropology	3.0
ANTH5 - Great Archaeological Discoveries	3.0
ART1A - Art History - Pre-History to Gothic	3.0
ART1B - Art History: Renaissance to Contemporary	3.0
CINE1 - Cinema History - Origins Through the Coming of Sound	3.0
CINE2 - Cinema History - Coming of Sound to the Present	3.0
HIST4 - Western Civilization to the Reformation	3.0
HIST5 - Western Civilization ca. 1600 to the Present	3.0

HIST6 - The Vietnam War Era	3.0
HIST7 - History of Modern Asia	3.0
HIST11 - History of Women in America: Pre- Contact to 1877	3.0
HIST12 - History of Women in America: 1877- Present	3.0
HIST20 - World History: Prehistory to 1500 AD	3.0
HIST21 - World History: 1500 AD- Present	3.0
MUS10 - Music in History	3.0
PSYCH1 - General Psychology	3.0
SOC1 - Introduction to Sociology	3.0
HIST22 - Colonial Latin American History	3.0
HIST23 - Modern Latin American History	3.0
Total Units	**18.0 - 19.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Analyze and assess the merits of various historical interpretations.
- Analyze significant historical developments through the applications of the concepts of context, process, and/or difference.
- Apply secondary and/or primary source material to construct written and oral logical, historical arguments

Kinesiology

Degrees/Certificates within this Program

- Kinesiology for Transfer, AAT
- Personal Trainer, CR

Kinesiology for Transfer A.A. Degree for Transfer

This program is designed to provide students with an introduction to the academic discipline of Kinesiology and the scientific study of human movement. The AA degree provides a foundation in the fundamentals of human anatomy, physiology, and exercise movement. A bachelor's degree in Kinesiology can lead to careers in exercise science, athletic training, research, personal trainer, and as a teacher and/or coach. The Associate in Arts in Kinesiology for Transfer is intended for students who plan to complete a bachelor's degree in Kinesiology at a CSU campus. Students completing the Associate in Arts in Kinesiology for Transfer degree are guaranteed admission to the CSU system, but not to a particular campus or major.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**14.0 Units**
BIOL6 - Human Anatomy	4.0
BIOL7 - Human Physiology	4.0
KINS65 - Foundations of Kinesiology	3.0
List A: Complete two courses	**7.0 - 9.0 Units**
CHEM1A - General Chemistry	5.0
CHEM2 - Introduction to Chemistry	5.0
PHYS2A - General Physics I	4.0
PHYS4A - Calculus-Based Physics: Mechanics	4.0
HE7 - Emergency Response: First Aid/CPR/AED	3.0
MATH15 - Introduction to Statistics	4.0
Movement-based Courses: Complete three courses, no more than one from each area below	**3.0 Units**
Movement: Combatives	**0.0 - 1.0 Units**
PE14 - Defensive Tactics	1.0
PE15 - Women's Self Defense	1.0
Movement: Dance	**0.0 - 1.0 Units**
PE30 - Modern Dance	1.0
PE36 - Hip Hop Dance	1.0
Movement: Fitness	**0.0 - 1.0 Units**
PE9 - Hiking	1.0
PE10 - Running and Walking	1.0
PE12 - Weight Training	1.0
PE13 - Boot Camp Fitness	1.0
PE17 - Aerobic Kickboxing	1.0
PE18 - Pilates Mat	1.0
PE19 - Yoga	1.0
PE32 - Circuit Training	1.0
Movement: Individual Sports	**0.0 - 1.0 Units**
PE8A - Beginning Golf	1.0
PE11 - Tennis	1.0
PE27 - Power Weightlifting	1.0
Movement: Team Sports	**0.0 - 1.0 Units**
PE21 - Basketball	1.0
PE22 - Soccer	1.0
PE25 - Volleyball	1.0
Total Units	**24.0 - 31.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Explain the anatomical structure and the physiological mechanism of the human body.
- Apply the techniques and principles of the components of fitness and demonstrate knowledge in at least three areas of physical fitness.
- Identify career and/or educational options in physical education, and formulate an action plan to successfully pursue and attain those options.

Personal Trainer Certificate of Recognition

The sequence of courses within this certificate of recognition will prepare the student for ACSM personal trainer certification.

PROGRAM REQUIREMENTS

Required Core	**10.5 - 13.0 Units**
KINS63 - Personal Training Principles	3.0
KINS64 - Concepts of Strength Training	3.0
KINS66 - Concepts of Physical Fitness and Exercise	3.0
CE42 - Occupational Cooperative Education Work Experience	1.0
HE7 - Emergency Response: First Aid/CPR/ AED, OR	3.0
HE8 - Emergency Response: First Aid/CPR/ AED Recertification	0.5
Restricted Electives: Complete 1 unit from the courses below	**1.0 Units**
PE12 - Weight Training	1.0
PE27 - Power Weightlifting	1.0
PE32 - Circuit Training	1.0
Total Units	**11.5 - 14.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall or Spring Start

Semester 1: CE42, HE7, HE8, KINS63, KINS64, KINS66, Restricted Elective (any course)

Program Learning Outcomes

- Explain the various principles of exercise, principles of strength training, and conditioning guidelines.
- Develop an initial cardiovascular endurance and strength training FITT Principle exercise prescription that includes exercise workouts which incorporate components of health-related and/or skill-related physical fitness components.
- Demonstrate exercise mechanics and training techniques.

Liberal Arts

Degrees/Certificates within this Program

- Liberal Arts: Behavioral & Social Science, AA
- Liberal Arts: Business, AA
- Liberal Arts: Fine Arts, AA
- Liberal Arts: Humanities, Language & Communication, AA
- Liberal Arts: Mathematics, AA
- Liberal Arts: Science, AA
- Liberal Arts: Science Exploration, AA

Liberal Arts: Behavioral & Social Science A.A. Degree

The Behavioral and Social Science AA degree is designed to demonstrate the connections between the behavioral and social sciences, as well as the way in which each discipline provides a unique perspective on humanity. It includes an introduction to three fields, with at least three elective courses within the student's chosen interest area(s). Many of the courses included in this degree are lower-division requirements for majors at four-year institutions. However, a student is advised to speak to a counselor about which courses may apply to a specific four-year institution's degree program. Students with the intent of pursuing a specific degree in the behavioral and social sciences at a California State University should consider an Associate of Arts for Transfer degree. The Associate of Arts Degree for Transfer is designed to be fully transferable to a California State University.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - General Education Requirements (CR GE, CSU GE or IGETC).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core: Complete 9 units, max 1 per department	9.0 Units
AJ1 - Introduction to Administration of Justice	3.0
ANTH3 - Introduction to Cultural Anthropology	3.0
POLSC10 - U.S. Government & Politics	3.0
PSYCH1 - General Psychology	3.0
SOC1 - Introduction to Sociology	3.0
HIST8 - US History Through Reconstruction	3.0
HIST9 - US History Reconstruction to the Present	3.0
Restricted Electives: Complete 9 Units from below, or from Required Core not already used.	9.0 Units
AJ1 - Introduction to Administration of Justice	3.0
AJ4 - Criminal Law	4.0
ANTH1 - Introduction to Biological Anthropology	3.0
ANTH1B - Introduction to Biological Anthropology Lab	1.0
ANTH2 - Introduction to Archaeology	3.0
ANTH3 - Introduction to Cultural Anthropology	3.0
ANTH4 - Introduction to Folklore	3.0
ANTH5 - Great Archaeological Discoveries	3.0
ANTH6 - Introduction to Forensic Anthropology	3.0
GEOG2 - Cultural Geography	3.0
HIST4 - Western Civilization to the Reformation	3.0
HIST5 - Western Civilization ca. 1600 to the Present	3.0
HIST8 - US History Through Reconstruction	3.0
HIST9 - US History Reconstruction to the Present	3.0
HIST20 - World History: Prehistory to 1500 AD	3.0
HIST21 - World History: 1500 AD- Present	3.0
NAS1 - Introduction to Native American Studies	3.0
NAS21 - Native American History	3.0
POLSC1 - Political Controversies	3.0
POLSC3 - Modern World Problems	3.0
POLSC10 - U.S. Government & Politics	3.0
POLSC12 - State and Local Politics	3.0
POLSC20 - Comparative Politics/Government	3.0
POLSC30 - Campaigns & Elections	3.0
PSYCH1 - General Psychology	3.0
PSYCH2 - Research Methods in Psychology	3.0
PSYCH2L - Research Methods in Psychology Lab	1.0
PSYCH3 - Psychology of Sexuality	3.0
PSYCH11 - Life Span Development	3.0

PSYCH20 - Biological Psychology	3.0
PSYCH30 - Social Psychology	3.0
PSYCH33 - Personal Growth and Adjustment	3.0
PSYCH38 - Abnormal Psychology	3.0
SOC1 - Introduction to Sociology	3.0
SOC2 - Social Problems	3.0
SOC3 - Human Sexuality	3.0
SOC5 - Introduction to Race and Ethnic Relations	3.0
SOC9 - Introduction to Women's Studies	3.0
SOC10 - Sociology of Family and Intimate Relationships	3.0
SOC15 - Introduction to Social Research Methods	3.0
SOC33 - Death and Dying: Transition and Growth	3.0
SWHS1 - Introduction to Social Work and Human Services	3.0
SWHS2 - Field Seminar in Social Work and Human Services	2.0
PHIL2 - Introduction to Political Philosophy	3.0
POLSC2 - Introduction to Political Philosophy	3.0
Total Units	**18.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Extract and analyze information from primary and secondary sources relevant to the social and behavioral sciences.
- Critically evaluate current and historical issues in the social and behavioral sciences.
- Create arguments that demonstrate knowledge of primary and secondary source information.
- Compare and contrast the intellectual frameworks that various disciplines in the social and behavioral sciences have taken with respect to social power relations, including but not limited to race, ethnicity, class, gender, and religion.
- Explain diverse human viewpoints and experiences from an empathetic perspective.

Liberal Arts: Business A.A. Degree

The Liberal Arts: Business degree emphasizes the integration of theory and practice within the fields of business. Students will demonstrate an understanding of the place of business within the global economy. Students will critically apply ethical standards to business practices and decisions.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - General Education Requirements (CR GE, CSU GE or IGETC).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
BUS1A - Financial Accounting	4.0
BUS1B - Managerial Accounting	4.0
BUS10 - Introduction to Business	3.0
BUS18 - Business Law	3.0
ECON1 - Macroeconomics	3.0
ECON10 - Microeconomics	3.0
MATH15 - Introduction to Statistics	4.0
Total Units	**18.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Select and apply analytical and technological tools as they relate to personal, business, and social decisions.
- Communicate effectively as writers, listeners, and speakers in diverse social and business settings.

Liberal Arts: Fine Arts A.A. Degree

Students pursuing the Liberal Arts: Fine Arts degree may choose either to specialize within one of the four degree fields (Art, Cinema, Drama, or Music), or to take an interdisciplinary cross-section of introductory arts courses. The degree offers potential students the opportunity to develop basic skills in one or more of the arts; students who choose to specialize in a particular field can take courses commonly required at four-year institutions for majors, and thus can prepare themselves for upper division courses they may take in the future. Students not planning to continue their education, or planning to continue in some other field, will still benefit from the increased cultural awareness and personal fulfillment attained through this degree program.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - General Education Requirements (CR GE, CSU GE or IGETC).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core: Complete 18 Units from the list	**18.0 Units**
ART1A - Art History - Pre-History to Gothic	3.0
ART1B - Art History: Renaissance to Contemporary	3.0
ART3A - Introduction to Sculpture	3.0
ART10 - Color and Design	3.0
ART11 - Three-Dimensional Design	3.0
ART17 - Basic Drawing	3.0
ART19 - Figure Drawing	3.0
ART23 - Painting	3.0
ART31A - Introduction to Ceramics (Hand-building)	3.0
ART35 - Digital Photography	3.0
ART41 - Introduction to Digital Art	3.0
ART60 - Jewelry	3.0
ART77 - Professional Practices and Entrepreneurship in the Visual Arts	3.0

CINE1 - Cinema History - Origins Through the Coming of Sound	3.0
CINE2 - Cinema History - Coming of Sound to the Present	3.0
CINE3 - Cinemas of Latin America, Asia, and Africa	3.0
DRAMA24 - Introduction to Theatre	3.0
DRAMA26 - Rehearsal and Performance in Production	2.0
DRAMA30A - Acting I	3.0
DRAMA30B - Acting II	3.0
MUS1 - Introduction to Music	3.0
MUS2A - Beginning Harmony and Musicianship I	4.0
MUS2B - Beginning Harmony and Musicianship II	4.0
MUS3A - Intermediate Harmony and Musicianship I	4.0
MUS3B - Intermediate Harmony and Musicianship II	4.0
MUS10 - Music in History	3.0
MUS24A - Beginning Class Piano I	1.0
MUS24B - Beginning Class Piano II	1.0
MUS25A - Intermediate Class Piano I	1.0
MUS25B - Intermediate Class Piano II	1.0
Total Units	**18.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate progressive technical mastery of one or more artistic mediums.
- Recognize and evaluate competing aesthetic and critical claims.
- Critically analyze a range of creative works using varied analytical perspectives.
- Explain, verbally or in writing, relationships between cultural, socio-economic, and political factors and artistic movements.

Liberal Arts: Humanities, Language & Communication, A.A. Degree

Liberal Arts: Humanities & Communications degree students planning to transfer to a university should consult with counselors/advisors about lower division major requirements at their transfer institution to make the most judicious selection of courses.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - General Education Requirements (CR GE, CSU GE or IGETC).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core: Complete 18 Units from the list	**18.0 Units**
ART1A - Art History - Pre-History to Gothic	3.0
ART1B - Art History: Renaissance to Contemporary	3.0
CINE1 - Cinema History - Origins Through the Coming of Sound	3.0
CINE2 - Cinema History - Coming of Sound to the Present	3.0
CINE3 - Cinemas of Latin America, Asia, and Africa	3.0
COMM1 - Public Speaking	3.0
COMM1H - Public Speaking - Honors	3.0
COMM2 - Introduction to Communication	3.0
COMM3 - Oral Interpretation of Literature	3.0
COMM5 - Introduction to Mass Communication	3.0
COMM6 - Small Group Communication	3.0
COMM7 - Interpersonal Communication	3.0
COMM8 - Intercultural Communication	3.0
ENGL1B - Critical Inquiry and Literature	3.0
ENGL4 - Introduction to Literature	3.0
ENGL9 - World Literature - Early Modern to 21st Century	3.0
ENGL10 - World Literature: Antiquity to The Early Modern Era	3.0

Continued on next page

ENGL17 - American Literature: Beginnings to the Civil War	3.0
ENGL18 - American Literature - Civil War - World War II	3.0
ENGL32 - Creative Writing - Poetry	3.0
ENGL33 - Creative Writing - Prose	3.0
ENGL60 - Introduction to British Literature: Beginnings through the 18th Century	3.0
ENGL61 - Introduction to British Literature: Romanticism to the Present	3.0
FRNC1A - Elementary French I	4.0
FRNC1B - Elementary French II	4.0
HIST4 - Western Civilization to the Reformation	3.0
HIST5 - Western Civilization ca. 1600 to the Present	3.0
HIST6 - The Vietnam War Era	3.0
HIST7 - History of Modern Asia	3.0
HIST8 - US History Through Reconstruction	3.0
HIST9 - US History Reconstruction to the Present	3.0
HIST11 - History of Women in America: Pre- Contact to 1877	3.0
HIST12 - History of Women in America: 1877- Present	3.0
HIST20 - World History: Prehistory to 1500 AD	3.0
HIST21 - World History: 1500 AD- Present	3.0
HIST22 - Colonial Latin American History	3.0
HIST23 - Modern Latin American History	3.0
PHIL1 - Critical Thinking	3.0
PHIL2 - Introduction to Political Philosophy	3.0
PHIL10 - Introduction to Philosophy	3.0
PHIL12 - Introduction to Logic	3.0
PHIL13 - History of Ancient Philosophy	3.0
PHIL14 - History of Early Modern Philosophy	3.0
PHIL15 - Religions of the World	3.0
PHIL16 - Introduction to the Philosophy of Religion	3.0
PHIL20 - Introduction to Ethics	3.0
SNLAN1A - Elementary American Sign Language I	4.0
SNLAN1B - Elementary American Sign Language II	4.0
SPAN1A - Elementary Spanish I	4.0
SPAN1B - Elementary Spanish II	4.0
SPAN2A - Intermediate Spanish I	4.0
SPAN2B - Intermediate Spanish II	4.0
YUR1A - Elementary Yurok I	4.0
Total Units	**18.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Present orally or in writing the effective use of research materials in a coherent argument.
- Analyze the relationship between reader, text, and social cultural, and/or historical contexts.
- Critically analyze and interpret a broad variety of texts, including, but not limited to written texts, speeches, and various media.

Liberal Arts: Mathematics A.A. Degree

The Liberal Arts degree in Mathematics is designed with an emphasis in and for students who are interested in mathematics or mathematically related disciplines but do not wish to major in mathematics. This degree pathway is appropriate for students who wish to augment their studies in another field with a better understanding of mathematics. Completion of this degree prepares students to major in a field of study related to mathematics when they transfer to a university. Students who already have mathematics as a transfer goal should not choose this major but instead consider the Associate in Arts in Mathematics for Transfer degree. Students should seek advising before selecting specific courses in order to meet specific university requirements for their major.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - General Education Requirements (CR GE, CSU GE or IGETC).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**8.0 Units**
MATH50A - Differential Calculus	4.0
MATH50B - Integral Calculus	4.0
Restricted Electives: Complete 10 units from the courses below	**10.0 Units**
MATH4 - MATLAB Programming	3.0
MATH45 - Linear Algebra	4.0
MATH50C - Multivariable Calculus	4.0
MATH55 - Differential Equations	4.0
Total Units	**18.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Complete projects and assignments both independently and cooperatively.
- Communicate mathematical ideas effectively, both in oral and written presentations.
- Use numerical, graphical, symbolic, and verbal representations to solve problems and present logical arguments.
- Use computer technology to verify and interpret results, visualize functions, and explore mathematical concepts.

Liberal Arts: Science A.A. Degree

The Liberal Arts degree with an emphasis in the sciences is designed for students wishing to pursue careers in a scientific field. Completion of curricula prepares students to major in their field of study when they transfer to a university. Science transfer students should also consider one of the Associate for Transfer degrees in a specific scientific area if it matches their area of interest. In all cases, students should seek advising before selecting specific courses in order to meet specific university requirements for their university major.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - General Education Requirements (CR GE, CSU GE or IGETC).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core: one course each from two of the three core areas (Chemistry, Math, or Physics)	**8.0 - 9.0 Units**
CHEM1A - General Chemistry	5.0
CHEM2 - Introduction to Chemistry	5.0
MATH15 - Introduction to Statistics	4.0
MATH25 - College Trigonometry	4.0
MATH30 - College Algebra	4.0
MATH50A - Differential Calculus	4.0
PHYS2A - General Physics I	4.0
PHYS4A - Calculus-Based Physics: Mechanics	4.0
Restricted Electives: 9-10 units from below, or Core courses not already used.	**9.0 - 10.0 Units**
AG17 - Introduction to Soil Science	3.0
BIOL1 - General Biology	4.0
BIOL3 - Fundamental Cell Biology	4.0
BIOL4 - General Zoology	4.0
BIOL5 - General Botany with Lab	4.0
BIOL6 - Human Anatomy	4.0
BIOL7 - Human Physiology	4.0
BIOL15 - Marine Biology	4.0
CHEM1A - General Chemistry	5.0
CHEM1B - General Chemistry	5.0
CHEM2 - Introduction to Chemistry	5.0
CHEM3 - Introduction to Organic Chemistry	4.0
CHEM8 - Brief Organic Chemistry	5.0
FNR1 - Introduction to Forestry and Natural Resources	3.0
FNR51 - Dendrology: the Identification and Study Of Woody Plants	3.0
GEOL1 - Physical Geology with Lab	4.0
GEOL2 - Historical Geology with Lab	4.0
MATH15 - Introduction to Statistics	4.0
MATH25 - College Trigonometry	4.0
MATH30 - College Algebra	4.0
MATH50A - Differential Calculus	4.0
MATH50B - Integral Calculus	4.0
OCEAN10 - Introduction to Oceanography	3.0
OCEAN11 - Laboratory in Oceanography	1.0
PHYS2A - General Physics I	4.0
PHYS2B - General Physics II	4.0
PHYS4A - Calculus-Based Physics: Mechanics	4.0
PHYS4B - Calculus-Based Physics: Electricity and Magnetism	4.0
PHYS4C - Calculus-based Physics: Heat, Optics, Waves, and Modern Physics	4.0
Total Units	**17.0 - 19.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Apply methods of scientific inquiry, including hypothesis formation, appropriate data collection and analysis, and presentation of results.
- Explain observable phenomena using concepts of mathematics, physics and chemistry.
- Use numerical, graphical, and/or symbolic representation to solve problems and present results.
- Communicate clearly about science, in speech and/or in writing, using technical language and a format appropriate to the discipline, as well as common language for the lay-public.

Liberal Arts: Science Exploration A.A. Degree

The Science Exploration emphasis offers study in the sciences and is intended for students who wish to explore multiple scientific fields, but do not wish to be science majors. This may be appropriate for a student that wishes to augment their studies in another field, such as recreation or education, with a better understanding of the sciences. Students who might wish to pursue a science degree following transfer to a four-year institution should be sure to ascend through the college level math courses because most bachelor's degrees in science require at least one semester of calculus. Students who already have a defined science transfer goal should NOT choose this major, but instead, consider the Liberal Arts: Science degree or one of the Associate for Transfer degrees in a specific scientific area. Students who intend to work in a specific professional area (such as Forestry, Natural Resources, or Computer Information Science) after completion of a two-year degree should consider the discipline-specific associate degree in those fields. In all cases, students are advised to consult a counselor on selecting a degree that best matches their academic goals.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - General Education Requirements (CR GE, CSU GE or IGETC).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Life Science Core: Complete 3 units from below	**3.0 Units**
AG23 - Introduction to Plant Science	3.0
BIOL1 - General Biology	4.0
BIOL2 - Microbiology	4.0
BIOL3 - Fundamental Cell Biology	4.0
BIOL4 - General Zoology	4.0
BIOL5 - General Botany with Lab	4.0
BIOL6 - Human Anatomy	4.0
BIOL7 - Human Physiology	4.0
BIOL8 - Human Biology	4.0
BIOL15 - Marine Biology	4.0
BIOL18 - Natural History of North Coast Mammals	3.0
BIOL20 - Natural History of California	4.0
BIOL27 - Biology of Marine Mammals	3.0
BIOL40 - Independent Study - Cadaver Prosection	1.0
BIOL41 - Independent Study - Natural History Museum Curation	1.0
BIOL42 - Peer Tutoring in Life Sciences - Anatomy	1.0
BIOL43 - Peer Tutoring in Life Sciences - Zoology	1.0
BIOL44 - Peer Tutoring in Life Sciences - Botany	1.0
BIOL45 - Peer Tutoring in Life Sciences - Physiology	1.0
ENVSC10 - Introduction to Environmental Science	4.0
FNR5 - Forest Ecology and Management	3.0
FNR51 - Dendrology: the Identification and Study Of Woody Plants	3.0
FNR60 - Forest Health and Protection	3.0
FNR87 - Introduction to Wildlife Ecology and Management	3.0
Physical Sciences Core: Complete 3 units from below	**3.0 Units**
AG17 - Introduction to Soil Science	3.0
ASTRO10 - Introduction to Astronomy	3.0
ASTRO11 - The Solar System and Space Exploration	3.0
CHEM1A - General Chemistry	5.0
CHEM1B - General Chemistry	5.0
CHEM2 - Introduction to Chemistry	5.0
CHEM3 - Introduction to Organic and Biochemistry	4.0
CHEM8 - Brief Organic Chemistry	5.0
ENVSC12 - Earth's Changing Climate	3.0
GEOG1 - Introduction to Physical Geography	3.0
GEOL1 - Physical Geology with Lab	4.0
GEOL2 - Historical Geology with Lab	4.0
GEOL10 - Environmental Geology	3.0
GEOL15 - Earthquakes and Plate Tectonics	3.0
OCEAN10 - Introduction to Oceanography	3.0
OCEAN10L - Laboratory in Oceanography	1.0
OCEAN12 - Environmental Oceanography	3.0
PHYS2A - General Physics I	4.0
PHYS2B - General Physics II	4.0
PHYS4A - Calculus-Based Physics: Mechanics	4.0
PHYS10 - Introduction to Physics	3.0

Continued on next page

Restricted Electives: Complete 12 units from below, or from Life or Physical Science Core not already used.	**12.0 Units**
ASTRO30 - Teaching Science With Science Fiction	2.0
CIS12 - Programming Fundamentals	4.0
CIS18 - Object Oriented Programming - Java	4.0
FNR1 - Introduction to Forestry and Natural Resources	3.0
FNR32 - Introduction to Geographic Information Systems	3.0
FNR77 - Introduction to Wildland Fire	2.0
MATH5 - Contemporary Mathematics	3.0
MATH15 - Introduction to Statistics	4.0
MATH25 - College Trigonometry	4.0
MATH30 - College Algebra	4.0
MATH50A - Differential Calculus	4.0
Total Units	**18.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Apply the scientific method of inquiry to investigations of the natural world.
- Demonstrate an ability to classify matter, energy, and organisms.
- Describe how energy is transferred.
- Explain the processes involved in cell biology and evolutionary change.

Manufacturing Technology

Degrees/Certificates within this Program

- CADD/CAM Design & Manufacturing, AS
- CADD/CAM Design & Manufacturing, CA
- Manufacturing Technology, AS
- Manufacturing Technology, CA

CADD/CAM Design & Manufacturing A.S. Degree

Programs in this field provide general and specific educational opportunities for students seeking careers in drafting and design for manufacturing, machining operations, computer-controlled manufacturing, process control, production, and supervision.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

Program Requirements	
DT23 - Engineering Design Graphics	3.0
ENGR23 - Engineering Design Graphics	3.0
DT25 - Computer Aided Design and Drafting	4.0
DT50 - 3D CAD Applications	4.0
DT60 - Mechanical Design Drafting	4.0
IT60A - Basic Manufacturing Print Reading	3.0
IT60B - Machine Parts Print Reading	3.0
MT10 - Fundamentals of Manufacturing Technology	3.0
MT11 - Advanced Manufacturing - Turning	4.0
MT52 - Introduction to Metallurgy and Material Science	3.0
MT54A - Introduction to Computer Numerical Control	4.0
MT59A - MasterCAM 2-D Programming	4.0
PHYS10 - Introduction to Physics	3.0
Total Units	**42.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: DT23, ENGR23, IT60, MT54A

Semester 2: DT25, DT60, IT60B, MT11

Semester 3: DT50, MT52, MT59A

Semester 4: PHYS10

Program Learning Outcomes

- Produce industry standard design documentation using Computer Aided Drafting and technical sketching.
- Develop design concepts, renderings, and models with consideration for aesthetics, cost, methods of construction and/or manufacturing, and common industrial practices.
- Use common business communication tools such as the internet, MS Office, written reports, and oral presentations.
- Analyze/interpret/present technological concepts, creative expression, resources, & data.

CADD/CAM Design & Manufacturing Certificate of Achievement

Programs in this field provide general and specific educational opportunities for students seeking careers in drafting and design for manufacturing, machining operations, computer-controlled manufacturing, process control, production, and supervision.

PROGRAM REQUIREMENTS	
DT23 - Engineering Design Graphics OR	3.0
ENGR23 - Engineering Design Graphics OR	3.0
DT25 - Computer Aided Design and Drafting	4.0
DT50 - 3D CAD Applications	4.0
DT60 - Mechanical Design Drafting	4.0
IT60A - Basic Manufacturing Print Reading	3.0
IT60B - Machine Parts Print Reading	3.0
MT10 - Fundamentals of Manufacturing Technology	3.0
MT11 - Advanced Manufacturing - Turning	4.0
MT52 - Introduction to Metallurgy and Material Science	3.0
MT54A - Introduction to Computer Numerical Control	4.0
MT59A - MasterCAM 2-D Programming	4.0
Total Units	**39.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall or Spring Start

Semester 1: DT23 or ENGR23, IT60A, MT10, MT54A

Semester 2: DT25, DT60, IT60B, MT11

Semester 3: DT50, MT52, MT59A

Program Learning Outcomes

- Produce industry standard design documentation using Computer Aided Drafting and technical sketching.
- Develop design concepts, renderings, and models with consideration for aesthetics, cost, methods of construction and/or manufacturing, and common industrial practices.
- Use common business communication tools such as the internet, MS Office, written reports, and oral presentations.

Manufacturing Technology A.S. Degree

Programs in this field provide general and specific educational opportunities for students seeking careers in drafting and design for manufacturing, machining operations, computer-controlled manufacturing, process control, production, and supervision.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**43.0 Units**
CET10 - Survey of Electronics	3.0
IT60A - Basic Manufacturing Print Reading	3.0
IT60B - Machine Parts Print Reading	3.0
MT10 - Fundamentals of Manufacturing Technology	3.0
MT11 - Advanced Manufacturing - Turning	4.0
MT12 - Advanced Manufacturing Technology	4.0
MT13 - Advanced Manufacturing Processes	4.0
MT52 - Introduction to Metallurgy and Material Science	3.0
MT54A - Introduction to Computer Numerical Control	4.0
MT54B - Computer Numerical Control Machining	4.0
MT59A - MasterCAM 2-D Programming	4.0
MT59B - Mastercam 3-D Programming	4.0
Restricted Electives: Complete 3 units from below	**3.0 Units**
DT23 - Engineering Design Graphics	3.0
ENGR23 - Engineering Design Graphics	3.0
IT25 - OSHA General Industrial Safety Management	3.0
MT54L - Computer Numerical Control Lab	2.0
WT53 - Basic Gas and Arc Welding	2.0

Total Units	**46.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: CET10, IT60A, MT10, MT54A

Semester 2: IT60B, MT11, MT54B, Restricted Elective (any course)

Semester 3: MT12, MT52, MT59A, Restricted Elective (any course)

Semester 4: MT13, MT59B, Restricted Elective (any course)

Program Learning Outcomes

- Set up and operate manual machine tools including milling machines, lathes, precision grinders, Electrical Discharge Machines, and support equipment including drill presses, grinders, and saws.
- Set up and operate Computer Aided Manufacturing systems and Computer Numerical Control machine tools, including machining centers, turning centers, and rapid prototyping machines.
- Produce machine parts from engineering drawings within dimensional tolerances.
- Determine the best way to manufacture a given part, and produce it utilizing the available tools and equipment.

Manufacturing Technology Certificate of Achievement

Programs in this field provide general and specific educational opportunities for students seeking careers in drafting and design for manufacturing, machining operations, computer-controlled manufacturing, process control, production, and supervision.

PROGRAM REQUIREMENTS	
IT60A - Basic Manufacturing Print Reading	3.0
IT60B - Machine Parts Print Reading	3.0
MT10 - Fundamentals of Manufacturing Technology	3.0
MT11 - Advanced Manufacturing - Turning	4.0
MT12 - Advanced Manufacturing Technology	4.0
MT13 - Advanced Manufacturing Processes	4.0
MT52 - Introduction to Metallurgy and Material Science	3.0
MT54A - Introduction to Computer Numerical Control	4.0
MT54B - Computer Numerical Control Machining	4.0
MT59A - MasterCAM 2-D Programming	4.0
MT59B - Mastercam 3-D Programming	4.0
Total Units	40.0 Units

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: IT60A, MT10, MT54A

Semester 2: IT60B, MT11, MT54B

Semester 3: MT12, MT52, MT59A

Semester 4: MT13, MT59B

Program Learning Outcomes

- Set up and operate manual machine tools including milling machines, lathes, precision grinders, Electrical Discharge Machines, and support equipment including drill presses, grinders, and saws.
- Set up and operate Computer Aided Manufacturing systems and Computer Numerical Control machine tools including machining centers, turning centers, and rapid prototyping machines.
- Produce machine parts from engineering drawings within dimensional tolerances.
- Determine the best way to manufacture a given part, and produce it utilizing the available tools and equipment.

Mathematics

Degrees/Certificates within this Program

- Mathematics for Transfer, AST

Mathematics for Transfer A.S. Degree for Transfer

The Associate in Science in Mathematics for Transfer degree is designed to prepare students for transfer to the California State University system through developing the ability to read, write and speak about mathematical ideas with fluency and by building a fundamental understanding of mathematics theory including applications of calculus and linear systems, relations of algebraic systems and classical problems, and roles of definitions, theorems, and proofs in algebra and analysis. Upon successful completion of this degree, students will possess strong technical competence including uses of calculus, linear systems, and/or differential equations. Emphasis is placed on building competency with the use of technology to visualize functions, explore mathematical concepts, and solve problems. The overarching focus of this degree pathway is to foster an ability to communicate mathematics through numerical, graphical, symbolic, and verbal representations of mathematical ideas.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**12.0 Units**
MATH50A - Differential Calculus	4.0
MATH50B - Integral Calculus	4.0
MATH50C - Multivariable Calculus	4.0
List A: Complete two courses from List A, or one course from List A and one from List B	4.0 - 8.0 Units
MATH45 - Linear Algebra OR	4.0
MATH55 - Differential Equations	4.0
List B: Complete two courses from List A, or one course from List A and one from List B	**0.0 - 4.0 Units**
MATH4 - MATLAB Programming OR	3.0
MATH15 - Introduction to Statistics OR	4.0
PHYS4A - Calculus-Based Physics: Mechanics 4.0	
Total Units	**16.0 - 24.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Be able to read, write, and speak accurately about mathematical ideas and use correct mathematical notation
- Possess technical competence including uses of calculus, linear systems, and/or differential equations
- Be able to use technology to visualize functions, explore mathematical concepts, and solve problems
- Be able to use numerical, graphical, symbolic, and verbal representations to communicate with others in both written and oral form
- Possess a fundamental understanding of mathematics theory including applications of calculus and linear systems, relations of algebraic systems and classical problems, and roles of definitions, theorems, and proofs in algebra and analysis

Nursing

Degrees/Certificates within this Program

- Licensed Vocational Nursing, AS
- Licensed Vocational Nursing, CA
- LVN or Paramedic to RN – Career Mobility, AS
- LVN to RN (30 Unit Option), CA
- North Coast Paramedic, AS
- North Coast Paramedic, CA
- Registered Nursing

Licensed Vocational Nursing A.S. Degree

The Licensed Vocational Nursing A.S. Degree prepares students seeking a career as a Licensed Vocational Nurse (LVN). Upon completion of this degree, students will be eligible to take the National Council Licensing Exam for Practical Nursing (NCLEX-PN).

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
BIOL8 - Human Biology	4.0
HO15 - Nutrition	3.0
LVN110A - Pharmacology - Vocational Nursing I	2.0
LVN110B - Pharmacology - Vocational Nursing II	2.0
LVN111 - LVN Fundamental Pharmacology Skills	0.5
LVN118 - Psychology for Vocational Nursing	2.0
LVN121 - Nursing of Adults and Children I	6.5
LVN122 - Nursing of Adults and Children II	15.0
LVN123 - Nursing of Adults and Children III	18.0
Total Units	**53.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: BIOL8, HO15, LVN110A, LVN111, LVN121

Semester 2: LVN110B, LVN118, LVN122

Semester 3: LVN123

Program Learning Outcomes

- Incorporate principles from the nursing, behavioral and physical sciences in the promotion of competent care to clients of different ages with different biopsychosocial needs.
- Apply knowledge of specific disease conditions in the prevention, treatment, nursing care and rehabilitation of all clients.
- Differentiate the role of the Licensed Vocational Nurse in the healthcare team.
- Conform to professional standards incorporating legal and ethical responsibilities of the LVN.
- Utilize critical thinking in assessment, planning, intervention, and evaluation of client care, and in the development and implementation of a teaching plan within the scope of LVN practice.

Licensed Vocational Nursing Certificate of Achievement

The Licensed Vocational Nursing Certificate of Achievement prepares students seeking a career as a Licensed Vocational Nurse (LVN). Upon completion of this degree, students will be eligible to take the National Council Licensing Exam for Practical Nursing (NCLEX-PN).

PROGRAM REQUIREMENTS	
BIOL8 - Human Biology	4.0
HO15 - Nutrition	3.0
LVN110A - Pharmacology - Vocational Nursing I	2.0
LVN110B - Pharmacology - Vocational Nursing II	2.0
LVN111 - LVN Fundamental Pharmacology Skills	0.5
LVN118 - Psychology for Vocational Nursing	2.0
LVN121 - Nursing of Adults and Children I	6.5
LVN122 - Nursing of Adults and Children II	15.0
LVN123 - Nursing of Adults and Children III	18.0
Total Units	**53.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: BIOL8, HO15, LVN110A, LVN111, LVN121

Semester 2: LVN110B, LVN118, LVN122

Semester 3: LVN123

Program Learning Outcomes

- Incorporate principles from the nursing, behavioral and physical sciences in the promotion of competent care to clients of different ages with different biopsychosocial needs.
- Apply knowledge of specific disease conditions in the prevention, treatment, nursing care and rehabilitation of all clients.
- Differentiate the role of the Licensed Vocational Nurse in the healthcare team.
- Conform to professional standards incorporating legal and ethical responsibilities of the LVN.
- Utilize critical thinking in assessment, planning, intervention, and evaluation of client care, and in the development and implementation of a teaching plan within the scope of LVN practice.
- Organize, prioritize, and delegate care for a group of clients, communicating effectively with members of the healthcare team.

LVN or Paramedic to RN - Career Mobility A.S. Degree

The LVN/Paramedic to RN - Career Mobility A.S. Degree prepares students who are currently licensed as Licensed Vocational Nurses (LVNs) or Paramedics for careers as Registered Nurses (RNs). Upon completion, students are eligible to take the National Council Licensing Exam of Registered Nursing (NCLEX-RN).

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Program Prerequisites	**16.0 Units**
BIOL2 - Microbiology	4.0
BIOL6 - Human Anatomy	4.0
BIOL7 - Human Physiology	4.0
ENGL1A - Analytical Reading and Writing	4.0
Required Core	**22.0 Units**
NURS3 - Nursing Science and Practice Concepts III	9.0
NURS4 - Nursing Science and Practice Concepts IV	10.0
NURS20 - RN Transitional Concepts	3.0
Restricted Electives	**12.0 Units**
HO15 - Nutrition	3.0
PSYCH1 - General Psychology OR	3.0
PSYCH11 - Life Span Development	3.0
COMM1 - Public Speaking OR	3.0
COMM6 - Small Group Communication OR	3.0
COMM7 - Interpersonal Communication	3.0
ANTH3 - Introduction to Cultural Anthropology OR	3.0
SOC1 - Introduction to Sociology OR	3.0
SOC2 - Social Problems	3.0
Total Units	**50.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- The student will implement nursing care to patients, families, and groups from diverse backgrounds in a variety of settings that is compassionate, age and culturally appropriate and based on a patient`s preferences, values and needs.
- The student will participate as a member of the interprofessional healthcare team in the provision of safe, quality patient-centered care.
- The student will identify best current evidence from scientific and other credible sources as a basis for developing individualized patient-centered plans of care.
- The student will participate in data collection processes that support established quality improvement initiatives.
- The student will implement strategies that minimize risk and provide a safe environment for patients, self, and others.
- The student will use evidence-based information and patient care technology in the provision of safe, quality patient-centered care.

LVN to RN (30 Unit Option) Certificate of Achievement

The LVN to RN - 30 Unit Option Certificate of Achievement prepares students who are currently licensed as Licensed Vocational Nurses (LVNs) for careers as Registered Nurses (RNs). Upon completion, students are eligible to take the National Council Licensing Exam of Registered Nursing (NCLEX-RN).

PROGRAM REQUIREMENTS	
Program Prerequisites	**8.0 Units**
BIOL2 - Microbiology	4.0
BIOL7 - Human Physiology	4.0
Program Requirements	**22.0 Units**
NURS3 - Nursing Science and Practice Concepts III	9.0
NURS4 - Nursing Science and Practice Concepts IV	10.0
NURS20 - RN Transitional Concepts	3.0
Total Units	**30.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- The student will implement nursing care to patients, families, and groups from diverse backgrounds in a variety of settings that is compassionate, age and culturally appropriate and based on a patient`s preferences, values and needs.
- The student will participate as a member of the interprofessional healthcare team in the provision of safe, quality patient-centered care.
- The student will identify best current evidence from scientific and other credible sources as a basis for developing individualized patient-centered plans of care.
- The student will participate in data collection processes that support established quality improvement initiatives.
- The student will implement strategies that minimize risk and provide a safe environment for patients, self, and others.
- The student will use evidence-based information and patient care technology in the provision of safe, quality patient-centered care.

North Coast Paramedic A.S. Degree

The North Coast Paramedic A.S. Degree prepares students for careers as Paramedics.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Program Prerequisite: National EMT Certification or HO-159	**0.0 - 6.0 Units**
HO159 - Emergency Medical Technician	6.0
Program Requirements (a total of 9 units must be completed between HO-170C and HO-170D)**	**39.0 Units**
HO170A - North Coast Paramedic Program 1	11.0
HO170B - North Coast Paramedic Prog. 2	13.0
HO170C - North Coast Paramedic 3	1.0 - 8.0
HO170D - North Coast Paramedic 4	1.0 - 8.0
BIOL1 - General Biology	4.0
PSYCH1 - General Psychology OR	3.0
PSYCH33 - Personal Growth and Adjustment OR	3.0
SOC1 - Introduction to Sociology OR	3.0
SOC2 - Social Problems	3.0
Total Units	**39.0 - 45.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Identify the roles and responsibilities of a paramedic, and how these support the roles and responsibilities of other healthcare professionals.
- Apply the basic concepts of development, pathophysiology and pharmacology to the assessment and management of emergency patients, and communicate the findings to others.
- Integrate pathophysiological principles and assessment findings to formulate a field impression, and implement a treatment plan for emergency patients.
- Apply concepts of social interaction and communications with teams and individuals.
- Manage the scene of an emergency safely and efficiently.
- Achieve national certification as a paramedic.

North Coast Paramedic Certificate of Achievement

The North Coast Paramedic Certificate of Achievement prepares students for careers as Paramedics.

PROGRAM REQUIREMENTS	
Program Prerequisite: National EMT Certification or HO-159	**0.0 - 6.0 Units**
HO159 - Emergency Medical Technician	6.0
Program Requirements (a total of 9 units must be completed between HO-170C and HO-170D)**	**33.0 Units**
HO170A - North Coast Paramedic Program 1	11.0
HO170B - North Coast Paramedic Prog. 2	13.0
HO170C - North Coast Paramedic 3	1.0 - 8.0
HO170D - North Coast Paramedic 4	1.0 - 8.0
Total Units	**33.0 - 39.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall or Spring Start

Semester 1: HO170A

Semester 2: HO170B

Semester 3: HO170C

Semester 4: HO170D

Program Learning Outcomes

- Identify the roles and responsibilities of a paramedic within an EMS system.
- Apply the basic concepts of development, pathophysiology and pharmacology to the assessment and management of emergency patients, and communicate the findings to others.
- Integrate pathophysiological principles and assessment findings to formulate a field impression, and implement a treatment plan for emergency patients.
- Manage the scene of an emergency safely and efficiently.
- Achieve national certification as a paramedic.

Registered Nursing A.S. Degree

The Registered Nursing A.S. Degree prepares students seeking a career as a Registered Nurse (RN). Upon completions, students are eligible to take the National Council Licensing exam of Registered Nursing (NCLEX-RN).

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Program Prerequisites	**16.0 Units**
BIOL2 - Microbiology	4.0
BIOL6 - Human Anatomy	4.0
BIOL7 - Human Physiology	4.0
ENGL1A - Analytical Reading and Writing	4.0
Required Core	**38.0 Units**
NURS1 - Nursing Science and Practice Concepts I	9.5
NURS2 - Nursing Science and Practice Concepts II	9.5
NURS3 - Nursing Science and Practice Concepts III	9.0
NURS4 - Nursing Science and Practice Concepts IV	10.0
Restricted Electives	**12.0 Units**
HO15 - Nutrition	3.0
PSYCH1 - General Psychology OR	3.0
PSYCH11 - Life Span Development	3.0
COMM1 - Public Speaking OR	3.0
COMM6 - Small Group Communication OR	3.0
COMM7 - Interpersonal Communication 3.0	

Continued on next page

ANTH3 - Introduction to Cultural Anthropology OR	3.0
SOC1 - Introduction to Sociology OR	3.0
SOC2 - Social Problems	3.0
Total Units	**66.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- The student will implement nursing care to patients, families, and groups from diverse backgrounds in a variety of settings that is compassionate, age and culturally appropriate and based on a patient`s preferences, values and needs.
- The student will participate as a member of the interprofessional healthcare team in the provision of safe, quality patient-centered care.
- The student will identify best current evidence from scientific and other credible sources as a basis for developing individualized patient-centered plans of care.
- The student will participate in data collection processes that support established quality improvement initiatives.
- The student will implement strategies that minimize risk and provide a safe environment for patients, self, and others.
- The student will use evidence-based information and patient care technology in the provision of safe, quality patient-centered care.

Philosophy

Degrees/Certificates within this Program

- Philosophy for Transfer, AAT

Philosophy for Transfer A.A. Degree for Transfer

The Associate in Arts in Philosophy for Transfer is intended for students who plan to complete a bachelor's degree in Philosophy at a CSU campus. Students completing the Associate in Arts in Philosophy for Transfer degree are guaranteed admission to the CSU system, but not to a particular campus or major.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core: Complete two courses	**6.0 Units**
PHIL10 - Introduction to Philosophy	3.0
PHIL12 - Introduction to Logic	3.0
PHIL20 - Introduction to Ethics	3.0
List A: Complete one course from below, or any Required Core course not already used	**3.0 Units**
PHIL13 - History of Ancient Philosophy	3.0
PHIL14 - History of Early Modern Philosophy	3.0
List B: Complete two courses from below, or from any List A courses not already used	**6.0 Units**
HIST4 - Western Civilization to the Reformation	3.0
HIST5 - Western Civilization ca. 1600 to the Present	3.0
PHIL2 - Introduction to Political Philosophy	3.0
PHIL16 - Introduction to the Philosophy of Religion	3.0
List C: Complete one course from below, or from any List A or List B courses not already used	**3.0 Units**
PHIL1 - Critical Thinking	3.0
PHIL15 - Religions of the World	3.0
Total Units	**18.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Critically evaluate both the formal and informal logic of arguments, including the arguments of prominent philosophers from the history of philosophy
- Explain a variety of philosophical perspectives and positions and their relationships to their cultural, historical, and thematic contexts
- Articulate clearly in oral and written form analyses of major philosophical works
- Use critical thinking skills to address conceptual problems and issues.

Physics

Degrees/Certificates within this Program

- Physics for Transfer, AST

Physics for Transfer
A.S. Degree for Transfer

The Associate in Science in Physics for Transfer degree provides a student with the general introductory requirements for transferring to a CSU or other four-year school to earn a degree in physics, applied physics, or astronomy. As well, this degree is a good fit for students intending to pursue engineering. This preparation includes the following student learning outcomes: 1) Apply methods of scientific inquiry to investigate questions, and explain the limitations of this approach; 2) Perform experiments, collect and analyze data, evaluate sources of uncertainty, and determine if an experiment correctly verifies theory within expected errors; 3) Use concepts from physics theories to analyze and describe natural phenomena; and 4) Use physical laws, theories, and appropriate mathematics to make quantitative predictions. This program includes twelve units of physics course work and three semesters of calculus. For students intending to pursue astronomy it is highly recommended to select a course in astronomy as the elective for this degree. Students transferring to a campus that does accept the Associate in Arts in Political Science for Transfer will be required to complete no more than 60 units after transfer to earn a bachelor's degree. To meet the requirements for this degree the students must: 1. Complete a minimum of 18 semester units in the major coursework. 2. Complete the California State University General Education Breadth pattern (CSU GE-Breadth); OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern). 3. Have a minimum grade point average (GPA) of at least 2.0 in all CSU-transferable coursework. This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. In all cases, students should consult with an academic advisor for more information on university admission and transfer requirements.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**24.0 Units**
MATH50A - Differential Calculus	4.0
MATH50B - Integral Calculus	4.0
MATH50C - Multivariable Calculus	4.0
PHYS4A - Calculus-Based Physics: Mechanics	4.0
PHYS4B - Calculus-Based Physics: Electricity and Magnetism	4.0
PHYS4C - Calculus-based Physics: Heat, Optics, Waves, and Modern Physics	4.0
Total Units	**24.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Apply methods of scientific inquiry to investigate questions, and explain the limitations of this approach.
- Perform experiments, collect and analyze data, evaluate sources of uncertainty, and determine if an experiment correctly verifies theory within expected errors.
- Use concepts from physics theories to analyze and describe natural phenomenon.
- Use physical laws, theories, and appropriate mathematics to make quantitative predictions.

Political Science

Degrees/Certificates within this Program

- Political Science for Transfer, AAT

Political Science for Transfer A.A. Degree for Transfer

The Associate in Arts in Political Science for Transfer is intended for students who plan to complete a bachelor's degree in Political Science at a CSU campus. Students completing the Associate in Arts in Political Science for Transfer are guaranteed admission to the CSU system, but not to a particular campus or major. This preparation includes the following student learning outcomes: 1) Analyze political issues and phenomena using political science concepts, theories, and methods; and 2) Identify and critically evaluate the quality, bias, and arguments of scholarly research in the discipline.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**3.0 Units**
POLSC10 - U.S. Government & Politics	3.0
List A: Complete three courses	**9.0 - 10.0 Units**
MATH15 - Introduction to Statistics	4.0
POLSC2 - Introduction to Political Philosophy	3.0
POLSC3 - Modern World Problems	3.0
POLSC20 - Comparative Politics/Government	3.0
List B: Complete two courses from below, or any course from List A not already used	**6.0 Units**
POLSC1 - Political Controversies	3.0
POLSC12 - State and Local Politics	3.0
POLSC30 - Campaigns & Elections	3.0
Total Units	**18.0 - 19.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Analyze political issues and phenomena using political science concepts, theories, and methods.
- Identify and critically evaluate the quality, bias, and arguments of scholarly research in the discipline.

Psychology

Degrees/Certificates within this Program

- Psychology for Transfer, AAT

Psychology for Transfer A.A. Degree for Transfer

The Associate in Arts in Psychology for Transfer is intended for students who plan to complete a bachelor's degree in Psychology at a CSU campus. Students completing the Associate in Arts in Psychology for Transfer are guaranteed admission to the CSU system, but not to a particular campus or major. This preparation includes the following student learning outcomes: 1) Utilize research methods; 2) Analyze the credibility of research, theories, and applications; 3) Understand the core concepts of psychology; 4) Apply psychological concepts, theoretical perspectives, empirical findings, and historical trends to questions and issues on a societal and personal level; and 5) Understand the ethical standards in academic and applied psychology.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core: Complete one of the following sequences	**10.0 - 11.0 Units**
PSYCH1 - General Psychology	3.0
MATH15 - Introduction to Statistics	4.0
PSYCH2 - Research Methods in Psychology OR	3.0
MATH15 - Introduction to Statistics	4.0
PSYCH1 - General Psychology	3.0
PSYCH2 - Research Methods in Psychology	3.0
PSYCH2L - Research Methods in Psychology Lab	1.0
List A: Complete one course	**3.0 - 4.0 Units**
BIOL1 - General Biology	4.0
PSYCH20 - Biological Psychology	3.0
List B: Complete one course from below, or a course from List A not already used	**3.0 Units**
PSYCH11 - Life Span Development	3.0
PSYCH30 - Social Psychology	3.0
List C: Complete one course, or a course from List A or List B not already used	**3.0 Units**
PSYCH3 - Psychology of Sexuality	3.0
PSYCH33 - Personal Growth and Adjustment	3.0
PSYCH38 - Abnormal Psychology	3.0
Total Units	**19.0 - 21.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Utilize research methods
- Analyze the credibility of research, theories, and applications
- Understand the core concepts of psychology
- Apply psychological concepts, theoretical perspectives, empirical findings, and historical trends to questions and issues on a societal and personal level
- Understand the ethical standards in academic and applied psychology

Restaurant & Hospitality Management

Degrees/Certificates within this Program

- Restaurant & Hospitality Management, AS
- Restaurant & Hospitality Management, CA

Restaurant & Hospitality Management A.S. Degree

Upon completion of the Restaurant & Hospitality Management A.S. Degree, students will understand the responsibilities of management in the restaurant business. Students will develop skills in purchasing, professional service, food and beverage cost control, legal aspects of operating a restaurant, and gain a solid foundation in basic culinary skills. Many RHM courses offer the option to earn the National Restaurant Association certification upon completion.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	31.0 - 35.0 Units
RHM6 - Hospitality & Restaurant Marketing OR	3.0
BUS35 - Strategic Marketing	4.0
RHM14 - Restaurant & Hospitality Management OR	3.0
BUS68 - Introduction to Principles of Management	3.0
BUS10 - Introduction to Business	3.0
RHM1 - Introduction to the Hospitality Industry	3.0
RHM3 - Food and Beverage Management	3.0
RHM8 - Controlling Foodservice Costs	3.0
RHM10 - Culinary Fundamentals	3.0
RHM17 - Sanitation - Serve Safe Certification	3.0
RHM24 - Hospitality Human Resource Management and Supervision	3.0
RHM32 - Hospitality Business Ownership	3.0
RHM42 - Restaurant & Hospitality Management Cooperative Work Experience Education	4.0
Restricted Electives: Complete 12 units	12.0 Units
BT51 - Spreadsheet Applications	4.0
BUS4 - Advanced Computerized Bookkeeping	3.0
BUS18 - Business Law	3.0
BUS69 - Business Plan Development	4.0
CIS1 - Computer Information Systems	4.0
DM10 - Digital Storytelling	4.0
Total Units	43.0 - 47.0 Units

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate methods and techniques to effectively interview, recruit, train, and supervise employees.
- Identify and apply current public health and safety standards while reproducing food and beverage products and services in a professional kitchen setting.
- Identify methods and processes for maintaining the financial well-being of a restaurant, including cost control, marketing, and risk management.
- Demonstrate appropriate interactions with customers and coworkers.

Restaurant & Hospitality Management Certificate of Achievement

Upon completion of the Restaurant & Hospitality Management Certificate of Achievement, students will understand the responsibilities of management in the restaurant business. Students will develop skills in purchasing, professional service, food and beverage cost control, legal aspects of operating a restaurant, and gain a solid foundation in basic culinary skills. Many RHM courses offer the option to earn the National Restaurant Association certification upon completion.

PROGRAM REQUIREMENTS	
RHM6 - Hospitality & Restaurant Marketing OR	3.0
BUS35 - Strategic Marketing	4.0
RHM14 - Restaurant & Hospitality Management OR	3.0
BUS68 - Introduction to Principles of Management	3.0
RHM1 - Introduction to the Hospitality Industry	3.0
RHM3 - Food and Beverage Management	3.0
RHM8 - Controlling Foodservice Costs	3.0
RHM10 - Culinary Fundamentals	3.0
RHM17 - Sanitation - Serve Safe Certification	3.0
RHM24 - Hospitality Human Resource Management and Supervision	3.0
RHM32 - Hospitality Business Ownership	3.0
RHM42 - Restaurant & Hospitality Management Cooperative Work Experience Education	4.0
Total Units	28.0 - 31.0 Units

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate methods and techniques to effectively interview, recruit, train, and supervise employees.
- Identify and apply current public health and safety standards while reproducing food and beverage products and services in a professional kitchen setting.
- Identify methods and processes for maintaining the financial well-being of a restaurant, including cost control, marketing, and risk management.
- Demonstrate appropriate interactions with customers and coworkers.

Social Work & Human Services

Degrees/Certificates within this Program

- Social Work & Human Services, AS

Social Work & Human Services A.S. Degree

This degree prepares students for entry-level employment in the social work and human services field. The program can also be tailored for transfer into the CSU system, including Humboldt State University's B.A. in Social Work, when paired with the Certificate of Achievement in CSU General Education Breadth. All students are advised to seek the assistance of a counselor or adviser when planning their course sequence to ensure their coursework supports their educational goals.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Child Welfare or Clinical Psychology Focus	**0.0 - 6.0 Units**
ECE2 - Child Growth & Development	3.0
ECE5 - The Child in the Family and in the Community	3.0
PSYCH11 - Life Span Development	3.0
PSYCH30 - Social Psychology	3.0
PSYCH38 - Abnormal Psychology	3.0
SOC10 - Sociology of Family and Intimate Relationships	3.0
Core Option: Complete one course (3 units) from below:	**3.0 Units**
ECE18 - Teaching in a Diverse Society	3.0
NAS1 - Introduction to Native American Studies	3.0
NAS21 - Native American History	3.0
SOC5 - Introduction to Race and Ethnic Relations	3.0
SOC9 - Introduction to Women's Studies	3.0
Criminal Justice Focus	**0.0 - 6.0 Units**
AJ1 - Introduction to Administration of Justice	3.0
SOC2 - Social Problems	3.0
Non-HSU Transfer Focus	**0.0 - 6.0 Units**
BIOL8 - Human Biology	4.0
ECON1 - Macroeconomics	3.0
ECON10 - Microeconomics	3.0
Other Elective Options	**0.0 - 6.0 Units**
ANTH3 - Introduction to Cultural Anthropology	3.0
COMM8 - Intercultural Communication	3.0
HIST8 - US History Through Reconstruction	3.0
HIST9 - US History Reconstruction to the Present	3.0
PSYCH33 - Personal Growth and Adjustment	3.0
Required Core	**17.5 Units**
MATH15 - Introduction to Statistics	4.0
PSYCH1 - General Psychology	3.0
SOC1 - Introduction to Sociology	3.0
SWHS1 - Introduction to Social Work and Human Services	3.0
SWHS2 - Field Seminar in Social Work and Human Services	2.0
SWHS42 - Supervised Occupational Work Experience	3.0
Restricted Electives: Complete 6 units from any combination of the categories below:	**6.0 Units**
Substance Abuse & Related Disorders Focus	**0.0 - 6.0 Units**
ADCT10 - Introduction to Addiction Studies	3.0
ADCT11 - Pharmacology of Alcohol and Other Drugs	3.0
ADCT12 - Substance Abuse: Law, Prevention, Treatment & Ethics	3.0
ADCT15 - Introduction to Counseling Skills	3.0
ADCT16 - Addiction and the Family System	3.0
ADCT18 - Co-Occurring Disorders: Addictions and Mental Health	3.0
ADCT19 - Addictions and Diverse Populations	3.0
Total Units	**26.5 - 56.5 Units**

Continued on next page

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1:	ENGL1A, PSYCH1, SWHS1, Restricted Elective (any course, 3.0-6.0 units)
Semester 2:	BIOL8, MATH15, Restricted Elective (any course, 3.0-6.0 units)
Semester 3:	PHIL1, SOC1, Core Option (any course)
Semester 4:	COMM1, SWHS2, SWHS42

Program Learning Outcomes

- Apply the basic theoretical principles, competencies, skills, and attitudes of social work and human services professionals.
- Demonstrate comprehension of the various ethical issues that arise in the context of social welfare service delivery and how to appropriately respond to them.
- Engage diversity and difference from a perspective of cultural humility in the performance of client advocacy.
- Outline current institutional structures and policy initiatives as they relate to the social work field in the United States using a historical lens.

Sociology

Degrees/Certificates within this Program

- Sociology for Transfer, AAT

Sociology for Transfer A.A. Degree for Transfer

The Associate in Arts in Sociology for Transfer is intended for students who plan to complete a bachelor's degree in Sociology at a CSU campus. Students completing the Associate in Arts in Sociology for Transfer are guaranteed admission to the CSU system, but not to a particular campus or major. This preparation includes the following student learning outcomes: 1) Use sociological imagination or socio-historic perspective to describe social reality, phenomena, experience, or change; 2) Demonstrate understanding of basic social theories, social research ethics and tools, and the characteristics of social inequalities; 3) Provide examples to illustrate theoretical sociological concepts; and 4) Communicate effectively orally and in writing.

This Associate Degree for Transfer is intended for students who plan to complete a bachelor's degree in this discipline at a CSU campus. Completing this degree allows students to fulfill lower division major requirements at a community college and guarantee transfer with junior status to the CSU system. Students who complete this degree and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester or 90 quarter units.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core A	**3.0 Units**
SOC1 - Introduction to Sociology	3.0
Required Core B: Complete two courses	**6.0 - 7.0 Units**
MATH15 - Introduction to Statistics	4.0
SOC2 - Social Problems	3.0
SOC15 - Introduction to Social Research Methods	3.0
List A: Complete two courses from below, or any course from Required Core not already used	**6.0 Units**
PSYCH30 - Social Psychology	3.0
SOC5 - Introduction to Race and Ethnic Relations	3.0
SOC10 - Sociology of Family and Intimate Relationships	3.0
List B: Select one course from below, or any course Required Core or List A not already used	**3.0 Units**
ANTH3 - Introduction to Cultural Anthropology	3.0
GEOG2 - Cultural Geography	3.0
SOC3 - Human Sexuality	3.0
SOC9 - Introduction to Women's Studies	3.0
SOC33 - Death and Dying: Transition and Growth	3.0
Total Units	**18.0 - 19.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Use sociological imagination or socio-historic perspective to describe social reality, phenomena, experience, or change.
- Demonstrate understanding of basic social theories, social research ethics and tools, and the characteristics of social inequalities.
- Provide examples to illustrate theoretical sociological concepts.
- Communicate effectively orally and in writing.

Welding Technology

Degrees/Certificates within this Program

- Electric Arc & Oxyacetylene Welding, CR
- General Welding, CR
- MIG & TIG Welding, CR
- Welding Technology, AS
- Welding Technology, CA

Electric Arc & Oxyacetylene Welding Certificate of Recognition

Programs in this field provide general and specific educational opportunities for students seeking careers requiring knowledge of welding techniques and procedures.

PROGRAM REQUIREMENTS	
MT52 - Introduction to Metallurgy and Material Science	3.0
WT53 - Basic Gas and Arc Welding	2.0
WT54 - General Gas, Braze (emphasis) Welding, and Soldering	2.0
WT56 - Intermediate Arc and Gas Welding Lab	1.0
WT80 - Welding Fabrication	2.0
Total Units	**10.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate safe welding and shop practice.
- Set up and operate hand and power tools and manual or semi-automatic welding equipment, such as SMAW, OAW, OAC, OABW, PAC, AAW, CAC.
- Identify and demonstrate weld procedures, manipulative techniques, processes, layout, concepts, and theory to produce welds common to the weld industry.

General Welding Certificate of Recognition

Programs in this field provide general and specific educational opportunities for students seeking careers requiring knowledge of welding techniques and procedures.

Program Requirements	
WT54 - General Gas, Braze (emphasis) Welding, and Soldering	2.0
WT56 - Intermediate Arc and Gas Welding Lab	1.0
WT60 - Welding Gas and Arc (emphasis E6013), and Gas Cutting	4.0
WT61 - Welding and Gouging, Gas and Arc (emphasis E7018, Braze)	4.0
WT67 - Special Welding Laboratory (emphasis AWS certification)	2.0
WT80 - Welding Fabrication	2.0
Total Units	**15.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate safe welding and shop practice.
- Set up and operate hand and power tools and manual or semi-automatic welding equipment, such as SMAW, OAW, OAC, OABW, PAC, AAW, and CAC.
- Identify and demonstrate weld procedures, manipulative techniques, processes, layout, concepts, and theory to produce welds common to the weld industry.

MIG & TIG Welding Certificate of Recognition

Programs in this field provide general and specific educational opportunities for students seeking careers requiring knowledge of welding techniques and procedures.

PROGRAM REQUIREMENTS	
MT52 - Introduction to Metallurgy and Material Science	3.0
WT53 - Basic Gas and Arc Welding	2.0
WT54 - General Gas, Braze (emphasis) Welding, and Soldering	2.0
WT90 - Gas Metal Arc and Gas Tungsten Arc Welding	2.0
WT91 - Gas Metal Arc and Gas Tungsten Arc Welding Lab	1.0
Total Units	**10.0 Units**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate safe welding and shop practice.
- Set up and operate hand and power tools and manual or semi-automatic welding equipment, such as SMAW, OAW, OAC, OABW, PAC, AAW, MIG, and MAG.
- Identify and demonstrate weld procedures, manipulative techniques, processes, concepts, and theory to produce welds common to the weld industry.

Welding Technology A.S. Degree

Programs in this field provide general and specific educational opportunities for students seeking careers requiring knowledge of welding techniques and procedures.

This degree requires students to meet both of the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for an Associate Degree at College of the Redwoods that includes the following:
  - College of the Redwoods General Education Requirements
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
  - Note: If a student completes General Education and Major Requirements with less than 60 applicable units, they must also complete enough elective coursework to bring their total to 60 semester units or 90 quarter units.
- Obtainment of a minimum grade point average (GPA) of 2.0 with a grade of C or higher for each course required for the major and General Education.

PROGRAM REQUIREMENTS	
Required Core	**31.0 Units**
IT60A - Basic Manufacturing Print Reading	3.0
WT53 - Basic Gas and Arc Welding	2.0
WT54 - General Gas, Braze (emphasis) Welding, and Soldering	2.0
WT56 - Intermediate Arc and Gas Welding Lab	1.0
WT60 - Welding Gas and Arc (emphasis E6013), and Gas Cutting	4.0
WT61 - Welding and Gouging, Gas and Arc (emphasis E7018, Braze)	4.0
WT63 - Weld inspection, testing, resistance, and pattern cutting	4.0
WT64 - Welding (emphasis cored wire), Surfacing, Lancing, Alloy and Automated Cutting	4.0
WT67 - Special Welding Laboratory (emphasis AWS certification)	2.0
WT80 - Welding Fabrication	2.0
WT90 - Gas Metal Arc and Gas Tungsten Arc Welding	2.0
WT91 - Gas Metal Arc and Gas Tungsten Arc Welding Lab	1.0

Continued on next page

Restricted Electives: Complete 9 units from below	**9.0 Units**
BUS10 - Introduction to Business	3.0
CET10 - Survey of Electronics	3.0
CT78A - Residential Wiring I	2.0
CT78B - Residential Wiring II	2.0
IT25 - OSHA General Industrial Safety Management	3.0
IT125 - OSHA Ten Hour General Industry Safety	0.5
IT152 - Technical Computer Applications Lab	1.0
MT10 - Fundamentals of Manufacturing Technology	3.0
MT52 - Introduction to Metallurgy and Material Science	3.0
WT40 - Independent Study in Welding Technology	0.5 - 2.0
Total Units	**40.0 Units**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: IT60A, WT53, WT90, WT91, CR GE Area D1 and Area D3 (any course)

Semester 2: WT54, WT80, Restricted Elective (any course), CR GE Area A, B, C and D2 (any course)

Semester 3: WT56, Restricted Elective (any course), CR GE Area A, B, C and D2 (any course)

Semester 4: WT67, Restricted Elective (any course), CR GE Area A, B, C and D2 (any course)

Program Learning Outcomes

- Demonstrate safe welding and shop practice.
- Setup and operate hand and power tools, manual or semi-automatic welding equipment, such as SMAW, OAW, OAC, OABW, PAC , AAW , CAC, GMAW, FCAW, MIG and MAG.
- Identify and demonstrate weld procedures, manipulative techniques, processes, layout, concepts, and theory to produce welds common to the weld industry.

Welding Technology Certificate of Achievement

Programs in this field provide general and specific educational opportunities for students seeking careers requiring knowledge of welding techniques and procedures.

PROGRAM REQUIREMENTS	
IT60A - Basic Manufacturing Print Reading	3.0
MATH120 - Intermediate Algebra	4.0
MT52 - Introduction to Metallurgy and Material Science	3.0
WT53 - Basic Gas and Arc Welding	2.0
WT54 - General Gas, Braze (emphasis) Welding, and Soldering	2.0
WT56 - Intermediate Arc and Gas Welding Lab	1.0
WT67 - Special Welding Laboratory (emphasis AWS certification)	2.0
WT80 - Welding Fabrication	2.0
WT90 - Gas Metal Arc and Gas Tungsten Arc Welding	2.0
WT91 - Gas Metal Arc and Gas Tungsten Arc Welding Lab	1.0
Total Units	22.0 Units

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall Start

Semester 1: IT60A, MATH120, WT54, WT56, WT80

Semester 2: MT52, WT53, WT67, WT90, WT91

Program Learning Outcomes

- Safely set up and operate hand and power tools, manual or semi-auotmatic welding equipment, such as SMAW, OAW, OAC, OABW, PAC, AAW, CAC, GMAW, FCAW, MIG and MAG.
- Identify and demonstrate weld procedures, manipulative techniques, processes, layout, concepts, and theory to produce welds common to the weld industry.

PROGRAM DESCRIPTIONS (NONCREDIT)

Adult Education

About the Program

College of the Redwoods Adult Education offers free classes and programs at numerous locations throughout Humboldt and Del Norte Counties. Programs are designed to increase educational attainment and career success by providing the preparation and skills needed for employment, continuing education, and personal growth.

Our Vision:

To rethink and redesign an educational system for Humboldt and Del Norte County students that creates a seamless and logical transition between the adult education programs and the community college, with the intent to accelerate academic and career success in order to earn a living wage.

Certificates within this Program

- Academic Readiness in Mathematics
- Career and College Foundations
- Community and Career English as a Second Language
- Community English as a Second Language
- Federal Wildland Firefighter
- High School Equivalency Preparation
- State Wildland Firefighter
- Successful Veterans in College
- Workplace Readiness

Academic Readiness in Mathematics Certificate of Competency (Noncredit)

A noncredit Certificate of Competency in mathematics. This sequence of noncredit basic mathematics courses serves as a pathway to credit-bearing mathematics courses by providing students with a foundation in arithmetic and pre-algebra. Completion of this certificate also benefits students in other programs or careers where knowledge of fundamental Mathematical concepts is essential for success.

PROGRAM REQUIREMENTS	
MATH272 - Arithmetic for College Preparation	72 Hours
MATH276 - Pre-Algebra for College Preparation	72 Hours
Total Hours	**144 Hours**

Recommended Course Sequence

The following sequence is recommended by program faculty for the most efficient completion of this certificate. Please contact Counseling & Advising with any questions.

Fall or Spring Start

Semester 1: MATH272

Semester 2: MATH276

Program Learning Outcomes

- Demonstrate mathematical skills at an appropriate level for future progression in basic skills mathematics courses.

Career and College Foundations Certificate of Competency (Noncredit)

A noncredit Certificate of Competency to help students successfully transition to college or a new career. This sequence of three courses allows students to explore their options and discover what they need to learn to be successful in reaching their academic or vocational goals. Work and college readiness is developed through instruction in reading and computer literacy to prepare students for further education or a new career.

PROGRAM REQUIREMENTS	
EDUC207 - Getting Started with Computers	32 Hours
EDUC220 - Career and College Foundations	3-90 Hours
READ260 - Developing Literacy	75 Hours
Total Hours	**110-220 Hours**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate skills necessary for college or career readiness.

Community and Career English as a Second Language Certificate of Competency (Noncredit)

A noncredit Certificate of Competency providing instruction in English language skills for personal and vocational use to non-native speakers of English at the intermediate level. This sequence of courses is designed for students who want focused practice on listening, speaking, reading and writing beyond survival skills or common topics. Students who complete these courses will develop practical English skills for both personal and workplace settings with a focus on educational and career goals. Workplace readiness through developing computer competency is also emphasized.

PROGRAM REQUIREMENTS	
ESL210 - Intermediate English as a Second Language (ESL) - Low	0-70 Hours
ESL211 - Intermediate English as a Second Language (ESL) - High	70 Hours
ESL215 - Intermediate Career and Education Vocabulary for ESL Students	32 Hours
ESL217 - Intermediate Computer Vocabulary for ESL Students	32 Hours
Total Hours	**134-204 Hours**

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate competency in applying commonly used words, phrases, simple learned expressions and questions in professional contexts for career use.

Community English as a Second Language Certificate of Competency (Noncredit)

A noncredit Certificate of Competency providing instruction in community-based English language skills to non-native speakers of English at the beginning level. Students who complete these four courses will be able to communicate about basic needs and common activities in everyday social situations. Reading skills and sentence writing related to survival skills and personal topics are emphasized. Students will learn vocabulary related to career and educational options and practice basic computer skills in English.

PROGRAM REQUIREMENTS	
ESL200 - Fundamental English as a Second Language (ESL) - Low Beginning	0-64 Hours
ESL201 - Fundamental English as a Second Language (ESL) - High Beginning	64 Hours
ESL205 - Fundamental Career and Education Vocabulary for ESL Students	16 Hours
ESL207 - Fundamental Computer Vocabulary for ESL Students	32 Hours
Total Hours	112-176 Hours

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate competency in applying commonly used words, phrases, simple learned expressions and questions in familiar contexts for community use.

Federal Wildland Firefighter Certificate of Completion (Noncredit)

A noncredit Certificate of Completion in firefighting, fire control and safety in the wildland fire environment. Students completing this certificate will have the knowledge and skills to work as an entry-level wildland firefighter. This sequence of four courses covers the National Wildfire Coordinating Group (NWCG) training requirements to be eligible for employment as a wildland firefighter for the United States Forest Service, National Parks Service, or Bureau of Land Management. Successful completion of this State Wildland Firefighter certificate does not assure employment with a federal agency.

PROGRAM REQUIREMENTS	
FT201 - Wildland Fire Behavior Training	8 Hours
FT202 - Basic Firefighting Training	40 Hours
FT210 - Hazardous Materials First Responder Operational	16 Hours
HLTH207 - First Aid/CPR/AED	9 Hours
Total Hours	73 Hours

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate the knowledge and skills to safely perform the tasks required to become an entry-level federal wildland firefighter.

High School Equivalency Preparation Certificate of Competency (Noncredit)

A noncredit Certificate of Competency for students who want to build skills in the core academic subjects to prepare for a high school equivalency test. This sequence of two courses will provide students with a review of the content at the elementary and secondary level. Content is individualized and based on need.

PROGRAM REQUIREMENTS	
EDUC210 - Adult Basic Education	0-90 Hours
EDUC225 - High School Equivalency/GED Preparation	75 Hours
Total Hours	75-165 Hours

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Identify and apply concepts learned in the core subjects at the secondary level to prepare students for the high school equivalency test.

State Wildland Firefighter Certificate of Completion (Noncredit)

A noncredit Certificate of Completion in wildland and structural firefighting. Students completing this certificate will have the knowledge and skills to perform the duties of an entry-level wildland firefighter as required by the California Department of Forestry and Fire Protection (CAL FIRE). Public First Aid (included in this certificate), EMR, or EMT training is required for employment with CAL FIRE. Students are eligible to apply for CAL FIRE certification on successful completion of the training during the CAL FIRE Basic Firefighter Academy when taught by a CAL FIRE instructor.

PROGRAM REQUIREMENTS	
FT201 - Wildland Fire Behavior Training	6 Hours
FT205 - CAL FIRE Basic Firefighter - 80 Hours	80 Hours
FT206 - Confined Space Awareness	8 Hours
FT207 - Firefighter Survival	16 Hours
FT210 - Hazardous Materials First Responder Operational	16 Hours
HLTH207 - First Aid/CPR/AED	0-24 Hours
Total Hours	126-150 Hours

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate the basic knowledge and skills to safely perform the tasks required by the California Department of Forestry and Fire Protection (CAL FIRE) as an entry-level wildland firefighter.

Successful Veterans in College Certificate of Competency (Noncredit)

A noncredit Certificate of Competency preparing veterans to successfully transition to college life. This sequence of courses enables students to honor their life experiences and convert their military training into lifelong success skills. It will give students the opportunity to explore possible careers based on personal, military and vocational skills, discover veteran-specific support services available on and off campus, and develop necessary skills to nurture personal and professional development. This certificate provides an entry point for veterans to begin their education and increase their employment options.

PROGRAM REQUIREMENTS	
GUID275 - Boots to Books	36 Hours
GUID276 - Roadmap to Resiliency	36 Hours
Total Hours	72 Hours

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate strategies to allow students to pursue and persist in academic pathways from the military to a new career.

Workplace Readiness Certificate of Completion (Noncredit)

A noncredit Certificate of Completion preparing students with essential work readiness skills in order to enter the workforce. This certificate is the first in a series of three certificates providing workforce training. Students will develop skills in core areas including mathematical reasoning, workplace communication, and basic computer Completion. Students will explore career pathways and develop a plan to meet education and career goals. Upon completion, students will earn a certificate that shows that they have the essential skills required for success in the 21st century workplace.

PROGRAM REQUIREMENTS	
WORK201 - Work Readiness for the 21st Century	60 Hours
GUID213 - Explore Your Career Options	24 Hours
Total Hours	84 Hours

Recommended Course Sequence

For information about the program length and suggested sequence of courses for this degree, please contact Counseling & Advising.

Program Learning Outcomes

- Demonstrate work readiness skills to gain employment in a selected career.

WORKFORCE & COMMUNITY EDUCATION

About the Program

The Workforce and Community Education program provides a wide range of educational opportunities throughout Humboldt and Del Norte Counties. Classes, programs, training, and workshops are offered as short-term workforce training and/or lifelong learning opportunities. These fee-based not-for-credit classes are designed to develop professional skills, enhance career opportunities, enrich personal knowledge, as well as promote cultural and academic growth. Most classes can be offered at a CR location, a community location, or a business site.

Registration

Registration is available by phone, mail, fax, or in person. For more information about registration, visit our website at www.redwoods.edu/communityed or call our office at 707-476-4500.

Visit www.redwoods.edu/communityed for the current class schedule.

Customized Training

To remain competitive in today's marketplace, businesses must rely on the continued optimal performance of their most important asset, their em¬ployees. College of the Redwoods responds to this immediate need by providing a full range of custom¬ized training services that increase the employees' knowledge and skill base. These results translate to a high return on investment in the form of higher employee productivity, time savings, and better quality products. Classes include Microsoft Office trainings in Word, Excel, PowerPoint, Outlook, and Publisher. In addition, we offer, management and conflict resolution skills, customer service, and more. Let us know your needs and we will create the perfect training to suit your business.

Professional Development

Professional Development educational opportunities range from job-related workshops and seminars to full-semester courses. Typical not-for-credit courses include Computer Software Training, Management Skills, Conflict Resolution, Customer Service, and Beginning Conversational Spanish.

Workforce Training

Workforce Training focuses on increasing the em¬ployment related skills of the region's workforce by providing appropriate practical training to present and future employees. These trainings support busi¬nesses to grow and compete by providing quality, timely, and relevant training to their employees and job seekers. These classes include customized training arranged with an individual employer or skill building classes that will lead to a job such as Medical Assistant, Truck Driving, Office Specialist, Security Guard, Bookkeeping, Auto Body Collision Repair and computer classes. Classes range from several hours to semester long trainings that meet the needs of the community. College of the Redwoods is especially interested in meeting the needs of all businesses, small and large.

Personal Enrichment

Class offerings may include subjects such as art, computers, consumer issues, self-improvement, home and garden, health and wellness, and conver¬sational languages. Personal Enrichment classes may be offered during the day, evening, and/or weekend.

CAL FIRE Trainings

College of the Redwoods offers two types of CAL FIRE trainings: Incident Safety Awareness for Hired Vendors and 40 Hour Wildland Fire School. The Incident Safety Awareness class is for Bulldozer operators, water ten¬ders, crew bus drivers, vehicle drivers and mechanics who have a CalFire/USFS agreement or contract requiring annual safety training to be eligible for contracts for the entire upcoming fire season. These classes are offered from early February to early April throughout Humboldt County.

The 40 Hour Wildland Fire School is offered at the Del Norte campus during Spring Break. The class includes the following certificates: L180 - Human Factors in the Wildland Fire Service; S190- Introduction to Wild Fire Behavior; S130 - Firefighter Training; and all training needed for applying to the federal government as a firefighter. Additional homework assignments will include IS-700 (Introduction to National Incident Management System) and ICS-100 (Introduction to Incident Command System). Students 15 years old and older are encouraged to attend with a signed Activity Waiver Form by a parent or guardian.

Health Care

Certain not-for-credit health care classes are avail¬able, such as Phlebotomy, Pharmacy Technician, Cer¬tified Medical Assistant, Injections, Venipuncture and IV Therapy for medical assistants, CNA's, and LVN's under the supervision of a Physician. EMT refresher courses and CPR trainings are also offered.

Real Estate

Our Real Estate Program is approved by the Department of Real Estate and meets the requirements to sit for the California Real Estate License examination. The face to face program includes 3 classes: Principles, Finance and Practices over an 8 month period. Classes are also offered through a distance learn¬ing program (correspondence) which is completed at home with no classroom attendance. The correspondence program requires enrollment in the Principles and Practices courses and one other course from the following: Finance or Appraisal. (Department of Real Estate ID#S0086)

Truck Driving

The Truck Driving School provides training and a background for most truck driving jobs. It involves 45 hours of lecture and 45 hours of driving and 45 hours of observation time. Topics include gauges and instruments, safety, shift patterns for various transmissions, brake systems and adjustment. Students also receive "S" CAM Brake Certification. Through a partnership with a local log truck company, students will have the option to participate in a 10 – 14 hour observation day in a log truck. Upon successful completion of the course, students receive a certificate and will be ac¬companied by the instructor to the DMV for their CDL Class A License driven test in our 2018 Peterbilt Truck.

COURSE DESCRIPTIONS

The following section lists the courses available to be offered by the College at the time this Catalog was printed. Not all courses are offered in any given semester, and additional courses may have been added since publication of this document. Please check WebAdvisor for course offerings available any specific semester.

Addiction Studies [ADCT]

ADCT10: Introduction to Addiction Studies

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

This course provides an historical and sociological perspective on the use, abuse, and social control of drugs associated with substance use disorder. Included are overviews of the biopsychosocial nature of addiction; the impact of addiction on children, families and society; contemporary treatment and prevention approaches; and the addiction counseling profession.

ADCT11: Pharmacology of Alcohol and Other Drugs

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

An overview of the neurochemical, physical, and mental effects of commonly used addictive substances. Emphasis is placed on the pharmacology of addictive substances, the medical consequences of use, and therapeutic approaches for managing withdrawal, overdose, and substance use disorder.

ADCT12: Substance Abuse: Law, Prevention, Treatment & Ethics

- (3.0 Units / LEC) P/NP Option
- Recommended Prep: ENGL-150
- Transfers to: CSU

An examination of the historical and legal parameters that support a broad array of evidence-based substance abuse prevention and treatment programs, with an emphasis on the legal, cultural and ethical standards that guide multidisciplinary teams and cross-agency interactions.

ADCT15: Introduction to Counseling Skills

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: ADCT-10
- Recommended Prep: ENGL-150
- Transfers to: CSU

A presentation of the theoretical concepts of counseling for individuals, families, and groups. Processed role-play help student to develop effective core counseling skills. Personal values, ethical, legal, and crisis intervention issues are also addressed.

ADCT16: Addiction and the Family System

- (3.0 Units / LEC) Grade Only
- Prerequisite: ADCT-10 or concurrent enrollment
- Transfers to: CSU

An exploration of family and community systems and their relationship to individual development from childhood to adulthood, emphasizing intervention to interrupt addictive family patterns.

ADCT17: Field Placement Seminar II

- (2.0 Units / LEC) Grade Only
- Prerequisite: ACT-15 and ADCT-38 and SOC-42
- Corequisite: ADCT-42
- Recommended Prep: ENGL-150 and SOC-34
- Transfers to: CSU

A seminar focused on discussing the students' experiences in their supervised occupational work experience in ADCT 42. This course provides advanced ADCT certificate candidates the opportunity to analyze and integrate their practical work experiences in ADCT 42 through study, dialogue, and technique demonstration.

Note: This is a capstone course intended for students in their final semester of course work in addiction studies.

ADCT18: Co-Occurring Disorders: Addictions and Mental Health

- (3.0 Units / LEC) Grade Only
- Prerequisite: ADCT-10 or concurrent enrollment
- Transfers to: CSU

An examination of the special issues involved in the etiology, treatment and prevention of all types of substance use disorders and process addictions among people with co-occurring disorders, with special concerns unique to that population.

ADCT19: Addictions and Diverse Populations

- (3.0 Units / LEC) Grade Only
- Prerequisite: ADCT-10 or concurrent enrollment
- Transfers to: CSU

An examination of the special issues involved in the etiology, treatment and prevention of all types of substance use disorders and process addictions among specific populations of high-risk groups, with special concerns or problems unique to that population.

ADCT38: Field Placement Seminar I

- (2.0 Units / LEC) Grade Only
- Prerequisite: SOC-34 or concurrent enrollment
- Corequisite: SOC-42
- Recommended Prep: ENGL-1A
- Transfers to: CSU

A focused exploration of case studies utilizing social work theory, emphasizing the development of social work skills, the principles of agency organization, and the nature of community social needs and problems.

ADCT42: Supervised Occupational Work Experience II

- (2.5 Units / FEX) Grade Only
- Prerequisite: ADCT-15, ADCT-38 and SOC-42
- Corequisite: ADCT-17
- Recommended Prep: SOC-34
- Transfers to: CSU

Individualized supervised work experience in an approved addictions treatment services agency. Work experience will provide advanced ADCT candidates with the opportunity to apply previous ADCT learning to practical work experience through dialogue, as well as skill and technique demonstrations.

Note: This is a capstone course intended for students in their final semester of course work in addiction studies. Field trips are required and the college does not provide transportation. The student, with assistance from the instructor, is responsible for locating and arranging for the contracts with the agency to complete the 135 hours.

ADCT210: Understanding Drug/

Alcohol Abuse and Treatments

- (0.0 Units / LAB) P/NP only
- Repeatability: Unlimited

A course designed to create an understanding of drug and alcohol abuse from a sociological and physiological perspective. Students will learn about various aspects of recovery and the recovery process. Topics will include: treatments, detox processes, support groups, and post-recovery issues.

Administration of Justice [AJ]

AJ1: Introduction to Administration of Justice

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introductory course about the criminal justice system. Topics include the operation of the criminal justice system, the roles of criminal justice agents in the system and their relationship with the general public; concepts of crime causation, punishment and rehabilitation; ethics; and education for workers in the criminal justice system.

AJ3: Introduction to Corrections

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: CSU

An introductory course of the field of corrections. Topics include: historical development; current concepts and practices; explanations of criminal behavior; functions and objectives of the criminal justice system concerned with institutional, probation, and parole processes as they modify the offender's behavior; survey of professional career opportunities in public and private agencies.

AJ4: Criminal Law

- (4.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: UC and CSU

An overview of the development of the criminal law. Topics include: historical development, philosophy of law and constitutional provisions; definitions, classifications of crimes and legal defenses and their applications to the system of administration of justice; legal research, review of case law methodology and concepts of law as a social force.

AJ6: Criminal Evidence

- (4.0 Units / LEC) Grade Only
- Recommended Prep: AJ-4 and ENGL-150
- Transfers to: CSU

A course designed to provide students a working knowledge of evidence and case law relating to the admission of evidence in legal proceedings. Topics include the following: Origin, development, philosophy, and constitutional basis of evidence; constitutional, statutory, and procedural considerations which affect the admissibility of evidence; kinds and degrees of evidence; and case studies viewed from the conceptual level.

AJ7: Current Issues in Criminal Justice

- (3.0 Units / LEC) Grade Only
- Recommended Prep: AJ-1 and ENGL-150
- Transfers to: UC and CSU

A study of current issues facing the criminal justice system. Such issues include police use of force, unlawful discrimination, capital punishment, mandatory sentencing laws, militarization of policing, crime prevention strategies, and juvenile delinquency and gang crime.

AJ8: Criminal Investigation

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: CSU

A survey of the basic principles of criminal investigations. Topics include the fundamentals of investigation; techniques of crime scene searches; the collection and preservation of physical evidence; sources of information, interview and interrogation; and follow-up investigations.

AJ10: Juvenile Justice

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: CSU

A survey of the history and operation of the juvenile justice system and its component parts. Among the topics to be studied are the classes of juvenile offenders and victims, diversion programs, theories of juvenile behavior; the juvenile justice process, and a comparison of the adult and juvenile justice systems.

AJ81: Basic Law Enforcement Academy Module III

- (8.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: CSU

Entry level training in law enforcement. This course is designed to meet the state mandated POST training requirements for the Basic Peace Officer Level III modular training course. Students completing this course will have met all the training requirements for Reserve Officer Level III, or the first of three classes required for full-time Peace Officer. The course also satisfies the arrest and firearms training requirement specified in Penal Code Section 832. The overall course is highly structured and paramilitary in nature.

Note: Before enrolling, students must pass: 1. The POST pre-entry English skills assessment exam with a score of T-42 or above. (May be waived if hired by California law enforcement agency prior to Academy). 2. A medical exam by a licensed physician or similar medical professional. 3. A criminal history records check (fingerprinting) pursuant to the California Penal Code. This must be completed and the results obtained before the first day of class. 4. A DMV printout of the student's driving record. 5. A basic physical fitness test by running 1.5 miles in under 17 minutes, completing 25 sit-ups in one minute or less and 20 pushups (straight leg) in one minute or less.

AJ82: Basic Law Enforcement Academy Module II

- (8.5 Units / LEC-LAB) Grade Only
- Prerequisite: AJ-81
- Recommended Prep: ENGL-150
- Transfers to: CSU

Level II Reserve Officer Training. This course is designed to meet the state mandated POST training requirements for the Basic Peace Officer Module II modular training course. Students completing this course will have met all the training requirements for Reserve Officer Level II, or the second of three classes required for full-time Peace Officer. The overall environment is highly structured and paramilitary in nature.

Note: Before enrolling, students must pass: 1. The POST pre-entry English skills assessment exam with a score of T-42 or above. (May be waived if hired by California law enforcement agency prior to Academy). 2. A medical exam by a licensed physician or similar medical professional. 3. A criminal history records check (fingerprinting) pursuant to the California Penal Code. This must be completed and the results obtained before the first day of class. 4. A DMV printout

of the student's driving record. 5. A basic physical fitness test by running 1.5 miles in under 17 minutes, completing 25 sit-ups in one minute or less and 20 pushups (straight leg) in one minute or less.

AJ83: Basic Law Enforcement Academy Module I

- (16.0 Units / LEC-LAB) Grade Only
- Prerequisite: AT-82
- Transfers to: CSU

Final of three parts leading to completion of the POST Basic Law Enforcement Academy. Students completing this module may be appointed as either full-time peace officers or Level I reserve officers. The overall course is highly structured and paramilitary in nature.

Note: Before enrolling, students must pass: 1. The POST pre-entry English skills assessment exam with a score of T-42 or above. (May be waived if hired by California law enforcement agency prior to Academy). 2. A medical exam by a licensed physician or similar medical professional. 3. A criminal history records check (fingerprinting) pursuant to the California Penal Code. This must be completed and the results obtained before the first day of class. 4. A DMV printout of the student's driving record. 5. A basic physical fitness test by running 1.5 miles in under 17 minutes, completing 25 sit-ups in one minute or less and 20 pushups (straight leg) in one minute or less.

AJ100: Mandated Training

- (0.5 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Prerequisite: AJ-83

A POST-approved perishable skills course for active full-time peace officers or active reserve peace officers who are currently employed by a law enforcement agency. This course covers tactical firearms, driver training/awareness, arrest and control, as well as various short courses mandated by the legislature. Peace officers are required to have this training every two years. This course meets the POST Continuing Professional Training (CPT) requirements.

Note: Course is repeatable per Title 5 §55040(b)(8)

AJ101: Active Shooter Response

- (0.5 Units / LEC) P/NP Only

Response to active shooter situations. This course is designed to train multi-discipline first responders on current response methods by studying previous situations, learning how those were handled, and applying the lessons learned to staged events.

AJ103: Radar Operator

- (1.0 Units / LEC) P/NP Only

Operation of the police radar. Students will identify the purpose of radar within law enforcement, as related to its history, application, laws, and principles of speed enforcement. Additionally, students will develop the skills, knowledge and abilities necessary to conduct visual estimations of vehicle speed accurately, and assemble, test, and operate a radar unit in support of visual speed estimations. Course complies with all content requirements per California Vehicle Code Section 40802.

AJ105: Probation Firearms

- (2.0 Units / LEC-LAB) P/NP Only
- Prerequisite: AJ-190F

An intermediate-level course designed for probation officers who are going to be armed with a handgun in the performance of their job. The course covers use of force; working in a coordinated team with law enforcement; concealment, cover and shooting positions; night shooting; role of the back-up officer; shotgun and rifle familiarization and a review of policies.

Note: Must be employed as a probation officer whose job will involve carrying a firearm.

AJ106: Field Training Officer Update

- (1.0 Units / LEC-LAB) P/NP Only

A course which satisfies California POST mandates for the tri-annual re-certification of Field Training Officers. Topics include Legal Issues, Contemporary Learning, Teaching Skills, Leadership, Ethics and Professionalism, Remediation Testing/Scenarios, Trainee Termination, Evaluation Documentation, and Report Writing.

AJ107: Basic Traffic Collision Investigation

- (2.0 Units / LEC) P/NP Only

A P.O.S.T. certified course designed to provide the student with skills and knowledge to properly investigate and document traffic collisions. The course completes peace officer requirements to write traffic collision-related notices of violations based on reasonable cause per California Vehicle Code Section 40600.

AJ108: Field Training Officer

- (2.0 Units / LEC) P/NP Only

A course which satisfies California POST and legislative mandates for the training of Field Training Officers. Topics include Legal Issues, Contemporary Learning, Teaching Skills, Leadership, Ethics and Professionalism, Remediation Testing/Scenarios, Trainee Termination, Evaluation Documentation, and Report Writing.

AJ170: Public Safety Dispatcher Basic Course

- (5.5 Units / LEC-LAB) Grade Only

A training course certified by the California Commission on Peace Officers Standards and Training (POST) designed to meet the statutory basic training requirements for employment as a dispatcher for a public safety (law enforcement) agency.

AJ190F: PC 832 Firearms

- (0.5 Units / LEC) P/NP Only

A course which fulfills the minimum firearms requirement for the California Commission on Peace Officer Standards & Training (POST) PC 832. This is a standardized course and is certified by POST.

Note: Under state law, students must pass a California Department of Justice fingerprint check before using a handgun or participating in the course.

AJ190S: PC 832 Arrest & Control

- (1.5 Units / LEC-LAB) P/NP Only

A course which fulfills the minimum arrest and control training requirements of the California Commission on Peace Officer Standards & Training (POST) for PC 832. This standardized course is certified by POST.

Note: By POST rules, a student may only miss 5% of the total hours to pass the course.

Agriculture [AG]

AG5: Introduction to Animal Science

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A scientific approach to the livestock

industry encompassing aspects of animal anatomy, physiology, nutrition, genetics and epidemiology. Emphasis on the origin, characteristics, adaptations and contributions of livestock to the modern agriculture industry.

AG15: Landscape Maintenance

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

A course studying the function and aesthetic value of public and private landscapes by applying appropriate maintenance techniques. Topics include planting, pruning, watering, soil fertility, pest management, weed control, and landscape maintenance business practices.

AG17: Introduction to Soil Science

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: UC and CSU

The study of soil physical, chemical and biological properties. Soil classification, derivation, use, function and management including erosion, moisture retention, structure, cultivation, organic matter and microbiology. Laboratory topics include soil type, classification, soil reaction, soil fertility and physical properties of soil. Laboratory required.

AG21: Plant Propagation/ Production

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to UC and CSU

Plant propagation and production practices with emphasis on nursery operations including sexual and asexual reproduction, planting, transplanting, fertilizing, plant pest and disease control; structures and site layout; preparation and use of propagating and planting mediums; use and maintenance of common tools and equipment; regulations pertaining to plant production. Laboratory required.

AG22: Sustainable Vegetable Production

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course which studies sustainable vegetable production, and which also covers the botany, cultural production, harvesting, processing, growth characteristics, fertility, pests, and marketing of the major warm season and cool season vegetable crops grown in California, especially those of local importance. The commercial scale of vegetable production and sustainable practices are emphasized. Laboratory required.

AG23: Introduction to Plant Science

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

Introduction to plant science including structure, growth processes, propagation, physiology, growth media, biological competitors, and post-harvest factors of food, fiber, and ornamental plants. Laboratory required.

AG25: Landscape Construction and Installation

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

A course which studies the fundamentals of landscape construction, which includes soil preparation, paving and construction materials, hand and power tool use, turf and plant installation, plan reading, estimating, and bid preparation. This course also covers local codes, state requirements, and new technologies.

AG27: Nursery Practices

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

A course of study of the production and cultural care of commercial container grown and field grown nursery operations. Among the topics covered are: crop scheduling, growing media, watering, fertilization, lighting, pests, temperature control, post harvest handling, marketing and sales.

AG30: Introduction to Agriculture Business

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

Provides a basic understanding of the business and economics of the agricultural industry; an introduction to the economic aspects of agriculture and their implications to the agricultural producer, consumer and the food system; management principles encountered in the day to day operation of an agricultural enterprise as they relate to the decision making process.

AG32: Agriculture Economics

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150 and MATH-380
- Transfers to: UC and CSU

The place of agriculture and farming in the economic system; basic economic concepts, and problems of agriculture; pricing and marketing problems, factors of production; and state and federal farm programs affecting the farmer's economic position.

AG33: Agriculture, Environment and Society

- (3.0 Units / LEC) Grade Only
- Recommended Prep: AG-63 and ENGL-102 and ENGL-150 and MATH-380
- Transfers to: CSU

A course covering the sociology of agriculture presented through an examination of relationships between societies and their environments, economics, and agriculture. Emphasis will be on the analysis of agriculture's use of technology and the corresponding impact on the environment, economy and society.

AG42: Agriculture Work Experience

- (1.0 - 3.0 Units / LAB) P/NP Only
- Repeatability: Maximum of three enrollments
- Transfers to: CSU

A course designed to assist students in planning and accomplishing meaningful learning objectives relevant to work experience in the field of agriculture. To participate in this course the student's job must be related to their career goals or college course work. Variable 1 to 3 units based upon 60-225 total work lab hours per semester.

Note: During fall and spring, students must be enrolled in at least 7 units (including CWE) to enroll in CWE. If enrolling in the summer, student must have been enrolled in at least 12 units (including CWE) in the previous spring semester. Students must take primary responsibility in finding a work experience opportunity and are strongly advised to find such an opportunity before enrolling in the class. Some employers or programs may require fingerprinting, drug testing, and/or background checks. Students should be advised that a maxmum of 9 units can be applied toward a degree. Students

may enroll a total of 3 times (repeatable twice). Variable 1 to 3 units, based on 60-225 work lab hours per semester.

AG43: Introduction to Agriculture Careers

- (2.0 Units / LEC) Grade Only
- Transfers to: CSU

An introductory course in agriculture career opportunities and job requirements in agriculture business, animal science, and plant science. Students will learn how to prepare documents necessary for employment and get hands on experience in specific careers.

AG44: Agriculture Leadership

- (1.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course designed to develop leadership skills. Student's will develop and refine their ability to organize and coordinate Agriculture field days and other related group activities. "Hands-on" techniques will be used to facilitate problem solving, cooperative work ethics, developing initiative, managing and organizing information, flexible thinking and effective questioning. Participants will gain practical experience in conducting group business.

NOTE: Outside of class activities required.

AG51: Tractor Operation

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

This course involves design principles, selection, maintenance, adjustment, and safe operation of wheel and track type tractors used in agriculture and in the construction industry. Laboratory required.

AG60: Organic Certification

- (1.0 Units / LEC) Grade Only
- Transfers to: CSU

A course studying the origins, application, regulation and technology of organic crop and livestock production. Theoretical and practical issues surrounding organic production from a cross-disciplinary perspective. Topics include the history of the organic movement, current regulation and certification, and field management practices and technologies.

AG63: Introduction to Organic/ Sustainable Agriculture

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the history, definitions, concepts, principles and practices of sustainable agriculture systems with an emphasis on organic techniques. Topics include crop nutrition, cultivar selection, integrated pest management, marketing, organic certification, soil management, sustainable livestock production, as well as common problems faced by producers.

AG67: Fall Farming Practices

- (1.0 Units / LAB) Grade Only
- Recommended Prep: AG-63
- Transfers to: CSU

A course studying the practice of growing fruits, vegetables, and livestock in the field for the fall season. Techniques of organic and sustainable agriculture will be emphasized.

AG68: Spring Farming Practices

- (1.0 Units / LAB) Grade Only
- Recommended Prep: AG-63
- Transfers to: CSU

A course studying the practice of growing fruits, vegetables, and livestock in the field for the spring season. Techniques of organic and sustainable agriculture will be emphasized.

AG69: Summer Farming Practices

- (1.0 Units / LAB) Grade Only
- Recommended Prep: AG-63
- Transfers to CSU

A course studying the practice of growing fruits and vegetables, and raising livestock in the field for the summer season. Techniques of organic and sustainable agriculture will be emphasized.

Anthropology [ANTH]

ANTH1: Introduction to Biological Anthropology

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

This course introduces the concepts, methods of inquiry, and scientific explanations for biological evolution and their application to the human species. Issues and topics will include, but are not limited to, genetics, evolutionary theory, human variation and biocultural adaptations, comparative primate anatomy and behavior, and the fossil evidence for human evolution. The scientific method serves as foundation of the course. Students may also enroll the optional lab component, ANTH 1B.

ANTH1B: Introduction to Biological Anthropology Lab

- (1.0 Units / LAB) Grade Only
- Corequisite: ANTH-1 or ANTH-1H
- Transfers to: CSU

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

Note: Students enrolled in ANTH 1 are not required to take ANTH 1B. However, any student seeking the AA degree in Anthropology or seeking to transfer for a BA in Anthropology should take this lab course. ANTH 1B may only be taken by students who have successfully completed ANTH 1 or students currently enrolled in ANTH 1.

ANTH1H: Introduction to Biological Anthropology - Honors

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

This course introduces the concepts, methods of inquiry, and scientific explanations for biological evolution and their application to the human species. Issues and topics will include, but are not limited to, genetics, evolutionary theory, human variation and biocultural adaptations, comparative primate anatomy and behavior, and the fossil evidence for human evolution. The scientific method serves as foundation of the course. Students may also enroll the optional lab component, ANTH 1B.

Note: Honors students will be expected to write longer versions of any assigned papers or projects, focusing to a greater degree on controversies within the subject of anthropology. They will be expected to consider the issues and problems raised in these assignments in more detail than non-Honors students and to conduct more in-depth research using

library and online resources, including professional publications.

ANTH2: Introduction to Archaeology

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

This course is an introduction to the study of concepts, theories, data and models of anthropological archaeology that contribute to our knowledge of the human past. The course includes a discussion of the nature of scientific inquiry; the history and interdisciplinary nature of archaeological research; dating techniques; methods of survey, excavation, analysis, and interpretation; cultural resource management; professional ethics; and selected cultural sequences. This course includes a lab component.

ANTH3: Introduction to Cultural Anthropology

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

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

ANTH3H: Honors Introduction to Cultural Anthropology

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

This Honors course explores how anthropologists study and compare human culture. Cultural anthropologists seek to understand the broad arc of human experience focusing on a set of central issues: how people around the world make their living (subsistence patterns); how they organize themselves socially, politically and economically; how they communicate; how they relate to each other through family and kinship ties; what they believe about the world (belief systems); how they express themselves creatively (expressive culture); how they make distinctions among themselves such as through applying gender, racial and ethnic identity labels; how they have shaped and been shaped by social inequalities such as colonialism; and how they navigate culture change and processes of globalization that affect us all. Ethnographic case studies highlight these similarities and differences, and introduce students to how anthropologists do their work, employ professional anthropological research ethics and apply their perspectives and skills to understand humans around the globe. Note: Honors students will be expected to write longer versions of any assigned papers or projects, focusing to a greater degree on controversies within the subject of anthropology. They will be expected to consider the issues and problems raised in these assignments in more detail than non-Honors students and to conduct more in-depth research using library and online resources, including professional publications.

ANTH4: Introduction to Folklore

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A course in the collecting, presenting, and analyzing of oral, material, and written forms of folklore, such as urban legends, folk art, foodways, folk music, folkspeech, gestures, and superstitions. Emphasis will be on analysis of collections and the use of folklore as a tool for understanding a variety of cultures.

ANTH5: Great Archaeological Discoveries

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A survey of data from noted archaeological sites from around the world. Sites to be discussed in the course will include a variety of cultures from around the world, from the beginning of human prehistory through recent historical occupations. Additionally, the course will explore relationships between archaeologists, native peoples, the media, and the public.

ANTH5H: Great Archaeological Discoveries-Honors

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

A survey of data from noted archaeological sites from around the world. Sites to be discussed in the course will include a variety of cultures from around the world, from the beginning of human prehistory through recent historical occupations. Additionally, the course will explore relationships between archaeologists, native peoples, the media, and the public. Note: Honors students will be expected to write longer versions of any assigned papers or projects, focusing to a greater degree on controversies within the subject of anthropology. They will be expected to consider the issues and problems raised in these assignments in more detail than non-Honors students and to conduct more in-depth research using library and online resources, including professional publications.

ANTH6: Introduction to Forensic Anthropology

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An examination of the science of solving crimes with anthropological data from human skeletal remains. Basic human skeletal anatomy will be taught in order to set the stage for examining details of criminal investigations. Students will learn how to initially estimate the sex, age, stature, race and other individual characteristics based on skeletal analysis. This course will outline how forensic anthropologists help identify skeletal remains and cause of death based on skeletal features, trauma and disease, and genetics. This course will also explore the role of forensic anthropology in working with law enforcement agencies, human rights issues, as well as ethical considerations.

ANTH40: Independent Study in

Anthropology

- (0.5 - 2.0 Units / IND) Grade Only
- Recommended Prep: ENGL-1A
- Transfers to CSU

Individual research and special projects in Anthropology. Specific projects will be determined upon consultation with instructor. Note: Students taking an independent study course must have an approved contract on file.

Art [ART]

ART1A: Art History - Pre-History to Gothic

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-1A
- Transfers to: UC and CSU

A survey of Western visual art and architecture from Prehistory through the Middle Ages. Civilizations explored include the Prehistoric era, Mesopotamian, Egyptian, Aegean, Greek through Hellenistic, Etruscan and Roman, Early Jewish and Christian, Islamic, Byzantine, Medieval, Romanesque, and Gothic.

ART1B: Art History: Renaissance to Contemporary

(3.0 Units / LEC) Grade Only

Recommended Prep: ENGL-1A

Transfers to: UC and CSU

A survey of Western art and architecture from the Early Renaissance through Postmodernism. Methods include analyzing the political, religious, philosophical, economic, and cultural contexts that influenced the styles of each historical period. Emphasis is placed on aesthetics, the role of the artist, and on art historical terminology.

ART2: Introduction to Art

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

An introductory survey course for non-majors designed to provide students with studio and lecture experience in the visual arts. Course covers drawing, painting, ceramics, printmaking, and sculpture and explores Western, non-Western, traditional and contemporary ways of art appreciation and production.

ART3A: Introduction to Sculpture

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ART-11
- Transfers to: UC and CSU

A course that introduces the student to basic skills in mixed-media sculpture. The course supports traditional and nontraditional materials and their expressive possibilities. Note: This course may require field trips for which students will arrange their own transportation.

ART3L: Sculpture Lab

- (1.0 Units / LAB) P/NP Option
- Recommended Prep: ART-3A
- Transfers to: CSU

A course designed to provide individualized instruction within the classroom context of ART 3A. Students will be encouraged to pursue independent directions in sculpture. Note: Student cannot enroll in the concurrently offered section of ART-3A.

ART4: Art Appreciation

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 and ENGL-150
- Transfers to: UC and CSU

An introduction to history and practice of visual arts and architecture across time and diverse cultures. The course emphasizes theoretical approaches to examining artwork and the usage of art terminology. Methodologies include formal, material, symbolic, post-colonial, gender, and institutional critiques to provide students with multiple ways to respond to art and to develop a wide range of visual, verbal, and written lexicons.

ART6: Survey of Modern Art - 19th Century to Contemporary

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-1A
- Transfers to: UC and CSU

A survey of Western painting, sculpture, and architecture from the 19th Century to the present day. This course examines major artistic styles from Impressionism to the 20th century Avant-Garde movements such as Dada and Surrealism all the way to Post-Modernism and Globalization.

ART10: Color and Design

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to UC and CSU

An introduction to the elements and principles upon which two-dimensional art forms are structured. Concepts covered include line, shape, value, composition, space, texture, and color theory. Media used include drawing, painting, and collage. Note: Field trips may be required. Students must provide their own transportation.

ART11: Three-Dimensional Design

- (3.0 Units / LEC-LAB) P/NP Option
- Transfers to: UC and CSU

An introductory course that explores the concepts, aesthetic elements, and materials of three-dimensional design and spatial organization.

ART14: Gallery Exhibition and Portfolio Development

- (3.0 Units / LEC-LAB) P/NP Option
- Recommended Prep: ART-3A, ART-10, ART-11, ART-17 or ART-41
- Transfers to: CSU

An exploration of the various professional careers in the visual arts. The course includes portfolio, resume, and art statement preparation, exhibition installation, and also visits to galleries, museums, and working professionals in the fine and commercial art fields. Note: Field Trips may be required. Students are responsible for their own transportation.

ART15: Sustainable Interior Design

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

This hands-on course introduces principles of environmentally responsible design for interior environments. Perfect for beginner homesteaders and construction professionals alike, it covers innovative materials and techniques for sustainable living, from conceptualization to production and installation.

ART17: Basic Drawing

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

A beginning level course that introduces students to a variety of concepts for visual literacy and visual expression in drawing: including line, composition, value, color, space, and perspective. Media used includes graphite, charcoal, ink, pastel, and collage.

ART18: Intermediate Drawing

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ART-17
- Transfers to: UC and CSU

An intermediate level course that expands upon skills learned in basic drawing and other introductory art courses. Specialized drawing techniques in dry

and wet media will be introduced as well as contemporary, experimental, and conceptual approaches and issues. Note: Field trips may be required. Students must provide own transportation.

ART19: Figure Drawing

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ART-17
- Transfers to: UC and CSU

An introduction to the fundamentals for drawing the living human form. Concepts explored include gesture, contour, proportion, foreshortening, portraiture, and anatomy. Students will also explore the expressive characteristics and narrative possibilities of figure drawing in both traditional and contemporary contexts. Note: Nude and clothed models are used in this course.

ART23: Painting

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ART-17 or ART-17
- Transfers to: UC and CSU

A course that introduces the fundamentals for oil and acrylic painting, including value, color, composition, space, impasto, and glazing techniques. This course presents both traditional and contemporary techniques and approaches. Note: Field trips may be required. The college does not provide transportation.

ART31A: Introduction to Ceramics (Hand-building)

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ART-11
- Transfers to: UC and CSU

An introductory course designed to expose students to the fundamental construction methods and processes of working with clay. In addition, this course is designed to introduce students to ceramic vocabulary as well as glazing and firing techniques. Note: Field trips may be required, students must provide their own transportation.

ART31B: Introduction to Ceramics (Wheel Throwing)

- (3.0 Units / LEC-LAB) P/NP Option
- Recommended Prep: ART-11
- Transfers to: UC and CSU

An introductory course in ceramics using the potter's wheel to explore both functional and non-functional forms. This course will also provide instruction in basic glaze chemistry and kiln firing procedures. Note: Field trips may be required. Students are required to provide their own transportation.

ART35: Digital Photography

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

An introduction to digital photography. Concepts explored include tools, materials, and processes, the elements of design, and historical and contemporary trends. Note: Field Trips may be required. Transportation is not provided.

ART40: Independent Study in Art

- (0.5 - 2.0 Units / IND) Grade Only
- Transfers to:CSU

Individual research and special projects in Art. Specific projects will be determined upon consultation with instructor. Note: Students taking an independent study course must have an approved contract on file.

ART41: Introduction to Digital Art

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

Introduction to fundamental concepts, practices, and theories of digital art production. Topics include integration of color, design, emerging, and time-based media with contemporary digital tools.

ART42: Beginning Graphic Design

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

An introduction to the principles and tools of computer-assisted graphic design. Students will receive training in the basics of visual communication and become familiar with industry-standard software including Adobe Illustrator, InDesign, and Photoshop to develop a diverse portfolio of work.

ART50L: Studio Art Lab

- (1.0 Units / LAB) P/NP Option
- Recommended Prep: ART-2, ART-3A, ART-10, ART-11, ART-15, ART-17, ART-19, ART-23, ART-31A, ART-31B or ART-60
- Transfers to: CSU

This is a media inclusive studio art lab. This course provides time and space for students to conceive of and execute an independent art project and/or make progress on studio art assignments with the guidance of an art faculty.

ART54: Drawing Lab

- (1.0 Units / LAB) Grade Only
- Recommended Prep: ART-17
- Transfers to: UC and CSU

A course designed to provide individualized instruction within the classroom context of Art 17. Students will be encouraged to pursue independent directions in drawing. Note: Students cannot enroll in the concurrently offered section of Art 17.

ART56: Figure Drawing Lab

- (1.0 Units / LAB) P/NP Only
- Recommended Prep: ART-19
- Transfers to: UC and CSU

A course designed to provide individualized instruction within the classroom context of ART 19. Students will be encouraged to pursue independent directions in figure drawing. Note: Student cannot enroll in the concurrently offered section of ART 19. Nude models are used in this course.

ART57: Painting Lab

- (1.0 Units / LAB) P/NP Only
- Recommended Prep: ART-22 or ART-23
- Transfers to: UC and CSU

A course designed to provide individualized instruction within the classroom context of ART 22 or ART 23. Students will be encouraged to pursue independent directions in painting. Note: Student cannot enroll in the concurrently offered section of ART 22 or ART 23.

ART60: Jewelry

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ART-10 or ART-11
- Transfers to: CSU

An introduction to basic jewelry fabrication techniques with non-ferrous metalsmithing, including sawing, riveting, soldering, and stone setting. Concepts explored include historical and contemporary jewelry making practices within a global cultural perspective. Note: Field trips may be required. Students must provide own transportation.

ART60L: Jewelry Lab

- (1.0 Units / LAB) P/NP Option
- Prerequisite: ART-60
- Transfers to: CSU

A course designed to provide individualized instruction within the classroom context of Art 60. Students will be encouraged to pursue independent directions in jewelry and metalsmithing. Processes students further explore

include casting and forming techniques for non-ferrous metals.

ART77: Professional Practices and Entrepreneurship in the Visual Arts

- (3.0 Units / LEC-LAB) P/NP Option
- Recommended Prep: CIS-100
- Transfers to: CSU

An exploration of strategies for career success in the fine arts and design fields. The course includes portfolio/product development, resume and art statement preparation, website development, marketing and social media strategies, field trips, and visiting lectures from various professional artists. Note: This course is medium-inclusive, and welcomes all artists, crafters, and makers with sufficient proficiency in their medium to produce objects independently. Students need basic computer skills learned in CIS-100 or equivalent experience to complete projects in this course.

ART261: Introduction to Basic Weaving and Textile Processes

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit course offering training in textile weaving. Students will learn how to set up, operate, or tend machines that knit, loop, weave, or draw in textiles. Students will be introduced to a variety of textile processes such as weaving on portable, table and/or frame looms, card weaving and Inkle or bend weaving, and felt making. Other topics may include an introduction to basket weaving, material selection, design and form, color and dyeing of fiber, yarns, pattern drafting, tools, collection and use of materials, philosophy, and tradition.

Astronomy [ASTRO]

ASTRO10: Introduction to Astronomy

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An overview of historical approaches to understanding the science of astronomy and our place in the universe. Students will explore light and its role in the transmission of information, telescopes, the formation of the solar system, the planets and moons and their potential for life, the sun, the evolutionary life cycle and death of stars, black holes, and the formation of the universe.

ASTRO11: The Solar System and Space Exploration

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An examination of the geologic processes that have shaped the planets and moons of our solar system. This class will specifically look at the formation of the solar system, the history of space exploration, missions to the moon and Mars, and the search for life.

ASTRO30: Teaching Science With Science Fiction

- (2.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

A class examining and exploring science through science fiction films. Students will critically examine science fiction movies, distinguishing fact from fiction. Students will also explore the curious phenomenon of how science fiction can become science fact. The class will also examine the underlying science themes and their application to a range of social, cultural, and economic issues.(e.g. Will we ever mine asteroids?, Should we colonize Mars if it is a one-way trip?)

ASTRO99: Science Mysteries: Are UFOs Real?

- (1.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

The search for life outside of our solar system is a constant theme of study in Astronomy. If we are not alone, then it stands to reason that some lifeforms may have developed intelligence and interstellar transport. Have we been visited? What UFO stories are the most compelling and deserved of serious scientific inquiry? Critical thinking and the scientific method will be applied to this question.

Automotive Technology [AT]

AT10: Introduction to Automotive Technology

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

This career and technical education (CE) class develops skills needed for entry level employment in the automotive field. A variety of instructional methods are used, including hands on projects, group activities, assignments, lecture, and discussion that integrate both academic and CE standards.

AT12: Automotive Braking Systems

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course covering theory and principles of modern braking systems. Hydraulic principles, coefficients of friction, and thermodynamics will be discussed. Diagnosis, repair, overhaul, and adjustment procedures of drum, disc/drum, and four-wheel disc systems will be emphasized. Anti-lock Braking Systems (ABS) diagnostics, servicing, and repair procedures will also be covered. The course will cover common domestic, import, and light truck vehicles only. The course is designed in conjunction with Automotive Service Excellence (ASE) Education Foundation standards and subsequently will prepare the student for the ASE Brakes Certification Examination.

AT14: Manual Drivetrain and Axle

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course covering theory and principles of manual drivetrains and axles, clutches, driveshafts, half shafts, variable and constant velocity joints, differentials, rear wheel drive axle assemblies, all wheel drives, and four wheel drives. Gear types, ratios, compound ratios, and current noise, vibration, and harshness diagnostic routines will be discussed. Diagnosis, repair, overhaul, and adjustment procedures for common domestic, import, and light truck drivetrain components will be emphasized. The course is designed in conjunction with National Automotive Technicians Education Foundation (NATEF), standards and subsequently will prepare the student for the ASE Manual Drivetrain and Axle Certification Examination.

AT16: Automotive Electrical Systems

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course covering theory and principles

of automotive electrical systems. The course includes basic electrical theory, Ohm's Law, series and parallel circuits, electrical symbols and schematics, automotive batteries, charging systems, voltage regulation, starting systems, lighting systems, and various accessories. The laboratory portion of the course will place emphasis on diagnosis and testing techniques required to effectively determine the necessary action in an electrical system failure. The use of schematics, technical specifications, voltmeters, ohmmeters, ammeters, and circuit testers will be required. The course is designed in conjunction with Automotive Service Excellence (ASE) Education Foundation standards and subsequently will in part prepare the student for the ASE Electrical / Electronic Certification Examination.

AT20: Automotive Suspension and Steering Systems

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course covering the theories and principles related to automotive steering and suspension systems. Topics will include tire and wheel balancing, alignment angles, steering system geometry and supplemental restraint systems (SRS). The laboratory portion of the course will include diagnosis, adjustment, repair, and replacement techniques for automotive and light truck suspension and steering components. Automotive alignment measuring and adjusting procedures will be emphasized. The course is designed in conjunction with Automotive Service Excellence (ASE) Education Foundation standards and subsequently will prepare the student for the ASE Suspension & Steering Certification Examination.

AT21: Automotive Engine Repair and Diagnosis

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course covering four stroke cycle theory, engine torque, horsepower, materials, and manufacturing processes as they relate to internal combustion powerplants used in production automobiles and light trucks. The theory, principles, and diagnosis of cooling systems, lubrication systems, and common engine mechanical failures will be emphasized. The laboratory portion of the course will focus on comprehensive engine testing, in-vehicle engine servicing, partial engine disassembly, precision measuring, and inspection of internal engine components. The course is designed in conjunction with Automotive Service Excellence (ASE) Education Foundation standards and subsequently will prepare the student for the ASE Certification Examination.

AT22: Automotive Electronics

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: AT-16
- Transfers to: CSU

A course covering the principles of semiconductor theory, transistors, diodes, capacitance, inductance, inductive reactance, the motor principle, integrated circuits, and digital logic circuits. The course will place emphasis on the theory, diagnosis, and repair of modern automotive computer systems. Topics will include control modules, bus interface and related components or circuits. The laboratory portion of the course will require extensive use of electronic test equipment, circuit analysis, and diagnostic procedures common to modern automotive accessories and equipment. The course is designed in conjunction with National Automotive Technicians Education Foundation (NATEF) standards and subsequently will in part prepare the student for the ASE Electrical/Electronic Certification Examination.

AT24: Engine Performance

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course covering theory and principles of engine performance related topics. Topics will include the internal combustion process, compression ratios, combustion efficiency, volumetric efficiency, airflow requirements, air-fuel ratios, fuel delivery systems, manifolding, electronic ignition systems, oscilloscope waveform interpretation, ignition timing and advance strategies. The laboratory portion of the course will focus on diagnosis and repair of the following engine performance related problems; mechanical problems, computerized engine control systems, ignition systems, fuel delivery systems, and emission systems. The course is designed in conjunction with National Automotive Technicians Education Foundation (NATEF) standards and subsequently will in part prepare the student for the ASE Engine Performance Certification Examination.

AT26: Automotive Air Conditioning and Heating

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: AT-16
- Transfers to: CSU

A course covering theory and operation of automotive air conditioning and refrigeration systems. Topics will include the refrigeration cycle, evacuation principles, humidity, heat quantity, heat intensity, latent heat, heat transfer, automotive refrigerants, temperature pressure relationship, greenhouse gases, and proper handling and storage of refrigerants. The laboratory portion of the course will focus on the diagnosis and repair of heating and cooling systems, use of refrigerant recycling-reclaiming equipment, use of evacuation equipment, retrofitting, and environmentally sound refrigeration handling techniques. The course is designed in conjunction with National Automotive Technicians Education Foundation (NATEF) standards and subsequently will prepare the student for the ASE Air Conditioning and Heating Certification Examination.

AT28: Advanced Engine Performance

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: AT-24
- Transfers to: CSU

A course covering advanced theory and principles of engine performance related topics. Topics will include fuel injection systems, electronic ignition, coil over plug (COP) systems, evaporative emission systems, exhaust gas recirculation, catalytic converters, computer controlled emission systems including OBD II compliant and CAN/BUS systems. The laboratory portion of the course will focus on diagnosis and repair of common driveability related problems. Five gas analysis, scantools, digital storage oscilloscopes (DSOs) graphing multimeters (GMM), and common electronic test equipment will be used extensively in the course. The course is designed in conjunction with National Automotive Technicians Education Foundation (NATEF) standards and subsequently will partially prepare the student for the ASE Engine Performance Certification Examination.

AT30: Automatic Transmission - Transaxle

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course covering theory and principles

related to both hydraulic and electronically actuated automatic transmissions/transaxles. Topics will include positive and variable displacement pumps, torque converters, torque converter clutches, hydraulic valves, electronic shift solenoids, governors, and common compound planetary gear arrangements. The laboratory portion of the course will focus on diagnostic and overhaul procedures, in-vehicle testing, and bench testing of various components. The course is designed in conjunction with National Automotive Technicians Education Foundation (NATEF) standards and subsequently will prepare the student for the ASE Automatic Transmission Certification Examination.

Biology [BIOL]

BIOL1: General Biology

- (4.0 Units / LEC-LAB) P/NP Option
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introductory course in life science dealing with basic biological concepts including molecular and cell biology, metabolism, heredity, evolution, ecology, natural history, and biodiversity. Note: This course is designed for non-science majors and some nursing/health occupation students. The course is not intended for life science and related majors.

BIOL2: Microbiology

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: BIOL-1 or BIOL-3
- Corequisite: CHEM-1A or CHEM-2
- Transfers to: UC and CSU

A study of microorganisms including anatomy, physiology, genetics, and ecological importance. Emphasis will be on the role of microorganisms in disease and the mechanisms of microbe/host interactions. Laboratory work emphasizes the importance of aseptic techniques, methods of microbial control, and procedures for isolating, culturing microbes, and identifying microorganisms.

BIOL3: Fundamental Cell Biology

- (4.0 Units / LEC-LAB) Grade Only
- Perquisite: CHEM-1A or CHEM-2
- Recommended Prep: ENGL-1A
- Transfers to: CSU

A course intended for biology majors covering principles and applications of prokaryotic and eukaryotic cell structure and function, biological molecules, homeostasis, cell reproduction and its controls, classical and molecular genetics, cell metabolism, and cellular communication.

BIOL4: General Zoology with Lab

- (4.0 Units / LEC-LAB) Grade only
- Prerequisite: BIOL-3
- Transfers to: UC and CSU

A course intended for majors, covering the comparative structure, function and evolution of animal phyla and nonphotosynthetic, single-celled, eukaryotic taxa. Topics include phylogeny, development, morphology, physiology, and behavior, as well as principles of evolution, mechanisms of evolutionary change, and speciation.

BIOL5: General Botany with Lab

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: BIOL-3
- Transfers to: UC and CSU

A comparative study of plant, fungal, and algal structure and function, with additional studies of developmental biology, phylogeny/systematics, plant ecology, and conservation biology. NOTE: This course is intended for biology majors.

BIOL6: Human Anatomy

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: (BIOL-1 or concurrent enrollment) and ENGL-150
- Transfers to: UC and CSU

An introductory course on human anatomy that includes the study of the gross and microscopic structure of all organ systems of the human body with emphasis on the relationship between structure and function. Laboratory work includes microscopy, dissection, and the study of human cadavers.

BIOL7: Human Physiology

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: BIOL-1, BIOL-6, (CHEM-1A or CHEM-2) and ENGL-150
- Transfers to: UC and CSU

An organ system approach to the study of human physiology. Special emphasis is given to molecular and cellular mechanisms responsible for homeostasis. Labs include experiments on human subjects as well as computerized simulations of complex physiological processes. Note: This course is required for application to the CR nursing program.

BIOL7S: Writing Support for Human Physiology

- (0.5 Units / LAB) P/NP Only
- Corequisite: BIOL-7
- Transfers to: CSU

An optional writing support course for students currently enrolled in Biology 7 that provides students with additional writing support for assignments in their Biology 7 course.

BIOL8: Human Biology

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A survey of human biology focusing on concepts in cell biology, genetics, anatomy, physiology, disease, and evolution as they relate to the human body. Students apply and evaluate these concepts in laboratory activities that include microscopy, experimentation, and dissection. Note: This course satisfies life science general education requirements at CR and CSU. Students who have completed BIOL-1 should NOT take this course, unless they are planning on entering the LVN program. This course is required in the first semester of the LVN program. If you have completed BIOL-1, BIOL-6 and BIOL-7, please speak with a counselor or advisor before enrolling in this class.

BIOL9: Plants and People

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

A survey of plants as a resource for food, fiber, medicine, recreation, and environmental enhancement. Emphasis is on how our relationship to plants has changed throughout history and how the growth and development of plants affect their utility. Laboratory topics include an overview of plant biology as well as identification and uses of economically important plants on a local and global scale. Note: Field trips may be a component of this course. If field trips are scheduled, students must provide their own transportation.

BIOL15: Marine Biology

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

An introduction to ocean habitats and marine life. Topics covered include physical properties that define marine habitats, the diversity and ecology marine organisms, and marine resource use and conservation. Labs and field trips focus on local habitats and the identification of local species. Note: This course includes

required field trips to local marine habitats. The College does not provide transportation, however, students typically arrange carpools.

BIOL18: Natural History of North Coast Mammals

- (3.0 Units / LEC-LAB) P/NP Option
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

An introduction to the natural history of North Coast mammals. Topics include taxonomy and evolution, habitat ecology, behavior, and field identification. Note: Field trips are required. The College does not provide transportation.

BIOL20: Natural History of California

- (4.0 Units / LEC-LAB) P/NP Option
- Transfers to: UC and CSU

An introduction to the biotic communities of California and the identification, ecology and life history of the organisms living there. Coverage includes organismal structure and function, principles of ecology and evolution, techniques for studying organisms in the wild, and methods of recording field data. Students who are successful in this course are eligible for University of California California Naturalist certification. NOTE: Field trips are required; the College does not provide transportation. UC and CSU transferability requires a letter grade.

BIOL21: Mushrooms of the North Coast

- (3.0 Units / LEC-LAB) P/NP Only
- Recommended Prep: BIOL-1
- Transfers to: UC and CSU

The study of the identification and ecology of fungi. Emphasis placed on understanding ecological roles, keying species to genus and on field identification of the more common edible and toxic species of the North Coast. Note: Field trips are required and transportation is not provided.

BIOL27: Biology of Marine Mammals

- (3.0 Units / LEC) P/NP Option
- Transfers to: UC and CSU

An introduction to the biology, natural history, and conservation of whales, seals, manatees, and other marine mammal groups. Topics include anatomical, physiological, and behavioral adaptations for a marine existence, evolutionary history, and taxonomy of major marine mammal groups with emphasis on local species identification.

BIOL40: Independent Study - Cadaver Prosection

- (1.0 Units / IND) P/NP Option
- Repeatability: Maximum of two enrollments
- Transfers to: CSU

An advanced course for outstanding anatomy students wishing to prepare demonstration dissections of human cadavers. Students work closely with faculty to learn dissection technique, prepare demonstration dissections, present their work to current anatomy students, and write a research paper on an anatomical subject.

BIOL41: Independent Study - Natural History Museum Curation

- (1.0 Units / IND) P/NP Option
- Repeatability: Maximum of two enrollments
- Transfers to: CSU

An advanced project-based course for biology students wishing to learn skills associated with natural history museum specimen curation. Students work with faculty to define a project that may include specimen preparation, maintenance and repair, database design and data entry, and/or creation of public displays and interpretive materials. Students must have some background in zoology or botany, and consent of the supervising instructor.

BIOL42: Peer Tutoring in Life Sciences - Anatomy

- (1.0 Units / IND) P/NP Option
- Transfers to: CSU

An advanced course for biology students wishing to combine review of human anatomy with an opportunity to tutor peers in a classroom setting. Students receive training in effective communication and appropriate behavior in the classroom, work side-by-side with instructors in the classroom, and hold periodic study/ review sessions with their peers. Students learn by teaching, deepening and clarifying their understanding of the subject matter beyond what they were able to achieve the first time through the course. Prior enrollment in the course to be tutored is required

BIOL43: Peer Tutoring in Life Sciences - Zoology

- (1.0 Units / IND) P/NP Option
- Transfers to: CSU

An advanced course for biology students wishing to combine review of general zoology with an opportunity to tutor peers in a classroom setting. Students receive training in effective communication and appropriate behavior in the classroom, work side-by-side with instructors in the classroom, and hold periodic study/ review sessions with their peers. Students learn by teaching, deepening and clarifying their understanding of the subject matter beyond what they were able to achieve the first time through the course. Prior enrollment in the course to be tutored is required.

BIOL44: Peer Tutoring in Life Sciences - Botany

- (1.0 Units / IND) P/NP Option
- Transfers to: CSU

An advanced course for biology students wishing to combine review of general botany with an opportunity to tutor peers in a classroom setting. Students receive training in effective communication and appropriate behavior in the classroom, work side-by-side with instructors in the classroom, and hold periodic study/ review sessions with their peers. Students learn by teaching, deepening and clarifying their understandng of the subject matter beyond what they were able to achieve the first time through the course. Prior enrollment in the course to be tutored is required.

BIOL45: Peer Tutoring in Life Sciences - Physiology

- (1.0 Units / IND) P/NP Option
- Transfers to: CSU

An advanced course for biology students wishing to combine review of human physiology with an opportunity to tutor peers in a classroom setting. Students receive training in effective communication and appropriate behavior in the classroom, work side-by-side with instructors in the classroom, and hold periodic study/ review sessions with their peers. Students learn by teaching, deepening and clarifying their understandng of the subject matter beyond what they were able to achieve the first time through the course. Prior enrollment in the course to be tutored is required.

Business [BUS]

BUS1A: Financial Accounting

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-1
- Transfers to: UC and CSU

A study of accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements, and statement analysis. This course include issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics.

BUS1B: Managerial Accounting

- (4.0 Units / LEC-LAB) P/NP Option
- Prerequisite BUS-1A
- Transfers to: UC and CSU

A study of how managers use accounting information in decision-making, planning, directing operations and controlling. This course focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. The course includes issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments.

BUS4: Advanced Computerized Bookkeeping

- (3.0 Units / LEC-LAB) P/NP Option
- Prerequisite: BUS-1A or BUS-180
- Recommended Prep: CIS-1 or BT-51
- Transfers to: CSU

A study of advanced bookkeeping procedures utilizing common accounting software. The student will learn to analyze and post complex business transactions in order to create financial and tax reports and manage payroll for small businesses.

BUS10: Introduction to Business

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: UC and CSU

An introduction to the trends and opportunities in today's dynamic global business environment surveying economics, global business, social responsibility, ownership forms, entrepreneurship, management organization, marketing, accounting and financial management.

BUS18: Business Law

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

Fundamental legal principles pertaining to business transactions. This course is an introduction to the legal process in a business setting. Topics include sources of law and ethics, contracts, torts, agency, criminal law, business organizations, and judicial and administrative processes.

BUS34: Introduction to Personal Finance

- (3.0 Units / LEC) P/NP Option
- Recommended Prep: CIS-1, ENGL-150 and MATH-120
- Transfers to: CSU

An introduction to the basics of personal financial literacy in diverse cultural settings. Topics will include managing income, expenses, credit and insurance. In the area of investments, topics will include financial markets and assets, basic asset valuation and retirement planning.

BUS35: Strategic Marketing

- (4.0 Units / LEC) Grade Only
- Recommended Prep: BUS-10
- Transfers to: CSU

An overview of how to utilize marketing and social media to grow a business and build lasting relationships with your customers. The student will learn contemporary strategies on digital, social and traditional techniques for building brands, promoting products, and communicating the value that your business offers. The course will explore consumer behavior, product strategy, distribution strategy, financial modeling and research of markets, industries, and competition. As an added bonus, students will also explore building a personal brand and ways that digital and social realms can be utilized to build professional networks and advance career opportunities.

BUS40: Independent Study

- (1.0 - 3.0 Units) Grade Only
- Transfers to: CSU

Independent research and special projects in Business. Specific projects to be determined in consultation with instructor. Note: All independent study projects must be approved by instructor and an approved independent study contract must be on file before the independent study section is created.

BUS42: Cooperative Work Experience Education

- (0.5-8.0 Units / LAB) P/NP Only
- Repeatability: Maximum of three enrollments
- Transfers to: CSU

A course designed to assist students in planning and accomplishing meaningful learning objectives relevent to Business occupations, certificates, or degrees at their places of for-profit, nonprofit, or governmental employment or training. To participate in this program students' jobs must be related to their career goals or college course work. Variable 0.5 to 8.0 units based upon 37.5-600 total work "lab" hours per semester, repeatable 2 times.

Note: During fall and spring, students must be enrolled in at least 7 units (including CWE) to enroll in CWE. If enrolling in the summer, student must have been enrolled in at least 12 units (including CWE) in the previous spring semester. Students must take primary responsibility in finding a work experience opportunity and are strongly advised to find such an opportunity before enrolling in the class. Some employers or programs may require fingerprinting, drug testing, and/or background checks. Students should be advised that a maximum of 9 units can be applied toward a degree.

BUS52: Business Communications

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-102 or ENGL-150
- Recommended Prep: CIS-100
- Transfers to: CSU

A course in written and oral communications for the business environment. Students analyze various business situations, producing reasoned and appropriate written or oral responses. Written communication focus on approach and composition of effective business letters, memorandums, e-mail messages and short reports. Oral communications include small group participation and oral powerpoint presentations.

BUS68: Managing People and Projects

- (3.0 Units / LEC) Grade Only
- Recommended Prep: BUS-10 and CIS-100
- Transfers to: CSU

An overview of how to effectively work

on teams, manage people, and successfully plan and execute projects in a business setting. The student will learn fundamental management skills related to team motivation, communication, persuasion, creativity, and managing change. In addition, the student will apply project management techniques and industry-standard software to in-class management projects. Students will also develop self-awareness strategies that will help them be a more effective member of a team, organization, and society.

BUS69: Starting and Growing a Business

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: BUS-10
- Transfers to: CSU

An overview of the strategic business plan development process, including analysis of the marketing, operations, management, technology and finance functions of a new business venture. The student will learn the strategic business planning process by creating a professional business plan supported by robust financial projections. Emphasis will be placed on the development of a profitable, differentiated and sustainable business model.

BUS180: Introduction to Bookkeeping

- (3.0 Units / LEC-LAB) P/NP Option
- Recommended Prep: MATH-102 or MATH-194

A course introducing the concepts of bookkeeping. The correct posting of business transactions and the creation of financial reports and payroll for small businesses will be emphasized.

BUS280: Income Tax Preparation

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

An entry-level course in preparing basic Federal and State income tax returns.

Chemistry [CHEM]

CHEM1A: General Chemistry

- (5.0 Units / LEC-LAB) Grade Only
- Prerequisite: CHEM-100 or one year of high school chemistry with grade C or better or Intermediate Algebra (high school or college) or appropriate STEM Math placement.
- Transfers to: UC and CSU

The first semester of a one-year course in the principles of chemistry for students in science, engineering, medical and related professions. Atomic structure, chemical bonding, stoichiometry, the periodic table, enthalpy, solutions, and carbon chemistry will be studied. Includes a coordinated laboratory experience focused on the study of physical and chemical properties.

CHEM1B: General Chemistry

- (5.0 Units / LEC-LAB) Grade Only
- Prerequisite: CHEM-1A
- Transfers to: UC and CSU

The second semester of a one-year course in chemistry intended for majors in the natural sciences (chemistry, biochemistry, biology, physics, pre-medicine), mathematics, and engineering. Covers topics such as intermolecular forces, physical states, solutions, kinetics, nuclear chemistry, equilibrium, acids and bases, thermodynamics, electrochemistry, coordination chemistry, and descriptive chemistry of the elements.

CHEM2: Introduction to Chemistry

- (5.0 Units / LEC-LAB) P/NP Option
- Prerequisite: Appropriate STEM Math placement or Elementary Algebra (high school or college)
- Transfers to: UC and CSU

An introduction to basic chemical principles. Serves as a beginning course for allied science students including nursing, and as general education. Students learn to classify matter and to describe physical and chemical phenomena such as atomic structure, compounds, energy, solutions, acids and bases, nuclear chemistry, and organic chemistry, both qualitatively and quantitatively, at an introductory level. Includes a coordinated lab experience. Note: Safety protection for eyes and scientific calculator required.

CHEM3: Introduction to Organic and Biochemistry

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: CHEM-2
- Transfers to: UC and CSU

This course is a survey of organic and biochemistry for nursing majors and other allied health fields. Topics include general organic chemistry and biological chemistry as they apply to living systems. The laboratory component will support the course topics, including qualitative and quantitative experiments, and analysis of data. Note: Safety protection for eyes and scientific calculator required.

CHEM8: Brief Organic Chemistry

- (5.0 Units / LEC-LAB) Grade Only
- Prerequisite: CHEM-1A
- Transfers to: UC and CSU

A survey of important classes of organic compounds with emphasis on materials of interest to students of the biological sciences, pre-professional programs and related areas. The laboratory work introduces the fundamental techniques using both macro and micro scale equipment for the purification, synthesis and identification of organic compounds, while illustrating the basic chemistry of the functional groups. Note: Safety protection for eyes and scientific calculator required.

CHEM10: Chemistry and Society

- (3.0 Units / LEC) P/NP Option
- Prerequisite: MATH-380
- Recommended Prep: ENGL-150
- Transfers to: UC and CSU

An introductory course in basic concepts of chemistry that requires analyses of the socio-cultural contexts within which chemistry plays a central role. The course is designed to provide a general educational exposure to the physical sciences, specifically chemistry, and is not recommended for science majors.

CHEM100: Preparation for General Chemistry

- (4.0 Units / LEC) P/NP Option

A brief introduction to the principles of chemistry and the application of mathematics to chemistry. Chem 100 is intended to prepare students for General Chemistry (CHEM 1A) who did not take high school chemistry or whose prior chemistry is outdated. Note: Scientific calculator is required.

Cinema [CINE]

CINE1: Cinema History - Origins Through the Coming of Sound

- (3.0 Units / LEC) Grade only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the study of film history from cinema's origins in the 1890s through the widespread transition to sound-on-film technology. Students will consider the historical, production,

distribution, exhibition, cultural, and aesthetic contexts of varying cinematic movements from several different parts of the western world. The bulk of this course centers on silent cinema, with attention paid at the end of the course to the development of sound.

CINE2: Cinema History - Coming of Sound to the Present

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the study of film history from just after the coming of sound to the present. Students will be required to consider the historical, production, distribution, exhibition, cultural, and aesthetic contexts of varying cinematic movements from the United States and Western Europe.

CINE3: Cinemas of Latin America, Asia, and Africa

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A survey course of film history outside of the western world, specifically, the films of Asia, the Middle East, Africa, South America, Mexico and Cuba. We will examine the historical, social, political and film industry environments in which each film was created, and we will identify recurring themes, motifs, techniques, and aesthetic choices that contribute to a regional or national style.

Communication Studies [COMM]

COMM1: Public Speaking

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

Students will learn theories and techniques of public speaking, focusing on audience analysis, logical organization, and ethical speaking practices. Students will engage in critical analysis and research of socially significant issues. They will outline and deliver informative and persuasive speeches, based on their research.

COMM1H: Public Speaking - Honors

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

An introduction to the fundamental theories and techniques of public speaking stressing audience analysis, logical organization, and support of ideas. Students will analyze and research issues and will construct and deliver informative and persuasive speeches on topics of current concern. Honors work challenges students to be more analytical and creative through expanded assignments such as more in-depth engagement with, and application of, techniques of argumentation and persuasion.

COMM1V: Public Speaking - Virtual

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

Students will learn theories and techniques of public speaking, focusing on audience analysis, logical organization, rhetorical principles, and ethical speaking practices in virtual environments. Students will engage in critical analysis and research of socially significant issues. They will outline and deliver informative and persuasive speeches, based on their research. This course is meant to be offered online where students will apply theories and skills specific to delivering speeches effectively in virtual environments.

COMM2: Introduction to Communication

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the discipline of Communication Studies including history, theories, methods, and specializations of human communication as an academic field of study.

COMM3: Oral Interpretation of Literature

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

Introduction to performance studies through the oral interpretation of literature, including Western and Non-Western forms; examination and application of theoretical issues and historical developments to current performance trends in solo, duo, and interpreters' theater; focus on audience analysis, selection, and thematic analysis of literature, discussion, and application of vocal and physiological delivery techniques, program performance, and post-performance evaluation.

COMM5: Introduction to Mass Communication

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: UC and CSU

Survey of mass communication and the interrelationships of media with society including history, structure, and trends in a digital age. Discussion of theories and effects, economics, technology, law and ethics, global media, media literacy, and social issues, including gender and cultural diversity.

COMM6: Small Group Communication

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

Principles of communication in a variety of group contexts. Theory, application, and evaluation of group communication processes, including problem solving, conflict management, decision making, and leadership.

COMM7: Interpersonal Communication

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introductory survey communication course designed to increase interpersonal awareness and effectiveness in person-to-person communication settings. Students will read, discuss, and apply concepts and principles while developing skills dealing with the verbal and nonverbal transactions that occur in relationships.

COMM8: Intercultural Communication

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

Introduction to intercultural communication in domestic and/or global contexts. Influence of cultures, languages, and social patterns on the interaction of members within a group and with members of different ethnic and cultural groups. Appreciation and comparison of communication of diverse groups within the larger context of American culture.

Computer Electronics [CET]

CET10: Survey of Electronics

- (3.0 Units / LEC) Grade Only
- Recommended Prep: MATH-120 and ENGL-150
- Transfers to: UC and CSU

An introductory course in electricity and electronics. Students will learn basic components of physics, chemistry, and mathematical analysis, as needed. Topics include methods for generating and storing electricity, design and selection of energy efficient devices, and the impact of electricity and electronics on society and the environment.

CET10L: Survey of Electronics - Lab

- (1.0 Units / LAB) Grade only
- Corequisite: CET-10
- Recommended Prep: MATH-120
- Transfers to: CSU

An introductory laboratory course covering electrical and electronic devices, circuits, systems, and test equipment. Instruments used in the study of basic electronics are discussed, demonstrated, and used. Emphasis is placed on safety, interpretation of schematic diagrams, and familiarization with electronic components. Note: Laboratory only. Students must also be enrolled in CET 10.

CET40: Independent Study in Computer and Electronics Technology

- (0.5 - 2.0 Units / IND) Grade Only
- Transfers to: CSU

Individual research and special projects in Computer Electronics Technology. Specific projects will be determined upon consultation with instructor. Note: Students taking an independent study course must have an approved contract on file.

Computer Information Systems [CIS]

CIS1: Computer Information Systems

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-100
- Transfers to: UC and CSU

An intermediate-level course focusing on the principles and applications of computers, including their role in business and society, the fundamentals of information systems, database management systems, networking, e-commerce, ethics and security, and computer systems hardware and software components.

CIS12: Programming Fundamentals

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-100 and (MATH-376 or MATH-301)
- Transfers to: UC and CSU

An introduction to the fundamental concepts and models of application development including the basic concepts of program design, data structures, programming, problem solving, programming logic, and fundamental design techniques for event-driven programs. Hands-on experience with a modern application programming language and development platform.

CIS18: Object Oriented Programming - Java

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-12
- Transfers to: UC and CSU

An intermediate-level course in object-oriented programming (OOP). Students will use object-oriented and event-driven concepts to design, implement, and test programs written using the Java programming language. The course includes concepts common to all programming languages and those specific to event-driven languages.

CIS30: CCNA: Computer Network Fundamentals

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-1 and CIS-98
- Transfers to: CSU

A study of the architecture, functions, components, and models of computer networks in a hands-on lab setting. The principles and structure of IP (Internet Protocol) addressing and the fundamentals of Ethernet, media, and operations are introduced to provide a foundation for further study of computer networks and to prepare students for Cisco certification.

CIS31: Systems and Network Administration

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-1
- Transfers to: CSU

An applied introductory course on the installation, maintenance, troubleshooting and support of server hardware and software technologies. Students will become familiar with environmental issues; understand and comply with disaster recovery and security procedures; become familiar with industry terminology and concepts; understand server roles and interaction within the overall computing environment.

CIS33: CCNA: Scaling and Connecting Networks

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: CIS-30
- Transfers to: CSU

A study of the wide area network technologies and network services, and the architecture, components, and operations of routers and switches in a complex network. This is the second in a two-course series that prepares students for certification as a Cisco Certified Network Associate (CCNA)

CIS35: Introduction to Information Systems Security

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-30 and CIS-31
- Transfers to: CSU

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. This course prepares students for the CompTIA Security+ certification exam.

CIS37: Principles of Ethical Hacking

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-35
- Transfers to: CSU

This course introduces the student to the various methodologies for attacking a network. Students will be introduced to the concepts, principles, and techniques, supplemented by hands-on exercises, for attacking and disabling a network within the context of properly securing a network. The course will emphasize network attack methodologies with the emphasis on student use of network attack techniques and tools and appropriate defenses and countermeasures. Students will experience a hands-on practical approach to penetration testing measures and ethical hacking.

CIS42: Cooperative Education Work Experience in Computer Information Systems

- (0.5 - 8.0 Units / LAB) P/NP Only
- Transfers to: CSU
- Repeatability: Maximum of three enrollments

A course designed to assist students in accomplishing learning objectives directly related to their Computer Information System career goals or college course work in a supervised work environment that extends classroom-based occupational learning to an on-the-job learning situation. To participate in this course, the student's placement and course objectives must be related to their career goals or college course work. Note: During fall and spring, students must be enrolled in at least 7 units (including CWE) to enroll in CWE. If enrolling in the summer, student must have been enrolled in at least 12 units (including CWE) in the previous spring semester. Students must take primary responsibility in finding a work experience opportunity and are strongly advised to find such an opportunity before enrolling in the class. Some employers or programs may require fingerprinting, drug testing, and/or background checks. Students should be advised that a maxmum of 9 units can be applied toward a degree. Students may enroll a total of 3 times (repeatable twice). Variable 0.5 to 8.0 units, based on 37.5-600 work lab hours per semester.

CIS50: Introduction to Data Base Management Systems

- 4.0 Units / LEC-LAB) Grade only
- Recommended Prep: CIS-1
- Transfers to: CSU

This course provides students with an introduction to the core concepts in data and information management. It is centered around the core skills of identifying organizational information requirements, modeling them using conceptual data modeling techniques, converting the conceptual data models into relational data models and verifying its structural characteristics with normalization techniques, and implementing and utilizing a relational database using an industrial-strength database management system. The course will also include coverage of basic database administration tasks and key concepts of data quality and data security. In addition to developing database applications, the course helps students understand how large-scale packaged systems are highly dependent on the use of Database Management Systems (DBMSs). Building on the transactional database understanding, the course provides an introduction to data and information management technologies that provide decision support capabilities under the broad business intelligence umbrella.

CIS98: PC Computer Repair and Maintenance

- (4.0 Units / LEC-LAB) Grade only
- Recommended Prep: CIS-1
- Transfers to: CSU

A practical study of the repair and maintenance of PCs at the component level as well as concepts such as security, networking and the responsibilities of an ICT professional. This course prepares students for CompTIA's A+ certification exam.

CIS100: Basic Computer Skills

- (3.0 Units / LEC-LAB) P/NP Only

An introduction to basic college-level computing skills including file and folder management, local- and cloud-based apps, and online learning in a lecture/lab setting. Topics include basic hardware operations (keyboarding, mouse, monitor, printer, disk storage), graphical user interface (GUI) operating systems, electronic file management, the Internet, email, word processing, spreadsheets, and electronic presentations with emphasis on e-Learning and learning management systems. Students who successfully complete the course will be well-prepared for taking online courses.

Construction Technology [CT]

CT15: Carpentry Techniques for Existing Buildings

- (0.5 - 2.0 Units / LAB) Grade Only
- Transfers to: CSU

Hands-on carpentry techniques using existing buildings as a field school. A comprehensive study of repairing and rehabbing existing buildings. This course highlights sustainable building by teaching trade skills that will prepare the student for repair and remodel specialist jobs to reuse existing buildings. Note: Personal protective equipment, appropriate work clothing, and personal carpentry tools will be required of the student.

CT16: Architectural Millwork

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: CT-21B or CT-57B
- Transfers to: CSU

Practice of traditional woodworking skills and modern procedures required to produce new wood molding and/or replicate existing millwork. Students will learn the safe use of woodworking equipment, hand, and power tools used in a millshop. Note: Field trips will be a component of this course and the College does not provide transportation.

CT20: Wood Sash Windows

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

This course will cover the traditional woodworking skills and modern shop procedures required to produce new wood sash windows. Students will learn the anatomy and terminology pertaining to wood sash windows. Students will produce and assemble a fully functioning wood sash window; including the construction of wood sash and jambs and installation of glazing and hardware.

CT21A: Survey of Wood Technology

- (3.0 Units / LEC-LAB) P/NP Option
- Transfers to: CSU

An introductory woodworking course with lectures and labs. Students will receive instruction in project planning, wood technology, wood finishing, woodworking related literature and the safe use and operation of hand and power woodworking tools. Project work includes assigned and free-choice projects. This course is required for all Construction Technology degrees and certificates at College of the Redwoods.

CT21B: Intermediate Wood Technology

- (3.0 Units / LEC-LAB) P/NP Option
- Prerequisite: CT-21A
- Transfers to: CSU

An intermediate-level woodworking course. Project-based instruction includes the set-up and use of woodworking hand tools and machinery, furniture joinery, wood turning, veneering, surface preparation and wood finishing.

CT25: OSHA Construction Safety

- (2.0 Units / LEC) P/NP Option
- Recommended Prep: CT-21A, CT-57A, CT-78A or CT-90
- Transfers to: CSU

A course in construction industry safety. Using specified OSHA 30-Hour training

guidelines, students will receive instruction in construction safety and health principles aimed at preventing injury at the workplace. Special emphasis is placed on required OSHA topics that include but are not limited toL OSH Act, Safety Programs, Electrocution, Fall Protection, Personal Protective Equipment, Stairs, Scaffolds and Ladders, Excavations and Confined Space Entry. Special Note: Students that successfully complete this course receive the OSHA 30-Hour Construction Safety and Health card.

CT32: Photovoltaic Design and Installation

- (0.5 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A basic overview of the design and installation of an utility-intertie Photovoltaic system. Successful completion of this course will provide the student with the entry level skills of a Photovoltaic system installer. Note: Students in this course will need to provide sturdy footwear, a tool belt, and a small set of electricians' tools.

CT33: Introduction to Solar Photovoltaic Systems

- (3.0 Units / LEC) Grade Only
- Recommended Prep: CT-78A
- Transfers to: CSU

A course designed to provide students with essential information and training to work with residential solar photovoltaic systems including providing fundamentals of AC/DC, the National Electric Code, and principles of a residential solar photovoltaic systems. The course content is aligned with the North American Board for Certified Energy Practitioners (NABCEP) PV Entry Level Exam. Students will be given the opportunity to sit for the NABCEP exam at the conclusion of the course. Note: Field trips required. College does not supply transportation.

CT40: Independent Study in Construction Technology

- (0.5 - 3.0 Units / IND) P/NP Option
- Transfers to: CSU

Individual research and special projects in the field of Construction Technology. Specific projects will be determined upon consultation with the instructor. Laboratory hours will be arranged. (Minimum 1.5 hours per week.) Variable lab .5 - 3.0 units. 1.5 - 9 hours per week.

CT42: Cooperative Education Work Experience in Construction Technology

- (0.5 - 8.0 Units / LAB) P/NP Only
- Repeatability: Maximum of three enrollments
- Transfers to: CSU

A course designed to assist students in accomplishing learning objectives directly related to their Construction Technology career goals or college course work in a supervised work environment that extends classroom-based occupational learning to an on-the-job learning situation. To participate in this course, the student's placement and course objectives must be related to their career goals or college course work. Note: During Fall and Spring, students must be enrolled in at least 7 units (including CWE) to enroll in CWE. If enrolling in the summer, students must have been enrolled in at least 12 units (including CWE) in the previous spring semester. Students must take primary responsibility in finding a work experience opportunity and are strongly advised to find such an opportunity before enrolling in the class. Some employers or programs may require fingerprinting, drug testing, and/or background checks. Variable 0.5 to 8.0 units, based on 37.5-600 work lab hours per semester.

CT55: Advanced Wood Technology

- (2.0 Units / LAB) Grade Only
- Prerequisite: CT-21B
- Transfers to: CSU

A woodworking lab providing students the opportunity to hone the skills and techniques acquired in CT 21A and CT 21B. Individual project work and instruction will be determined through consultation between student and instructor. Note: Student provides all materials for projects.

CT56: Construction Layout

- (2.5 Units / LEC-LAB) Grade Only
- Recommended Prep: CT-80 and CT-90
- Transfers to: CSU

An intermediate level course that teaches layout techniques for a residential construction project. This course will cover the use of leveling instruments and tools used in laying out buildings and establishing grade elevations. Students will also learn to lay out joists, walls, rafters, and basic stair units. Hands-on lab experience will strengthen lecture topics. The study of applied construction math is a component of this course. Note: Due to the technical nature of this course the recommended prep or construction experience is needed to be successful.

CT57A: Cabinetmaking and Millwork I

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CT-21A
- Transfers to: CSU

A course in beginning cabinetmaking for residential applications. Topics include the safe use of power equipment and hand tools, cabinetmaking methods, cabinet layout, joinery, casework, woodworking industry standards, materials, and machinery specific to cabinet construction. Participants will have hands-on experience with a complete set of residential cabinets for the student-built house.

CT57B: Cabinetmaking and Millwork II

- (3.0 Units / LEC-LAB) P/NP Option
- Prerequisite: CT-57A
- Transfers to: CSU

A course in intermediate cabinetmaking for residential applications. Topics include: machinery and hand tool safety, European construction, drawer and door construction, shelves and cabinet interiors, counter tops, cabinet installation, wood finishing, and current topics in cabinetmaking. Students participate in the construction of a set of residential cabinets for the student-built house.

CT57C: Cabinetmaking and Millwork III

- (3.0 Units / LEC-LAB) P/NP Option
- Prerequisite: CT-57B
- Transfers to: CSU

A course in cabinetmaking, offering a hands-on opportunity for students interested in advanced techniques in cabinetmaking. Participants work on cabinets of their own design and choice. Topics include, cabinet history and design, job safety analysis, advanced machinery set-up and techniques, wood bending, wood turning, laminating, inlay, dying, coloring and finishing.

CT57D: Cabinetmaking and Millwork IV

- (3.0 Units / LEC-LAB) P/NP Option
- Prerequisite: CT-57C
- Transfers to: CSU

A second semester course in advanced cabinetmaking. Participants work on cabinets of their own design and choice while expanding upon topics covered in Cabinetmaking III. Topics include, 20th and 21st century cabinet history and design, job safety analysis, advanced

machinery set-up and techniques, wood turning, laminating, inlay, dyeing, coloring and finishing, laser engraving, cabinet installation and CNC wood router applications for the cabinetmaker.

CT70: Building Codes & Standards

- (2.0 Units / LEC) Grade Only
- Recommended Prep: CT-80
- Transfers to: CSU

A course covering technical information and pertinent sections of the California Residential Code (CRC). This course provides Code information necessary for building inspectors and students enrolled in Architecture and Construction Technology programs. Enrollment in Architecture or Construction Technology courses or construction trade experience is recommended. Internet access is required.

CT72: Electrical Codes and Standards

- (2.0 Units / LEC) Grade Only
- Recommended Prep: CT-78A, CT-80 or DT-73
- Transfers to: CSU

A course covering technical information and pertinent sections of the National Electrical Code. This course provides discussion and practice using the NEC by applying its provisions to technical examples and questions. Special emphasis will be placed upon examples related to residential requirements. Note: Concurrent enrollment in Architecture or Construction Technology courses, or current construction trade experience is recommended.

CT78A: Residential Wiring I

- (2.0 Units / LEC-LAB) Grade Only
- Recommended Prep: MATH-380
- Transfers to: CSU

A study of the basic electrical wiring as it relates to residential construction. Topics include electrical theory, residential wiring circuits, blueprint reading, materials selection, installation methods, basic code requirements, and practice in wiring the student project house.

CT78B: Residential Wiring II

- (2.0 Units / LEC-LAB) Grade Only
- Prerequisite CT-78A
- Recommended Prep: MATH-380
- Transfers to: CSU

A continuation of the electrical theory, principles and skills learned in CT 78A. Topics include service calculations, installation of residential wiring circuits and fixtures, use of conduit in wiring, remodel wiring, estimation and line drop calculations, and completion of the wiring of the student project house.

CT78C: Residential Wiring III

- (2.0 Units / LEC-LAB) Grade Only
- Prerequisite: CT-78B
- Recommended Prep: MATH-380
- Transfers to: CSU

A continuing study of the electrical theory, principles, and skills learned in CT-78B. Students will act as group leaders and be involved in problem solving. Specific instruction will be in relays, motors, 3-phase power, schematics, heating equipment, high efficacy lighting, and electronic controls required for the completion of the student project house.

CT78D: Residential Wiring IV

- (2.0 Units / LEC-LAB) Grade Only
- Prerequisite: CT-78C
- Recommended Prep: MATH-380
- Transfers to: CSU

A continuation of the electrical theory, principles, and skills learned in CT 78C. Students will act as group leaders and be involved in problem solving. Specific instruction will be in electric service installation, alarms and security systems, over current protection, standby power, low voltage circuits, and electrical finish required for the completion of the wiring of the student project house.

CT80: Carpentry Theory I

- (3.0 Units / LEC) Grade Only
- Recommended Prep: MATH-380
- Transfers to: CSU

A study of residential construction methods and materials. This class parallels progress on the student built project house. Topics will include: building layout, foundations, floor, wall and roof framing, wall and roof sheathing, windows and doors.

CT81: Carpentry Theory II

- (3.0 Units / LEC) Grade Only
- Prerequisite: CT-80
- Transfers to: CSU

A study of residential construction methods and materials. This class parallels progress on the student-built project house. Topics will include exterior trim and siding, thermal and sound insulation, drywall, interior doors and trim, stairs and ramps, flooring, and alternative construction techniques.

CT89: Tiny House Construction

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course designed to introduce students to residential construction by constructing a tiny house. Students will perform all the tasks associated with a traditional structure, including floor, wall, and roof framing, and interior and exterior finishes. Special emphasis will be placed on the use of sustainable design and materials.

CT90: Beginning Carpentry I

- (3.0 Units / LAB) Grade Only
- Corequisite: CT-80
- Transfers to: CSU

A practical lab where students physically build a house. Students will lay out the building, form and pour the foundation, frame the floor, walls, and roof, install roof and wall sheathing, install exterior trim and siding, install fascia, roofing, and housewrap.

CT91: Beginning Carpentry II

- (3.0 Units / LAB) Grade Only
- Prerequisite: CT-90
- Corequisite: CT-81
- Transfers to: CSU

A practical lab where students physically build a house. Students will install windows, doors, exterior trim, siding, interior trim, and form and pour concrete flat work.

CT94: Finish Carpentry

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: CT-90
- Transfers to: CSU

A course designed to train students in various aspects of finish carpentry. Students will analyze the practical and aesthetic qualities of interior finish work; and install doors, casing, baseboard, and crown molding. In addition, students will explore appropriate uses of hand and power tools.

CT95: Intermediate Carpentry I

- (3.0 Units / LAB) Grade Only
- Prerequisite: CT-91
- Transfers to: CSU

A practical lab to strengthen and reinforce skills through hands-on experience. Students will lay out the building, form and pour the foundation, frame the floor, walls, and roof, install roof and wall sheathing, install exterior trim and siding, install fascia, roofing and windows.

CT96: Intermediate Carpentry II

- (3.0 Units / LABB) Grade Only
- Prerequisite: CT-95
- Transfers to: CSU

A practical lab to strengthen and reinforce skills through hands-on experience. Students will install exterior trim and siding, doors and hardware, interior trim, miscellaneous finish products, build decks, and form and pour concrete flatwork.

CT98: Advanced Carpentry

- (3.0 Units / LAB) P/NP Only
- Prerequisite: CT-96
- Transfers to: CSU

An advanced practical lab to strengthen and reinforce skills through hands-on experience. Students will perform various construction tasks that may include laying out the building, forming and pouring the foundation, framing the floor, walls, and roof, installing roof and wall sheathing, installing exterior trim and siding, installing fascia, roofing and windows.

CT135: Woodworking Hand Tools and Technique

- (2.0 Units / LEC-LAB) Grade Only

A course in the use and techniques of woodworking hand tools and hand tool joinery. Students will receive instruction in the making, tuning, and proper use of wooden hand planes and lay-out tools. Traditional woodworking joinery techniques will be studied and performed at the bench including: edge joining, dowelling, hand-cut dovetails, and mortise and tenon joinery.

CT152: Open Lab for Woodworking

- (1.0 Units / LAB) P/NP Option
- Corequisite: CT-16, CT-21A, CT-21B, CT-55, CT-57A, CT-57B, CT-57C or CT-57D

Special studies for students currently enrolled in woodworking courses. Special studies include but are not limited to improving hand tool skills, developing jigs and fixtures, hand cut joinery, wood turning, finishing techniques, and woodworking machinery set-up, operation, and maintenance.

CT210: Construction Trades: Introduction to Carpentry

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course introducing materials, tools, and safety practices used in the carpentry trade. Students will learn to identify the characteristics of wood and lumber, such as, composition, grades and uses of plywood and nonstructural panels. Students will also learn about fasteners used in the trade and will get hands-on practice with hand and power tools.

Cooperative Work Experience [CE]

CE41: General Cooperative Education Work Experience

- (0.5 - 3.0 Units) P/NP Only
- Transfers to: CSU

A course designed to assist students in planning and accomplishing meaningful learning objectives at their place of for-profit, nonprofit, or governmental employment or training. The course will emphasize: application of desirable work habits, safety on the job, developing healthy work attitudes, and acquisition of transferable job skills. To participate in this program the student's job does NOT need to be related to educational/career goals or college course work. Work-study students are encouraged to participate. Variable 0.5 to 4.0 units based upon 30-300 total "work" lab hours per semester. Note: During fall and spring semesters, it is preferred that students be enrolled in at least 7 units (including CWEE) to participate in CWEE. Students should take primary responsibility in finding a work experience opportunity. Students must consult with the CWEE Coordinator before enrolling in the class. Students should be advised that a maximum of 9 units can be applied toward a degree and in all cases shall not exceed 16 units of total CWEE credit.

CE42: Occupational Cooperative Education Work Experience

- (0.5 - 8.0 Units) P/NP Only
- Transfers to: CSU
- Repeatability: Maximum of three enrollments

A course designed to assist students in planning and accomplishing meaningful learning objectives relevant to their particular occupation or major at their place of for-profit, nonprofit, or governmental employment or training. To participate in this program the student's job must be related to educational/career goals or college course work. Work-study students are encouraged to participate. Variable 0.5 to 8.0 units based upon 30-600 total work "lab" hours per semester. Note: During fall and spring semesters, it is preferred that students be enrolled in at least 7 units (including CWEE) to participate in CWEE. Students should take primary responsibility in finding a work experience opportunity. Students must consult with the CWEE Coordinator before enrolling in the class. Some employers or programs (ex: Administration of Justice, Early Childhood Education) may require fingerprinting and/or background checks. Students should be advised that a maximum of 9 units can be applied toward degree and in all cases shall not exceed 16 units of total CWEE credit.

Dental Assisting [DA]

DA153: Dental Assisting Science

- (2.0 Units / LEC) Grade Only
- Corequisite: DA-154, DA-155 and DA-156
- Recommended Prep: MATH-301

An applied science course as applicable to dental assisting. A basic understanding of anatomical structures and functions are emphasized. Growth and development of oral tissues are examined. Customary terms and proper vocabulary are practiced in preparation for clinical competency in patient care.

Note: Acceptance into the Program is required prior to enrollment. Applications are accepted February – August. Uniform required.

DA154: Dental Assisting Materials and Duties

- (3.0 Units / LEC-LAB) Grade Only
- Corequisite: DA-153, DA-155 and DA-156
- Recommended Prep: MATH-301

A basic introduction to materials as applicable to dental assisting. Implementation of safety measures and technique development are emphasized in utilizing common products in clinical dentistry. Customary duties are practiced in preparation for clinical competency in patient care.

Note: Acceptance into the Program is required prior to enrollment. Applications are accepted February – August. Uniform required.

DA155: Dental Radiography

- (2.0 Units / LEC-LAB) Grade Only
- Corequisite: DA-153, DA-154 and DA-156
- Recommended Prep: MATH-372

A basic introduction to radiographic principles as applicable to dental assisting. Implementation of safety measures and skill development in intra-oral imaging are emphasized in exposing diagnostic quality radiographs. Customary duties are practiced in preparation for clinical competency in patient care.

Note: Acceptance into the Program is required prior to enrollment. Applications are accepted February – August. Instructional supplies purchased in DA 156 will be used in this course.

DA156: Dental Assisting Fundamentals (Chairside)

- (5.0 Units / LEC-LAB) Grade Only
- Corequisite: DA-153, DA-154 and DA-155
- Recommended Prep: MATH-272

A basic introduction to chairside dental assisting. Implementation of safety measures and proficiency development in performing fundamental functions of four-handed clinical dentistry are emphasized. Customary duties are practiced in preparation for clinical competency in comprehensive patient care. Patient care begins mid-semester on-campus in the Dental Health Center (90 Clinical Hours).

Note: Acceptance into the Program is required prior to enrollment. Applications are accepted February – August. Supplies purchased will be used in DA 154, DA 155, DA 156, and throughout the spring semester.

DA163: Dental Disease and Oral Health Issues

- (2.0 Units / LEC) Grade Only
- Prerequisite: DA-153, DA-154, DA-155, DA-156, ENGL-102 and MATH-272
- Corequisite: DA-164, DA-165, DA-166 and DA-167

A continuation of introductory biomedical science as applicable to dental assisting. Preventative patient education is emphasized. Patient assessment, pathology, and pharmocology are examined. Customary terms and proper vocabulary are practiced in preparation for clinical competency in patient care.

Note: Acceptance into the Program is required prior to enrollment. Applications are accepted February – August.

DA164: Dental Specialties and Expanded Duties

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: DA-153, DA-154, DA-155 and DA-156
- Corequisite: DA-163, DA-165, DA-166 and DA-167
- Recommended Prep: MATH-372

A continuation of comprehensive dental care as applicable to dental assisting. Delivery of permitted duties in pedodontics, orthodontics, oral surgery, periodontics, prosthodontics, and endodontics are emphasized. Customary duties are practiced in preparation for clinical competency in patient care.

Note: Acceptance into the Program is required prior to enrollment. Applications are accepted February – August. Supplies purchased in DA 156 (fall semester) will be used in DA 164.

DA165: Advanced Dental Radiography

- (2.0 Units / LEC-LAB) Grade Only
- Prerequisite: DA-153, DA-154, DA-155 and DA-156
- Corequisite: DA-163, DA-166 and DA-167
- Recommended Prep: MATH-372

A continuation of radiographic principles as applicable to dental assisting. Implementation of skill development and error analysis are emphasized in exposing both intra- and extra- oral diagnostic quality radiograph images. Clinical competency in patient care is required throughout the semester.

Note: Acceptance into the Program is required prior to enrollment. Applications are accepted February – August. Supplies purchased in DA 156 (fall semester) will be used in DA 165.

DA166: Dental Front Office Skills

- (1.0 Units / LEC) Grade Only
- Prerequisite: DA-153, DA-154, DA-155, DA-156 and MATH-272
- Corequisite: DA-163, DA-164, DA-165, DA-167 and ENGL-102

A basic introduction to business office procedures as applicable to dental assisting. Communications and practice management operations are emphasized. Customary terms and proper vocabulary are practiced in preparation for clinical competency in patient care.

Note: Acceptance into the Program is required prior to enrollment. Applications are accepted February- August.

DA167: Dental Clinical Experience

- (6.0 Units / LEC-LAB) Grade Only
- Prerequisite: DA-153, DA-154, DA-155 and DA-156
- Corequisite: DA-163, DA-164, DA-165 and DA-166
- Recommended Prep: MATH-372

A capstone course performing fundamental chairside assisting functions and permitted duties in clinical dentistry. Students provide patient care in the Dental Health Center and in extramural clinical sites contracted with the College to further develop skills and aptitudes. Teamwork, patient management, and interpersonal communication are emphasized. Clinical competency in patient care is required throughout the semester (270 Clinical Hours).

Note: Acceptance into the Program is required prior to enrollment. Applications are accepted February – August. Supplies purchased in DA 156 (fall semester) will be used in DA 167.

Digital Media [DM]

DM7: Introduction to Game Development

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-1 and DM-10
- Transfers to: CSU

A study of game development fundamentals. Includes a survey of game development, game design, creating game art objects, game scripting, and game documentation.

DM10: Digital Storytelling

- (4.0 Units / LEC-LAB) P/NP Option
- Recommended Prep: CIS-100
- Transfers to: CSU

An introduction to storytelling with media, featuring digital media tools and techniques. Students conceptualize a short story and follow a development process to story delivery in digital format, using text, graphics, audio, video, and animation, and interactivity. Course includes a survey of digital media applications, fundamentals, and issues relating to the use of digital media.

DM11: Digital Media Design

- (4.0 Units / LEC-LAB) P/NP Option
- Recommended Prep: DM-10
- Transfers to: CSU

An introductory course in visual design principles and concepts as applied to digital media-based projects with emphasis on the use of raster and vector graphic development tools.

DM15: Pre-Production

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

A course in concept development through scripts and storyboards used in animation, video, websites, games, and other media productions.

DM20: Media Development for the Web

- (4.0 Units / LEC-LAB) P/NP Option
- Recommended Prep: DM-10 and DM-11
- Transfers to: CSU

A study and practice in developing interactive media for the Web utilizing time lines and basic scripting. Students learn introductory skills using industry standard software to create, edit, and process digital media content for use in specific applications such as interactive Web sites, nonlinear, and linear productions.

DM22: Digital Publishing

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: DM-10 and DM-20
- Transfers to: CSU

A study in the use of professional software for developing digital media products and publishing on the Internet. Student teams follow a production process: concept, design, content development, product testing, and publishing.

DM23: Motion Graphics

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-1 and DM-10
- Transfers to: CSU

An intermediate course in motion graphics. Students will create visual effects and animated graphics for television, film, web, and other types of multimedia productions using professional development software.

DM24A: Animation Principles

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A study in the principles of animation as they apply to 2D animation and as they form the foundation for further study of 3D animation. Course includes the history of animation from early black-and-white cartoons to modern 2D productions. Students will learn how these building blocks will lead to scripts, storyboards and final animation.

DM24B: Cartoon Animation

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ART-17, DM-10 and DM-24A
- Transfers to: CSU

An introductory- to intermediate-level course in cartoon animation. Students conceptualize and develop 2-D characters to be used in frame-based animation software. Students learn industry standard animation techniques for creating characters that walk, talk, and show expressions.

DM30: Interactive Media

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: DM-10, DM-20 and DM-22
- Transfers to: CSU

A course using professional-level software to develop interactive media products for entertainment and/or educational use. Students follow a production process to design and develop content to meet defined objectives and delivery requirements.

DM40: Independent Study in Digital Media

- (0.5 - 3.0 Units / IND) Grade Only
- Transfers to: CSU

Individual research and special projects in Digital Media. Specific projects will be determined upon consultation with instructor.

Note: Students taking an independent study course must have an approved contract on file.

DM42: Cooperative Education Work Experience in Digital Media

- (0.5 - 8.0 Units) P/NP Only
- Repeatability: Maximum of three enrollments
- Transfers to: CSU

A course designed to assist students in accomplishing learning objectives directly related to their Digital Media career goals or college course work in a supervised work environment that extends classroombased occupational learning to an on the job learning situation. To participate in this course, the student's placement and course objectives must be related to their career goals or college course work.

Note: During fall and spring, students must be enrolled in at least 7 units (including CWE) to enroll in CWE. If enrolling in the summer, student must have been enrolled in at least 12 units (including CWE) in the previous spring semester. Students must take primary responsibility in finding a work experience opportunity and are strongly advised to find such an opportunity before enrolling in the class. Some employers or programs may require fingerprinting, drug testing, and/or background checks. Students should be advised that a maxmum of 9 units can be applied toward a degree. Students may enroll a total of 3 times (repeatable twice). Variable 0.5 to 8.0 units, based on 37.5-600 work lab hours per semester.

DM56: Video Production

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: DM-10 and DM-15
- Transfers to: CSU

An introduction to digital video production providing design theory and hands-on with camera technique and nonlinear editing. Students will practice the production process from live shoot to final edit.

DM63: Desktop Publishing Applications

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-100
- Transfers to: CSU

A study and practice in the use of professional desktop publishing software. Students will apply the principles of typography and graphic design to develop documents which combine text, graphics, and photographs on a printed page for personal and business use.

DM70: Introduction to Photoshop

- (3.0 Units / LEC-LAB) P/NP Option
- Recommended Prep: CIS-100
- Transfers to: CSU

Introduction to Photoshop and current pixel-based image creation, manipulation, and composition techniques through projects emphasizing theories of design and color.

DM71: Digital Illustration

- (0.5 Units / LAB) P/NP Option
- Transfers to: CSU

An introduction to the concepts and use of digital illustration software. In

this hands-on course, students develop vector graphics using industry standard graphics software.

DM73: Introduction to Digital Audio

- (0.5 Units / LAB) P/NP Option
- Transfers to: CSU

A hands-on course in which students are introduced to digital audio. Students will capture, create, and edit sound files for media productions and various delivery formats.

DM74: Introduction to Digital Video

- (0.5 Units / LAB) P/NP Option
- Transfers to: CSU

A hands-on course in which students are introduced to digital video. Students will capture, create, and edit video files for media productions and various delivery formats.

Drafting Technology [DT]

DT23: Engineering Design Graphics

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-100
- Transfers to: CSU

A study of engineering design graphics for engineers and drafters with an emphasis on technical drawings and an introduction to computer-aided design (CAD). Topics include the development of visualization skills; orthographic projections; dimensioning and tolerancing practices; and the engineering design process. Assignments develop sketching and 2-D and 3-D CAD skills. The use of CAD software is an integral part of the course.

DT25: Computer Aided Design and Drafting

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: DT-23 or ENGR-23
- Transfers to: UC and CSU

An intermediate-level study of Computer Aided Design and Drafting. Students will expand their ability to use CAD software to create, modify, and plot 2D architectural, mechanical, and civil design drawings with consideration for productivity and industry standard practices.

DT40: Independent Study in Drafting Technology

- (1.0 - 3.0 Units / IND) Grade Only
- Transfers to: CSU

Individual research and special projects in Drafting Technology and 3D Modeling. Specific projects will be determined upon consultation with instructor. (Minimum 1.5 hours per week.) Variable lab .5 - 3.0 units. 1.5 - 9 hours per week.

DT42: Cooperative Education Work Experience in Drafting Technology

- (0. – 8 Units / LAB) Grade Only
- Transfers to: CSU

A course designed to assist students in accomplishing learning objectives directly related to their Drafting Technology career goals or college course work in a supervised work environment that extends classroom-based occupational learning to an on-the-job learning situation. To participate in this course, the student's placement and course objectives must be related to their career goals or college course work.

Note: During fall and spring, students must be enrolled in at least 7 units (including CWE) to enroll in CWE. If enrolling in the summer, students must have been enrolled in at least 12 units (including CWE) in the previous spring semester. Students must take primary responsibility in finding a work experience opportunity and are strongly advised to find such an opportunity before enrolling in the class. Some employers or programs may require fingerprinting, drug testing, and/or background checks. Students should be advised that a maximum of 3 units can be applied toward a Drafting and 3D Modeling AS degree. Variable 0.5 to 8.0 units, based on 37.5-600 work lab hours per semester.

DT50: 3D CAD Applications

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: DT-23 or ENGR-23
- Transfers to: CSU

An intermediate-level study of 3D modeling and presentation methods used in the design and drafting industry. Students will study the creation and application of wireframe, surface, solid, and parametric CAD models as well as design visualization techniques and 3D printing processes.

DT60: Mechanical Design Drafting

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: DT-23 or ENGR-23
- Transfers to: CSU

A study of mechanical drafting with a focus on the development of 3D feature-based parametric part and assembly models. Students will develop proficiency in the application of mechanical CAD software to draft designs per industry standards. Additional topics include threads and fasteners, weldments, sheet metal, and tolerancing.

DT71: Architectural Drafting Fundamentals

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: DT-23 or ENGR-23
- Transfers to: CSU

A study of architectural drafting that emphasizes the creation of building information models (BIM). Students will develop proficiency in the application of architectural CAD software to develop residential architectural plans.

DT73: Architectural Drafting - Residential Design

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: DT-71
- Transfers to: CSU

A study of architectural drafting with an emphasis on the creation of a building information model and the resulting residential architectural plans. Students will develop complete plan sets with consideration for aesthetics, methods of construction, building codes, and common industry practices.

DT80: Modeling and Animation

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: CIS-100
- Transfers to: CSU

A study of 3D computer modeling, animation, and visualization. Students will use commercial grade software to learn how to create 3D content for architecture and product visualization, games, film/video, special effects, previsualization, and environment design.

Drama [DRAMA]

DRAMA24: Introduction to Theatre

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-1A
- Transfers to: UC and CSU

This course focuses on the relationship of theatre to various cultures throughout history, and on the contributions of significant individual artists. This course

introduces students to elements of the production process including playwriting, acting, directing, design, and criticism. Students will also survey different periods, styles and genres of theatre through play reading, discussion, films and viewing and critiquing live theatre, including required attendance of theatre productions.

DRAMA26: Rehearsal and Performance in Production

- (1.0 - 2.0 Units / LAB) Grade Only
- Transfers to: UC and CSU
- Repeatability: Maximum of four enrollments

This course provides instruction and supervised participation in theatre rehearsal and performance.

Note: Audition required for acting roles.

DRAMA30A: Acting I

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

A course that addresses fundamental aspects of the art of acting with a focus on physical movement and gesture. Emphasis is placed on improvisation and practical exercises leading to formal scene work. The ultimate goal is to develop a firm foundation in basic acting technique.

DRAMA30B: Acting II

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: DRAMA-30A
- Transfers to: UC and CSU

Study of acting styles with emphasis on character development and script analysis, with continuing work on voice and movement.

DRAMA38: Introduction to Field Experience in Drama

- (2.0 Units / FEX) Grade Only
- Transfers to: CSU

Practical application of dramatic arts through supervised placement at approved local community theatre. Students will contract with community theatres for a semester of experiential service learning in their area of interest.

Early Childhood Education [ECE]

ECE1: Principles and Practices of Teaching Young Children

- (3.0 Units / LEC) P/NP Option
- Transfers to: CSU

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

ECE2: Child Growth & Development

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: CSU

Examines the major physical, cognitive, social and emotional developmental milestones for children from conception through adolescence. Emphasis on interactions between maturational processes and environmental factors. Students will observe children, evaluate individual differences, and analyze characteristics of development at various stages according to developmental theories.

ECE5: The Child in the Family and in the Community

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

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

ECE6: Child Health, Safety and Nutrition

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

Laws, regulations, standards, policies, procedures, and best practices related to health, safety, and nutrition in early childhood settings. Includes prevention strategies, nutrition, and meal planning for various ages and planning educational experiences integrated into daily routines designed to teach children positive health, safety, and nutrition habits.

ECE7: Introduction to Early Childhood Curriculum

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

Developmentally appropriate curriculum and environments for young children. Explores teaching strategies and curriculum development based on theoretical frameworks, observation, and assessment. Emphasizes the teacher's role in supporting development and learning across the curriculum, including all content areas.

Note: This course includes four hours of field experience per week (54 hours total) at a site approved by the faculty member. Specific criteria will be required for site approval. Students enrolled in ECE-7 will require proof of immunizations or immunity for: Measles, Pertussis, and Influenza.

ECE9: Observation and Assessment in Early Childhood Education

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

The appropriate use of assessment and observation tools and strategies to document young children's development and learning. Emphasizes use of findings to inform and plan learning environments and experiences. Recording strategies, rating systems, portfolios, and multiple assessment tools will be explored, along with strategies for collaboration with families and professionals.

ECE10: Field Experience in Early Childhood Education

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: ECE-1, ECE-2, ECE-5 and ECE-7
- Transfers to: CSU

Under guided supervision, students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Reflective practice will be emphasized as student teachers design, implement, evaluate approaches and strategies, and techniques that promote development and learning.

Note: This course includes eight hours of field experience per week (108 hours total) at a site approved by the faculty member. Specific criteria will be required for site approval. Students enrolled in ECE-10 will require proof of immunizations or immunity for: Measles, Pertussis, and Influenza.

ECE11: Infant-Toddler Care and Education

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ECE-2 or ECE-31
- Transfers to: CSU

Application of current theory and research to the care and education of infants and toddlers in group settings. Examines essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months.

Note: This course meets the Community Care Licensing requirement for course work in Infant-Toddler Care. This course may be used to partially fulfill ECE unit requirements for the Master Teacher Child Development Permit 6-unit Specialization.

ECE12: Administration I: Programs in Early Childhood Education

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ECE-2, ECE-5 and ECE-7
- Transfers to: CSU

Introduction to the administration of early childhood programs. Covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program.

Note: This course meets the Administration requirement of Community Care Licensing and for the Child Development Permit.

ECE13: Administration II: Personnel & Leadership in Early Childhood Education

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ECE-2, ECE-5 and ECE-7
- Transfers to: CSU

Effective strategies for personnel management and leadership in early care and education settings. Includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for a diverse and inclusive early care and education program.

Note: This course meets the Administration requirement of Community Care Licensing and for the Child Development Permit.

ECE14: Introduction to Children with Special Needs

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ECE-2
- Transfers to: CSU

An introduction to the variations in development of children with special needs ages birth through eight and the resulting impact on families. Includes an overview of historical and societal influences, laws relating to children with special needs, and the identification and referral process.

Note: This course may be used to partially fulfill ECE unit requirements for the Master Teacher Child Development Permit 6- unit Specialization.

ECE18: Teaching in a Diverse Society

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ECE-2 and ENGL-150
- Transfers to: CSU

Examines the impact of various societal influences on the development of children's social identity. Covers developmentally appropriate, inclusive, and anti-bias approaches. Self-examination and reflection on issues related to social identity, stereotypes, and bias will be emphasized.

ECE20: Adult Supervision and Mentoring in Early Care and Education

- (2.0 Units / LEC) Grade Only
- Recommended Prep: ECE-2, ECE-5 and ECE-7
- Transfers to: CSU

Methods and principles of supervising student teachers, volunteers, staff, and other adults in early care and education settings. Emphasis is on the roles and development of early childhood professionals as mentors and leaders.

Note: This course meets the Adult Supervision requirement of the Child Development Permit.

ECE23: Literacy & Language Development of Young Children

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ECE-2 and ENGL-102
- Transfers to: CSU

An exploration of strategies for fostering language and literacy development during the early childhood years. Students will learn about resources available to support language and literacy competence in young children.

Note: This course may be used to partially fulfill ECE unit requirements for the Master Teacher Child Development Permit 6-unit Specialization.

ECE31: Infant-Toddler Development

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

A study of infants and toddlers from pre-conception to age three including physical, cognitive, language, social, and emotional growth and development. Applies theoretical frameworks to interpret behavior and interactions between heredity and environment. Emphasizes the role of family and relationships in development.

Note: This course meets the Community Care Licensing requirement for course work in Infant-Toddler Care. This course may be used to partially fulfill ECE unit requirements for the Master Teacher Child Development Permit 6-unit Specialization.

ECE34: Curriculum and Strategies for Children with Special Needs

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

Covers curriculum and intervention strategies for working with children with special needs in partnership with their families. Focuses on the use of observation and assessment in meeting the individualized needs of children in inclusive and natural environments. Includes the role of the teacher as a professional working with families, collaboration with interdisciplinary teams, and cultural competence.

Note: This course may be used to partially fulfill ECE unit requirements for the Master Teacher Child Development Permit 6- unit Specialization.

Economics [ECON]

ECON1: Macroeconomics

- (3.0 Units / LEC) Grade Only

Prerequisite: Appropriate STEM Math placement or Intermediate Algebra placement or completion of Elementary Algebra (high school or college)

- Transfers to: UC and CSU

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.

ECON10: Microeconomics

- (3.0 Units / LEC) Grade Only
- Prerequisite: Appropriate STEM Math placement or Intermediate Algebra placement or completion of Elementary Algebra (high school or college)
- Transfers to: UC and CSU

An introductory course focusing on choices of individual economic decision-makers. Topics include scarcity, specialization and trade, market equilibrium, elasticity, production and cost theory, market structures, factor markets, and market failure.

Education [EDUC]

EDUC1: Introduction to Education

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

An introduction to education and teaching focusing on teaching as a profession, historical and philosophical foundations, contemporary educational issues in democratic societies, and California teacher performance standards. 50 hours of structured ongoing observation and participation in locally approved school settings to provide possible entry into the teaching profession.

Note: This class will require field placement sites at local TK-12 schools with approved cooperating teachers.

EDUC201: College of the Redwoods Tech Tools Workshop

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course introducing students to the online communication tools used at College of the Redwoods (WebAdvisor, Learning Management System, and student email). This basic orientation is a hands-on overview of how to access and effectively interact with these online tools to become a more efficient and successful student.

EDUC203: Getting Started in Online Classes with Canvas

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Recommended Prep: EDUC-201

A course preparing students to be effective learners in an online environment. This course will emphasize best practices in online learning, internet etiquette, and the effective use of the Learning Management System. It is intended for students taking an online course for the first time or for those in need of an online refresher. This course also serves as a great introduction to other software used in the workplace.

Note: Students must have basic computer skills and access to a computer with an internet connection to participate.

EDUC207: Getting Started with Computers

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course in basic computer skills development designed for students who have little or no experience using a computer. Topics include fundamental components of computer and program operation such as an introduction to internet usage, MyCR, email, and file system management and navigation.

EDUC210: Adult Basic Education

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit class at the elementary education level to help learners improve their basic reading, writing, and math skills for employment or to prepare for high school equivalency or GED classes.

EDUC220: Career and College Foundations

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course providing instruction in the core academic subject areas (Math, Language Arts, Social Sciences, and Science) at the secondary level. The emphasis is on helping students transition successfully to college or a new career. Students may work in a self-paced lab setting where content is individualized and driven by student needs. The focus is on study skills, test-taking strategies, work readiness, and exploration of career and educational pathways.

EDUC225: High School Equivalency/GED Preparation

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Recommended Prep: EDUC-210

Provides an overview of the four academic subject areas that comprise the 2014 GED and other high school equivalency tests (i.e., Language Arts, Mathematics, Social Studies, and Science). Computer skills necessary for passing current high school equivalency tests will also be covered. Through the use of diagnostic pretests, course content will emphasize students' needs.

Engineering [ENGR]

ENGR23: Engineering Design Graphics

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: MATH-25
- Recommended Prep: CIS-100
- Transfers to: UC and CSU

A study of engineering design graphics for engineers and drafters with an emphasis on technical drawings and an introduction to computer-aided design (CAD). Topics include the development of visualization skills; orthographic projections; dimensioning and tolerancing practices; and the engineering design process. Assignments develop sketching and 2-D and 3-D CAD skills. The use of CAD software is an integral part of the course.

English [ENGL]

ENGL1A: College Composition

- (4.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

This is an introductory course that offers instruction in expository and argumentative writing, appropriate and effective use of language, close reading, cogent thinking, research strategies, information literacy, and documentation.

ENGL1B: Critical Inquiry and Literature

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-1B
- Transfers to: UC and CSU

A course using literature as a basis for critical thinking and composition. Students analyze issues, problems, and situations represented in literature and develop effective short and long written

arguments (6000 minimum word total) in support of an analysis. This course is designed for those students who seek to satisfy both the full year composition and the critical thinking transfer requirements.

ENGL1S: Learning Community for College Composition

- (0.5 - 1.0 Units / LAB) P/NP Only
- Corequisite: ENGL-1A
- Transfers to: CSU

A learning community experience that offers students additional support and practice through collaborative and hands-on learning activities facilitated by the instructor of their English 1A class.

ENGL2A: Critical Thinking and Writing

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-1A
- Transfers to: UC and CSU

Study argumentation and critical thinking in this second-semester composition course focused on reading and writing across multiple academic communities. Practice critical reading and research strategies, examine and evaluate primarily nonfiction texts, and craft responses through argumentative writing. Strengthen your information literacy and documentation skills and satisfy both the full-year composition and the critical thinking transfer requirements.

ENGL4: Why Literature Matters

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-1A
- Transfers to: UC and CSU

Explore representative works from major genres to learn how humans use literature in various ways, and in different historical and cultural contexts (including both oral and written traditions) to represent themselves, others, and the world around them. Develop your close reading and analytical writing skills, and gain a deeper understanding of how and why literary expression matters, culturally, historically, and aesthetically.

ENGL9: World Literature - Early Modern to 21st Century

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A comparative study of world literature from the 16th through the 21st century. Students will read and discuss a variety of translated and English-language works in a wide range of genres to develop the critical and analytical skills necessary for the appreciation of diverse literatures and cultures.

ENGL10: World Literature: Antiquity to The Early Modern Era

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A comparative study of world literature to the 16th century. Students will read critically and analytically in response to translated works covering a broad range of time and places, including literatures of Classical Mediterranean cultures, Asia, Africa, Latin and Native America, and the Middle East.

ENGL17: American Literature: Beginnings to the Civil War

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A survey of early American literature from pre-conquest and early contact, up to the Civil War. Students will read critically and analytically in genres ranging from transcribed oral legends through exploration and captivity narratives, religious tracts, letters, philosophical essays, diaries, novels, short stories, and poems

ENGL18: American Literature - Civil War - World War II

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A survey of American literature from the Civil War through the present. Students will read critically and analytically to understand ideas and historical and cultural implications of major works of American literature.

ENGL32: Creative Writing - Poetry

- (3.0 Units / LEC) P/NP Option
- Transfers to: UC and CSU

A study in developing the art of writing poetry, emphasizing communication, clarity, and economy. Students read and analyze many types of poetry while they generate, develop, critique, and revise their own and others' texts.

ENGL33: Creative Writing - Prose

- (3.0 Units / LEC) P/NP Option
- Transfers to: UC and CSU

A study in developing the art of writing fiction, emphasizing communication, clarity, and economy. Students read and analyze many types of fiction while they generate, develop, critique, and revise their own and others' texts.

ENGL40: Independent Study (English)

- (1.0 - 2.0 Units / IND) Grade Only
- Transfers to: CSU

Individual research and special projects in English. Specific projects to be determined in consultation with instructor.

Note: All independent study projects must be approved by instructor, and an approved independent study contract must be on file before the independent study section is created.

ENGL60: Introduction to British Literature: Beginnings through the 18th Century

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to British literature from the middle ages through the eighteenth century. Students will explore the ideas and literary features of major works within their historical and cultural contexts.

ENGL61: Introduction to British Literature: Romanticism to the Present

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-102 and ENGL-150
- Transfers to: UC and CSU

An introduction to British literature from the Romantic period to the present. Students will explore the ideas and literary features of major works within their historical and cultural contexts.

English as a Second Language [ESL]

ESL200: Fundamental English as a Second Language (ESL) - Low Beginning

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

Develop basic listening and speaking skills for low beginning ESL students. Introduce essential reading and writing skills. Provide instruction in the fundamental components of English that are

necessary for effective communication in situations common to ESL learners.

ESL201: Fundamental English as a Second Language (ESL) - High Beginning

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Recommended Prep: ESL-200

Enrich essential listening skills and survival speaking skills through vocabulary development for high beginning ESL students. Develop essential reading and writing skills. Learning is placed in the most common and important English language contexts where effective communication is needed.

ESL205: Fundamental Career and Educational Vocabulary for ESL Students

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Recommended Prep: ESL-200

Introduce students to contextual vocabulary of community college practices, career options and job requirements, educational pathways and resources available to them. Students use this knowledge to set career and education goals.

ESL207: Fundamental Computer Vocabulary for ESL Students

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Recommended Prep: ESL-200

Introduction to essential computer vocabulary and basic English writing skills on personal computers for ESL students. This course develops basic writing skills, vocabulary, and cultural literacy in workplace-related topics, with emphasis on career skills and web searching.

ESL210: Intermediate English as a Second Language (ESL) - Low

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Recommended Prep: ESL-201

A course for Low Intermediate ESL Students that develops listening, speaking, reading, and writing skills. Students will work on improving their conversation skills and their ability to write a focused paragraph. They will learn strategies for understanding authentic English texts and writing compound sentences.

ESL211: Intermediate English as a Second Language (ESL) - High

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Recommended Prep: ESL-217

Develop English language skills for High Intermediate ESL students. Cultivate competence and confidence in reading and writing, sentence and paragraph structure, verbal communication skills, and comprehension of everyday spoken English. Students will learn to interpret meaning in more advanced texts, and engage in specialized conversations such as an interview. Students will learn how to approach multi-paragraph writing with consistent control of grammatical patterns, mechanics and punctuation.

ESL215: Intermediate Career and Educational Vocabulary for ESL Students

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Recommended Prep: ESL-200, ESL-201 and ESL-205

Presents students with career options, educational pathways and resources available to them, and develops target contextual vocabulary. Students make decisions needed for formation of Student Education Plan and are afforded opportunities to engage in conversations with professionals and students in fields of interest.

ESL217: Intermediate Computer Vocabulary for ESL Students

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Recommended Prep: ESL-200, ESL-201 and ESL-207

Development of English vocabulary, and reading and writing skills for ESL students, using personal computers. Vocabulary development in skills areas of word processing and keyboarding; special emphasis on web browsing with a focus on English language Web search and career search abilities as well as targeted vocabulary development.

Environmental Science [ENVSC]

ENVSC10: Introduction to Environmental Science

- (4.0 Units / LEC-LAB) P/NP Option
- Transfers to: UC and CSU

Introduction to environmental issues from a scientific perspective, focusing on physical, chemical, and biological processes within the Earth system, the interaction between humans and these processes, and the role of science in finding sustainable solutions. Topics include ecological principles, biodiversity, climate change, sustainability, renewable and non-renewable energy, water resources, air and water pollution, and solid waste management.

Note: Field trips are required and transportation is not provided.

ENVSC11: Environmental Ethics

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An examination of issues arising out of ethical considerations related to the general environment and specific ecosystems, life forms, and places. Students will engage scientific, philosophical, and cultural concepts of nature and explore the social and personal ramifications for current ethical choices regarding local, regional, national, and global issues.

ENVSC12: Earth's Changing Climate

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A planet-scale examination of the Earth's atmosphere and climate. This course will include an in-depth look at the factors controlling climate, its changes over time, and the timeline of global climatic changes. This course is an interdisciplinary introduction to the Earth's climatic systems and interactions.

Fire Technology [FT]

- FT201: Wildland Fire Behavior Training (NWCG S-190)
- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A study of the primary factors affecting the start and spread of wildfire and of the skills necessary for recognizing hazardous firefighting situations. This course is designed to meet the fire behavior training needs of a Firefighter Type 2 and is equivalent to the National Wildland Coordinating Group (NWCG) course S-190.

Note: This course is typically taken in

conjunction with FT-202. Students will be required to pass a written test meeting the minimum NWCG standards for S-190.

FT202: Federal Wildland Firefighter Training

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course designed to train students on the basic skills needed to become a Wildland Firefighter. Topics include a basic orientation to wildland firefighting, human factors affecting leadership and decision-making, firefighter and public safety, and an introduction into the Incident Command System. Fireline construction, water use, firing devices and burnout procedures will also be covered. This course meets the National Wildfire Coordinating Group (NWCG) requirements for S130.

Note: Students will be required to pass a written test meeting the minimum NWCG standards. Upon completion the student may be issued a certificate documenting the completion of: 1. NWCG - S-110 Basic Wildland Fire Orientation 2. NWCG - ICS-100 Basic ICS 3. NWCG - S-130 Wildland Firefighting Training 4. NWCG - L-180 Human Factors in the Wildland Fire Service

FT205: CALFIRE Firefighter Basic Training

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course that teaches students about basic wildland and structural firefighting. It will provide students with entry-level knowledge and skills that firefighters use in wildland and structural firefighting. This course, in combination with the additional courses identified in the CALFIRE Basic Firefighter Certificate program, is required for all CALFIRE firefighters.

Note: Weekend field exercises may be required. This course includes 16 hours of field exercises that are physically strenuous. Students need to be physically fit and should consult their doctor before engaging in firefighter training. Students will be expected to perform in claustrophobic spaces while wearing a breathing apparatus and a face-piece.

FT206: Confined Space Awareness

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

An awareness course preparing firefighters to safely enter and rescue in confined spaces and permit-required confined spaces. Students will learn about the regulations governing operations in confined spaces, the definitions and differences between confined spaces and permit-required confined spaces, and the hazards associated with these spaces. Students will also examine case studies about accidents associated with confined space entry and rescue.

Note: When taught as a State Fire Training course, students will be eligible to receive a State Fire Training Certificate. The cost for this optional certificate is approximately $20.

FT207: Firefighter Survival

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course preparing students with a greater understanding of situational awareness on the fireground. Topics include firefighter terminology, developing a survival attitude, preventing firefighter emergencies, firefighter survival skills, technical skills, and understanding how to be resourceful when faced with dangerous entrapment situations.

Note: When taught as an affiliated State Fire Training course, students are eligible to receive a State Fire Training Certificate. The fee for this optional certificate is approximately $20.

FT210: Hazardous Materials First Responder Operational

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

An introduction to hazardous chemicals. Students learning to become public safety workers and other likely first responders can gain the knowledge and skills to respond to hazardous materials emergencies in a safe and competent manner at the basic operational level. Meets CSTI FRO standards.

Forestry & Natural Resources [FNR]

FNR1: Introduction to Forestry and Natural Resources

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to forest and natural resource issues and management. The lectures and discussion cover three general areas: goods and services derived from forests; basic management strategies for natural resources; and the development and application of relevant policies and regulations, including historical perspectives. Weekly field exercises introduce students to basic techniques for field work and how different management approaches are applied in the woods.

Note: Field trips are required and the College does not provide transportation.

FNR3: Seminar in Forestry and Natural Resources

- (1.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

An exploration of careers available and skills needed for being successful in the forestry and natural resource professions. Seminars on basic job application skills, talks from area professionals, and practical demonstrations of topics such as woods safety and common practices will help prepare students for a career in the field.

FNR5: Forest Ecology and Management

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

An introduction to the basic theories of forest ecology and best management practices. This course focuses on disturbance, competition, and regeneration ecology of forests and how these relate to environmental factors such as climate, soils, and biota. Laboratory exercises provide collaborative and experiential learning opportunities in the field where the linkages between theory and application are explored.

FNR10: Timber Harvesting and Forest Operations

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: FNR-1, FNR-5, FNR-51 and FNR-54
- Recommended Prep: FNR-52
- Transfers to: CSU

A lecture, discussion, and field laboratory course exploring the practical application of timber harvesting techniques and forest operations in the framework of the California Forest Practices Act. Students will learn basic forest operations including elements of road layout and design, harvesting design and limitations, and operational equipment use and limitations. The field exercises will focus on

application of these principles on the ground and will include field trips to active timber harvesting operations.

Note: Lab has a significant field component in rough terrain and adverse weather with off-campus travel required.

FNR31: Introduction to Geospatial Concepts

- (3.0 Units / LEC-LAB) P/NP Option
- Transfers to: CSU

An introduction to geospatial concepts. Students will learn the theory and application of GPS technology, cartography, GIS software, and remote sensing techniques.

FNR32: Introduction to Geographic Information Systems

- (3.0 Units / LEC-LAB) P/NP Option
- Prerequisite: FNR-31
- Transfers to: CSU

(GIS). Students will learn the basic theory and application of spatial data and develop skills with computer software to analyze and display locational data. After completion of this course students will be able to answer complex spatial and aspatial questions.

FNR33: Introduction to Remote Sensing

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: FNR-31
- Recommended Prep: ENGL-150 and MATH-380
- Transfers to: CSU

An introduction to the interpretation and use of aerial photographs, electronically generated imagery, and remote-sensing data. Students will learn the theory and practice of gathering and examining remote-sensing data, the classification of land areas, and the measurement of ground-based objects from aerial and space derived data.

FNR40: Independent Study (Forestry and Natural Resources)

- (0.5 - 3.0 Units / IND) Grade Only
- Transfers to: CSU

A course of independent study developed under faculty supervision in a specific area of interest in forestry and natural resources with the goal of producing a professional-level report or presentation.

Note: Students taking an independent study course must have an approved contract on file.

FNR46: Technology and Applications in Natural Resources

- (1.0 Units / LAB) P/NP Option
- Transfers to: CSU

lab-based overview of current technology and applications commonly used in forestry and natural resource professions. Students will explore the rapidly-changing technology used in the field and office and the software applications used to operate and manage the technology.

FNR51: Dendrology: the Identification and Study Of Woody Plants

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

The identification and classification of woody plants that occur in regional forest communities. Discussions will cover the technical language of plant taxonomy and nomenclature as well as botanical and ecological characteristics of trees. Lectures will also include important forest species found outside the region and across the U.S.

Note: Field trips are required; the College does not provide transportation.

FNR52: Introduction to Surveying

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

An introduction to the various techniques for planning and conducting land surveys. Lab exercises progress from compass and pacing through the use of Total Stations. Basic mapping exercises are conducted using field data. Discussions cover the theory of surveying, associated math principles, and the various methods of legal property description.

FNR54: Introduction to Natural Resources Inventory Techniques

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

An introduction to various techniques used in the measurement and inventory of natural resources. Topics include map reading and drawing, land navigation, tree measurement, sampling methods, and data analysis. Students will work with a variety of biometric devices in field settings and gain practical experience in their application and use.

FNR60: Forest Health and Protection

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: FNR-1, FNR-51 and ENGL-150
- Transfers to: CSU

A survey of forest health theory and application in local and regional ecosystems. Discussion topics include pest identification and pest complexes, disease symptoms and recognition, identification of abiotic disorders, and prevention strategies to protect forest values. Field trips will showcase local forest health problems and protection techniques.

Note: Weekend field trips required; the College does not provide transportation.

FNR77: Introduction to Wildland Fire

- (2.0 Units / LEC) P/NP Option
- Transfers to: CSU

An introduction to wildland fire ecology, behavior and suppression. Discussions will include: the role of fire in ecosystems; fuels, weather and fire behavior; suppression, safety, tools, and strategies; fuel treatments; organizational structures and wildland fire careers.

Note: Field trips are required; the College does not provide transportation.

FNR80: Introduction to Watershed Management

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ENGL-150 and MATH-120
- Transfers to: CSU

An introduction to hydrology and the science of managing watersheds. Topics include atmospheric inputs, run-off and erosion, storm-flow components, evapo-transpiration impacts and groundwater use. Students participate in field exercises on the evaluation and measurement of water resources.

Note: Field trips are required; the College does not provide transportation.

FNR87: Introduction to Wildlife Ecology and Management

- (3.0 Units / LEC-LAB) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

An introduction to the theories and applications of wildlife ecology and conservation. Lectures and discussions will

include population dynamics, habitat requirements, animal behavior, and human interactions with wildlife. Field exercises include identifying wildlife species and habitat, as well as other common wildlife techniques.

Note: Field Trips are required; the College does not provide transportation.

FNR200: Drone Academy

- (0.0 Units / LEC-LAB) Grade Only
- Recommended Prep: FNR-31, FNR-32, FNR-33 and FNR-46
- Repeatability: Unlimited

An overview course designed to give students an understanding of the physics of flight, various unmanned aerial vehicles (UAV) with their capabilities and application, piloting UAV over various terrain, and how to properly plan, design, execute, and analyze UAV missions for various applications. The students will gain hands-on experience with a range of UAVs and payloads from simple to sophisticated.

French [FRNC]

FRNC1A: Elementary French I

- (4.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A beginning course that presents the fundamentals of French and provides the tools for students to acquire elementary linguistic proficiency. The course emphasizes the communicative use of all language skills: listening, speaking, reading and writing. Special emphasis is placed on providing insights into the cultural diversity of the French-speaking world.

Note: This course is not appropriate for students who have taken and passed two or more years of French within the past three years.

FRNC1B: Elementary French II

- (4.0 Units / LEC) Grade Only
- Prerequisite: FRNC-1A
- Transfers to: UC and CSU

Continuation of French 1A. This course presents the fundamentals of French and provides the tools for students to acquire elementary linguistic proficiency. The course emphasizes the communicative use of all language skills: listening, speaking, reading, and writing. Special emphasis is placed on providing insights into the cultural diversity of the French-speaking world.

Note: This course is not appropriate for students who have taken and passed two or more years of French within the past three years.

General Studies [GS]

GS1: College Success

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: CSU

A course designed to inform and assist students to obtain the knowledge and skills necessary to reach their educational objectives. Topics covered include: Self-discovery, motivation, memory development, time and stress management, text book reading, note and test-taking skills, healthy living practices, and career and academic planning. Students will be utilizing a wide variety of college resources, study skills, and techniques to support their goals.

GS6: First-Year Experience

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

A first year experience course focusing on the development of academic and personal skills necessary to succeed in college and beyond. Students will learn how to manage time, understand classroom dynamics, and improve note-taking and test-taking skills. Students will be able to identify campus services and understand the technology used in higher education. Students will be directed towards specific educational goals and develop a comprehensive student education plan.

GS7: My Future, My Plan

- (3.0 Units / LEC) P/NP Option
- Transfers to: CSU

An interactive course leading students to the development of informed and thoughtful plans for career, academic, personal, and financial goals based on each individual's personal skills, interests, aptitudes, and values. Students will use research, self-exploration, and guided exercises to develop informed educational, financial, and contingency plans to build a clear path and vision for success for college, career, and beyond.

Geography [GEOG]

GEOG1: Introduction to Physical Geography

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introductory study of the Earth's physical systems, including the atmosphere, hydrosphere, and lithosphere. Students will study Earth's energy balance, climate, and landforms, and examine relationships between physical features and natural processes. Interactions between human endeavors and natural systems are explored to understand the influence of the environment and society on each other.

GEOG2: Cultural Geography

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: UC and CSU

An introduction to the spatial distribution and organization of human activity. This includes an investigation of the relationship between cultural development and environmental influences. Students will explore the relationships of physical geography to the customs, arts, social institutions, and achievements of cultures. Topics include migration, population growth, economic development, urbanization, and energy demands.

Geology [GEOL]

GEOL1: Physical Geology with Lab

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

An introductory study of physical geology with an emphasis on geologic principles and processes. The course explores the internal structure, processes, and origin of the Earth, and the processes of water, wind, gravity, and plate tectonics that contribute to the formation of the Earth's surface. The laboratory component focuses on the identification of rocks and minerals, the reading and interpretation of topographic and geologic maps, and field studies. Students will explore principles of mineral and rock formation, landform development, plate tectonics, volcanism, folding and faulting, and related topics.

Note: Field Trips are required for this course. The college does not provide transportation.

GEOL2: Historical Geology with Lab

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: GEOL-1

- Transfers to: UC and CSU

An introduction to the geologic history of Earth, including past positions of tectonic plates, changes in the composition and structure of Earth's crust and the development of environments and organisms. Concepts of age dating, sedimentary analysis and the analysis of sedimentary rocks and the fossils they contain are used to understand environmental and evolutionary changes throughout Earth's history. The laboratory component includes the study of rocks, fossils, geologic maps, and paleogeography to intepret ancient environments, tectonic settings, and geologic history. Age dating, the geologic time scale, extinction events, sedimentary environments, and correlation of rock and time units are also explored in the laboratory as a means of understanding the 4.6 billion years of Earth history.

Note: Field Trips are required for this course. The college does not provide transportation.

GEOL10: Environmental Geology

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introductory study of earth systems, earth materials and how earth processes impact human activities and how human activities influence the geological environment. Students will investigate geologic hazards, including landsliding, earthquakes, and volcanic activity, and make decisions concerning mitigating action. Students will also learn about water, mineral, and energy resources within the context of earth systems and consider issues of sustainability.

GEOL15: Earthquakes and Plate Tectonics

- (3.0 Units / LEC) P/NP Option
- Transfers to: UC and CSU

An investigation of geologic and plate-tectonic processes and their relationships to earthquake activity and other natural disasters. The course explores historic and prehistoric geologic disasters such as earthquakes, tsunami, and volcanic eruptions. Students will learn about hazard forecasting, preparedness, and societal responses to living within a dynamic geologic environment.

German [GERM]

GERM1A: Elementary German I

- (4.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A beginning course that presents the fundamentals of German and provides the tools for students to acquire elementary linguistic proficiency. The course emphasizes the communicative use of all language skills: listening, speaking, reading, and writing. Special emphasis is placed on providing insights into the cultural diversity of the German-speaking world.

GERM1B: Elementary German II

- (4.0 Units / LEC) Grade Only
- Prerequisite: GERM-1A
- Recommended Prep: ENGL-150
- Transfers to: CSU

Continuation of German 1A. This course presents the fundamentals of German and provides the tools for students to improve linguistic proficiency. The course emphasizes the communicative use of all four language skills: listening, speaking, reading, and writing. Special emphasis is place on providing insights into the cultural diversity of the German-speaking world.

Note: This course is not appropriate for students who have taken and passed three or more years of German within the past three years.

Guidance [GUID]

GUID8: Career Planning

- (2.0 Units / LEC) P/NP Option
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: CSU

A career planning course focusing on the development and exploration of career and major options. Students acquire skills in professional planning including job search techniques, resume writing and interviewing. Emphasis is on individual self-assessment, self-reflection, career information, research skills, decision-making and goal setting. This course is helpful to students undecided about a college major/career or considering a career change.

GUID47: Leadership Development

- (2.0 Units / LEC) P/NP Option
- Transfers to: CSU

In this course, students embark on paths of personal leadership development by learning and applying leadership skills in a hands-on practical way. Students will become familiar with different techniques of exercising leadership, their own strengths and weaknesses, and how they can best work with others in a leadership context. This course analyzes and evaluates the role of leadership in history and today's society and how it applies in real world contexts.

GUID143: Individualized Assessment and Academic Planning

- (0.5 Units / LEC-LAB) P/NP Only

An in-depth evaluation of learning disability as it is defined by Title V of the California Education Code for community colleges. Students will be assessed using psychometric tools to determine eligibility for accommodations and services. The course involves analysis and understanding of learning differences, the importance of the selection and application of effective learning strategies and the critical role of self-advocacy in persons with a learning disability.

GUID145: Applied Study Skills and Strategies

- (1.0 - 4.0 Units / LEC-LAB) P/NP Only
- Repeatability: Maximum of sixteen enrollments

Development and application of adaptive study strategies. Students receive one-on-one and small-group instruction in study strategies designed to enhance success in mainstream coursework. Strategy-based learning is stressed in an effort to address a student's learning disability and/or learning difference. Independence and self-advocacy are stressed throughout this lecture/lab course.

Note: Student must be enrolled in at least one academic class to be eligible to take this class.

GUID146: Applied Study Skills & Strategies for English

- (1.0 - 4.0 Units / LEC-LAB) P/NP Only
- Repeatability: Maximum of sixteen enrollments

Development and application of adaptive study strategies in English. Students receive one-on-one and small-group in-

struction in study strategies designed to enhance success in mainstream coursework in English and the humanities. Strategy-based learning is stressed in an effort to address a student's learning disability and/or learning difference. Independence and self-advocacy are stressed throughout this lecture/lab course.

Note: Student must be enrolled in at least one academic class to be eligible to take this class.

GUID147: Applied Study Skills & Strategies for Math

- (1.0 - 4.0 Units / LEC-LAB) P/NP Only
- Repeatability: Maximum of sixteen enrollments

Development and application of adaptive study strategies for math. Students receive one-on-one and small-group instruction in study strategies designed to enhance success in mainstream math related coursework. Strategy-based learning is stressed in an effort to address a student's learning disability and/or learning difference. Independence and self-advocacy are stressed throughout this lecture/lab course.

Note: Student must be enrolled in at least one academic class to be eligible to take this class.

GUID148: Applied Study Skills & Strategies for Science

- (1.0 - 4.0 Units / LEC-LAB) P/NP Only
- Repeatability: Maximum of sixteen enrollments

Development and application of adaptive study strategies for science. Students receive one-on-one and small-group instruction in study strategies designed to enhance success in mainstream chemistry or biology coursework. Strategy-based learning is stressed in an effort to address a student's learning disability and/or learning difference. Independence and self-advocacy are stressed throughout this lecture/lab course.

Note: Student must be enrolled in at least one academic class to be eligible to take this class.

GUID206: Basic Computer Skills for Students with Disabilities

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course designed for students with developmental or learning disabilities. Students will learn learn skills necessary for computer use.

GUID207: Life Management & Career Preparation for Students with Disabilities

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course geared for students with developmental or learning disabilities. Students will learn to promote independence by learning everyday-living skills in such areas as nutrition, personal development, mental health, safety, and career preparation.

GUID208: Functional Money Skills for Students with Disabilities

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit course designed for students with developmental or learning disabilities. Students learn skills necessary for performing accurate money exchanges, including counting money and solving real-life shopping and budgeting problems involving money.

GUID209: Social Opportunities for Students with Disabilities

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course designed to help students with disabilities learn how to create social lives for themselves. Students learn how to meet people, engage in discussion, make friends, identify low-cost activities, participate in age-appropriate games with guests, practice social manners, as well as plan and carry out a social event.

GUID210: Survival Vocabulary & Basic Literacy for Students with Disabilities

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit course designed for adults with disabilities to learn survival vocabulary, reading, and writing skills.

GUID211: Community Resources for Students with Disabilities

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit class for students with developmental or learning disabilities. Students will learn skills necessary to independently take part in typical community activities by traveling to various area locations. Lessons learned in the classroom will be practiced in the community. Students will provide their own transportation on fieldtrips.

GUID212: Ready, Set, Go to College

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course designed to assist students in their educational planning and determination of academic direction. Students will learn about college services and programs that will help them succeed in meeting their educational goals, and will identify specific steps for attaining these goals.

GUID213: Explore Your Career Options

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course for students who are undecided about their career path and would like guidance to discover good academic choices. Students will survey their interests and skills, and connect that information to career options. Researching and using campus resources, students will evaluate options and create a noncredit student education plan.

GUID214: College Orientation

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course designed to help new students transition successfully to a college environment. Students will explore the roles and expectations of the student, faculty, and college. They will learn about student supportive programs and services and the important skills required for success. Specific topics include how to access student information online, what academic programs and degrees are available, how to transfer, and how to resolve problems with instructors. Students will also develop an educational goal.

GUID215: Education Plan Development

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course preparing students to develop an education plan with an emphasis on educational goals specific to their chosen career. Students will explore career options and major pathways at College of the Redwoods. Topics include course sequence planning, general education patterns, unit and hour requirements, and familiarization with online tools and the college catalog. Students will meet

with both faculty and counselors or academic advisors, so they are fully prepared to meet requirements in their specific area of study and successfully complete educational goals.

GUID220: Success Strategies to College

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course providing students with important information and strategies on how to maintain good academic standing in college. Students will learn about academic probation, academic dismissal, building an action plan, and general tips for success. The focus is on understanding the obstacles and challenges in order to build a plan for success.

GUID244: Living Well on Any Income

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course preparing people for personal financial responsibility. This course will provide the necessary skills to be successful financially and live well on any income. The focus will be on setting priorities, spending habits, budgeting, debt management, and how to afford the things you want.

GUID245: Feel Good and Stay Healthy

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course in personal health and wellness. Topics such as diet, exercise, sleep habits, illness prevention, stress management, sexual health, emotional well-being and how to stay safe will be discussed and explored.

GUID246: Applied Study Skills and Strategies

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit course designed to teach adaptive study strategies. Students receive one-on-one and small-group instruction in study strategies designed to enhance success in mainstream coursework. Strategy-based learning is stressed in an effort to address a student's learning disability and/or learning difference. Independence and self-advocacy are stressed throughout this lecture/lab course.

Note: Students must be enrolled in at least one academic class to be eligible to take this class.

GUID250: Building a Cooperative Family

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course to help family members communicate more effectively by providing them with information and opportunities to practice positive communication techniques in a safe environment. Students will learn conflict resolution skills and negotiating techniques through creative role play. Topics include open communication, anger management, and community building.

GUID252: Communication through Adapted Art

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course for students with disabilities that focuses on how art can be used to communicate ideas and feelings. Projects are presented at a level commensurate with individual student abilities. A variety of media and the proper use of art materials is explored both in one-on-one and small group settings.

GUID254: The Role of the Father in Parenting

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course that focuses on the father's role in parenting children. Topics will include characteristics of children in specific age groups, discipline and setting limits, family health and safety.

GUID275: Boots to Books

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course preparing veterans, active military and their dependents to transition successfully from military to college life. Topics include career exploration, goal setting, identifying skills that lead to success in college, and making the most of Veterans Support Services and the GI Bill.

GUID276: Roadmap to Resiliency

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course helping students to learn skills to be more resilient in order to nurture personal, academic and professional development. Topics include how to adapt to physical, social and emotional stress and face difficult experiences with more confidence and less anxiety. Students will learn how to utilize effective coping strategies, make realistic plans, develop confidence in their strengths and abilities, communicate effectively, and manage strong impulses and feelings that may interfere with successful completion of educational, professional and life goals.

Health [HLTH]

HLTH207: First Aid, CPR & AED

- (0.0 Units / Lab) P/NP Only
- Repeatability: Unlimited

A course to prepare students to recognize and respond to cardiac, breathing, and first aid emergencies. Students will receive training in the knowledge and skills necessary to provide basic life support, reduce pain, and minimize the consequences of injury or sudden illness until advanced medical help arrives. Topics may include patient assessment, specific injuries, muscle and bone injuries, and medical emergencies.

HLTH230: Eating for a Healthy Life

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course in personal nutrition. Students will learn how to choose nutritious foods, create nutrient rich meals, and eat according to their lifestyle needs.

Health Education [HE]

HE1: Health Education

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introduction to a broad range of lifestyle components and personal choices which have a direct relationship to the student's overall lifetime wellness. Some of the concepts discussed include principles of health and wellness, stress modifications, weight management, exercise principles, personal health responsibility, major disease, and relationships.

HE2: Women's Health Issues

- (3.0 Units / LEC) P/NP Option
- Transfers to: UC and CSU

An introductory course focusing on the factors that affect women's health and well-being. Issues of women's diseases and disorders, hormonal influences on

overall health, as well as heart, cancers, and bone health will be discussed. Emphasis is placed on students making informed choices related to their overall wellness.

HE7: Emergency Response: First Aid/CPR/AED

- (3.0 Units / LEC) P/NP Option
- Transfers to: UC and CSU

A course designed to teach theory and detailed demonstration of the first aid/CPR/AED care of the injured. This includes an assessment and intervention of an individual's condition and incorporation of proper treatment. Standard American Red Cross first aid, CPR, and AED certification granted upon successful completion of requirements.

Note: In order to receive a course completion certification from the American Red Cross, students need to be physically able to properly perform and demonstrate rescue skills.

HE8: Emergency Response: First AId/CPR/AED Recertification

- (0.5 Units / LEC) P/NP Option
- Transfers to: UC and CSU

This course is designed to recertify individuals who have already received the necessary training to become certified in First Aid/CPR/AED. Participants will be asked to demonstrate proper skills required during emergency medical situations.

Note: In order to receive a course completion certification from the American Red Cross, students need to be physically able to properly perform and demonstrate rescue skills.

Health Occupations [HO]

HO15: Nutrition

- (3.0 Units / LEC) Grade Only
- Recommended Prep: MATH-376
- Transfers to: UC and CSU

A study of nutrient requirements for healthy living in adults. Course covers digestion, absorption, metabolism and function of macronutrients, micronutrients and alcohol. This course covers nutritional needs across the life span, the health implications associated with nutrition, food safety concerns and controversial aspects of human nutrition.

HO110: Basic Patient Care

- (6.0 Units / LEC-LAB) Grade Only

A course in providing safe, effective, and efficient direct patient care, emphasizing the role of the nurse assistant as a member of the health care team. The components of the course are as required by the regualtions and include asepsis, infection control, and assisting the nurse to provide holistic care to the client(s). Upon completion of the course, if all other external requirements are met, the student will be eligible to take the nurse assistant certification exam in California.

Note: 1) Physical exam clearance, including required immunizations and evidence of no communicable disease completed on the approved CR forms. 2) Must attend course orientation and complete all required admission paperwork prior to beginning course. 3) Background check required. 4) Drug screening may be required by clinical sites.

HO151: Medical Terminology

- (3.0 Units / LEC) Grade Only
- Recommended Prep: MATH-276

An introduction to medical terminology and the structure of medical words including prefixes, suffixes, roots and combining forms. Course includes study of pronunciation, spelling and definitions of medical terms as well as anatomical, pathological and surgical terminology as related to the body systems.

Note: Course is open to non-majors.

HO159: Emergency Medical Technician

- (6.0 Units / LEC-LAB) Grade Only

A study of basic prehospital emergency medicine to meet State of California requirements for EMT training. Students will learn to properly assess, stabilize, treat, and transport patients experiencing medical and trauma emergencies in the prehospital setting. This course includes clinical observation experience with an ambulance service and in a hospital emergency department. Course completion will allow students to take the National Registry examination for EMT certification.

Note: Requirements include: Proof of communicable disease immunity and background check clearance; and American Heart Association BLS for Healthcare Providers, American Red Cross CPR for the Professonal Rescuer, Medic First Aid Basic Life Support for Professionals, or equivalent CPR certification. Off-campus meetings are required. Must be 18 years old to be eligible for National Registry and state certification. May take the state certification exam within one year of course completion. Fees for National Registry testing and state certification are additional.

HO170A: North Coast Paramedic Program 1

- (11.0 Units / LEC-LAB) Grade Only
- Prerequisite: HO-159
- Recommended Prep: ENGL-150 and MATH-380

The first course in a comprehensive study of pre-hospital emergency medicine to meet State of California requirements for an Emergency Medical Technician-Paramedic license. The course meets accreditation requirements of the Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP). The course will teach pre-hospital emergency medical care at the advanced life support (ALS) level in accordance with the National Highway Traffic Safety Administration's National EMS Education Standards.

Note: To be eligible to enter a paramedic training program an individual shall meet the following requirements: (1) Possess a high school diploma or general education equivalent; and (2) possess a current basic cardiac life support card according to the Guidelines 2010 for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the healthcare provider level; and (3) possess a current EMT-I certificate or NREMT registration; or possess a current Advanced EMT certificate in the State of California; or be currently registered as an EMT-Advanced with the National Registry of Emergency Medical Technicians. (4) pass an entrance exam which evaluates knowledge and skills at the EMT-I level

HO170B: North Coast Paramedic Prog. 2

- (13.0 Units / LEC-LAB) Grade Only
- Prerequisite: HO-170A
- Recommended Prep: ENGL-150 and MATH-380

The second course in a comprehensive study of pre hospital emergency medicine to meet State of California requirements for an Emergency Medical Technician-Paramedic license. The course meets accreditation requirements of the Committee on Accreditation of Educational Programs for the EMS Profes-

sions (CoAEMSP). The course will teach pre-hospital emergency medical care at the advanced life support (ALS) level in accordance with the National Highway Traffic Safety Administration's National EMS Education Standards.

HO170C: North Coast Paramedic 3

- (1.0 - 4.0 Units / LAB) P/NP Only
- Prerequisite: HO-170B

The third course in a comprehensive study of pre-hospital emergency medicine to meet State of California requirements for a paramedic license. Under the direct supervision of a licensed paramedic, students will begin a field internship experience on a designated advanced life support unit. This course allows the student patient care experience in the pre-hospital environment.

HO170D: North Coast Paramedic 4

- (1.0 - 8.0 Units / LAB) P/NP Only
- Prerequisite: HO-170C

The fourth and final course in a comprehensive study of pre-hospital emergency medicine to meet State of California requirements for a paramedic license. Under the direct supervision of a licensed paramedic, students will complete a field internship experience on a designated advanced life support unit. This course allows the student patient care experience in the pre-hospital environment

HO250: Medical Scribe

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited
- Recommended Prep: HO-151

A course preparing students with the knowledge and skills necessary to be a medical scribe. Medical scribes work in high-demanding patient care settings. The course will cover the duties and responsibilities of the job, medical terminology, HIPAA compliance, electronic health records, and the basics of coding and billing.

Note: Students will complete 50 hours of clinical training to meet the requirements of the American College of Medical Scribe Specialists and will be eligible to take the Medical Scribe Certification and Aptitude Test (MSCAT).

HO261: Home Health Aide

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A short-term course providing training and instruction in the skills required to be a Home Health Aide. The course prepares active Certified Nursing Assistants to deliver safe and appropriate health care services to clients in a home or assisted living environment. The focus is on personal care services, interpreting physical and emotional needs, housekeeping, nutrition, and meal-planning.

History [HIST]

HIST4: Western Civilization to the Reformation

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An exploration of the evolution of civilization in the greater Mediterranean region from the development of Paleolithic and Neolithic societies in the Ancient Near East through the Renaissance/Reformation in Europe. Students will examine the multicultural roots of basic institutions, practices, and ideas of Western civilization, such as monotheism, the scientific method, capitalism, and colonialism. Special attention will be paid to changing configurations of political, social, economic, and ideological power, and the region's developing ties to the Atlantic world.

HIST5: Western Civilization ca. 1600 to the Present

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introduction to the development of the "West" from the era of Absolutism to the present. A central theme will be how a weak and fragmented western Europe became a major influence in the world, strongly identified with modernity, technology, and expanding economic, political, cultural, and social systems. Students will investigate the increasing power of the nation-state and systems of empire, and the ways in which ideas of race, class, and gender played a part in this evolution. Special attention will be paid to the evolution of ideologies, such as capitalism, imperialism, communism, and globalization.

HIST7: History of Modern Asia

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A survey of the political, social, and cultural history of the Asian Pacific Rim countries from the 18th century to the present, with emphasis on their relations with Europe and the United States. The course examines the impact of Western culture on China, Japan, and other selected areas of East and Southeast Asia and these countries' involvement in the international community. The major political movements of the twentieth century, nationalism and communism, are studied.

HIST8: US History Through Reconstruction

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An exploration in the history of the United States from the original inhabitants of the North American continent to the end of the Reconstruction period after the American Civil War. Of special importance is how the social, political, diplomatic, cultural, ethnic, economic, and technological/scientific relations and institutions changed over time. The course will also introduce students to the nature of historical interpretation and how to interpret sources written during the historical time periods investigated in the class.

HIST8H: US History to Reconstruction (Honors)

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-1A
- Transfers to: UC and CSU

An exploration in the history of the United States from the original inhabitants of the North American continent to the end of the Reconstruction period after the American Civil War. Of special importance is how the social, political, diplomatic, cultural, ethnic, economic, and technological/scientific relations and institutions changed over time. The course will also introduce students to the nature of historical interpretation and how to interpret sources written during the historical time periods investigated in the class. The honors section requires additional course work.

HIST9: US History Reconstruction to the Present

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An exploration in the history of the United States from the Reconstruction period after the Civil War to the present. Of special importance is how the social, cultural, political, diplomatic, technological/scientific, and economic relations and institutions changed over time. The

course will also introduce students to the nature of historical interpretation and how to interpret sources written during the historical time periods investigated in the class.

HIST9H: US History Reconstruction to Present (Honors)

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-1A
- Transfers to: UC and CSU

An exploration in the history of the United States from the Reconstruction period after the Civil War to the present. Of special importance is how the social, cultural, political, diplomatic, technological/scientific, and economic relations and institutions changed over time. The course will also introduce students to the nature of historical interpretation and how to interpret sources written during the historical time periods investigated in the class.

HIST11: History of Women in America: Pre- Contact to 1877

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A historical study of the social, cultural, political, and economic developments in North America from the perspective of women, from the period just prior to European contact through the end of Reconstruction. Special emphasis is placed upon the varying ways in which women of diverse classes, races, and ethnicities have both contributed to and been affected by the larger historical patterns in U.S. history. The course will introduce students to the nature of historical interpretation, enable students to interpret sources written during the historical time periods investigated in the class, and familiarize students with gender-related issues in the American past.

HIST12: History of Women in America: 1877- Present

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A historical study of the social, cultural, political, and economic developments in the United States from the perspective of women, from Reconstruction to the present. Special emphasis is placed upon the varying ways in which women of diverse classes, races, and ethnicities have both contributed to and been affected by the larger historical patterns in U.S. history.

HIST20: World History: Prehistory to 1500 CE

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An overview of the world from prehistory to 1500 CE. This course examines the cultures, social structures, politics, religions, and economic development of human societies throughout the world. Particular attention is paid to human migrations, to the effects of cultural adaptation and diffusion, and to the evolution of civilizations around the globe.

HIST21: World History: 1500 CE - Present

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An overview of world history from 1500 CE to the present. The cultures, politics, religions, and economic development of societies and civilizations throughout the world are examined. Particular attention is paid to the effects of colonialism and nationalism on the world stage, and the periodic crises that reshaped the links among societies and within civilizations.

HIST22: Colonial Latin American History

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

A survey of Colonial Latin American history from before European contact to 19th century independence movements. The course will focus on the importance of indigenous societies and the population collapse, racial dynamics, the construction of colonial society, and the lasting impacts and cultural complexities of Spanish and Portuguese colonization. In addition, the course will provide students with the tools to interpret primary sources written during the historical period covered.

HIST23: Modern Latin American History

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

A survey of Modern Latin American history from the early 19th century independence to the present. The course will focus on the creation and evolution of independent nation-states and the importance of social revolutions in the region-- most notably in Mexico, Cuba, and Nicaragua. Special emphasis will be placed on the region's historical relationship to the United States and the many associated relevant themes in contemporary society. In addition, the course will provide students with the tools to interpret primary sources written during the historical period covered.

Industrial Technology [IT]

IT25: OSHA General Industrial Safety Management

- (3.0 Units / LEC) P/NP Option
- Transfers to: CSU

A study of the principles and practices of safety in the work place. Coverage includes the components of safety programs plus federal and state laws/standards enacted to improve the safety of workers, the work place, and the environment.

Note: Students who successfully complete this course receive the OSHA 30-Hour General Safety completion card from the Department of Labor.

IT60A: Basic Manufacturing Print Reading

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

A course in basic print reading for the manufacturing industry with an emphasis on engineering drawing interpretation necessary to visualize, produce, and inspect industry standardized parts and assemblies. Mathematical calculations, metrology, screw threads, welding print terminology, and surface finish call outs will be covered.

IT60B: Machine Parts Print Reading

- (3.0 Units / LEC) Grade Only
- Prerequisite: IT-60A
- Transfers to: CSU

An advanced course in print reading for the manufacturing industry with an emphasis on engineering drawing analysis for machine part inspection and production. The Geometric Dimensioning and Tolerancing (GD&T) system will be extensively covered. In addition the symbols and methodology of advanced industrial prints will be discussed.

IT125: OSHA Ten Hour General Industry Safety

- (0.5 Units / LEC) P/NP Option

A ten hour awareness course in General Industry safety. Using OSHA standards as a guide, students will receive instruction in General Industry safety and health principles. Special emphasis is placed on those areas that are the most hazard-

ous. Topics Include but are not limited to: OSH Act, Focus Four, Fall Protection, Personal Protective Equipment, Stairs and Ladders, Blood-borne Pathogens, Medical and First Aid, Walking and Working Surfaces, Hazard Communications and Occupational Health.

Note: Students that successfully complete this course will receive an OSHA 10 hr. card from the U.S. Department of Labor.

IT152: Technical Computer Applications Lab

- (1.0 Units / LAB) Grade Only

A special studies course related to computer applications in applied technology courses. This lab will provide individualized instruction in a self-paced lab environment. Coursework specific to a student's program of study will be assigned and evaluated.

IT225: OSHA 10 Hour General Industry Standards

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course that satisfies the 10 hour OSHA awareness requirement in general industry standards. Using OSHA standards as a guide, students will receive instruction in general industry safety and health principles. Special emphasis is placed on those areas that are the most hazardous. Topics include OSH Act, Focus Four, fall protection, personal protective equipment, bloodborne pathogens, first aid, walking/working surfaces, hazard communications and occupational health.

Note: Students who successfully complete this course are eligible to receive an OSHA 10 Hour card from the U.S. Department of Labor. The cost of this optional card is approximately $7.

IT252: Technical Computer Applications Lab

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course related to computer applications in applied technology courses. This lab will provide individualized instruction in a self-paced lab environment. Coursework specific to a student's area of study will be assigned and evaluated.

IT260: Design and Production of a Solid Body Electric Guitar

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course designed to guide students through the design and construction of a custom solid body electric guitar. Students will learn to use CAD tools, manual and CNC woodworking processes, specialty luthier tools, testing and measurement processes, and electronics assembly to complete their own custom guitar. The tools and procedures for proper guitar setup and adjustment will be covered. Students do not need to know how to play guitar.

Note: The course fee will cover standard materials, finishes, and components of the guitar. Students who do not complete their guitar are not entitled to a refund of any part of the fee.

Kinesiology [KINS]

KINS63: Personal Training Principles

- (3.0 Units / LEC) P/NP Option
- Recommended Prep: HE-7 and KINS-66
- Transfers to: CSU

Introductory course to prepare students for national certification in personal training. Includes learning and applying client physical fitness and nutritional assessments to various exercise populations and abilities. Offers knowledge in exercise science principles and fitness components with an application emphasis on conditioning and fitness program design.

Note: Upon completion of the course, the certification exam is optional and students make their own arrangements in registering and completing the exam. A student can take this course even if they have no desire to earn the national certification.

KINS64: Concepts of Strength Training

- (3.0 Units / LEC) P/NP Option
- Transfers to: UC and CSU

A science-based application and examination of strength training with an emphasis on designing individual strength training programs. Students will explore and examine how the body responds and adapts to various strength training lifts, programs and modalities of instruction.

KINS65: Foundations of Kinesiology

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A course designed to familiarize students with the fields of kinesiology, exercise science, and sport studies. Students will examine the systems, dynamics, and principles involved in human development and physical activity within the context of society. An emphasis will be placed on relevant experience, research, and professional practice. In addition, students will discuss current issues and areas of career opportunities.

Note: This course is a CSU lower division requirement for any sub-field within the Kinesiology discipline.

KINS66: Concepts of Physical Fitness and Exercise

- (3.0 Units / LEC) P/NP Option
- Transfers to: UC and CSU

A course designed to introduce the principles of cardiorespiratory fitness, body composition, flexibility, and muscular strength/endurance. Physiological adaptations to exercise and reduction to disease risk are studied as is the basic principles of nutrition and how nutrition affects performance and fitness.

KINS68: Care and Prevention of Sports Injuries

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A course in the care and prevention of sports injuries. Intended for exercise enthusiasts and students interested in coaching, physical education, athletic training and the fitness profession, this course provides basic information on a variety of topics relating to health care for physically active and competitive athletes.

Library [LIBR]

LIBR5: Research Skills

- (1.0 Units / LEC) P/NP Option
- Recommended Prep: ENGL-150 and (CIS-1 or CIS-100)
- Transfers to: CSU

Introduction to academic research skills and practice. Students will learn how to find, evaluate, use, analyze, and correctly cite information in a variety of print and online formats. This class is designed to teach and strengthen lifelong research and information literacy skills. Students

will learn research skills required for term papers or presentations for transfer-level classes or for personal research projects.

Licensed Vocational Nursing [LVN]

LVN110A: Pharmacology - Vocational Nursing I

- (2.0 Units / LEC) Grade Only
- Corequisite: LVN-111 and LVN-121

An introductory course in the principles of pharmacology for vocational nursing. This course focuses on the responsibility of the Licensed Vocational Nurse and the nursing implications for major drug classifications across the lifespan. The role of the vocational nurse within the RN established nursing process guidelines and patient education will delineate and integrate throughout the course.

Note: Admission to the LVN program is required. May be taken for LVN continuing education with permission of the instructor.

LVN110B: Pharmacology - Vocational Nursing II

- (2.0 Units / LEC) Grade Only
- Prerequisite: LVN-110A, LVN-111 and LVN-121
- Corequisite: LVN-118 and LVN-122

A continued study of pharmacology principles and the responsibilities of the Licensed Vocational Nurse in medication administration to patients across the lifespan. Nursing considerations of major drug classifications are covered. Legal and cultural implications and patient teaching are integrated throughout the course.

Note: Admission to the LVN program is required. May be taken for LVN continuing education with permission of the instructor.

LVN111: LVN Fundamental Pharmacology Skills

- (0.5 Units / LAB) Grade Only
- Corequisite: LVN-110A and LVN-122

A Pharmacology Skills course stressing accuracy in measurements, basic math and dosage calculations. Preparation and administration of medications to clients of all ages via various routes except intravenous are covered. Performance evaluations are a large portion of this course.

LVN118: Psychology for Vocational Nursing

- (2.0 Units / LEC) Grade Only
- Prerequisite: LVN-121

A foundation course in psychiatric-mental health nursing. Students will learn how to gather and assess information relevant to the mental health status of clients. In addition, they will apply concepts of mental health nursing and therapeutic communication to patient care.

LVN121: Nursing of Adults and Children I

- (6.0 Units / LEC-LAB) Grade Only
- Corequisite: LVN-110A, LVN-111, HO-15 and BIOL-8

The first of three courses for Vocational Nursing students in the care of adults and children. The role and legal / ethical responsibilities of the vocational nurse and principles of health, illness and disease are covered. Nursing care of the elderly and the terminally ill are presented. Common body system disorders are discussed. Application of skills and concepts takes place in the clinical setting and in Simulation Lab.

LVN122: Nursing of Adults and Children II

- (15.0 Units / LEC-LAB) Grade Only
- Prerequisite: BIOL-8, HO-15, LVN-110A, LVN-111 and LVN-121
- Corequisite: LVN-110B and LVN-118

This is the second of three courses for Vocational Nursing students in the care of adults and children. A continuation of the body systems is covered. Students participate in at least 18 hours of clinical a week.

Note: Current CPR certification. Student must meet physical examination requirements for clinical practice.

LVN123: Nursing of Adults and Children III

- (18.0 Units / LEC-LAB) Grade Only
- Prerequisite: LVN-110B and LVN-122

The final course in the care of adults and children for vocational nursing students. Maternal-child health and pediatrics are the major focus. Concepts in leadership and management for the LVN are discussed.

Note: Current CPR certification. Student must meet physical examination requirements for clinical practice.

Manufacturing Technology [MT]

MT10: Fundamentals of Manufacturing Technology

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

An introductory course in the basic concepts of manufacturing and the operation of machine tools. Students will learn how to set up and operate industrial machine tools to produce machine parts accurately and efficiently. Topics include machining principles, the use of precision measuring instruments, and how to calculate machine feeds and speeds.

MT11: Advanced Manufacturing - Turning

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: MT-10 or concurrent enrollment
- Transfers to: CSU

An advanced course in manual turning and precision grinding machine concepts. Students will learn how to set up and operate engine lathes and precision grinders to produce machine parts accurately and efficiently. Topics include turning and grinding machine theory, operation, tooling, and accessories.

MT12: Advanced Manufacturing Technology

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: MT-10 or concurrent enrollment
- Transfers to: CSU

An advanced course in manual milling machine concepts. Students will learn how to set up and operate horizontal and vertical milling machines to produce machine parts accurately and efficiently. Topics include milling machine principals, milling cutters, machine fixtures, workpiece indexing, and gear manufacturing.

MT13: Advanced Manufacturing Processes

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: MT-10
- Recommended Prep: MT-12, MT-54B or MT-59B
- Transfers to: CSU

An advanced course covering the latest

processes and technologies at the high-end of manufacturing. Course work includes computer controled (CNC) multi-axis manufacturing, CNC lathe programming and operation, industrial robotics programming and operation, additive manufacturing systems, and industrial laser systems.

MT40: Independent Study in Manufacturing Technology

- (0.5 - 3.0 Units) Grade Only
- Recommended Prep: MT-10 and MT-54A
- Transfers to: CSU

Individual research and special projects in Manufacturing Technology. Specific projects will be determined upon consultation with instructor.

Note: Students taking an independent study course must have an approved contract on file.

MT42: Cooperative Education Work Experience in Manufacturing Technology

- (0.5 - 8.0 Units / WEX) P/NP Only
- Repeatability: Maximum of three enrollments
- Transfers to: CSU

A course designed to assist students in accomplishing learning objectives directly related to their Manufacturing Technology career goals or college course work in a supervised work environment that extends classroom-based occupational learning to an on-the-job learning situation. To participate in this course, the student's placement and course objectives must be related to their career goals or college course work.

Note: During fall and spring, students must be enrolled in at least 7 units (including CWE) to enroll in CWE. If enrolling in the summer, students must have been enrolled in at least 12 units (including CWE) in the previous spring semester. Students must take primary responsibility in finding a work experience opportunity and are strongly advised to find such an opportunity before enrolling in the class. Some employers or programs may require fingerprinting, drug testing, and/or background checks. Students should be advised that a maximum of 9 units can be applied toward a degree. Variable 0.5 to 8.0 units, based on 37.5-600 work lab hours per semester.

MT52: Introduction to Metallurgy and Material Science

- (3.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course in ferrous and nonferrous metals as related to industry. Students will study metals from the ore state to manufactured products. Iron-carbon and time temperature transformation diagrams will also be covered. The course includes coordinated lab experience in specimen heat treating, tensile testing, and microscopic examination. In addition, other materials of industry will be discussed.

MT54A: Introduction to Computer Numerical Control

- (4.0 Units / LEC-LAB) Grade Only
- Recommended Prep: MT-10
- Transfers to: CSU

An introductory course in Computer Numerical Control (CNC) machining. Students will learn to program, set up, and operate CNC machine tools including vertical machining centers. This course will introduce industry standard programming protocols, machine specific parameters, and applications for CNC systems in the manufacturing industry.

MT54B: Computer Numerical Control Machining

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: MT-54A
- Transfers to: CSU

An advanced course in Computer Numerical Control (CNC) machining. Students will learn to program, setup, and operate industry standard CNC machine tools including turning centers and machining centers. This course will cover industry standard programming protocols, machine specific parameters, and applications for CNC systems in the manufacturing industry.

MT54L: Computer Numerical Control Lab

- (2.0 Units / LAB) Grade Only
- Prerequisite: MT-54A
- Transfers to: CSU

An advanced laboratory in programming, setup, and operation of CNC machine tools and automation systems. Students will use CNC machines such as milling machines, lathes, and wood routers, as well as support technology such as CAM systems, robotics, conventional machine tools, and general shop equipment.

MT59A: MasterCAM 2-D Programming

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A beginning course in computer-assisted design and drafting, and computer-assisted manufacturing (CADD/CAM) using Mastercam software. Students will use basic computerized drafting techniques, create virtual solid models, produce models on rapid prototyping systems, and develop tool path programming for computerized machine tools. This course covers fundamental applications for CADD/CAM systems in the manufacturing industry.

MT59B: Mastercam 3-D Programming

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: MT-59A
- Transfers to: CSU

An advanced course in computer-assisted manufacturing (CAM) using Mastercam software. Students will use advanced computerized design techniques, create complex 3-D virtual surfaces and solids, produce models on rapid prototyping systems, and develop advanced tool path programming for computerized machine tools. This course covers advanced applications of CAM systems in the manufacturing industry.

MT230: Introduction to Mechatronics

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

An entry-level, noncredit course introducing the knowledge and skills needed to design, manufacture, maintain, troubleshoot, and repair mechatronics systems. A variety of topics will be covered including problem solving, mechanical systems, electricity, electronics, robotics, fluid power, applied mathematics, and work readiness skills. Instructional training will include computer-based classroom activities.

Mathematics [MATH]

MATH3: Introduction to Computational Methods Using Python and Fortran

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: MATH-30
- Recommended Prep: MATH-25, CIS-12 and ENGL-150
- Transfers to: CSU

This is an introductory course in computational methods primarily using the Python programming language. Students will use the concepts of variables, functions, conditionals, and loops in conjunction with the powerful Python mathematics packages NumPy and Pandas to explore the ideas of iteration, recursion, algorithms, and simulation. Students will analyze self-collected data sets utilizing code within the Python framework. The course includes coverage of the interplay of software with the physical world and will be compliant with the standards of the Association for Computing Machinery (ACM).

Note: A term project will be required and may include the use of the Raspberry Pi computer system.

MATH4: MATLAB Programming

- (3.0 Units / LEC) Grade Only
- Prerequisite: MATH-25 and MATH-30
- Recommended Prep: MATH-50A and ENGL-150
- Transfers to: UC and CSU

An introduction to programming in MATLAB, with emphasis on programming applications in science, mathematics, and engineering.

Note: Students may work in campus computer labs to complete their assignments. Students wishing to work on assignments on their home computers must purchase the Student Edition of MATLAB.

MATH5: Contemporary Mathematics

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

An introduction to mathematics for students not pursuing science, business, and math majors. Surveys selected topics with a focus on history, utility, and artistry to promote appreciation and critical understanding of the foundational importance of mathematics to contemporary society.

MATH10: Contemporary Mathematics for Technical Fields

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

A mathematics course designed to develop the computational skills needed in many Career Education programs. Topics include geometry, measurement, number sense, estimation, basic statistics, trigonometric functions, and algebraic thinking.

Note: Students are advised to review the requirements for their program and/or consult with an Academic Advisor or CE Faculty to ensure this course is appropriate for your educational goals.

MATH15: Introduction to Statistics

- (4.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introduction to basic concepts of descriptive and inferential statistics, with emphasis on the meaning and use of statistical significance. Students will use probability techniques to make decisions via hypothesis testing and will estimate parameters using confidence intervals. The course includes applications from a variety of technical and social science fields.

Note: A TI-83 or TI-84 graphing calculator is required. The MATH-15S support course is strongly recommended to take concurrently for students without previous mathematical experience in courses such as Algebra II or Pathway to Statistics.

MATH15S: Support for Statistics

- (1.0 Units / LAB) P/NP Only
- Corequisite: MATH-15
- Transfers to: CSU

A support course for Math 15, "Introduction to Statistics." Through hands-on activities and group work, students learn skills and explore concepts crucial for success in transfer-level statistics.

Note: This course is intended for students concurrently enrolled in Math 15, "Introduction to Statistics."

MATH25: College Trigonometry

- (4.0 Units / LEC) Grade Only
- Prerequisite: MATH-120
- Transfers to: CSU

A study of trigonometric functions, radian measure, solution of right triangles, graphs of the trigonometric functions, inverse trigonometric functions, trigonometric identities and equations, laws of sines and cosines, solution of oblique triangles, polar coordinates, complex numbers in trigonometric form, De Moivre's theorem, and conic sections.

Note: A graphing calculator is required.

MATH30: College Algebra

- (4.0 Units / LEC) Grade Only
- Prerequisite: Appropriate STEM Math placement or completion of Intermediate Algebra
- Transfers to: UC and CSU

A course for students studying in science, technology, engineering, and mathematics (STEM) fields and some areas of business. Both Math 30 and Math 25 (Trigonometry), are prerequisites for Math 50A (Differential Calculus). Topics include: polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; analytic geometry; arithmetic and geometric sequences and series.

Note: Students without experience in Algebra II or Intermediate Algebra are strongly recommended to take Math 30S College Algebra support course concurrently.

MATH30S: Support for College Algebra

- (1.0 Units / LAB) P/NP Only
- Corequisite: MATH-30
- Transfers to: CSU

A support course for Math 30 College Algebra. Through contextualized examples, collaborative practice, and hands-on activities, students learn skills and explore concepts crucial for success in Math 30 College Algebra.

Note: This course is intended for students concurrently enrolled in Math 30, "College Algebra."

MATH45: Linear Algebra

- (4.0 Units / LEC) Grade Only
- Prerequisite: MATH-50A
- Recommended Prep: MATH-50B
- Transfers to: UC and CSU

A course which develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. Properties of vectors are investigated 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.

Note: Calculators and computer software may be employed to further explore concepts.

MATH50A: Differential Calculus

- (4.0 Units / LEC) Grade Only

- Prerequisite: MATH-25 and MATH-30
- Transfers to: UC and CSU

A study of limits, continuity, and derivatives of algebraic, transcendental, and trigonometric functions. Applications of the derivative include optimization, related rates, examples from the natural and social sciences, and graphing of functions. The course introduces the integral and the connection between the integral and derivative.

Note: A graphing calculator is required.

MATH50B: Integral Calculus

- (4.0 Units / LEC) Grade Only
- Prerequisite: MATH-50A
- Transfers to: UC and CSU

The second in the series of three calculus courses. Integral Calculus develops a set of advanced symbolic and numerical integration techniques, building on skills developed in the first course in the series, Differential Calculus. The course includes applications of integration, sequences and series, and the use of the Taylor polynomial to approximate functions. Students are introduced to parametric and polar equations.

Note: A graphing calculator is required.

MATH50C: Multivariable Calculus

- (4.0 Units / LEC) Grade Only
- Prerequisite: MATH-50B
- Transfers to: UC and CSU

The third in the series of three calculus courses. Multivariable Calculus applies the techniques and theory of differentiation and integration to a thorough study of vectors in two and three dimensions, vector-valued functions, calculus of functions of more than one variable, partial derivatives, multiple integration, Green's Theorem, Stokes' Theorem, Divergence Theorem; includes motion in two and three dimensions, curves and surfaces.

Note: Extensive computer visualization is an integral component of this course.

MATH52: Math Lab for Transfer-Level Mathematics

- (0.5 - 1.0 Units / LAB) P/NP Only
- Transfers to: CSU

A course which offers review of mathematical topics for students enrolled in any transfer-level mathematics course. This lab will provide individualized instruction in a self-paced lab environment. This course is designed to support Math 50A/50B/45/55.

Note: Students should be enrolled in at least one transfer-level mathematics course (Math 15/25/30/50A/50B).

MATH55: Differential Equations

- (4.0 Units / LEC) Grade Only
- Prerequisite: MATH-50B
- Transfers to: UC and CSU

A study of ordinary differential equations and solutions, equations of first and second order, linear differential equations, systems of equations, phase plane analysis, existence and uniqueness theorems, applications and modeling, and techniques for obtaining solutions, including series solutions and Laplace transforms.

Note: Computer exploration is an integral component of this course.

MATH101: Elementary & Intermediate Algebra Review

- (0.5 Units / LEC) P/NP Option

A review course for students who have successfully completed course work in elementary or intermediate algebra. This review course will include topics from elementary and intermediate algebra and can be used as a refresher prior to enrolling in the next math course. This course can help students raise their level of math readiness. The level and depth of review will be adjusted to suit the individual student's needs.

Note: This is a review course. Extensive work on a computer homework system will be required.

MATH102: Pathway to Statistics

(4.0 Units / LEC-LAB) Grade Only

A course designed to be a nontraditional, accelerated pathway to transfer-level statistics. Topics in algebra, data analysis and critical thinking skills relevant for success in statistics are the focus. The learning experience for this course emphasizes active learning via collaborative work. This course is designed for students who plan to major in the social sciences and other fields where transfer-level algebra is not a degree requirement. This course is not for students pursuing degrees in mathematics, engineering, computer science, finance, economics, nursing, or the physical or life sciences (including biology).

MATH120: Intermediate Algebra

- (4.0 Units / LEC) Grade Only
- Prerequisite: MATH-380

A course in which functions are investigated graphically, numerically, symbolically and verbally in real-world settings. Linear, quadratic, polynomial, rational, radical, exponential, and logarithmic equations and functions are explored. Technology is integrated into all aspects of the course.

Note: Use of graphing software required, TI-83 or TI-84 recommended.

MATH130: Foundations of Algebra for Math Intensive Fields

- (4.0 Units / LEC-LAB) Grade Only

A course consisting of elements of beginning and intermediate algebra necessary for long-term engagement in math-intensive fields. This course is designed for students who have attained some algebra skills and intend to take College Algebra. Topics include: linear, absolute value, polynomial, rational, radical, exponential, and logarithmic—expressions, equations, functions, graphs, modeling and applications.

MATH150: Precalculus Review

- (0.5 Units / LEC) P/NP Only

A review course for students who have successfully completed course work in precalculus (college algebra and trigonometry). This review course will include topics from college algebra and trigonometry, and is designed for students who are preparing to enroll in the first semester of calculus. The topics, level, and depth of review will be adjusted to suit the needs of the students in the course.

Note: This is a review course. Some work on a computer-based homework system may be required.

MATH204: Algebra Review for Introduction to Chemistry

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit review course covering material from algebra and geometry that students will need to be successful in Chemistry 2, "Introduction to Chemistry." Additionally, students will be able to practice new math skills used in Chemistry, such as unit conversions and significant figures.

Note: Students are encouraged to take this course the same semester they take Chemistry 2, "Introduction to Chemistry."

MATH252: Open Mathematics Lab

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course offering instructional support to students needing help in mathematics in a self-paced lab environment. This course supports basic skills mathematics and mathematics-related classes. Students receive one-on-one and small group instruction to enhance success in mathematics across the curriculum.

MATH272: Arithmetic for College Preparation

- (0.0 Units / LAB) P/NP Option
- Repeatability: Unlimited

A noncredit, basic skills course, as entry-level preparation for college mathematics. Topics include addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals, with an emphasis on critical thinking and problem-solving. Includes applications of proportions and percents, measurement unit conversion, and averages. Communication of mathematical ideas is integral to the course. The use of scientific calculators will also be introduced.

MATH276: Pre-Algebra for College Preparation

- (0.0 Units / LAB) P/NP Option
- Repeatability: Unlimited
- Recommended Prep: MATH-272

A non-credit course, including a comprehensive review of arithmetic involving whole numbers, fractions, decimals, and signed numbers. Students will solve problems involving ratios, proportions, percents and geometry. Basic algebra concepts and techniques such as variables, simplifying expressions, solving equations will also be introduced. Problem solving, estimation and the communication of mathematical ideas are an integral part of the course. Use of a scientific calculator will be introduced.

Note: A scientific calculator is required.

MATH301: Pre-Algebra Review

- (1.0 Units / LEC) P/NP Only
- Recommended Prep: MATH-276 or MATH-376

A review course covering material from Math 276/376 (Prealgebra). This review course is designed for students preparing to place into Math 380 (Elementary Algebra). Content includes: review of arithmetic operations involving fractions, decimals, and signed numbers; review of problem-solving strategies for problems involving ratios, percents, and geometry; review of basic algebra concepts; review of techniques for simplifying algebraic expressions and solving linear equations.

Note: This is a review course. Extensive work on a computer homework system will be required.

MATH302: Elementary Algebra Review

- (1.0 Units / LEC) P/NP Only
- Recommended Prep: MATH-380

A review course covering material from Math 380 (Elementary Algebra). This review course is designed for students preparing to place into Math 120 or Math 194 (Intermediate Algebra). Content includes: review of linear equations and linear inequalities in one variable; review of linear equations in two variables; review of systems of linear equations; review of integer exponents and polynomials; review of factoring; review of radical expressions and equations.

Note: This is a review course. Extensive work on a computer homework system will be required.

MATH303: Intermediate Algebra Review

- (1.0 Units / LEC) P/NP Only
- Recommended Prep: MATH-120

A review course covering material from Math 120 (Intermediate Algebra). This review course is designed for students preparing to place into a transfer-level mathematics course. Content includes: review of linear equations and inequalities in one variable; review of logic; review of linear functions; review of quadratic and polynomial functions; review of rational functions; review of exponential and logarithmic functions; review of radical functions.

Note: This is a review course. Extensive work on a computer homework system will be required.

MATH304: Algebra Review for Introduction to Chemistry

- (0.5 Units / LAB) P/NP Only

A review course covering material from algebra and geometry that students will need to be successful in Chemistry 2, "Introduction to Chemistry." Additionally, students will be able to practice new math skills used in Chemistry, such as unit conversions and significant figures.

Note: Students are encouraged to take this course the same semester they take Chemistry 2, "Introduction to Chemistry."

MATH372: Arithmetic for College Preparation

- (4.0 Units / LEC) Grade Only

A basic-skills course as entry-level preparation for college mathematics. Topics include addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals, with an emphasis on critical-thinking and problem-solving. Includes applications of proportions and percents, measurement unit conversion, and averages. Communication of mathematical ideas is integral to the course. The use of scientific calculators will also be introduced.

MATH376: Pre-Algebra

- (4.0 Units / LEC) P/NP Option
- Prerequisite: MATH-372

A comprehensive review of arithmetic involving whole numbers, fractions, decimals, and signed numbers. Students will solve problems involving ratios, proportions, percents and geometry. Basic algebra concepts and techniques such as variables, simplifying expressions, solving equations will also be introduced. Problem solving, estimation and the communication of mathematical ideas are an integral part of the course. Use of a scientific calculator will be introduced.

Note: Calculator required.

Medical Terminology [MA]

MA-152: Medical Terminology

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-350 and MATH-376

An introduction to medical terminology and the structure of medical words including prefixes, suffixes, roots and combining forms. Course includes the study of pronunciation, spelling, and definitions of medical terms, as well as anatomical, pathological and surgical terminology as related to the body's system.

Music [MUS]

MUS1: Introduction to Music

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introduction to the fundamentals of

music theory, notation, and performance. The course addresses rhythm notation; note reading on the treble, bass, alto, and tenor staffs; the keyboard; scales; the circle of fifths; and key signatures. The course also includes clapping exercises, recorder playing, and review writing.

MUS2A: Beginning Harmony and Musicianship I

- (4.0 Units / LEC) Grade Only
- Recommended Prep: MUS-1
- Transfers to: UC and CSU

An introduction to diatonic harmony and musical form. Topics addressed include intervals and their inversions, triads and their inversions, part-writing procedures, figured bass symbols, roman numeral analysis, and part writing involving the primary triads. The course also includes sight-singing and ear training.

MUS2B: Beginning Harmony and Musicianship II

- (4.0 Units / LEC) Grade Only
- Recommended Prep: MUS-2A
- Transfers to: UC and CSU

A study of diatonic harmony and musical form. Topics addressed include secondary triads, non-harmonic tones, seventh chords, common chord modulation, and the composition and harmonization of short diatonic melodies. The course also includes part-writing exercises, analysis exercises, sight-singing, and ear training.

MUS3A: Intermediate Harmony and Musicianship I

- (4.0 Units / LEC) Grade Only
- Recommended Prep: MUS-2B
- Transfers to: UC and CSU

An introduction to the chromatic vocabulary and to extended forms. Topics addressed include secondary dominant and diminished seventh chords, augmented sixth, neapolitan, and borrowed chords, pedal points, and abrupt modulation. The course also includes the composition and harmonization of melodies, part-writing exercises, analysis of compositions, sight-singing, and ear training.

MUS3B: Intermediate Harmony and Musicianship II

- (4.0 Units / LEC) Grade Only
- Recommended Prep: MUS-3A
- Transfers to: UC and CSU

An introduction to the post-functional vocabulary of the late nineteenth and twentieth centuries, and a continued study in extended forms. Topics addressed include ninth, eleventh, thirteenth chords; chord symbols and jazz lead sheet notation; the diatonic modes; pentatonic and symmetrical scales; pitch sets; parallelism, bitonality, and non-tertian sonorities; free atonality; and serialism. The course also includes short composition exercises, part-writing exercises, analysis of compositions, sight-singing, and ear training.

MUS10: Music in History

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-1A
- Transfers to: UC and CSU

A survey of Western art music from the Middle Ages through the twentieth century. The course addresses basic musical terminology and concepts, traces changes in styles, genres, and forms through successive historical periods, introduces major composers and representative instruments, and explores the changing social contexts of music in Western culture.

MUS12: American Popular Music

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-1A
- Transfers to: UC and CSU

A survey of the major American popular music traditions ca. 1840-2000, including popular song and musical theater; the blues-ragtime-jazz axis; country-and-western; rock music; and the soul-funk-disco-hip-hop axis. Addresses the evolution of the music industry and music-related media and technology, and the role of race, class, region, and gender in music's production, dissemination, and consumption.

MUS22B: Beginning Band Instruments - Brass

- (1.0 Units / LAB) Grade Only
- Transfers to: UC and CSU

Class instruction in the fundamentals of performance on brass instruments commonly used in a concert band setting.

Note: Student must own or rent an instrument.

MUS22P: Beginning Band Instruments: Percussion

- (1.0 Units / LAB) Grade Only
- Transfers to: UC and CSU

Class instruction in the fundamentals of performance on percussion instruments commonly used in a concert band setting.

MUS22W: Beginning Band Instruments: Woodwind

- (1.0 Units / LAB) Grade Only
- Transfers to: UC and CSU

Class instruction in the fundamentals of performance on woodwind instruments commonly used in a concert band setting.

Note: Student must own or rent an instrument.

MUS24A: Beginning Class Piano I

- (1.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

A course of instruction in piano in both group and indidivudal formats. The course introduces students to the keyboard, rhythm notation and counting, note reading in the grand staff, fingering technique, simple chord patterns, basic elements of interpretation (tempo, dynamics, phrasing), and development of two-hand independence.

MUS24B: Beginning Class Piano II

- (1.0 Units / LAB) Grade Only
- Recommended Prep: MUS-24A
- Transfers to: UC and CSU

A course in the continued development of piano skills in both group and individual formats. Use of the damper pedal, simple two-part polyphony, extended hand positions, and beat divisions in simple time are introduced. Course fosters further development of finger technique, hand-to-hand independence, and subtlety of articulation.

MUS25A: Intermediate Class Piano I

- (1.0 Units / LAB) Grade Only
- Recommended Prep: MUS-24B
- Transfers to: UC and CSU

Continued development of piano skills. Major scales, secondary triads, shifting and extended hand positions, additional articulation symbols, rolled chords, and swing eighths are introduced. Further development of finger technique, hand-to-hand independence, and subtlety of articulation through a repertoire encompassing all periods.

Note: Course includes recitals.

MUS25B: Intermediate Class Piano II

- (1.0 Units / LAB) Grade Only
- Recommended Prep: MUS-25A
- Transfers to: UC and CSU

Continued development of piano skills. Minor scales, shifting and extended hand positions in a variety of keys, and performance practices appropriate to specific periods and styles are introduced. Further development of finger technique, hand-to-hand-independence, and subtlety of articulation through a repertoire encompassing all periods.

Note: Course includes recitals.

MUS26A: Beginning Class Voice I

- (1.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

Group instruction at the beginning level in the development of solo vocal techniques. Breathing techniques, tone quality, and stage presence are covered in a variety of musical styles

MUS26B: Beginning Class Voice II

- (1.0 Units / LAB) Grade Only
- Recommended Prep: MUS-26A
- Transfers to: UC and CSU

A continued development of vocal skills in a group format. Emphasis is placed on further development of solo voice techniques, practice skills, and performance approaches in various musical styles.

Note: Students enrolling should be able to read music and be aware of basic techniques of breathing, tone quality, and stage presence.

MUS27A: Intermediate Class Voice I

- (1.0 Units / LAB) Grade Only
- Recommended Prep: MUS-26B
- Transfers to: UC and CSU

A continued development of vocal skills in a group format. Emphasis is placed on further development of solo voice techniques, practice skills, and performance approaches in various musical styles. The international phonetic alphabet is introduced.

Note: Students enrolling should be able to read music and be aware of the techniques of breathing, tone quality, and stage presence taught in Music 26B.

MUS27B: Intermediate Class Voice II

- (1.0 Units / LAB) Grade Only
- Recommended Prep: MUS-27A
- Transfers to: UC and CSU

Continued development of vocal skills in a group format. Emphasis is placed on further development of solo voice techniques, practice skills, and performance approaches in various musical styles. Further work with the international phonetic alphabet.

Note: Students enrolling should be able to read music and be aware of techniques of breathing, tone quality, and stage presence as taught in Music 27A.

MUS29A: Beginning Class Guitar I

- (1.0 Units / LEC-LAB) Grade Only
- Transfers to: UC and CSU

A course of group instruction in guitar at the beginning level. Course includes familiarization with the fretboard, fundamental rhythm notation, chord symbols, simple chord progressions, and melodic notation in the treble staff.

MUS29B: Beginning Class Guitar II

- (1.0 Units / LAB) Grade Only
- Recommended Prep: MUS-29A
- Transfers to: UC and CSU

Continued development of guitar skills in both group and individual formats. Students develop progressive reading and fretting skills, and begin barre chords and major scales.

MUS29C: Intermediate Class Guitar

- (1.0 Units / LAB) Grade only
- Recommended Prep: MUS-29B
- Transfers to: UC and CSU

Continued development of guitar skills in both group and individual formats. Students develop progressive reading and fretting skills, and begin minor and pentatonic scales.

MUS40: Independent Study in Music

- (0.5 - 2.0 Units / IND) Grade Only)
- Transfers to: CSU

Individual research and special projects in Music. Specific projects to be determined in consultation with instructor.

Note: All independent study projects must be approved by instructor, and an approved independent study contract must be on file before the independent study section is created.

MUS59: Chorale

- (1.0 Units / LAB) Grade Only
- Repeatability: Maximum of four enrollments
- Recommended Prep: MUS-26A
- Transfers to: UC and CSU

The study and performance of literature for choral ensemble. Course addresses vocal techniques, development of sight reading skills, and historical background.

MUS61: Concert Band

- (1.0 Units / LAB) Grade Only
- Repeatability: Maximum of four enrollments
- Recommended Prep: MUS-22B, MUS-22P or MUS-22W
- Transfers to: UC and CSU

The study and performance of traditional and contemporary concert band literature. Course addresses rehearsal techniques, development of sight reading and public performance skills, and historical background.

MUS62: Jazz Orchestra

- (1.0 Units / LAB) Grade Only
- Repeatability: Maximum of four enrollments
- Recommended Prep: MUS-22B, MUS-22P or MUS-22W
- Transfers to: UC and CSU

An advanced-level performing ensemble that focuses on Big Band jazz repertoire from all eras. Course addresses development of sight reading, public performance, and improvisation skills.

Native American Studies [NAS]-

NAS1: Introduction to Native American Studies

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: UC and CSU

An introduction to the interdisciplinary field of Native American Studies, exploring the complexity and diversity of Native American experience. It is centered on the Native American perspective, gaining further insight from traditional academic fields such as history, anthropology, and literature. It also explores contemporary cultures and the vital contributions of First Peoples to a multicultural society.

NAS21: Native American History

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A survey from pre-Columbian origins to the present. This course examines the trajectories of indigenous societies, their interactions with European invaders, and their vital role in the development of

a multiethnic nation-state in North America. It examines the historical context of contemporary Native American political, cultural, legal, and economic conditions, and the role of Native Americans in contemporary society.

Nursing [NURS]

NURS1: Nursing Science and Practice Concepts I

- (9.5 Units / LEC-LAB) Grade Only
- Prerequisite: Admission to the RN Program
- Transfers to: CSU

Introduction to nursing and roles of the nurse in micro (work unit) and macro (health care facility) systems, as well as profession-related and patient care concepts. Concepts include professionalism, safety, communication, culture, functional ability, perfusion, evidence, informatics and technology, fluid & electrolytes, thermoregulation, pain, elimination and health promotion. Develop basic assessment and nursing skills. Nursing process and evidence-based practice provide a decision-making framework to develop clinical judgment skills.

NURS2: Nursing Science and Practice Concepts II

- (9.5 Units / LEC-LAB)Grade Only
- Prerequisite: NURS-1
- Transfers to: CSU

Integrative, family-centered approach to care of mothers, newborns and children as well as the care of adults and older adults with health alterations, specifically incorporating the concepts of development, reproduction, patient education, gas exchange, sexuality, glucose regulation, acid-base balance and cellular regulation. Nursing process and evidence-based practice provide a decision-making framework to further develop clinical judgment skills.

NURS3: Nursing Science and Practice Concepts III

- (9.0 Units / LEC-LAB) Grade Only
- Prerequisite: NURS-2 or (NURS-20 and Admission to the RN or LVN/Paramedic to RN Career Mobility program) or (NURS-20 and Admission to the LVN/Paramedic to RN 30-Unit Option Program)
- Transfers to: CSU

Care of adult and older adult patients with complex medical/surgical health problems, as well as patients experiencing mental health and behavioral disorders. Implementation of care coordination and exploration of health care organizations. Concepts of healthcare organizations, care coordination, mood and affect, anxiety, addiction, interpersonal violence, psychosis, cognition, mobility,sensory perception,tissue integrity are integrated. Emphasis on communication, advocacy and clinical reasoning and judgment.

NURS4: Nursing Science and Practice Concepts IV

- (10.0 Units / LEC-LAB) Grade Only
- Prerequisite: NURS-3
- Transfers to: CSU

Care of adult and older adult patients with complex medical/surgical health problems, as well as patients with acute and chronic health alterations living in the community. Exploration and implementation of leadership and management roles. Concepts of clotting, intracranial regulation, infection, inflammation, immunity, leadership, collaboration, health policy, healthcare quality, ethical-legal, clinical judgment are integrated. Emphasis on quality, collaboration and ethical and legal issues.

NURS20: RN Transitional Concepts

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: Admission to LVN/Paramedic to RN Career Mobility Program or Admission to the LVN-RN 30 Unit Option
- Transfers to: CSU

Preparation for entry into the ADN program of study. Develop basic assessment and nursing IV therapy skills. Concepts include concept-based learning, communication, clinical judgment, professionalism, ethical-legal and patient education are integrated. Nursing process and evidence-based practice provide a decision-making framework to further develop clinical judgment skills.

NURS21: Nursing Science and Practice I

- (9.0 Units / LEC-LAB) Grade Only
- Corequisite: NURS-10A
- Transfers to: CSU

A course in the introduction to major concepts of client, environment, health, and the art/science of nursing basic to developing a caring collaborative relationship in nursing practice. There is an emphasis on nursing process, communication, teaching-learning, safety, infection control, medication administration, and individualized, holistic nursing care of clients with commonly occurring medical/ surgical conditions having predictable outcomes. Concurrent clinical experiences occur in health care facilities.

NURS22: Nursing Science and Practice II

- (9.0 Units / LEC-LAB) Grade Only
- Prerequisite: NURS-10A and NURS-21
- Transfers to: CSU

A course in the application of the nursing process in collaborative, holistic care of individual and family clients across the life-span, who are experiencing commonly occurring physiological and pathophysiological conditions with predictable and unpredictable outcomes. Concurrent clinical experiences occur within medical, surgical, pediatric, maternal-child, and community settings. Application of nursing roles and responsibilities in intermediate physical interventions to assess and support individual clients/family-clients to meet their immediate and continuing needs.

NURS23: Nursing Science and Practice III

- (9.0 Units / LEC-LAB) Grade Only
- Prerequisite: NURS-10B and NURS-22 or (NURS-60A, NURS-60B, NURS-60L and Admission to the LVN/Paramedic to RN Career Mobility Program)
- Transfers to: CSU

A course focusing on the nursing process in the collaborative, holistic care of groups of individual and family clients with complex pathophysiological and psychological conditions. Concurrent clinical experiences occur in acute healthcare facilities, psychiatric settings and community health placements. This course emphasizes the roles and responsibilities of the nurse meeting immediate and long-term client care needs.

NURS24: Nursing Science and Practice IV

- (10.0 Units / LEC-LAB) Grade Only
- Prerequisite: NURS-23 and Admission to the RN Program
- Transfers to: CSU

A course which synthesizes the major concepts of the client, environment, health, holism and the art and science of nursing. This course focuses on critical

thinking and professional behaviors essential to enhancing a caring-collaborative relationship in nursing practice. The concepts of nursing management and leadership of other health care workers are incorporated within the provision and management of care of clients with complicated and critical pathophysiological conditions.

NURS60A: LVN/Paramedic-to-RN Transition Concepts Part I

- (1.0 Units / LEC) Grade Only
- Transfers to: CSU

This course explores practice concepts related to role transition for the Licensed Vocational Nurse or Paramedic seeking Registered Nurse licensure. Topics include but are not limited to role theory, distinction between LVN/Paramedic/RN roles, nursing process, clinical reasoning, theraputic communication, client teaching, and nursing skills related to nursing fundamentals and pharmacology. Students will be introduced to the RN Asssociate Degree curriculum model, and the roles and reponsibilities of the Registered Nurse.

Note: Students must have waitlist number for the LVN/Paramedic-RN Career Mobility Program and current licensure as an LVN or Paramedic in order to enroll. Didactic and clinical competency will be assessed through standardized exams and skills testing.

NURS60B: LVN/Paramedic-to-RN Transition Concepts Part II

- (1.0 Units / LEC) Grade Only
- Prerequisite: NURS-60A
- Transfers to: CSU

This course explores nursing practice concepts related to role trasition for the Licensed Vocational Nurse or Paramedic seeking Registered Nurse licensure. Topics include but are not limited to nursing care plan development, RN licensure process and requirements, leadership, legal ethical issues, family centered and holistic nursing and nursing skills related to Maternal-Child Health and Pediatrics.

Note: Students must have waitlist number for the LVN/Paramedic-RN Career Mobility Program, current licensure as an LVN or Paramedic and completion of NURS-60A in order to enroll. Didactic and clinical competency will be assessed through standardized exams and skills testing.

NURS60L: LVN/Paramedic-to-RN Transition Clinical

- (1.0 Units / LAB) P/NP Only
- Prerequisite: NURS-60B
- Transfers to: CSU

A course practicing nursing skills related to role transition for the licensed Paramedic or LVN seeking Registered Nurse Licensure. This course provides opportunity to demonstrate professional nursing skills typical for the fundamental RN student level including but not limited to: assessment, communication, electronic medical records, patient education, safety, patient mobility, hospital-based bedside care and medication administration, care of OB, uncomplicated geriatric, adult medical-surgical and pediatric patients.

Note: This is a clinical lab course requiring College of the Redwoods nursing uniform attire and will be held in local acute care hospitals or community settings and the Simulation Lab.

Oceanography [OCEAN]

OCEAN10: Introduction to Oceanography

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introduction to the Earth's ocean including marine environments, geology, plate tectonics, fundamental chemical and physical properties of seawater, atmospheric-oceanic relationships, oceanic circulation, coastal environments and biological productivity.

OCEAN10L: Laboratory in Oceanography

- (1.0 Units / LAB) Grade Only
- Prerequisite: OCEAN-10 or concurrent enrollment
- Transfers to: UC and CSU

An exploration of the conceptual material presented in OCEAN 10. Students will acquire practical laboratory and field experience using oceanographic skills, tests, and procedures. Laboratory exercises focus on chart reading, measurements of seafloor movement, seawater chemistry, wave celerity, and microscopic analysis. Field experience includes examination of coastal geology, wave and beach processes, habitats and marine organisms.

Note: This course includes field trips to various marine and coastal areas. The College does not provide transportation.

OCEAN12: Environmental Oceanography

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A study of the fundamental principles of oceanography and the resources available from the sea. The basic concepts of physical, chemical, geologic, and biological oceanography will be explored in discussions on marine mineral resources, ocean energy, living resources of the sea, marine pollution, and ocean management.

Philosophy [PHIL]

PHIL1: Critical Thinking

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A study of thinking and its qualities with a focus on effective decision making and practical reasoning skills. Students will practice evaluating arguments and gathering and analyzing information and reasoning to justify a conclusion. The course examines the uses of language, formal and informal fallacies, argument forms, deductive and inductive logic, and methods for evaluating arguments.

PHIL2: Introduction to Political Philosophy

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A course examining the key texts and political thinkers of western political thought from Plato to the present. Students will be introduced to: (1) historical and contemporary debates about the most desirable cultural values, political regimes, institutional forms, economic systems, and laws to achieve "the good life;" and (2) political theorists' answers to contentious questions about the nature of justice, freedom, and equality.

PHIL10: Introduction to Philosophy

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introduction to the central and enduring philosophical problems and the arguments historical and contemporary philosophers have made about them. Topics to be addressed include epistemology; metaphysics; the relation between the mind and the body; the nature of free will; the existence of God; the

foundations of morality; aesthetics; and justice. Emphasis is on using methods of philosophic inquiry to develop and defend individual responses to perennial questions.

PHIL12: Introduction to Logic

- (3.0 Units / LEC) Grade Only
- Prerequisite: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the nature of argument with emphasis on informal and formal logic. Students will practice inductive and deductive reasoning and learn to use Venn diagrams, squares of opposition, and truth tables to assess ordinary language arguments encountered in daily life and symbolic arguments. Topics such as justification, validity, language and thought, and formal and informal fallacies will be discussed.

PHIL13: History of Ancient Philosophy

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the development of Western philosophy focusing on its beginnings in ancient Greece and its development into the philosophy of the Medieval era (500BCE-1500CE). Emphasis is on the explication of primary philosophical texts by the Pre-Socratics, Plato, and Aristotle.

PHIL14: History of Early Modern Philosophy

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the major philosophers of the Western tradition from the Renaissance through the Enlightenment (@1500-1800). Students will examine the problem of knowledge, reality, truth, freedom, agency, morality, and value theory. Emphasis is on the explication of primary texts by Descartes, Spinoza, Leibniz, Hobbes, Locke, Berkeley, Hume, and Kant.

PHIL15: Religions of the World

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introductory examination of religious thought, experience, and expression associated with living religions of the world. Religions that may be studied include Hinduism, Jainism, Buddhism, Confucianism, Taoism, Sikhism, Zoroastrianism, Judaism, Christianity, Islam, and Primal.

PHIL16: Introduction to the Philosophy of Religion

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the major philosophical issues related to religion and to the arguments offered in response to these issues by historical and contemporary philosophers. Using philosophical methods of inquiry, students will study issues such as the arguments for and against theism, the relationship between God and language, the problem of evil, the cognitive components of religious experience, the relationship between God and morality, and the distinctions between faith and reason. Emphasis is on the explication of traditional and contemporary primary philosophical works, including historical philosophers such as Boethius, Anselm, Aquinas, Leibniz, Hume, Calvin, Luther, Erasmus, Kierkegaard, and Kant and contemporary philosophers such as William Lane Craig, Richard Swineburne, Alvin Plantinga, Sam Harris, and Christopher Hitchens.

PHIL20: Introduction to Ethics

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introduction to major ethical theories and the practice of moral reasoning and decision making. Students will practice using ethical theories and methods of moral reasoning to reach justified ethical conclusions in response to a variety of current ethical issues related to stem cell research, war, computer technology, religious practice, the treatment of animals and the environment, etc.

Physical Education [PE]

PE8A: Beginning Golf

- (0.5 - 1.0 Units / LAB) P/NP Option
- Transfers to: UC and CSU

This course is designed to introduce students to the basic golf fundamentals of the grip, stance and swing. The basics in scoring and etiquette will be emphasized for a standard round of golf.

Note: Students will be expected to provide their own transportation to the local golf course for a minimum of four class sessions. In addition, students with their own set of golf clubs will be expected to use them.

PE9: Hiking

- (0.5 - 1.0 Units / LAB) P/NP Option
- Repeatability: Maximum of four enrollments
- Transfers to: UC and CSU

A fun and challenging experience that explores our beautiful local Humboldt County trails and surrounding areas. This course will introduce safe hiking on terrain that will progress from easy and moderate to strenuous throughout the semester. Hikes will typically range from 3-8 miles on each outing and require a 20-minute per mile pace. Leadership and nature activities exploring safety, leave no trace, history, flora and fauna and emergency procedures will be introduced.

Note: Field trip oriented class; hiking off campus occurs for all but the first class session. Students need to provide their own transportation to hiking locations.

PE10: Running and Walking

- (1.0 Units / LAB) P/NP Option
- Transfers to: UC and CSU

A course designed to increase the student's personal fitness through stretching, jogging and/or walking while ensuring a gradual, safe, and total physiological adaptation to exercise. Attention is given to increasing cardiovascular efficiency, muscular strength, and endurance.

PE11: Tennis

- (0.5 - 1.0 Units / LAB) P/NP Option
- Transfers to: UC and CSU

A course designed to teach basic tennis skill fundamentals, rules of the game, scoring, and tennis etiquette.

Note: Student needs to provide their own racquet and three new tennis balls.

PE12: Weight Training

- (1.0 Units / LAB) P/NP Option
- Transfers to: CSU

The application of resistance in the form of weight machines, free-weights, and body resistance exercises to condition the muscular system of the body. Training programs will be adapted to individual student's weight training level.

PE13: Boot Camp Fitness

- (0.5 - 1.0 Units / LAB) P/NP Option
- Transfers to: UC and CSU

A course in fitness involving very high intensity, high energy cardiovascular workouts with minimal rest periods. Students will be required to perform plyometric jumping drills, sprints, core body movements, lunges, and many other movements. Exercise nutrition will be discussed and students will be required to create a personalized workout and nutrition plan.

Note: This is a high intensity exercise course.

PE14: Defensive Tactics

- (0.5 - 1.0 Units / LAB) P/NP Option
- Repeatability: Maximum of four enrollments
- Transfers to: CSU

A course designed to include concepts and techniques of effective self-defense skills. Students will be required to take part in demonstrations and drills, and perform technical defensive skills.

PE15: Empowerment Self Defense

- (1.0 Units / LEC-LAB) P/NP Option
- Transfers to: UC and CSU

Introduction to self-defense course in which violence prevention education, assertiveness skills, and physical self-defense techniques are taught and practiced. Accurate information about violence is vital to self-defense so the class will include in-depth discussions about intimate partner violence and rape as widespread societal problems. The course will also teach the practical application of skills and defensive moves.

Note: This course is open to all genders and all fitness levels. Textbook reading, written chapter summaries and class discussions about sexualized violence are central to the format of the class.

PE17: Aerobic Kickboxing

- (0.5 - 1.0 Units / LAB) P/NP Option)
- Transfers to: CSU

A study of the techniques of kickboxing and martial sports as the basis for aerobic exercise and strength training. Basic kicking, punching, and blocking techniques will be taught as well as footwork and combinations. The focus is on aerobic fitness, safe execution of kicks and punches, balance, flexibility, coordination, and timing.

PE18: Pilates Mat

- (1.0 Units / LAB) P/NP Option)
- Transfers to: CSU

This course is an introduction to pilates mat which focuses on breathing, posture, balance, strength, endurance and flexibility. The pilates exercises are performed on a mat and promote overall physical and mental well-being.

Note: Students are responsible to bring their own mat.

PE19: Yoga

- (1.0 Units / LAB) P/NP Option
- Transfers to: CSU

Course is designed to explain, demonstrate, and provide practice of various basic and beginning yoga postures. Students will learn basic poses, basic breathing techniques, and relaxation techniques.

Note: Students are responsible to bring their own mat.

PE20: Baseball Conditioning

- (2.0 Units / LAB) P/NP Option
- Repeatability: Maximum of three enrollments
- Transfers to: CSU

A course designed to prepare to students for intercollegiate baseball competition. Students will learn how a variety of athletic conditioning activities promote individual skills necessary to compete successfully in baseball.

PE21: Basketball

- (0.5 - 1.0 Units / LAB) P/NP Option
- Repeatability: Maximum of four enrollments
- Transfers to: UC and CSU

A course designed to teach the basic skill fundamentals of the game of basketball with emphasis on movement, rules of the game, strategies, and team play.

PE22: Soccer

- (0.5 - 1.0 Units / LAB) P/NP Option
- Transfers to: UC and CSU

A course designed to teach the basic skills, techniques, rules, and strategies to play organized soccer.

Note: Students should supply their own soccer cleats and shin guards.

PE23: Conditioning for Fastpitch Softball

- (2.0 Units / LAB) P/NP Option
- Transfers to: UC and CSU
- Repeatability: Maximum of three enrollments

A course designed to prepare students for intercollegiate fastpitch softball competition. Students will learn individual skills and strategy tactics with an emphasis on athletic conditioning.

PE24: Touch Football

- (1.0 Units / LAB) P/NP Option
- Transfers to: UC and CSU

A course to teach the fundamental skills and principles of touch football including running, passing, receiving, blocking, and defending, as well as discussing offensive and defensive strategies in attacking principles of football theory.

PE25: Volleyball

- (1.0 Units / LAB) P/NP Option
- Transfers to: UC and CSU

A volleyball course that emphasizes movement, rules of the game, basic skill fundamentals, and team play.

Note: All students participating must meet CCCAA eligibility requirements.

PE27: Power Weightlifting

- (0.5 - 1.0 Units/ LAB) P/NP Option
- Transfers to: CSU

A course designed to introduce the application of resistance in the form of free-weights, Olympic Power Weight Lifting, and body resistance exercises in order to condition the muscular system. Training programs will be adapted to individual's weight training level.

PE28: Pickleball

- (0.5 - 1.0 Units / LAB) P/NP Option
- Transfers to: CSU

Pickleball is a paddle sport court game that combines skills from tennis, badminton and ping-pong. Pickleball features simple rules and is easy to learn. Beginners can enjoy the sport almost immediately, while advanced players experience it as a fast-paced, highly competitive game. Instruction will address techniques, strategies, skill progression, along with rules and etiquette.

PE30: Modern Dance

- (0.5 - 1.0 Units / LAB) P/NP Option
- Transfers to: CSU

A creative dance course providing instruction in the basic techniques of modern dance including warm ups, locomotor, center work, and choreogra-

phy. Students will have the opportunity to create their own choreography as well as perform live on the theater stage at the end of the semester. Instruction varies with the skills and backgrounds of the individual student. Written critiques of dance performances and class experience is required.

PE31: Jazz Dance

- (0.5 - 1.0 Units / LAB) P/NP Option
- Transfers to: UC and CSU

A course providing instruction in the basic techniques of jazz dance including isolations, locomotors, center work, and choreography. Students will learn various styles of jazz such as musical theater dance, lyrical jazz, modern jazz and more. Instruction varies with the skills and backgrounds of the individual student. A live performance on the CR Theater stage at the end of the semester and a written critique of a community dance performance are required.

Note: Required to attend and critique a community dance production. Student will be responsible for own transportation.

PE32: Circuit Training

- (0.5 - 1.0 Units / LAB) P/NP Option
- Transfers to: CSU

A course designed to train students in cross-fit & timed interval exercise sessions. Sessions will train all major muscle groups and include the use of free weights, machines and aerobic conditioning activities at a variety of workloads and pace. Core abdominal work and flexibility will also be emphasized.

PE36: Hip Hop Dance

- (0.5 - 1.0 Units / LAB) P/NP Option
- Transfers to: UC and CSU

Introduction to the fundamentals of hip hop dance styles. The students will learn the history of hip hop dance and culture as well as study and perform current moves and trends in hip hop dance styles. Students will be required to perform in a live production at the end of the semester.

Note: Attend and critique a live community performance. Students are responsible for their own transportation.

PE38: Dance Improvisation and Theater

- (1.0 Units / LAB) P/NP Option
- Transfers to: CSU

A course emphasizing improvisation and authentic dance movement. Students will gain an understanding between body/mind/spirit connection as they choreograph original dance movements. Students will choose a topic, compose a story (abstract or literal) and translate it through movement, bringing their story to life during a live performance.

PE48: Intercollegiate Sand Volleyball

- (3.0 Units / LAB) Grade Only
- Repeatability: Maximum of three enrollments
- Transfers to: UC and CSU

A course designed for those participating in competitive sand volleyball at the intercollegiate level. This course provides opportunities for students to receive advanced-level instruction and training in sand volleyball skills, techniques, and strategies.

Note: Field trips required for matches.

PE49: Intercollegiate Soccer - Men

- (3.0 Units / LAB) Grade Only
- Repeatability: Maximum of three enrollments
- Transfers to: UC and CSU

Advanced level instruction for men interested in participating in competitive intercollegiate soccer.

Note: Must meet all eligibility requirements of the State CCCAA Athletic Code for participation. Field trips to some soccer matches is a part of the course.

PE50: Intercollegiate Baseball

- (3.0 Units / LAB) P/NP Option
- Repeatability: Maximum of three enrollments
- Recommended Prep: PE-20
- Transfers to: UC and CSU

A course for experienced student baseball players that provides an opportunity to play competitive baseball at the intercollegiate level. This course provides advanced instruction and training in baseball skills, strategy, sportsmanship and teamwork. All students participating must meet State eligibility requirements provided by the CCCAA.

PE51: Intercollegiate Basketball - Women

- (1.5 Units / LAB) P/NP Option
- Repeatability: Maximum of eight enrollments
- Transfers to: UC and CSU

A course for those participating in competitive basketball at the intercollegiate level. Students will learn advanced level basketball skills and techniques, game strategies, and leadership skills, then apply them in intercollegiate competitions.

Note: All students participating must meet California Community College Athletic Association eligibility requirements.

PE52: Intercollegiate Basketball Men

- (1.5 Units / LAB) P/NP Option
- Repeatability: Maximum of eight enrollments
- Transfers to: UC and CSU

A course for those participating in competitive basketball at the intercollegiate level. Students will learn advanced level basketball skills and techniques, game strategies, and leadership skills, then apply them in intercollegiate competitions.

Note: All students participating must meet California Community College Athletic Association eligibility requirements.

PE53: Intercollegiate Cross Country

- (3.0 Units / LAB) Grade Only
- Repeatability: Maximum of three enrollments
- Transfers to: CSU

Advanced level instruction for men and women interested in participating in competitive intercollegiate cross country.

Note: Must meet all eligibility requirements of the State CCCAA Athletic Code for participation.

PE54: Intercollegiate Football

- (3.0 Units / LAB) P/NP Option
- Repeatability: Maximum of three enrollments
- Transfers to: UC and CSU

A course which is designed for those participating in competitive football at the intercollegiate level. This course provides opportunities for students to receive advanced-level instruction and training in football skills, techniques, strategies, and leadership.

Note: Must meet all eligibility requirements of the State CCCAA Athletic Code for participation.

PE56: Intercollegiate Fastpitch Softball

- (3.0 Units / LAB) Grade Only
- Repeatability: Maximum of three

enrollments
- Transfers to: UC and CSU

A course for experienced women's fastpitch softball players that provides an opportunity to play competitive women's fastpitch softball at the intercollegiate level. This course provides advanced instruction and training in softball skills, strategy, sportsmanship and teamwork.

Note: All student athletes participating must meet State eligibility requirements provided by the CCCAA.

PE57: Intercollegiate Track and Field

- (3.0 Units / LAB) Grade Only
- Repeatability: Maximum of three enrollments
- Transfers to: UC and CSU

Advanced level instruction for men and women interested in participating in competitive intercollegiate track and field.

Note: Must meet all eligibility requirements of the State Athletic Code for participation. Consult class schedule for section information.

PE58: Intercollegiate Volleyball

- (3.0 Units / LAB) Grade Only
- Repeatability: Maximum of three enrollments
- Transfers to: UC and CSU

A course designed for those participating in competitive volleyball at the intercollegiate level. This course provides opportunities for students to receive advanced-level instruction and training in volleyball skills, techniques, and strategies.

Note: All students participating must meet state eligibility requirements provided by the CCCAA.

PE59: Intercollegiate Women's Soccer

- (3.0 Units / LAB) Grade Only
- Repeatability: Maximum of two enrollments
- Transfers to: UC and CSU

Advanced-level instruction for women interested in participating in competitive intercollegiate soccer.

Note: Must meet all eligibility requirements of State Athletic Code for participation. Consult class schedule for section information.

PE67: Theory of Football

- (1.0 Units / LAB) P/NP Option
- Repeatability: Maximum of two enrollments
- Transfers to: UC and CSU

An intercollegiate football course focusing on theory, practice, and game performance of football. Through lecture, discussion, and DVD analysis, students will focus on advanced-level theories of football skills, techniques, and strategies.

Note: All student-athletes participating must meet all state eligibility requirements provided by the CCCAA.

PE67B: Theory of Football II

- (1.0 Units / LAB) P/NP Option
- Repeatability: Maximum of three enrollments
- Recommended Prep: PE-67
- Transfers to: CSU

An intercollegiate football course continuing from the development that occurred in PE67. The course will focus on advanced theory, practice, and game performance of football. Through lecture, discussion, and video analysis, students will focus on advanced-level theories of football skills, techniques, and strategies. New

Note: All student-athletes participating must meet all state eligibility requirements provided by the CCCAA.

PE80: Athletic Conditioning

- (0.5 - 2.0 Units / LAB) P/NP Option
- Repeatability: Maximum of four enrollments
- Transfers to: UC and CSU

Physical conditioning through exercises, skills, and drills related to specific intercollegiate sport activities.

PE90: Adaptive Resistive Training

- (0.5 - 1.0 Units / LAB) P/NP Only
- Repeatability: Maximum of four enrollments
- Transfers to: UC and CSU

A comprehensive fitness course designed for students with disabilities. The class is in a weight room setting with access to adaptive equipment. Individual and group instruction will be provided. Areas to be covered include: lifetime fitness programs, flexibility-range of motion, cardiovascular conditioning, and general strength training. An individual goal for each student will be closely monitored by the instructor with the use of a pre- and post-semester physical assessment.

PE98: Adaptive Physical Education

- (1.0 Units / LAB) P/NP Only
- Repeatability: Maximum of sixteen enrollments
- Transfers to: UC and CSU

A comprehensive fitness course designed for students with disabilities. This is an activity course which allows for late entry and access to adaptive physical education. Contractual goals will be set between instructor and student. The major components of this activity lab may include but are not limited to: cardiovascular conditioning, flexibility-range of motion, lifetime fitness programs, and general strength training.

PE298: Adaptive Physical Education

- (0.0 Units / LAB) P/NP Only
- Repeatability: Maximum of sixteen enrollments

A comprehensive fitness course designed for students with disabilities. This is an activity course which allows for access to adaptive physical education. Contractual goals will be set between instructor and student. The major components of this activity lab may include but are not limited to: cardiovascular conditioning, flexibility-range of motion, lifetime fitness programs, and general strength training.

PE300: Aquatic Calisthenics

- (0.5 - 1.0 Units / LAB) P/NP Only
- Repeatability: Maximum of four enrollments

A course designed to enable the student with disabilities to become independent and aware of his/her individual abilities through appropriate aquatic activities.

PE302: Adaptive Conditioning

- (0.5 - 1.0 Units / LAB) P/NP Only
- Repeatability: Maximum of four enrollments

A comprehensive fitness course designed for students with disabilities. This is an activity course which allows for late entry and access to adaptive physical education. Contractual goals will be set between instructor and student. The major components of this activity lab may include by are not limited to: cardiovascular conditioning, flexibility-range of motion, lifetime fitness programs, and general strength training.

Physics [PHYS]

PHYS2A: General Physics I

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: MATH-25
- Transfers to: UC and CSU

An introduction to the structure and language of physics through the study of mechanics, thermodynamics, and vibrations and waves.

PHYS2B: General Physics II

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: PHYS-2A
- Transfers to: UC and CSU

A continuation of the study of the structure and language of physics. The subject matter includes electricity and magnetism, optics, and modern physics.

PHYS4A: Calculus-Based Physics: Mechanics

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: MATH-50A
- Transfers to: UC and CSU

An introductory course in calculus-based physics for physical science and engineering majors. The subject matter of the course is classical mechanics, including analysis of motion, force, momentum, and energy.

PHYS4B: Calculus-Based Physics: Electricity and Magnetism

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: PHYS-4A and (MATH-50B or concurrent enrollment)
- Transfers to: UC and CSU

A continuation of the introductory course in calculus-based physics for physical science and engineering majors. The subject matter of the course is electricity and magnetism, including static electricity, magnetic phenomena, direct and alternating current circuits, and electromagnetic waves.

PHYS4C: Calculus-based Physics: Heat, Optics, Waves, and Modern Physics

- (4.0 Units / LEC-LAB) Grade Only
- Prerequisite: PHYS-4A and (MATH-50B or concurrent enrollment)
- Transfers to: UC and CSU

A continuation of the introductory treatment of physics for physical science and engineering majors. The subject matter includes geometric and physical optics, the mechanics of solids and fluids, wave motion, thermal physics, and an introduction to relativity and quantum physics.

PHYS10: Introduction to Physics

- (3.0 Units / LEC) P/NP Option
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A conceptual course in physics with an emphasis on the ideas of physics, how they can be used to understand phenomena in the real world, and how they were discovered. Topics may include motion, energy, electricity and magnetism, heat and temperature, waves, Einstein's relativity, and quantum physics.

Political Science [POLSC]

POLSC1: Political Controversies

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: UC and CSU

An introduction to current controversies in US politics. Students will become familiar with contemporary issues, critique different viewpoints, and construct policy solutions while learning about constitutional principles and government institutions.

POLSC2: Introduction to Political Philosophy

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A course examining the key texts and political thinkers of western political thought from Plato to the present. Students will be introduced to: (1) historical and contemporary debates about the most desirable cultural values, political regimes, institutional forms, economic systems, and laws to achieve "the good life;" and (2) political theorists' answers to contentious questions about the nature of justice, freedom, and equality.

POLSC3: Modern World Problems

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL0150
- Transfers to: UC and CSU

An introductory analysis of international political systems emphasizing the causes and ramifications of contemporary international issues such as war, proliferation of weapons of mass destruction, ethnic and religious conflict, peace keeping, terrorism, political and economic globalization, and environmental conflict.

POLSC10: U.S. Government & Politics

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 and ENGL-150
- Transfers to: UC and CSU

A course addressing both the philosophic roots and the contemporary operation of American national, state, and local government. Specific topics include constitutional development, federal-state relations, and the rights and obligations of citizens under both the federal and the California constitutions.

POLSC12: State and Local Politics

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150 and POLSC-10
- Transfers to: CSU

An introduction to state and local politics and government with emphasis on California. Students will examine the structure and political processes of state and local governments. Some of the specific topics include the three branches of state government, local governments, current issues in state and local politics, California political history, and the California Constitution.

POLSC20: Comparative Politics/ Government

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150 and POLSC-10
- Transfers to: UC and CSU

A course examining the similarities and differences among political systems. Students will be introduced to diverse theoretical approaches and concepts in Comparative Politics in order to understand the political, economic, and social development of a variety of states.

POLSC30: Campaigns & Elections

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150 and POLSC-10
- Transfers to: CSU

An introduction to the theory and practice of U.S. political campaigns and elections. Students will learn about the purpose, significance, and impact of campaigns and elections through exploring and participating in political campaigns. Emphasis will be placed on electoral structures and institutions; changes

in process and outcomes over time; and the determinants of vote choice.

Psychology [PSYCH]

PSYCH1: General Psychology

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A course focusing on the scientific study of behavior and mental processes. The content of the course focuses on the exploration of major theories and concepts, methods, and research findings in psychology. Topics include biological foundations, perception, learning, cognition, emotion, motivation, development, personality, social psychology, psychological disorders and therapies, and applied psychology. This course is transferable to four-year colleges and is a prerequisite for most upper division psychology courses.

PSYCH2: Research Methods in Psychology

- (3.0 Units / LEC) Grade Only
- Prerequisite: PSYCH-1 and MATH-15
- Recommended Prep: ENGL-1A
- Transfers to: UC and CSU

This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology will be examined through a review of research in a variety of the subdisciplines of psychology.

PSYCH2L: Research Methods in Psychology Lab

- (1.0 Units / LAB) Grade Only
- Prerequisite: PSYCH-1 and (MATH-15 or concurrent enrollment) and (PSYCH-2 or concurrent enrollment)
- Recommended Prep: ENGL-1A
- Transfers to: UC and CSU

A lab course that applies real-life application of various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, statistical analysis, interpretation, and reporting of research data. Actual data collected from research conducted during laboratory sessions will be analyzed with statistical software.

PSYCH3: Psychology of Sexuality

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

A comprehensive study of sexuality with an emphasis on individual differences. Sexuality is examined through a bio-psychosocial perspective. The course includes a study of sexual anatomy, neurobiology of love and sexual response, communication, establishing of relationships, sexual orientations, gender, STI's, sexual dysfunctions as well as maturation and transitions throughout the lifespan. The course is a scientific one and students are encouraged to apply research findings to their own lives.

Note: This course involves explicit discussions of sex and sexuality.

PSYCH11: Life Span Development

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A course in the scientific study of human development across the lifespan. The content takes an integrative approach that includes the biological foundations and major theories: psychodynamic, behavioral, social cognitive, contextual (e.g., sociocultural), and cognitive. Topics include prenatal, infant, child, adolescent, and adult development.

PSYCH20: Biological Psychology

- (3.0 Units / LEC) Grade Only
- Prerequisite: PSYCH-1
- Recommended Prep: ENGL-1A
- Transfers to: UC and CSU

This course introduces the scientific study of the biological bases of behavior and its fundamental role in the neurosciences. Physiological, hormonal, and neurochemical mechanisms, and brain-behavior relationships underlying the psychological phenomena of sensation, perception, regulatory processes, emotion, learning, memory, and psychological disorders will be addressed. The course also notes historical scientific contributions and current research principles for studying brain-behavior relationships and mental processes. Ethical standards for human and animal research are discussed in the context of both invasive and non-invasive experimental research.

PSYCH30: Social Psychology

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: UC and CSU

The scientific study of how thoughts, feelings, and behaviors, are influenced by the actual, imagined, or implied presence of others. Relevant research theory and practical applications will be covered. This course addresses social issues using current events to illustrate social psychological concepts. These issues include social disparities between groups and individuals as these relate to gender, gender identity, sexual orientation, religion, race, age, economic status, family status, and education. The course canvasses how social influences impact internal cognitive events and, thereby, shape behaviors. The course covers the history of the field of social psychology.

PSYCH33: Personal Growth and Adjustment

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

A course focusing on applied psychology. This course surveys psychological theories and empirical research in personal growth, personality development and adjustment. Topics covered include: personality development, self-esteem, stress and coping, health, psychology of love and sex, gender roles, mental health diagnoses, work and group behavior. Students will learn to apply psychological theories and principles to their own lives while examining personal barriers to learning, personal effectiveness and interpersonal relationships.

PSYCH38: Abnormal Psychology

- (3.0 Units / LEC) Grade Only
- Recommended Prep: PSYCH-1 and (ENGL-102 or ENGL-150)
- Transfers to: UC and CSU

A course in the scientific study of abnormal behavior. Various theoretical frameworks to evaluate behavior will be presented including biological, psychological, and sociocultural approaches. An integrative survey of theory and research will be applied to psychological and cognitive disorders, including diagnostic criteria, prevalence, etiology, and treatment.

Reading [READ]

READ10: Book of the Year Discussion Group

- (1.0 Units / LEC) P/NP Option
- Transfers to: CSU

A discussion-driven study and explora-

tion of selected topics related to the current Book of the Year selection. Students will analyze and discuss different aspects of the diverse viewpoints represented and raised by the book.

READ260: Developing Literacy

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit course that develops basic skills in reading and writing for students at all levels.

Recreation Administration [REC]

REC60: Leisure in Society

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

A course in the examination of leisure experiences and their effect on individual and community wellbeing. Focus will be on how the development of historical, philosophical and theoretical concepts in leisure lead to an understanding of the human experience and the recreation and leisure service professions.

REC62: Leisure Programming

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

Course that focuses on theory, content, and design of a leisure program. Course is designed to aid student in gaining the knowledge, skills and strategies necessary to provide quality leisure programs through the design, planning, implementation, and evaluation process.

Restaurant & Hospitality Management [RHM]

RHM1: Introduction to the Hospitality Industry

- (3.0 Units / LEC) Grade Only
- Recommended Prep: CIS-100
- Transfers to: CSU

A course offering an historical perspective of the hospitality industry including industry globalization, technology, and ecotourism/green hospitality. The course covers all lodging and food service areas to provide students with understanding of each department and how it operates. Emphasis is placed on quality customer service and a positive guest experience.

RHM3: Food and Beverage Management

- (3.0 Units / LEC) Grade Only
- Recommended Prep: CIS-100
- Transfers to: CSU

A course exploring the legal aspects of alcoholic beverage service in the hospitality industry. Examines professional beverage service, bar management and responsible beverage product marketing. Production of beer, wine, and spirits is explained. ServSafe Alcohol certificate from National Restaurant Association is awarded upon successful completion of exam.

RHM6: Hospitality & Restaurant Marketing

- (3.0 Units / LEC) Grade Only
- Recommended Prep: CIS-100
- Transfers to: CSU

A course exploring the practical applications of marketing and themes unique to hospitality and tourism. The course provides students with tools they need to successfully execute marketing campaigns for hospitality and restaurant business, including the market environment, customer behavior, marketing plans, product pricing, communications, and advertising and sales programs

RHM8: Controlling Foodservice Costs

- (3.0 Units / LEC) Grade Only
- Recommended Prep: BUS-10 and CIS-100
- Transfers to: CSU

A course providing comprehensive resources and specific tools needed to maintain cost controls in a food and beverage operation. The course provides students with the skills necessary to apply standard cost control procedures in all aspects of operations.

RHM10: Culinary Fundamentals

- (3.0 Units / LEC-LAB) Grade Only
- Prerequisite: RHM-17 and ServSafe Certifiation
- Transfers to: CSU

Introduction to the professional kitchen. The emphasis of the course is on classical cooking techniques and the study of and training on commercial equipment, tools, ingredients, and basic cooking methods of the modern professional kitchen.

Note: Instructional materials fee of $200.00 due at registration. Student also needs to supply own culinary knife set, chef's coat, and non-slip shoes.

RHM14: Restaurant & Hospitality Management

- (3.0 Units / LEC) Grade only
- Recommended Prep: BUS-52 and CIS-100
- Transfers to: CSU

A course examining the dynamics of leadership in the hospitality industry including facilitation in the planning process, effective communications, employee performance, teamwork concepts, scheduling, daily operations, effective meeting management, managing compensation programs, and employee retention and terminations.

RHM17: Sanitation - Serve Safe Certification

- (3.0 Units / LEC) Grade Only
- Recommended Prep: CIS-100
- Transfers to: CSU

A course utilizing the National Restaurant Association ServeSafe program, the industry standard in food-safety training. Course provides up-to-date information for all levels of employees and students on all aspects of handling food, from receiving and storage to preparation and service. Completion of certified exam meets the nation-wide food handler permit requirement.

RHM24: Hospitality Human Resource Management and Supervision

- (3.0 Units / LEC) Grade Only
- Recommended Prep: CIS-100
- Transfers to: CSU

A course detailing the rapid changes in human resource management in the hospitality industry. The course examines employment laws, employee orientation and training, work performance evaluations, compensation/labor issues, workplace safety, and ethical concerns in hospitality employment.

RHM32: Hospitality Business Ownership

- (3.0 Units / LEC) Grade Only
- Recommended Prep: CIS-100
- Transfers to: CSU

A course examining aspects of hospitality small business ownership including forms of ownership, legal operations, business plans, mission and vision statements, finances, market potentials, sales, customer service, and revenue streams. Special emphasis is placed on purchasing, vendor selection, quality

and quantity requirements, and effective ordering procedures.

RHM42: Restaurant & Hospitality Management Cooperative Work Experience Education

- (4.0 Units / LAB) P/NP Only
- Repeatability: Maximum of three enrollments
- Transfers to: CSU

This work experience course of supervised employment is designed to assist students to acquire career awareness, work habits, attitudes and skills related to their Restaurant Hospitality career goals. To participate in this course, student's job placement and course objectives must be related to their career goals and/or college course work. Additionally, students must work 75 paid hours or 60 non-paid hours per unit earned.

Note: During fall and spring, students must be enrolled in at least 7 units (including CWE) to enroll in CWE. If enrolling in the summer, student must have been enrolled in at least 12 units (including CWE) in the previous spring semester. Students must take primary responsibility in finding a work experience opportunity and are strongly advised to find such an opportunity before enrolling in the class. Some employers or programs may require fingerprinting, drug testing, and/or background checks.

Senior [SR]

SR210: Introduction to Drawing for Older Adults

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course designed to introduce older adults to drawing. Students will learn to use materials, work within the principles and elements of art, and complete a project.

SR220: Senior Chorus

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course introducing older adults to a broad spectrum of choral music. Students will learn correct posture, breathing, enunciation and basic musical concepts.

SR222: Music Ensemble for Older Adults

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course in the study and performance skills required for a music ensemble. The focus may be on traditional, contemporary, or jazz literature. Course addresses development of rehearsal techniques, sight-reading, public performance skills, historical background, and improvisation skills.

Note: Students should have mastered the fundamental techniques of their instruments prior to joining the ensemble.

Sign Language [SNLAN]

SNLAN1A: Elementary American Sign Language I

- (4.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A course introducing the basics of American Sign Language (ASL) through exposure to questions, commands, and other simple sentence structures. It is expected that students will develop a rudimentary conversational skill in ASL. Additionally, information about Deaf culture will be introduced.

Note: This course is not appropriate for students who have taken and passed two or more years of American Sign Language within the past three years.

SNLAN1B: Elementary American Sign Language II

- (4.0 Units / LEC) Grade Only
- Prerequisite: SNLAN-1A
- Transfers to: UC and CSU

A course building on skill development begun in Elementary American Sign Language I by refining the use of basic sentence types. Students will learn intermediate ASL skills used in a variety of situations. Deaf cultural themes are examined throughout the course.

Note: This course is not appropriate for students who have taken and passed three or more years of SNLAN within the past three years.

Social Work & Human Services [SWHS]

SWHS1: Introduction to Social Work and Human Services

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

An introductory overview of the field, from social welfare practice to the societal institutions that structure the provision of human services. Covers the history and development of social work, the generalist approach to the field, and the core ideas, values and methods of social work practice. Special attention given to current service delivery systems, their policies and procedures, and the tasks of culturally responsive social workers and human service workers within those settings.

Note: Field trips may be required. The college does not provide transportation.

SWHS2: Field Seminar in Social Work and Human Services

- (3.0 Units / LEC) Grade Only
- Prerequisite: SWHS-1
- Corequisite: SWHS-42
- Transfers to: CSU

A focused exploration of case studies utilizing social work theory, emphasizing the development of social work skills, the principles of agency organization, and the nature of community social need and problems. The course provides the academic element for students simultaneously enrolled in supervised field experience in a community organization, agency, or institutional setting.

SWHS42: Supervised Occupational Work Experience

- (2.0 Units / FEX) P/NP Only
- Prerequisite: SHWS-1
- Corequisite: SHWS-42
- Transfers to: CSU

A supervised work experience at a local community or campus social service agency providing the opportunity for the integration of social work theory, developing hands-on skills, understanding agency organization, and creating a knowledge base regarding community social need and problems.

Note: Field trips are required. The college does not provide transportation. The student, with assistance from the instructor, is responsible for locating and arranging for the contracts with the agency to complete the 120 hours of unpaid or 150 hours of paid internship hours.

Sociology [SOC]

SOC1: Introduction to Sociology

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the discipline of sociology including major theories, concepts and methods. Topics include: Sociological imagination, social structure and interaction, culture, social groups and organizations, and social institutions. Also includes inquiry into social inequalities such as race/class/gender/global stratification.

SOC1H: Introduction to Sociology - Honors

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the discipline of sociology including major theories, concepts and methods. Topics include: Sociological imagination, social structure and interaction, culture, social groups and organizations, and social institutions. Also includes inquiry into social inequalities such as race/class/gender/global stratification. Honors work challenges students to be more analytical and creative through expanded assignments involving more in-depth engagement with, and application of the sociological imagination.

SOC2: Social Problems

- (3.0 Units / LEC) Grade Only
- Transfers to: UC or CSU

Students learn to identify and examine social problems using a sociological perspective. Sociological concepts and theories are used to analyze social problems. Social movements such as global environmental, US civil, womens, LGBTQ and disability rights are explored with consideration of solutions for social change. This course requires critical reading and analysis.

SOC2H: Social Problems - Honors

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

Students learn to identify and examine social problems using a sociological perspective. Sociological concepts and theories are used to analyze social problems. Social movements such as global environmental, US civil, womens, LGBTQ and disability rights are explored with consideration of solutions for social change. For Honor's students, this course includes overview, macro-level intersectional analysis, and review of current social policy or political campaigns related to a social problem of the student's choosing. Honors students will be expected to write longer versions of any assigned papers or projects and to conduct more in-depth research using library and online resources, including professional publications.

Note: This course is for Honors credit and contains additional requirements for academic rigor. Students accepted into CR's Honors program are eligible to take this class.

SOC3: Human Sexuality

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

Introduction to the study of sexuality. Includes topics of media context, anatomy and sexual response systems, communication, gender and sexual identity, sexual orientation and variations, violence, lifespan development, sex work, contraception, and STI's. Social psychological, socio-political, gender variance and sexual diversity are themes emphasized throughout the course. The class framework includes development of personal sexual philosophy.

SOC3H: Human Sexuality - Honors

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

Introduction to the study of sexuality. Includes topics of media context, anatomy and sexual response systems, communication, gender and sexual identity, sexual orientation and variations, violence, lifespan development, sex work, contraception, and STI's. Social psychological, socio-political, gender variance and sexual diversity are themes emphasized throughout the course. The class framework includes development of personal sexual philosophy. Honors students will be expected to manage a heavier reading load, write longer versions of any assigned papers or projects and to conduct more in-depth research using library and online resources, including professional publications.

Note: This course is for Honors credit and contains additional requirements for academic rigor. Students accepted into CR's Honors program are eligible to take this class.

SOC5: Introduction to Race and Ethnic Relations

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introduction to the social construction of race and ethnic relations using an historical-comparative approach in global perspective. Examines the cultural, political, and economic practices and institutions involved in racial formation, racial and ethnic inequalities, and patterns of interaction among ethnic groups in the United States and abroad. This course requires critical reading and analysis.

SOC5H: Introduction to Race and Ethnic Relations - Honors

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introduction to the social construction of race and ethnic relations using an historical-comparative approach in global perspective. Examines the cultural, political, and economic practices and institutions involved in racial formation, racial and ethnic inequalities, and patterns of interaction among ethnic groups in the United States and abroad. For honor's students, this course includes focus on multiple tools used for intersectional analysis, additional history sources and rigorous review of current social policy or political campaigns related to recent or current issues regarding racial inequality. Honors students will be expected to write longer versions of any assigned papers or projects and to conduct more in-depth research using library and online resources, including professional publications.

Note: This course is for Honors credit and contains additional requirements for academic rigor. Students accepted into CR's Honors program are eligible to take this class.

SOC9: Introduction to Women's Studies

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

Introduction to concepts and analytical tools used within a feminist framework to study intersections of social oppressions such as class, race and ethnicity, sexuality, age, dis/ability, and gender. Course focuses on the central roles played by socialization, social institutions, resistance

movements, sociopolitical practices, and cultural representations of gender. This course requires critical reading and analysis.

SOC9H: Introduction to Womens Studies - Honors

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

Introduction to concepts and analytical tools used within a feminist framework to study intersections of social oppressions such as class, race and ethnicity, sexuality, age, dis/ability, and gender. Course focuses on the central roles played by socialization, social institutions, resistance movements, sociopolitical practices, and cultural representations of gender. For Honors students, this course includes focus on multiple tools used for intersectional analysis, additional history sources and rigorous review of current social policy or political campaigns related to gender equality in the US. Honors students will be expected to write longer versions of any assigned papers or projects and to conduct more in-depth research using library and online resources, including professional publications.

Note: This course is for Honors credit and contains additional requirements for academic rigor. Students accepted into CR's Honors program are eligible to take this class.

SOC10: Sociology of Family and Intimate Relationships

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

An introduction to the sociology of families and intimate relationships, primarily through an examination of changing family forms and household structures in the United States and abroad. The course examines historical, cross-cultural, and socioeconomic variation in families and intimate relationships. Students will learn to use a comparative perspective in the assessment of the relationship between social policy and family resilience.

SOC10H: Sociology of Family and Intimate Relationships - Honors

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An introduction to the sociology of families and intimate relationships, primarily through an examination of changing family forms and household structures in the United States and abroad. The course examines historical, cross-cultural, and socioeconomic variation in families and intimate relationships. Students will learn to use a comparative perspective in the assessment of the relationship between social policy and family resilience. Honors work challenges students to be more analytical and creative through expanded assignments involving more in-depth engagement with, and application of the sociological imagination.

SOC13: Environment, Culture, Society

- (3.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-150
- Transfers to: UC and CSU

A comprehensive introduction to the critical and scientific study of societies in their environments. This course covers the basics of a comparative approach to the social mediation of sustainability, including the construction, analysis, and decision making involved in applying sociological knowledge to environmental issues. Topics include the study of institutions, development, labor, technology, population, governance, culture, conflict, inequalities, and social change.

SOC33: Death and Dying: Transition and Growth

- (3.0 Units / LEC) Grade Only
- Transfers to: CSU

A cultural, psychosocial, medical, and spiritual examination of the process of dying. Sociological Imagination is used with a multicultural approach in focusing on death, dying and bereavement in US society. Topics include euthanasia, suicide, the stages of dying, children and death, and the funeral industry. This course requires critical reading and analysis.

SOC33H: Death and Dying: Transition and Growth - Honors

- (3.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A cultural, psychosocial, medical, and spiritual examination of the process of dying. Sociological Imagination is used with a multicultural approach in focusing on death, dying and bereavement in US society. Topics include euthanasia, suicide, the stages of dying, children and death, and the funeral industry.

Note: This course is for Honors credit and contains additional requirements for academic rigor. Students accepted into CR's Honors program are eligible to take this class.

Spanish [SPAN]

SPAN1A: Elementary Spanish I

- (4.0 Units / LEC) Grade Only
- Transfers to: UC and CSU

A beginning course that presents the fundamentals of Spanish and provides the tools for students to acquire elementary linguistic proficiency. The course emphasizes the communicative use of all language skills: listening, speaking, reading, and writing. Special emphasis is placed on providing insights into the cultural diversity of the Spanish-speaking world.

SPAN1B: Elementary Spanish II

- (4.0 Units / LEC) Grade Only
- Prerequisite: SPAN-1A
- Transfers to: UC and CSU

A continuation of Spanish 1A, this course presents the fundamentals of Spanish and provides the tools for students to improve linguistic proficiency. The course emphasizes the communicative use of all four language skills: listening, speaking, reading, and writing. Special emphasis is placed on providing insights into the cultural diversity of the Spanish-speaking world.

Note: This course is not appropriate for students who have taken and passed three or more years of Spanish within the past three years.

SPAN2A: Intermediate Spanish I

- (4.0 Units / LEC) Grade only
- Prerequisite: SPAN-1B
- Transfers to: UC and CSU

An intermediate interactive course that emphasizes real and meaningful communication to develop and refine students' speaking, listening, reading and writing Spanish language skills. It provides the tools for students to acquire intermediate linguistic proficiency. Special focus is placed on cultural awareness and appreciation of the diversity of the Spanish-speaking world.

SPAN2B: Intermediate Spanish II

- (4.0 Units / LEC) Grade Only
- Prerequisite: SPAN-2A
- Transfers to: UC and CSU

A continuation of Intermediate Spanish 2A, this course emphasizes real and meaningful communication to develop and refine students' speaking, listening, reading and writing Spanish language skills. It provides the tools for students to acquire mid to high intermediate linguistic proficiency. Special focus is placed on cultural awareness and appreciation of the diversity of the Spanish-speaking world.

SPAN9: Latin American Cinema

- (1.0 Units / LEC) PNP Option
- Transfers to: UC and CSU

An introduction to the culture and social issues of Latin America through its films. The course will also further the student's insight into everyday language usage as it relates to Latin American identities, mores, and customs.

Vocational Training [VOC]

VOC230: Starting a Home-based Business

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit course providing instruction in the basics of how to set up and run a successful home-based business. Students will sharpen entrepreneurial skills and learn how to make the most out of self-employment opportunities. Topics include legal structure, permits, start-up costs, financing options, tax planning, sound book-keeping practices, marketing strategies and creating an online presence.

VOC251: Keep Track of Finances in Excel

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course introducing students to the basics of Excel in order to track income and expenses. Students learn how to design and create clear and easily navigable spreadsheets. Topics include creating simple formulas, using tables, and sorting and filtering data. The focus is on harnessing the abilities of Excel to increase productivity and maximize savings for those who are self-employed or on fixed or limited incomes.

Welding Technology [WT]

WT40: Independent Study in Welding Technology

- (0.5 - 2.0 Units / IND) Grade Only
- Transfers to: CSU

Individual research and special projects in Welding Technology. Specific projects will be determined upon consultation with instructor.

Note: Students taking an independent study course must have an approved contract on file.

WT53: Basic Gas and Arc Welding

- (2.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

An introduction to basic oxyacetylene (OAW) and electric arc welding (SMAW) theory, equipment, and processes. Students will produce and analyze welds and cuts to accepted industry standards. No prior experience in welding is needed. Includes coordinated lab experience.

Note: Students provide their own required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses required by second class meeting.

WT54: General Gas, Braze (emphasis) Welding, and Soldering

- (2.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

An introduction to and practice in oxyacetylene (OAW), braze welding (OABW), soldering (AAW), and repair welding theory, equipment, and processes. Students will produce, analyze and test welds to accepted industry standards. No prior experience in welding is needed. Includes coordinated lab experience.

Note: Students provide their own required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses required by second class meeting.

WT56: Intermediate Arc and Gas Welding Lab

- (1.0 Units / LAB) Grade Only
- Prerequisite: Completion or concurrent enrollment in one of the following courses: WT-53, WT-54, WT-60, WT-61, WT-63 or WT-64.
- Transfers to: CSU

An intermediate skill level lab in oxyacetylene welding (OAW), cutting (OAC), and shielded metal arc welding (SMAW). Students will produce, analyze, and test flat and out of position welds on mild steel.

Note: Students must provide required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses needed first class meeting.

WT60 Welding Gas and Arc (emphasis E6013), and Gas Cutting

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course in oxy-acetylene welding (OAW) and cutting (OAC), and stick welding (SMAW). Students will produce and analyze welds and cuts on mild steel. Coordinated lab experience is included, and no prior experience in welding is needed.

Note: Students provide their own required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses required by second class meeting.

WT61: Welding and Gouging, Gas and Arc (emphasis E7018, Braze)

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course in oxy-acetylene welding (OAW, OABW), cutting (OAC), arc welding (SMAW) and gouging (CAC). Students will produce and analyze welds and cuts on mild steel. Coordinated lab experience is included, and no prior experience in welding is needed.

Note: Students provide their own required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses required by second class meeting.

WT63: Weld inspection, testing, resistance, and pattern cutting

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course in repair and qualification procedures, inspection, testing, layout, pattern cutting, and resistance welding. Students will produce and analyze welds (emphasis E7018) and cuts on mild, low alloy, and sheet steel to accepted industry standards. Coordinated lab experience is included, and no prior experience in welding is needed.

Note: Students provide their own required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses required

by second class meeting.

WT64: Welding (emphasis cored wire), Surfacing, Lancing, Alloy and Automated Cutting

- (4.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

A course in hard surfacing, FCAW, automated torch and plasma cutting, oxygen lance piercing. Students will produce and analyze welds and cuts on mild and alloy steels. Coordinated lab experience is included, and no prior experience in welding is needed.

Note: Students provide their own required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses required by second class meeting.

WT67: Special Welding Laboratory (emphasis AWS certification)

- (2.0 Units / LAB) Grade Only
- Prerequisite: Completion or concurrent enrollment in one of the following courses: WT-53, WT-54, WT-60, WT-61, WT-63 or WT-64.
- Transfers to: CSU

A lab only course prepares students to take the American Welding Society (AWS) welder certification exam. Students will produce, analyze and test welds to accepted industry standards.

Note: Students must provide required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses needed first class meeting.

WT80: Welding Fabrication

- (2.0 Units / LEC-LAB) Grade Only
- Transfers to: CSU

An introductory level practice of welding fabrication and weld print reading. The student will learn how steel is made, processed, formed, typed, gauged. The student will also learn how to choose structural shapes and weld with appropriate techniques to industry standards. Includes coordinated lab experience.

Note: Students provide their own required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses required by second class meeting.

WT90: Gas Metal Arc and Gas Tungsten Arc Welding

- (2.0 Units / LEC-LAB) Grade Only
- Prerequisite: WT-53, WT-54 or WT-60
- Transfers to: CSU

A course in metal inert-active gas (MIG-MAG), tungsten inert gas (TIG) welding, and plasma cutting (PAC) theory, equipment, and processes. Students produce, analyze, test welds and cut both ferrous and nonferrous materials such as mild steel, aluminum and stainless steel. Includes coordinated lab experience.

Note: Students provide their own required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses required by second class meeting.

WT91: Gas Metal Arc and Gas Tungsten Arc Welding Lab

- (1.0 Units / LAB) Grade Only
- Prerequisite: WT-90 or concurrent enrollment
- Transfers to: CSU

A lab only course in gas metal arc (GMAW) and gas tungsten arc (GTAW) welding, and plasma arc cutting (PAC) providing students more time to develop skills.

Note: Students provide their own required safety gear and equipment (list of requirements given first class meeting). OSHA approved safety glasses required by second class meeting.

Work Skills [WORK]

WORK201: Work Readiness Skills for the 21st Century

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course in developing 21st-century career readiness skills. The focus is on career preparation and improving workplace skills such as effective communication and teamwork. Topics include writing resumes and cover letters, and the essentials for preparing for job interviews. Instruction is individualized according to student need.

WORK220: Excellent Customer Service

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course on the key skills and attitudes required for effectively delivering internal and external customer service in the workplace. Students will study how to understand and exceed customer expectations, how to better communicate with customers, and how to deal with unrealistic customer expectations.

WORK221: Stress Management

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A study of the key elements of stress management. Topics will include the recognition of stress, causes of stress, and the benefits of stress management. Various stress management techniques will be covered.

WORK222: Communication in the Workplace

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A study of the key elements of communication within business organizations. Topics will include verbal and nonverbal communication, listening skills and specific workplace communication skills, including telephone and e-mail communication.

WORK223: Happiness and Success at Work

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A study of personal attitude and its effects in the workplace and at home. Students will explore how attitudes are communicated and how to turn negative thinking into positive thinking. This course enhances cooperation, loyalty, and productivity so that students can become happy and successful in their lives and careers.

WORK224: Conflict Management

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

An introduction to conflict management in the workplace, including strategies for dealing with difficult people and interpersonal discord. Students will learn to differentiate between healthy and unhealthy ways of addressing conflict. Students will be introduced to various conflict handling modes. Students will explore the role of anger in conflicts and how it can be effectively managed.

WORK225: Decision Making and Problem Solving

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

An introduction to decision-making and problem-solving techniques in the

workplace. Specific strategies for making decisions and solving problems will be presented, as well as the use of creativity in identifying solutions.

WORK226: Handling Organizational Change

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

Provides an overview of the effect change has on an organization and the individuals in it. Topics will include understanding organizational change, stages of change, and how to manage organizational change.

WORK227: Team Building

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

An introduction to workplace teamwork and team building strategies. Students will learn to recognize various personalities and how their strengths and weaknesses impact a team. Guided classroom activities will build skills in effective team management.

WORK228: Ethics and Values

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

An introduction to the importance of professional values and ethics in the workplace. Emphasis will be placed on how values influence actions, evaluating one's ethical behavior, and behaving ethically in the workplace.

WORK229: Time Management

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

An introduction to time management principles and specific tools that assist in making maximum use of time. Emphasis will be placed on prioritizing, identifying time wasters, and goal setting.

WORK230: Anger Management for the Workplace

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course in anger and the various forms of aggression in the work environment. This course addresses the differing types and definitions of forms of anger and how these are manifested in the workplace. Topics include looking at causes of anger and ways to deal with anger. Students will also explore methods for controlling and preventing workplace anger and violence.

WORK250: Custodian Training

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course covering the major aspects of custodial and janitorial work. Course includes general cleaning techniques, cleaning equipment use and maintenance, cleaning chemicals, window care, maintaining hard floors, carpet and upholstery care, chemical hazards, Cal OSHA regulations, and handling of infectious waste as they apply to the janitorial industry.

WORK252: Custodian: Basic Maintenance

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course in preventative maintenance and simple repair for residential and light commercial buildings. Topics include repairing flooring, painting, heating and cooling, roofing, plumbing, electrical, framing, installation, drywall, concrete, safety, tools, etc., as they apply to custodial maintenance and repair duties.

WORK271: Cash Handling

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course providing training in accurate and efficient cash handling at work. Students will learn about the main responsibilities of an employee who is required to handle cash or other transactions. Topics include reconciling cash receipts, theft prevention, and what to do when you are over or short at the end of the shift.

WORK274: Hotel Front Desk Clerk

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A course providing training in exemplary customer service as a hotel front desk clerk. Students will learn about the operations of the front desk and how to offer a quality guest experience from registration to check-out. Topics include processing guest arrivals and departures, handling guest complaints, and dealing with safety and security issues at the hotel.

WORK280: Working with Seniors

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit course providing instruction in the knowledge, skills, and appropriate standards of conduct required for working with seniors. This is vocational training for anyone who works on a regular basis with older adults including service providers, business owners, or community members. Topics include the social and physical changes that accompany aging, the use of common assistive devices, and common myths related to aging.

WORK282: Communicating in American Sign Language

- (0.0 Units / LAB) P/NP Only
- Repeatability: Unlimited

A noncredit course for educators, service providers and community members who need to communicate with deaf, hard of hearing, or nonverbal people on a regular basis. Students will be introduced to the basics of American Sign Language (ASL) and the signs most commonly used in daily life. Topics include vocabulary related to everyday life situations, simple questions, and key cultural differences and expectations when communicating with people who are deaf or nonverbal. The emphasis is on functional language and communication skills.

Yurok [YUR]

YUR1A: Elementary Yurok I

- (4.0 Units / LEC) Grade Only
- Recommended Prep: ENGL-102 or ENGL-150
- Transfers to: UC and CSU

An interactive, beginning course that builds vocabulary and presents the fundamentals of Yurok conversation. Yurok I provides the tools for students to acquire basic linguistic proficiency that aligns with the Novice Yurok speaking competency level in accordance with the ACTFL performance descriptors. The course teaches interpersonal, communicative use of all language skills, but places a particular emphasis on listening and speaking.

Note: This course is not appropriate for students who have taken and passed three or more years of Yurok within the past three years.

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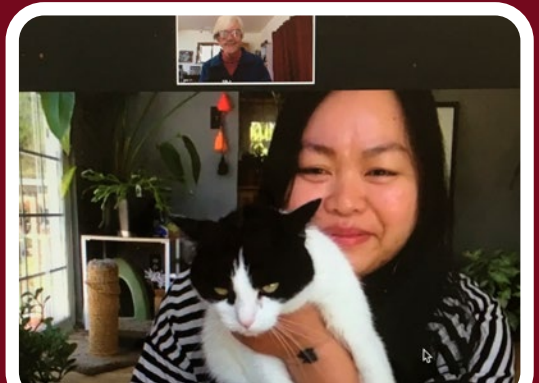

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