

Announcement of Courses

Course Descriptions and Numbering

All courses are listed alphabetically.

Not all courses listed in this catalog may be offered during the academic year.

Unit of credit or semester unit is a measure of time and study devoted to a course.

Hours for courses are listed as hours that the student will spend in class per week for the semester. Total hours spent in a class are listed for courses that are less than a semester in length. These hours may be lecture, laboratory, discussion, field study, studio, activity, or clinical.

Course Grading

The following course grading is found in the course description following the title of the course:

LG: Letter grade only

P/NP: Pass/No Pass grade only

LG-P/NP: Letter grade or Pass/No Pass grade

NC: Non-Credit

Course Repetition

A student may repeat a course only under the following conditions:

1. the student's prior evaluative grade in the course is a "D", "F", or "NP"; or the student withdrew from the course and received a "W"; or
2. the College Catalog and Schedule of Classes designate the course as a repeatable course and the number of times it may be repeated; or
3. the student receives prior written permission from the Academic Council when the student can demonstrate that the course must be repeated in order to make progress toward employment, graduation, certification, or transfer, and a significant length of time (at least three years) has elapsed since the completion of the course.

Course Numbers

The college has adopted the following numbering system effective Fall 2005:

1-99 BS/BA Level and Associate Degree

Courses numbered 1 through 99 are baccalaureate level courses, carrying lower division baccalaureate level credit at four-year colleges and universities. Not all courses numbered 1-99 are transferable to UC. Check the MPC Catalog description for transferability. "Baccalaureate applicable" courses in the 1 through 99 series meet the following criteria:

1. The course is parallel to one offered at a California State University or University of California campus and/or has been accepted as satisfying a general education requirement as indicated by the approved CSU-GE List (California State University General Education List) or the IGETC (Intersegmental General Education Transfer Curriculum).
2. The course has procedural rigor to meet the critical thinking and/or computational levels required for baccalaureate level courses.

Courses in this series are also associate degree applicable.

100-299 Associate Degree Only

Courses numbered 100 through 299 are associate degree level courses. They are generally, but not exclusively, career technical in nature. Courses numbered 100-199 may transfer at the discretion of the receiving institution.

If a student takes both ENGL 111 and 112, only one of the courses may be applied toward the associate degree.

300-399 Credit, Non-Degree Applicable

Courses numbered 300 through 399 are intended as developmental courses in reading, writing, mathematics, English as a Second Language, and study and learning skills. They may not be used to fulfill any degree requirements.

400-499 Non-credit

Courses numbered 400 through 499 are courses for which no credit is awarded.

SUPPLEMENTAL CATALOG

FALL 2010

(This supplemental catalog reflects new courses and course revisions adopted since the 2010-2011 catalog was published.)

AUTOMOTIVE TECHNOLOGY

AUTO 100 INTRODUCTION TO AUTOMOTIVE TECHNOLOGY

4 units • LG-P/NP • Three hours lecture; three hours lab

This course provides an introduction to the automotive technology program and profession. A survey course, it covers the basic operation and maintenance of the modern automobile. Students get laboratory experience performing service and minor repairs.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

General Ed. Credit: MPC, Area E2

AUTO 103 ENGINE PERFORMANCE

6 units • LG-P/NP • Four and one-half hours lecture; four and one-half hours lab

This course is a study of the engine sub-systems responsible for good engine performance, reduced emissions, and fuel economy. Systems to be covered include ignition, fuel, emission, and computer controls. The course serves as initial preparation for ASE Engine Performance (A-8) Certification.

Prerequisites or Corequisites: AUTO 100; AUTO 101; AUTO 102

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

AUTO 115 HYBRIDS AND ALTERNATIVE POWERTRAINS

4 units • LG-P/NP • Three hours lecture; three hours lab

This course offers an exploration of alternatives to gasoline internal combustion engines. The main focus is hybrid vehicles. Topics include alternative fuels for internal combustion engines, theory of operation of electric and hybrid vehicles, maintenance, use of hybrid-unique test equipment and procedures, and diagnosis and repair.

Advisories: AUTO 107; AUTO 110

AUTO 116 BAR 2009 SMOG CHECK UPDATE

.5 units • P/NP • Total hours: Nine hours lecture; nine hours lab

The Bureau of Automotive Repair's (BAR) update course is designed to update technicians on new technology and procedures that affect the Smog Check Program. This class is a requirement for applicants seeking an initial license and those renewing their license. Topics include advanced diagnostics relative to emissions failures, internet resources, and Smog Check program updates. This course satisfies BAR's Smog Check Technician update training requirement for 2009.

Advisories: AUTO 110; AUTO 170

BIOLOGY

BIOL 36 PLANTS AND CIVILIZATION

3 units • LG-P/NP • Three hours lecture

This course deals with human/plant interactions, from the Stone Age to the present. Subjects covered include basic botany (plant anatomy, physiology, and ecology) and human uses of plants for textiles, fiber, food, spices, resins, oils, medicines, paper, building materials, art, and horticulture.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

Credit transferable: CSU, UC

General Ed. Credit: CSU, Area B2; IGETC, Area 5B

BUSINESS

BUSI 36 INTRODUCTION TO INTERNATIONAL MARKETING

3 units • LG-P/NP • Three hours by arrangement

This course explores the concepts and principles of international marketing including market entry strategies, foreign market analysis, culture and marketing, product design, pricing, distribution, promotion, and sales. Offered online.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

Credit transferable: CSU

BUSINESS SKILLS CENTER

BUSC 119C INTRODUCTION TO SPREADSHEETS: MICROSOFT EXCEL III

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

Continuing course using electronic spreadsheet functions of Microsoft Excel on IBM-compatible computer. Emphasis is placed on advanced program features. May be taken four times based on a new version of software.

Advisories: BUSC 119B or intermediate spreadsheet skills; eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 120 PRESENTATION MANAGEMENT WITH MICROSOFT POWERPOINT

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

Students are provided hands-on training in presentation management software using a Microsoft Windows-based software package. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 121 ACCESSING BUSINESS INFORMATION VIA THE WORLD WIDE WEB

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

Students are provided self-paced training using Internet search techniques to access and interpret business information. A variety of information categories are presented and analyzed. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 122 MICROSOFT WINDOWS

.5 unit • LG-P/NP • Total hours: Twenty-five and one-half hours lab

Students are introduced to the use of Microsoft Windows. Self-paced exercises are used to teach basic Windows skills, including how to manage accounts, files and folders. The course gives the students a good foundation in computer basics for academic, employment, and home use. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 123 BUSINESS DESKTOP PUBLISHING

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

Focus is placed on development of proficiency in creating, keying, and formatting text and images using desktop publishing software, with access to graphics libraries, scanners, and a digital camera. May be taken four times based on a new version of software.

Advisories: BUSC 109 or 110A; and BUSC 122

BUSC 124 QUICKEN

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

This course provides introductory hands-on training using a financial software program that will enable students to learn how to organize their finances quickly. Emphasis is placed on personal financial skills and small business financial skills. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 125 QUICKBOOKS

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

Students are provided introductory hands-on training in QuickBooks in a simulated office. QuickBooks is an accounting software program that is used to organize and manage the finances of a small business. The emphasis is on small business financial skills such as invoicing, payroll, inventory, payment processing, and creating reports, graphs, lists and forms. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 130 MICROSOFT OUTLOOK

.5 unit • LG-P/NP • Total hours: Twenty-five and one-half hours lab

This projects-oriented approach teaches essential office skills using Microsoft Outlook. The self-paced course of instruction covers projects and exercises of the MS Outlook application for using e-mail, managing appointments, tasks, and contacts, and previewing the day. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 131A IMAGE PROCESSING FOR BUSINESS: ADOBE PHOTOSHOP

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

Students are provided hands-on training in graphic design and photo imaging using the commercial program Adobe Photoshop. Sample artwork and business projects are presented as exercises in self-paced environments. Visual assignments introduce digital artwork, photo editing, special effects and Web elements. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 131B IMAGE PROCESSING FOR BUSINESS: ADOBE PHOTOSHOP ELEMENTS

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

Students are provided hands-on training in graphic design and photo imaging using the commercial program Adobe Photoshop Elements. Sample artwork and business projects are presented as exercises in a self-paced lab. Visual assignments introduce digital artwork, photo editing, special effects and Web elements. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 131C IMAGE PROCESSING FOR BUSINESS: MICROSOFT DIGITAL IMAGE SUITE

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

Students are provided hands-on training in graphic design and photo imaging using the commercial program Microsoft Digital Image Suite. Sample artwork and business projects are presented as exercises in a self-paced lab. Visual assignments introduce digital artwork, photo editing, special effects and Web elements. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 131D IMAGE PROCESSING FOR BUSINESS: ULEAD PHOTOIMPACT

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

Students are provided hands-on training in graphic design and photo imaging using the commercial program Ulead PhotoImpact. Sample artwork and business projects are presented as exercises in a self-paced lab. Visual assignments introduce digital artwork, photo editing, special effects and Web elements. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 132 WEB PUBLISHING USING MS FRONTPAGE

2 units • LG-P/NP • Total hours: One hundred and two hours lab

This course provides students a hands-on introduction to basic aspects of World Wide Web publishing using Microsoft FrontPage. With a self-paced syllabus, material is presented in a visual format to describe essential skills to plan, create, modify and structure Web pages and sites. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 133 INTRODUCTION TO MICROSOFT ACCESS

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

Students are provided hands-on training in Microsoft Access relational database management system in a simulated office environment using PCs. Students use self-paced business exercises to create, organize and analyze database tables, and to produce forms, queries and reports. May be taken four times based on a new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 135 E-COMMERCE USING ONLINE AUCTIONS

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

This is a self-paced simulation course describing conduct and operation of online auctions. Lesson objectives challenge the student to simulate or optionally participate in eBay auctions as a buyer and seller. Exercises demonstrate the mechanics of setting up accounts, communicating and using software tools, and strategies of E-commerce. May be taken four times based on new version of software.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

BUSC 136 ESSENTIAL COMPUTER SKILLS

1 unit • LG-P/NP • Total hours: Fifty-one hours lab

In this survey computer course, students learn basic computer skills to prepare for college and employment. Self-paced instruction focuses on the need of the individual to be prepared for automated business skills including hardware introduction, Microsoft Windows, applications software, Internet access, sharing files on a network, understanding different storage media, and basic operations of image scanning.

COMPUTER SCIENCE AND INFORMATION SYSTEMS

CSIS 10B COMPUTER SCIENCE: ADVANCED PROGRAMMING

4 units • LG-P/NP • Four hours lecture; one hour lab

Students gain further experience in software design by developing and using common data structures in Java. Coverage includes arrays, strings, linked lists, stacks, queues, trees, sorting, searching and hashing, and a significant project.

Prerequisites: CSIS 10A

Advisories: MATH 40; eligibility for ENGL 111 and 112 or ENSL 110 and 155

Credit transferable: CSU, UC

CSIS 177 ROUTER CONCEPTS

4 units • LG • Four hours lecture; one hour lab

This course introduces the student to the router's architecture, basic routing principles and protocols, operation and configuration. It covers RIP, EIGRP and OSPF dynamic protocols. This Cisco Academy course is the second of a four-part sequence to prepare for CCNA certification. Portions of instruction may be offered online. May be taken four times based on a new version of software.

Prerequisites or Corequisites: CSIS 76

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

ENGLISH

ENGL 11 LITERATURE BY AND ABOUT WOMEN

3 units • LG-P/NP • Three hours lecture

This course covers American, British and international literary works by and about women, including poetry, fiction, autobiography, drama and non-fiction prose. It will introduce students to literary analysis, interpretation and understanding. The course focuses on literary trends, style, and issues of race, class, ethnicity, and cultural identity and provides students with opportunities to explore individual writers in depth. Also offered as Women's Studies 11; credit may be earned only once. Also offered online.

Prerequisites: Eligibility for ENGL 1A

Credit transferable: CSU, UC

General Ed. Credit: CSU, Area C2; IGETC, Area 3B; MPC, Area c

ENGL 51 FICTION WRITING

3 units • LG-P/NP • Three hours lecture

This course covers the study and practice of fiction writing. It includes the reading and discussion of works by established authors, lectures, and sharing of original student work in a writing workshop environment. Not a substitute for the English composition requirement for a bachelor's degree.

Prerequisites: ENGL 1A

Advisories: ENGL 31 and/or ENGL 32

Credit transferable: CSU

LAW ENFORCEMENT TRAINING PROGRAM

LETP 222 CHILD VICTIMS INTERVIEWING

.5 unit • P/NP • Total hours: Eight hours lecture; eight hours lab

This course is designed to provide techniques for interviewing child victims of sexual abuse. It focuses on the techniques of decreasing suggestibility and increasing narrative detail from the victim. Students participate in role play and exercises using actual case samples from child victim interviews and case examples from trials.

LEARNING SKILLS

LNSK 306 STRATEGIES FOR ATTENTION DEFICIT DISORDER

2 units • P/NP • Two hours lecture

This course provides instruction in developing and applying compensatory strategies for attention/concentration and organizational problems for students with attention deficits and/or learning disabilities. The class assists students in developing skills necessary to succeed in classes and/or employment. May be taken two times for credit. After that, may be repeated based on provisions of Title 5, Section 56029.

LNSK 320 INTRODUCTORY COMPUTER SKILLS LAB

1 unit • P/NP • Three hours lab

This course is an introductory computer skills lab providing instruction for students with disabilities to develop basic computer competency and word processing skills, e-mail usage, and Internet skills. May be taken four times for credit. After that, may be repeated based on provisions in Title 5, Section 56029.

LNSK 325 ASSISTIVE TECHNOLOGY APPLICATIONS

1 unit • P/NP • Three hours lab

This course is an introduction to assistive technology applications for students with disabilities and includes instruction in voice recognition, screen reading, screen magnification, text-to-speech software, and ergonomic applications. Emphasis in the class is on using assistive technology to complete college coursework, prepare for employment, and/or promote Independence. May be taken three times for credit. After that, may be repeated based on provisions of Title 5, Section 56029.

LNSK 329 ASSISTIVE TECHNOLOGY PROJECTS

1-3 units • P/NP • Three hours lab per week for each unit of credit

Students work on Individualized projects with appropriate assistive technology under the supervision of an instructor. The emphasis is on the technology skills and applications necessary to complete college coursework, prepare for employment, complete employment-related projects, and/or promote independence. May be taken six times for credit. After that, may be repeated based on provisions of Title 5, Section 56029.

LNSK 331B READING STRATEGIES LAB

1 unit • P/NP • Three hours lab

This lab provides prescriptive reading instruction and strategies for students with disabilities. The focus is on the development of a process-based approach to reading with a computer emphasis. The course is designed for students enrolled in LNSK 332 and to support students in application of critical reading strategies in college courses. May be taken six times for credit. After that, may be repeated based on provisions of Title 5, Section 56029.

LNSK 331C WRITING STRATEGIES LAB

1 unit • P/NP • Three hours lab

This lab provides prescriptive writing instruction and strategies for students with disabilities. Emphasis is on development of a process-based writing approach and use of technology tools to facilitate writing. This course is designed for students enrolled in LNSK 333 and to support students with application of strategies and tools in college courses. May be taken six times for credit. After that, may be repeated based on provisions of Title 5, Section 56029.

LNSK 331D MATH STRATEGIES LAB

1 unit • P/NP • Three hours lab

This course offers prescriptive mathematics instruction for students with disabilities requiring specialized assistance in order to pursue regular courses. It is designed for students who wish to build basic math skills and/or for students concurrently enrolled in a mathematics course, or any course that requires mathematics skills to complete the coursework. May be taken six times for credit. After that, may be repeated based on provisions of Title 5, Section 56029.

LNSK 334 MATHEMATICS SKILLS DEVELOPMENT

2 units • P/NP • Two hours lecture

This basic math skills course provides specialized instruction for students with disabilities to develop efficiency in basic arithmetic operations and essential skills to promote success in further study in mathematics courses. May be taken three times for credit. After that, may be repeated based on provisions of Title 5, Section 56029.

LINGUISTICS

LING 25 INTRODUCTION TO LANGUAGE AND GENDER

3 units • LG-P/NP • Three hours lecture

This course examines the linguistic differences associated with gender and how these differences affect the speaker's identity and cultural roles. Opportunities for analyzing and discussing language in terms of gender are provided. Also offered as Women's Studies 25; credit may be earned only once. Also offered online.

Advisories: Eligibility for ENGL 1A

Credit transferable: CSU, UC

General Ed. Credit: MPC, Area C, D, EI

LING 30 INTRODUCTION TO THE HISTORY OF THE ENGLISH LANGUAGE

3 units • LG-P/NP • Three hours lecture

This course traces the linguistic history of English from its Indo-European roots to its current status as a global language. Students are introduced to the historical events, the languages, and the structural changes that have shaped English into its present form. Also offered online.

Advisories: Eligibility for ENGL 1A

Credit transferable: CSU, UC

General Ed. Credit: CSU, Area C2, D1; MPC, Area C

MUSIC

MUSI 3 INTRODUCTION TO JAZZ AND POP

3 units • LG-P/NP • Three hours by arrangement

This course covers the development of American jazz, with emphasis on musical elements, major innovators, stylistic changes, and the criteria to rate a good performance. Offered online.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

Credit transferable: CSU, UC

General Ed. Credit: CSU, Area C1; IGETC, Area 3A; MPC, Area C

PARKS AND RECREATION

PARK 164 CULTURAL RESOURCE MANAGEMENT: ADVANCED

1 unit • LG-P/NP • Total hours: Sixteen hours lecture; sixteen hours lab

This course provides ongoing training for archaeologists and historians in damage assessment throughout the Parks and Recreation Department. This training improves the effectiveness, consistency, and quality of the management of cultural resources throughout the California State Parks System. The course also provides a forum for collaboration, networking, inspiration, and planning. May be taken four times for credit with different topics.

Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155

PHYSICAL EDUCATION

PHED 6 SOCCER

.5 unit • LG-P/NP • One and one-half hours activity

Students are led to develop skills in the various offensive and defensive techniques of soccer. Included in this course are rules, team strategy and team play. May be taken four times for credit.

Credit transferable: CSU, UC

General Ed. Credit: MPC, Area EI

PHED 12B COMPETITIVE SWIMMING I

1 unit • LG-P/NP • Four hours activity

Students learn physical conditioning, skill development and knowledge of racing and training strategies of competitive swimming. Combinations of PHED 12A, 12B, and 12C may be taken four times for credit.

Credit transferable: CSU, UC

General Ed. Credit: MPC, Area E1

PHED 14 ULTIMATE FRISBEE

1 unit • LG-P/NP • Three hours activity

This course provides an introduction to basic throwing, catching and passing skills of ultimate frisbee. The course includes rules, team strategies and team play. May be taken four times for credit.

Credit transferable: CSU, UC

General Ed. Credit: MPC, Area E1

PHYSICAL FITNESS

PFIT 9 PERSONAL FITNESS

1 unit • LG-P/NP • Three hours activity

This course provides activities and information designed to increase individual fitness level of students. It includes running, resistance and flexibility exercises, weight training, nutrition, and individualized fitness programs. Combinations of PFIT 9 and 14 may be taken four times for credit.

Credit transferable: CSU, UC

General Ed. Credit: MPC, Area E1

SOCIOLOGY

SOCI 1 HUMANITY AND SOCIETY

3 units • LG-P/NP • Three hours lecture

This course provides an orientation to the nature and scope of sociology: basic concepts, theoretical orientations, and the basic fields of sociology. Also offered online.

Advisories: Eligibility for ENGL 1A

Credit transferable: CSU, UC

General Ed. Credit: CSU, Area D0, E; IGETC, Area 4J; MPC, Area D

SOCI 2 CONTEMPORARY SOCIAL PROBLEMS

3 units • LG-P/NP • Three hours lecture

This course covers application of sociological principles to identification and analysis of selected social problems in contemporary American society. Also offered online.

Advisories: Eligibility for ENGL 1A

Credit transferable: CSU, UC

General Ed. Credit: CSU, Area D0, E; IGETC, Area 4J; MPC, Area D

WOMEN'S STUDIES

WOMN 11 LITERATURE BY AND ABOUT WOMEN

3 units • LG-P/NP • Three hours lecture

This course covers American, British and international literary works by and about women, including poetry, fiction, autobiography, drama and non-fiction prose, introducing students to literary analysis, interpretation and understanding. The course focuses on literary trends, style, and issues of race, class, ethnicity, and cultural identity and provides students with opportunities to explore individual writers in depth. Also offered as English 11; credit may be earned only once. Also offered online.

Prerequisites: Eligibility for ENGL 1A

Credit transferable: CSU, UC

General Ed. Credit: CSU, Area C2; IGETC, Area 3B; MPC, Area C

WOMN 25 INTRODUCTION TO LANGUAGE AND GENDER

3 units • LG-P/NP • Three hours lecture

This course examines the linguistic differences associated with gender and how these differences affect the speaker's identity and cultural roles. Opportunities for analyzing and discussing language in terms of gender are provided. Also offered as Linguistics 25; credit may be earned only once. Also offered online.

Advisories: Eligibility for ENGL 1A

Credit transferable: CSU, UC

General Ed. Credit: MPC, Area C, D, EI