



2019-2020 Catalog of Courses Supplemental Addendum

This supplemental addendum reflects new and revised programs and courses approved after the 2019-2020 Catalog was published.

Veterans Benefits Update

Course Protection Guarantee under the Veteran Benefits and Transition Act of 2018

Effective August 1, 2019, Monterey Peninsula College will allow Veterans under Chapter 33, Chapter 31, and dependents under Chapter 33TOE and Fry Scholarship upon meeting matriculation requirements to remain registered in their courses without being dropped due to unpaid tuition and fees. In order to receive this benefit, students must request to use their benefits by filling out the Certification Request Form and provide a copy of their Certificate of Eligibility or approval Form 28-1905 for Chapter 31 Vocational Rehabilitation students. The certification forms are available at the Veterans Resource Center in the Student Center.

It will be the student's responsibility to pay the school any remaining balance should the student register in courses that are not on his or her approved education plan, or if the student is not entitled to 100% of his or her GI Bill® benefits. Students also have the option to have any outstanding balance deducted from their Financial Aid, if available.

Forever GI Bill® Housing Payment Fulfillment Act of 2018, Section 107

Basic Allowance for Housing (BAH) Reflects Actual Housing Location

Monthly Housing Allowance (MHA) also known as Basic Allowance for Housing (BAH) will calculate its payments based on where the student attends the majority of their classes. In the past, payment was calculated on where the school was located. This is a big change for online students receiving lower BAH payments because their school was located in an area with a lower BAH.

For more information, students can go to:
<https://militarybenefits.info/forever-gi-bill>

Instructional Programs

A primary objective of Monterey Peninsula College is to extend its services and resources to the community to help meet the community's educational needs. Classes are offered during the day, evening and weekend on the Monterey campus, at the Education Center at Marina, the Public Safety Training Center in Seaside, and off-campus locations, as well as online.

Monterey Peninsula College offers the following types of programs:

Career technical: Programs in career technical education offer students skills and knowledge needed for employment and job advancement. Students can earn a Certificate of Training, a Certificate of Achievement, and/or an Associate Degree.

Transfer: The transfer path enables students to complete lower-division requirements in preparation for transfer to a baccalaureate-granting institution. MPC courses parallel those offered to freshman and sophomore students at the University of California, California State University, and private colleges and universities. Students may elect to complete an Associate Degree for Transfer (ADT) which guarantees admission into selected programs at campuses in the CSU system.

Skills Development: Courses and programs in basic skills are offered to students needing to increase performance levels in English, reading, study skills, math, critical thinking and other fundamental skills required for successful completion of college-level course work.

An English as a Second Language program is available for students whose native language is not English. Learning support centers services are available for language and mathematics skill development.

In order to increase access, Monterey Peninsula College offers courses in the community as well as on the Monterey, Marina, and Seaside campuses. Classes are also offered through the Older Adult program at senior citizen centers and at other easily accessible sites. MPC has a robust "dual enrollment" program to provide high school students with the opportunity to enroll in college classes.

Further, Monterey Peninsula College provides distance education through its growing number of online courses. Some online courses also require on-campus orientations. Finally, Monterey Peninsula College offers a wide range of courses through Instructional Agreements, providing educational opportunities in partnership with numerous agencies and firms in the community.

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 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.

Course Requisites

The following definitions from Title 5, Section Code 55200 of the California Code of Regulations are used to describe conditions that should be considered before a student enrolls in a class.

Requisites are determined to be "necessary and appropriate" when a strong rational basis exists for concluding that a prerequisite or corequisite is reasonably needed to achieve the purpose that it purports to serve.

Prerequisite means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for enrollment in a course or educational program. Prerequisite courses must be completed with a grade of "C" or better.

Corequisite means a condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course.

Advisory means a condition of enrollment that a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.

Enrollment Limitation means a condition of enrollment that a student is required to meet for admission into a program such as Work Experience or Dental Assisting.

Satisfactory grade means that, for the course in question, the student's academic record has been annotated with the symbol A, B, C, or P.

Certificate Information

Certificate of Achievement [CORRECTION]

A Certificate of Achievement recognizes a student's satisfactory completion of a program of study and is awarded upon satisfying the following:

1. Major requirements
2. Each course in the major must be completed with a grade of "C" or better. Some programs require higher performance levels.
3. Residency requirements:
 - Certificates less than or equal to 12 units: all units applied toward major requirements must be completed at Monterey Peninsula College.
 - Certificates greater than 12 units: at least 12 units applied toward the major requirements must be completed at Monterey Peninsula College.

Reading Course Descriptions

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

Course Title

Course ID

Units of credit

Grading – LG means Letter grade

– P/NP means Pass/No Pass

**Total lecture, lab,
or studio hours**

Course Description

C-ID (Course Identification Number)

A statewide supranumbering system
identifying common comparable transfer
courses.

Prerequisite

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

Advisories

Certain preparation is advised before
students enter the course.

General Education Credit

CSU, IGETC, and/or MPC General Education
Requirements that this course meets.

Corequisite

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

Transfer

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

Online class information

**BIOL 21 CONCEPTS IN BIOLOGY I:
CELLS, GENETICS, AND ORGANISMS**

**5 units • LG • Total hours: Sixty-eight hours lecture;
fifty-one hours lab**

This course, intended for majors, will cover principles and applications of prokaryotic and eukaryotic cell structure and function, biological molecules, homeostasis, cell reproduction and its controls, molecular genetics, classical/Mendelian genetics, cell metabolism including photosynthesis and respiration, cellular communication, physiology, development, biotechnology, and genomics. The philosophy of science, methods of scientific inquiry and experimental design are foundational to the course.
[C-ID BIOL 190]

Prerequisites: CHEM 1A; MATH 263 or higher

Advisory: Course completion or concurrent enrollment in ENGL 1A

Credit transferable: CSU, UC

General Ed. Credit: CSU, Area B2, B3; IGETC, Area 5B, 5C; MPC, Area B

ENGR 12L ENGINEERING CIRCUITS LABORATORY

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

Students build, measure, analyze, and model standard electronics circuits while verifying theoretical circuit principles. Multimeters, oscilloscopes, power supplies, function generators, and circuit simulation tools are used to collect data and describe circuit behavior. Laboratory projects present circuits similar to those covered in ENGR 12 while also introducing semiconductor components such as diodes, transistors, and other integrated circuits. May also be offered online.

Corequisite: ENGR 12

Credit transferable: CSU, UC

Automotive Technology

NEW CERTIFICATES OF ACHIEVEMENT

Automotive Maintenance and Light Repair (Career Technical)
Emission Specialist (Career Technical)

Automotive Maintenance and Light Repair

CERTIFICATE OF ACHIEVEMENT (Career Technical)

This program provides students with the skills and knowledge required to obtain an entry-level position as a technician in the automotive service and repair industry.

Learning Outcomes: Upon successful completion of the program, students will be able to:

- Perform routine maintenance on a modern vehicle at the level.
- Perform basic service and repairs on modern automotive braking systems.
- Perform basic service and repairs on modern automotive steering and suspension systems.
- Develop professional work habits that promote a safe, productive and environmentally conscious work environment.
- Identify professional habits and apply these to promote themselves and the quality of their work.

Certificate of Achievement (Career Technical)

Certificate Requirements	Units
REQUIRED CORE:	18-20
AUTO 100 Introduction to Automotive Technology (4)	
AUTO 102 Basic Auto Electricity and Electronics (4)	
AUTO 106 Auto Brake Systems and Safety Inspection (4)	
AUTO 111 Automotive Steering and Suspension (4)	
AUTO 161 Supervised Auto Trade Experience I (4) or COOP 91.4 Auto Technology Work Experience I (2)	
TOTAL CERTIFICATE UNITS	18-20

Emission Specialist

CERTIFICATE OF ACHIEVEMENT (Career Technical)

This program is designed to prepare students for employment as Smog Check technicians. It meets the State of California Level 1 and Level 2 license requirements. Students who complete the program are eligible and prepared to take the Smog Check Inspector License Exam.

Learning Outcomes: Upon successful completion of the program, students will be able to:

- Correctly perform a State of California smog check inspection observing all applicable laws and regulations.
- Diagnose and repair emission related faults observing all application laws and regulations.
- Identify license requirements and successfully prepare for the Smog Check Inspector License Exam.
- Identify professional work habits and employ them to promote themselves and the quality of their work.

Certificate of Achievement (Career Technical)

Certificate Requirements	Units
REQUIRED CORE:	25.5-27.5
AUTO 100 Introduction to Automotive Technology (4)	
AUTO 101 Engine Repair (4)	
AUTO 102 Basic Auto Electricity and Electronics (4)	
AUTO 103 Engine Performance (4.5)	
AUTO 104 Automotive Electrics (4.5)	
AUTO 161 Supervised Auto Trade Experience I (4) or COOP 91.4 Auto Technology Work Experience I (2)	
AUTO 170 Smog Check Inspection Procedures (2.5)	
TOTAL CERTIFICATE UNITS	25.5-27.5

Computer Science and Information Systems

NEW CERTIFICATES OF ACHIEVEMENT

IT Computer Retail Sales and Support

IT Help Desk and User Support

IT Technician - Networking Specialization

IT Computer Retail Sales & Support

CERTIFICATE OF ACHIEVEMENT

The IT Computer Retail Sales & Support certificate is a first step into the world of information and communications technology (ICT) and is designed to provide knowledge and skills to work in retail sale and support of computers, handheld devices, networking services, or cell phones. This certificate focuses on critical employment skills in business and customer service along with technical skills in MS Office, IT concepts, networking, and hardware, to prepare students for the A+ certification exam.

Learning Outcomes: Upon successful completion of the program, students will be able to:

- Apply the principles of successful business operation to business situations.
- Describe the principles and processes of successful business communications and apply them to given situations.
- Solve common business problems using appropriate Information Technology applications and systems.
- Demonstrate the ability to put a computer together, analyze, configure, and solve hardware problems.

Certificate of Achievement (Career Technical)

Certificate Requirements		Units
BUSI 20	Introduction to Business	3
or BUSI 70	Business Communication (3)	
BUSI 64	Customer Service	3
CSIS 1	Computer Information Systems	3
CSIS 50	MS Office Applications	2
CSIS 50L	MS Office Applications Lab	1
CSIS 75	Introduction to Computer Hardware/A+ Prep	4
TOTAL CERTIFICATE UNITS		16

IT Help Desk and User Support

CERTIFICATE OF ACHIEVEMENT

The IT Help Desk and User Support certificate prepares students for skills in networking and security that can lead to employment in IT Help Desk and User Support. This function can be performed in-store, onsite, or more commonly online. This certificate focuses on building knowledge and skills in networking and security as well as solid customer service skills necessary for entry-level information technology jobs.

Learning Outcomes: Upon successful completion of the program, students will be able to:

- Implement and configure Cisco routers and switches for a basic network.
- Implement and configure security on local and wide area networks.
- Manage the installation and configuration of Windows client operating system.
- Manage and maintain Windows Server Operating System.

Certificate of Achievement (Career Technical)

Certificate Requirements		Units
CSIS 72A	Managing and Maintaining Windows Server	3
CSIS 76A	Networking Fundamentals	3
CSIS 83A	Microsoft Client Operating System	3
CSIS 86	Network Security Fundamentals/Security+Prep	3
TOTAL CERTIFICATE UNITS		12

IT Technician - Networking Specialization

CERTIFICATE OF ACHIEVEMENT

The IT Technician - Networking Specialization certificate moves beyond basic Help Desk/User Support by incorporating advanced technical knowledge and skills with specialization in networking and security, including preparation for Cisco Certified Network Associate (CCNA) Routing and Switching, Cisco Certified Entry Networking Technician (CCENT), and Certified Ethical Hacker (CEH) certifications.

Learning Outcomes: Upon successful completion of the program, students will be able to:

- Install and configure basic routing and switching elements.
- Use standard Unix/Linux command line tools to complete a significant file management project.

Certificate of Training

Certificate Requirements	Units
REQUIRED CORE:	9
CSIS 9 Programming Fundamentals: Python (3)	
CSIS 80 Introduction to Unix and Linux (3)	
CSIS 177A Routing and Switching Basics (3)	
OPTION 1: IT Cybersecurity Specialist:	6
CSIS 87 Computer Forensics (3)	
CSIS 88 Security Practices: Penetration Testing and Discovery (3)	
CSIS 177A Routing and Switching Basics (3)	
OPTION 2: Networking Specialist:	6
CSIS 178A Network Scaling Concepts (3)	
CSIS 179A Interconnecting Networks (3)	
TOTAL CERTIFICATE UNITS	15

Emergency Medical Services

NEW CERTIFICATES OF ACHIEVEMENT

Basic EMS and Fire Training

Emergency Medical Technician 1: Basic Training

Basic EMS and Fire Training

CERTIFICATE OF ACHIEVEMENT

The Basic EMS and Fire Training Certificate of Achievement provides the student with a basic understanding of the emergency medical and fire services careers. Coursework includes emergency medical technician instruction and an introduction to the basic fire academy.

Learning Outcomes: Upon successful completion of the program, students will be able to:

- Differentiate between what are and are not the roles and responsibilities of the Emergency Medical Technician.
- Conduct a self-assessment determining ability to complete the physical and aptitude for the basic Firefighter I Academy.
- Assess and apply emergency treatment procedures for medical, trauma, and environmental patients in the clinical setting.
- Perform the skills and apply the concepts necessary to pass the National Registry test.

Certificate of Achievement (Career Technical)

Certificate Requirements	Units
EMMS 170A Emergency Medical Technician 1: Basic Training	7
EMMS 170B Emergency Medical Technician 1: Basic Training Application	2
FPTC 101 Introduction to Basic Firefighter I Academy	3
TOTAL CERTIFICATE UNITS	12

Emergency Medical Technician 1: Basic Training

CERTIFICATE OF ACHIEVEMENT

The Emergency Medical Technician 1: Basic Training certificate is designed to meet the Department of Transportation, National Registry of EMTs, and State of California requirements for certification as an EMT-Basic (Ambulance) crew member. The Basic training certificate prepares students to care for patients in the prehospital setting.

Learning Outcomes: Upon successful completion of the program, students will be able to:

- Differentiate between what are and are not the roles and responsibilities of the Emergency Medical Technician.
- Assess and apply emergency treatment procedures for medical, trauma, and environmental patients in the clinical setting.
- Perform the skills and apply the concepts necessary to pass the National Registry test.

Certificate of Achievement (Career Technical)

Certificate Requirements		Units
EMMS 170A	Emergency Medical Technician 1: Basic Training	7
EMMS 170B	Emergency Medical Technician 1: Basic Training Application	2
TOTAL CERTIFICATE UNITS		9

Fire Protection Technology

NEW CERTIFICATE OF ACHIEVEMENT

Basic Firefighter I Academy (Career Technical)

Basic Firefighter I Academy

CERTIFICATE OF ACHIEVEMENT (Career Technical)

The Fire Protection Technology Basic Firefighter I Academy Certificate of Achievement prepares students for employment in the fire service. The program includes courses in basic firefighting skills, rope rescue, hazardous material operations, wildland firefighting, vehicle extrication, and physical fitness techniques.

Learning Outcomes: Upon successful completion of the program, students will be able to:

- Assess emergency situations and employ strategies and tactics to mitigate the situation.
- Choose and apply the proper fire department operation and equipment for given firefighting tasks.
- Analyze and assess firefighter hazards and operations inherent to the profession.
- Use physical fitness techniques for upper body strength and cardio training.

Certificate of Achievement (Career Technical)

Certificate Requirements		Units
FPTC 105A	Firefighter I Academy	14.5
FPTC 105B	Firefighter I Academy Application	6
TOTAL CERTIFICATE UNITS		20.5

Law Enforcement Training Program

The application and registration process for the JPA classes are completed at the South Bay Regional Public Safety Training Consortium offices located on the Gavilan College campus in San Jose. Classes are open to the public. Most classes have prerequisites so please check the catalog or with South Bay to obtain specific class requirements. If you have questions about courses offered by the academy, or would like additional information about public safety career training, please call (408) 270-6458 or visit www.theacademy.ca.gov.

NEW COURSE DESCRIPTIONS

LETP 213 PUBLIC INFORMATION OFFICER

.5 unit • P/NP • Total hours: Eight and one-half hours lecture; seven and one-half hours lab

This course provides students with the skills and knowledge required to succeed as a Public Information Officer. Topics include media relations, roles and responsibilities, news conferences, on-camera testing and evaluation, and avoiding confrontation with the media.

Advisory: Students should be familiar with or working with a law enforcement agency

LETP 241 COMMUNITY SERVICE OFFICER

7-9 units • LG • Total hours: Sixty-eight to one hundred two hours lecture; one hundred fifty-six to one hundred fifty-eight hours lab

This course provides basic training for Community Service Officers as well as incorporating PC832 Certification. The content includes all topics required for PC832 Laws of Arrest, as well as Juvenile Law, Haz Mat, Prop 115 certification, First Aid/CPR, professionalism and ethics with extensive focus on traffic control, investigations, and report writing. Emphasis is on practical application of skills.

LETP 249 PUBLIC SAFETY DISPATCH

3.5 units • LG • Total hours: Thirty-five hours lecture; eighty-five hours lab

This course provides students with the skills and knowledge required to succeed as a Public Information Officer. Topics include media relations, roles and responsibilities, news conferences, on-camera testing and evaluation, and avoiding confrontation with the media.

Advisory: Students should be familiar with or working with a law enforcement agency

Medical Assisting

NEW CERTIFICATE OF ACHIEVEMENT

Community Health Worker

Community Health Worker

CERTIFICATE OF ACHIEVEMENT (Career Technical)

Community Health Workers (CHWs) work with individuals and groups to promote health knowledge and self-sufficiency through outreach, community education, informal counseling, social support and advocacy. This Certificate of Achievement prepares students for an entry-level position as Community Health Worker (level 1). Other position titles include: Promotore, Patient Navigator, Patient Advocate, Health Navigator, Health Ambassador, Lifestyle Coach, Community Advocate and others. NOTE: Students who have completed MEDA 100, 101, 110, 112, 114, 120 and 121 only need HUMS 53 and MEDA 301 to complete the CHW certificate.

Learning Outcomes: Upon successful completion of the program, students will be able to:

- Identify basic health needs and assist in accessing resources for at-risk individuals and groups in the local community.

Certificate of Achievement (Career Technical)

Certificate Requirements	Units
REQUIRED CORE:	9
HUMS 53 Introduction to Counseling (3)	
MEDA 100 Introduction to Health Careers (1)	
MEDA 101 Ethics, Law and IT Security in the Medical Office (3)	
COOP 91.20 Health Work Experience (2)	
Select one of the following options:	
Community Outreach Option:	9
HLTH 4 Healthy Living (3)	
MEDA 251 Community Health Worker Level 1 (3)	
SPCH 4 Intercultural Communication (3)	
Medical Assisting Option:	13
MEDA 110 Medical Office Management (3)	
MEDA 112 Medical Office Computer Applications (2)	
MEDA 114 Medical Insurance Management (2)	
MEDA 120 Medical Assisting Clinical Techniques I (3)	
MEDA 121 Medical Assisting Clinical Techniques II (3)	
TOTAL CERTIFICATE UNITS	18-22

Physical Education

CORRECTED COURSE DESCRIPTION

PHED 9B PICKLEBALL II (CORRECTION)

.5 unit • LG-P/NP • Total hours: *Thirty-four hours lab*

This is a continuation of Pickleball I. Students develop intermediate competency in the forehand and backhand strokes and are introduced to the lob, overhead smash, volley, and dinks. Intermediate singles, doubles, and mixed doubles strategies are included.

Prerequisite: PHED 9A

Credit transferable: CSU

General Ed. Credit: MPC, Area E1