Helping To Make It Happen

The IVC Foundation aids students from their admission as Freshmen through their planned course of study all the way to the objective shown here, graduation. For some, without a scholarship from or through The Foundation, there would not be a start made. For others, the scholarship or a loan prevents dropping out. Still others are able to work less and study more to achieve the grades needed to transfer to a four year college.

We can't help them all, but we help all we can - $40,000 in 190 scholarships this past year. We serve to channel the generosity of the friends of the college to the needs of the college and of its students. These gifts come in many forms: individual scholarship donations; annual memberships in The Foundation; the gift of a warehouse building and land; an endowment bequest for more scholarships. All are needed and all are appreciated. They may even help with projects like the Calexico Off-Campus Center.

In late 1998 The Foundation paid for the remodeling of the bank building in Hacienda Plaza in Calexico into a six classroom teaching center. Foundation participation permitted quick remodeling after the lease was signed and opening of classes in a timely manner.

We invite our many friends to join in supporting IVC students and campus through annual giving and through bequests and other gifts to The Imperial Valley College Foundation. Call us today and ask us to help you make arrangements for your gift or pledge.

Imperial Valley College Foundation
P. O. Box 158
Imperial, CA 92251
(760) 355-8113
Imperial Valley College welcomes you and wishes to take this opportunity to congratulate you on your decision to accept the challenge of further education. This catalog is your guide to and through this college and the many educational programs which it offers. In it you will find the information which you must have to succeed. In it also are those rules and regulations which govern not only the college, but you, the student, as well. It is your obligation to become thoroughly familiar with its contents. It has been prepared with your success in mind!

ANNOUNCEMENT OF COURSES

IMPERIAL COMMUNITY COLLEGE DISTRICT
P.O. BOX 158
Highway 111 and Aten Road
IMPERIAL, CALIFORNIA 92251-0158
Phone (760) 352-8320
IMPERIAL COUNTY
### Imperial Valley College General Catalog 1999-2000

#### The Board of Trustees

**Imperial Community College District**

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  - Trustee from area which includes Brawley Union High School District
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#### Administration

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superintendent/President</td>
<td>Dr. Gilbert M. Dominguez</td>
</tr>
<tr>
<td>Vice President for Academic Services</td>
<td>Mr. John Hunt</td>
</tr>
<tr>
<td>Vice President for Student Services/Deputy Superintendent</td>
<td>Dr. Victor Jaime</td>
</tr>
<tr>
<td>Interim Vice President for Business Services</td>
<td>Mr. Carlos Fletes</td>
</tr>
<tr>
<td>Dean of Vocational Education</td>
<td>Mr. John Hunt</td>
</tr>
<tr>
<td>Interim Director of Financial Assistance and State Programs</td>
<td>Mrs. Jan Magno</td>
</tr>
<tr>
<td>Dean of External Campus</td>
<td>Mr. Ruben Lopez</td>
</tr>
<tr>
<td>Dean of Learning Services</td>
<td>Mrs. Eileen Ford</td>
</tr>
<tr>
<td>Dean of Admissions</td>
<td>Mrs. Sandra Standiford</td>
</tr>
<tr>
<td>Director of Nursing Education and Health Technologies</td>
<td>Dr. Betty Marks</td>
</tr>
<tr>
<td>Director of Human Resources/Affirmative Action Officer</td>
<td>Dr. Jon Tyler</td>
</tr>
<tr>
<td>Interim Director of Disabled Student Programs and Services</td>
<td>Ms. Norma Nava</td>
</tr>
</tbody>
</table>

#### 1999 - 2000 School Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
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<tbody>
<tr>
<td>August 16</td>
<td>Monday</td>
<td>Faculty Service Day (Orientation)</td>
</tr>
<tr>
<td>August 17</td>
<td>Tuesday</td>
<td>Fall Semester Classes Begin</td>
</tr>
<tr>
<td>September 6</td>
<td>Monday</td>
<td>Holiday (Labor Day)</td>
</tr>
<tr>
<td>November 12</td>
<td>Friday</td>
<td>Holiday (Veteran’s Day)</td>
</tr>
<tr>
<td>November 25</td>
<td>Thursday</td>
<td>Recess (Thanksgiving)</td>
</tr>
<tr>
<td>November 26</td>
<td>Friday</td>
<td>Recess (Thanksgiving)</td>
</tr>
<tr>
<td>December 13</td>
<td>Monday</td>
<td>Final Exams Begin</td>
</tr>
<tr>
<td>December 18</td>
<td>Friday</td>
<td>Last Day of Final Exams</td>
</tr>
<tr>
<td>December 20</td>
<td>Monday</td>
<td>Recess (Christmas)</td>
</tr>
<tr>
<td>January 7</td>
<td>Friday</td>
<td>Last Day of Recess (Christmas)</td>
</tr>
<tr>
<td>January 10-14</td>
<td>Monday-Friday</td>
<td>Instructional Flex Days (No Classes)</td>
</tr>
<tr>
<td>January 17</td>
<td>Monday</td>
<td>Holiday (Martin Luther King’s Birthday)</td>
</tr>
<tr>
<td>January 18</td>
<td>Tuesday</td>
<td>Spring Semester Classes Begin</td>
</tr>
<tr>
<td>February 11</td>
<td>Friday</td>
<td>Holiday (Lincoln’s Birthday)</td>
</tr>
<tr>
<td>February 21</td>
<td>Monday</td>
<td>Holiday (Washington’s Birthday)</td>
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<tr>
<td>April 20</td>
<td>Thursday</td>
<td>Non Instructional Day</td>
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<tr>
<td>April 21</td>
<td>Friday</td>
<td>Holiday (Good Friday)</td>
</tr>
<tr>
<td>April 24</td>
<td>Monday</td>
<td>First Day of Spring Recess</td>
</tr>
<tr>
<td>April 28</td>
<td>Friday</td>
<td>Last Day of Spring Recess</td>
</tr>
<tr>
<td>May 22</td>
<td>Monday</td>
<td>Final Exams Begin</td>
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<tr>
<td>May 26</td>
<td>Friday</td>
<td>Last Day of Final Exams</td>
</tr>
<tr>
<td>May 27</td>
<td>Saturday</td>
<td>Graduation (Faculty Service Day)</td>
</tr>
</tbody>
</table>
DIVISION CHAIRPERSONS

MR. ERIC JACOBSON
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Division of Business

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Division of Science, Mathematics and Engineering

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A.S., San Diego City College

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M.A., Arizona State University

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POLOCK, DIEBRE  
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M.N., University of Phoenix

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REMBURG, ELIZABETH  
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M.A., San Diego State University
THE COLLEGE

LOCATION

The Imperial Valley College is located in Imperial Valley, long recognized as one of the richest, most productive agricultural regions in the country. The mild, delightful winters have made the region attractive to tourists and helped it to become an outstanding recreational region.

The campus is located on a 160 acre site at the intersection of Highway 111 and Atten Road. This location is in the heart of Imperial County and is within reasonable commuting distance of all of the cities of the Valley.

HISTORY OF IMPERIAL VALLEY COLLEGE

The Imperial Valley College is an integral part of the public school system of California and functions as a public community college for lower division college work.

It had its beginning on May 9, 1922, when the Board of Trustees of the Central Union High School District of El Centro passed a resolution establishing the Central Junior College. This institution formally opened for instruction in September, 1922.

Two years later, in the fall of 1924, the Brawley Union High School District opened classes at the Brawley Junior College.

Enrollments increased in both schools until the war years, when attendance dropped sharply. Brawley Junior College was forced, by lack of attendance, to discontinue classes at the close of the 1947 school year.

The Associate in Arts degree was first conferred by Central Junior College in 1934.

In the fall of 1951, students, in cooperation with the administration and faculty, petitioned the Board of Trustees for a more representative name for the college, for it was now serving students from all of the Imperial Valley. By action of the Board, the name was officially changed to Imperial Valley College.

The school, under the administration of the Central Union High School District, gained recognition as an accredited institution of higher education. As the institution grew with the community, this growth was reflected in the steady rise in enrollment and in the diversity of courses and curriculums that was offered.

The extended-day program, which offered regular college classes at night, was initiated on a limited basis in 1952. Its rapid growth served to enlarge the service of the college to the community.

A recommendation that such a county-wide community college district be established in Imperial County was submitted to the State Department of Education and was approved on July 10, 1959. The County Superintendent of Schools then set a date for an election at which all qualified voters residing within the boundaries of the seven high school and unified school districts were eligible to vote. The election was held on October 6, 1959, and by an overwhelming vote of twelve to one, the Imperial Valley Junior College District was established. This was followed by the election of the members of the Junior College District Board of Trustees, one of whom comes from each of the seven high school or unified school districts represented in the area served by the Imperial Junior College District.

This District includes all of Imperial County except a small area in the northwest corner of the County which is a part of the Coachella Valley Community College District.

Because of the increase in enrollment at both Central Union High School and the Imperial Valley College, and because of the lack of space on the campus of the Central Union High School in El Centro, the Imperial Valley College moved to temporary quarters erected on the campus of the Imperial Valley Union High School in Imperial, California.

On October 4, 1960, an all-time state record was set by the people of Imperial County when they voted thirteen to one in favor of bonds to finance the building of a new campus.

The Board of Trustees selected a nationally known architectural firm to plan the new buildings, and a 160 acre site which met the criteria recommended by the Citizens' Committee was selected for the new campus.

On January 13, 1971, the Board of Trustees changed the name of the District to Imperial Community College District in order to further emphasize the close relationship the college has with its service area.

FACILITIES

On October 29, 1961, an impressive ground-breaking service was held for the new campus. Board members manned giant earth-moving equipment to break ground for the project. The new buildings included a library, science laboratories, fine arts rooms, student activities building, academic classrooms, administration and faculty offices, social science rooms, physical education shelter and locker rooms, and agricultural education classrooms and shop. The new campus opened in 1962.

A steady growth pattern began in April of 1967 with the addition of the multipurpose building. The building was designed to house sporting and theater events, and was comparable to any such community college structure in the State. Three other projects followed which were completed through community donations: The Janey Jackson Memorial Fountain, 1969; the renovation of the Holtville Train Depot, located in the campus gardens, 1971; and the Meyer Center for Business and Commerce. The Meyer Center was dedicated February 20, 1972, at ceremonies commemorating the 50th anniversary of the Imperial Community College District. Also recognized that same day was the opening of the archaeological museum at 442 Main Street in El Centro in buildings donated by H. P. Meyer and the new agriculture-welding complex. The museum was later named the Barker Museum, honoring Michael Barker, deceased. Mr. Barker was an IVC archaeology instructor.

Other building projects which followed were: Associated Students Activities Building, 1971; the new Library/Media Center, 1975, which was later named the Spencer Library Media Center, honoring...
Our offerings must extend outside of the classroom. Through counseling, special programs, presentations and services, Imperial Valley College makes a significant contribution to the lives of as many citizens of Imperial County as possible.

The goals for Imperial Valley College are as follows:

1. Provide quality teaching that is responsive and sensitive to the individual needs of the integrated efforts of all the staff. The college exists for the benefit of the student and our programs must be relevant to his/her needs.

2. PROCESS - Close communication between departments, personal contact between staff and students, input by community and staff at all levels of operation, accessibility of services and personnel, diverse programs designed for a diverse population, staff training and sharing of ideas.

3. Provide a quality vocational and professional education for students. A major emphasis at Imperial Valley College is to equip the student with marketable skills and to allow members of the work force to upgrade their skills.

4. PROCESS - Two-year degree programs, certificate programs with specific focus, continuing education courses.

5. Develop a well-rounded formal academic program. Imperial Valley College offers an associate degree program comparable to that offered by colleges throughout the United States.

6. PROCESS - Staff commitment to high standards and intellectual development, strong transfer program with lower division courses, developmental program to prepare students for the mainstream of college work with special attention to students whose native language is not English, preparatory classes and learning aids for students deficient in educational skills.

7. Provide enrichment and special interest programs. Education offers a means to expand horizons and grow intellectually and spiritually. These special offerings may form part of a program or be made in themselves.

8. PROCESS - Short-term programs, continuous courses in the arts and culture, encouragement of student presentations and participation, flexibility of schedules and course loads.

9. Provide integrated support services for educational programs and student activities. Successful education is more than time in a classroom; it is an integrated experience.

10. PROCESS - Strong counseling program, laboratories that supplement class work, a full-service library, creative and supportive student activities, and personal, open cooperation and communication between areas.

11. Provide services to the community at large. As a leading educational institution, Imperial Valley College recognizes a responsibility to go beyond the campus and the course.

The common good of society depends upon the search for knowledge and its free exposition. Academic freedom is essential to both these purposes and is the right of reasonable exercise of civil liberties and responsibilities in an academic setting. As such it protects each person’s freedom to express opinions both inside and outside the classroom, to practice one’s profession as teacher and scholar, librarian, or counselor, to carry out such scholarly and teaching activities as one believes will contribute to and disseminate knowledge, to express and disseminate the results of scholarly activities in a reasonable manner, and to select, acquire, disseminate and use documents in the exercise of one’s professional responsibilities, all without interference and all with due and proper regard for the academic freedoms of others. Academic freedom does not require neutrality, but rather makes commitment possible. However, academic freedom does not confer legal immunity, nor does it diminish the obligations of practitioners to meet the duties, their responsibilities, and their scholarly obligations to base research and teaching on an honest search for knowledge.

The mission of Imperial Valley College is to contribute to the lives of as many citizens of Imperial County as possible. Through our unique one with highly diverse interests and educational backgrounds.

As educational opportunities for the increasing number of students both on and off campus.

The area is predominantly agricultural with a large minority population, and statistically, it is a low economic sector with Imperial Valley College providing the best opportunity for advanced education and training for many of the residents.

As an educational institution, our primary responsibility is to offer high quality instruction with open access to all adults. Through our offerings, Imperial Valley College seeks to enrich the lives of our students, prepare them for a successful and/or higher education.

We must be sensitive to the individual and to his/her needs, with the belief that educated people build a strong community.

The community college program also includes courses of study which may be taken by adults who can demonstrate their ability to do college work but who have not had the opportunity to complete high school. Evidence of success in classes of college level will permit these adults to continue their educational endeavors.

IMPERIAL VALLEY COLLEGE

1. The Evening College

The Evening College, composed of regular college classes that meet every night, offers an opportunity to work for the Associate in Arts degree or Associate in Science degree, to complete regular lower-division work in a four-year program, to make up any high school deficiencies, or to take additional classes of interest that will add to general education.

Although evening college programs require more time to complete than the day programs, students find that with adequate planning and the assistance of a counselor, they are able to attain their higher education goals in a surprisingly short time.

2. The External Campus

The External Campus program provides Imperial County residents practical and convenient access to college courses for credit in all communities at approximately 98 locations.
Admission of Pupil Who Has Completed 11th Grade to Summer Session: Crediting Summer Session Attendance

The governing board of any two-year community college may admit to the summer session of the community college as a special student any high school student who has completed 11th grade and whose admission to summer session is recommended by the principal of the high school in which the student completed the 11th grade. A principal of a high school may recommend such a student as a special student pursuant to rules and regulations which may be adopted by the governing board of the district maintaining the high school. A principal of a high school shall not recommend a number of students who have completed the 11th grade in excess of 5 percent of the total number of students in the high school who have completed the 11th grade immediately prior to the time of recommendation.

The attendance of a student at community college as a special summer session student pursuant to this section shall be credited to the district maintaining the community college for the purpose of allowances and apportionments from the State School Fund and the student shall receive credit for community college courses completed, in the same manner as if a regularly enrolled community college student.

5. Disabled Student Programs and Services

The Disabled Student Programs and Services program is designed to provide supportive services to students with physical disabilities, learning disabilities, and health problems. The program provides preferential registration, counseling, class scheduling, tutoring, mobility assistance, interpreting, braille transcribing, adaptive physical education, special parking, and nursing assistance.

6. Imperial Valley College Developmental Preschool

The preschool is open five days a week from 7:45 a.m. to 3:45 p.m., concurrent with the college calendar. Child care services are available for preschool children 2 to 5 years of age whose parents are FCC students.

DEGREES

The Board of Trustees, on recommendation of the president and faculty of the college, is authorized in accordance with Article 12, Section 102, of the California Education Code, Title 5, for the Associate in Arts (A.A.) and the Associate in Science (A.S.) degrees. Conditions under which the degrees are granted are outlined in the section on graduation requirements.

The community college degree is awarded to a student who fulfills a two-year organized program of work, either occupational-

for community college courses completed in the same manner as if regularly enrolled at the community college.

Each special part-time student shall attend high school classes for at least the minimum school day.

Admission to the community college as a special part-time student pursuant to this section and shall receive credit.
TUITION
Nonresident and international students are required to pay tuition charges of $121.00 per unit in addition to the fees listed above. The college will accept payment from nonresident and international students in cash, Western Union money orders, traveler's checks, and bank drafts. Personal checks cannot be accepted. Payment of nonresident and international student tuition cannot be deferred.

OTHER FEES/CHARGES
Insufficient Funds Check Charge

There will be a charge of $10.00 for checks returned to the college because of insufficient funds.

REFUND POLICY
Upon completion of refund request form, reimbursement in full will be made for the following:

1. Fee or tuition collected in error
2. Fee or tuition for a discontinued class

A student refund request form must be completed and filed prior to the close of late registration in order to receive reimbursement for the following:

1. Enrollment Fee
2. Parking Fee
3. Tuition

PARKING PERMIT

All vehicles parked on campus must have a valid parking permit. If you will be bringing a vehicle to campus, please complete the vehicle registration form available in the registration packet.

ACCREDITATION

The college is officially accredited by the Accrediting Commission for Junior Colleges, Western Association of Schools and Colleges, American Welding Society, the State Department of Education, and the Commission on Police Officers Standards and Training. Accreditation reports are available and may be reviewed at the office of the President.

COUNSELING AND GUIDANCE SERVICES

It is the aim of Imperial Valley College to provide all students with pertinent information which they will need in the formulation of their goals and objectives and to assist them in making the most of their potentialities and training. Counseling is made available by professional counselors, well-skilled and trained in the areas of academic, vocational, and personal counseling. The Counseling Center is open between the hours of 8:00 a.m. and 5:00 p.m., Monday through Thursday, and 8:00 a.m. and 5:00 p.m. on Friday, during the school year. A Career Center is located in the Counseling Center and provides extensive vocational and career information. Although counselors assist in long-range planning and in checking specific requirements, THE RESPONSIBILITY FOR MEETING GRADUATION REQUIREMENTS OR REQUIREMENTS FOR ADVANCED STANDING is the student's personal responsibility.

TRANSFER TO OTHER COLLEGES OR UNIVERSITIES MUST BE APPROVED BY EACH STUDENT. In the Counseling Center students have access to a reference library of catalogs from various colleges and universities.

STUDENT ACTIVITIES

Student affairs are governed by the Associated Students of Imperial Valley College.

Those students who are socially inclined will find an opportunity for the development of their interests in clubs and the social affairs of the year. Others who are interested in athletics will benefit from a variety of intercollegiate sports and those who are interested in music, publications, or student government will find many opportunities for participation in these activities.

BOOKSTORE AND COLLEGE CENTER

The college bookstore is maintained by the district through a lease arrangement with a private company. All college textbooks and necessary supplies are available. The College Center building contains a snack and coffee bar that provides refreshments and meals for the students.

ATHLETICS

Intercollegiate competition is held in a variety of sports. IVC competes in the Pacific Coast Conference. The Pacific Coast Conference Includes Grossmont, Palomar, San Diego City, San Diego Mesa, and Southwestern Colleges.

LEARNING SUPPORT SERVICES

Tutoring is available for all students enrolled at Imperial Valley College. The Tutoring Center is located in the Spencer Library Media Center. The center offers a variety of tutorial programs that provide remedial assistance, as well as enrichment programs for direct students in proper study skills, note taking and test preparation. Sessions are based on individual program guidelines and may be in the form of one-on-one or group sessions. Depending on scheduling, drop-in tutoring is also available.

In addition, bilingual services are offered for limited English speakers who need academic assistance in interpretation of course work. Conversation groups are held for limited English speakers to practice speaking, extend and enrich vocabulary skills.

ASSESSMENT

It is the policy of Imperial Valley College that new students seeking to enroll in their initial reading, writing, and/or math classes be assessed. Assessment includes basic skills testing, needs analysis, evaluation of past performance, aptitudes, goals, learning and study skills, and motivation. Students may be exempt from the basic skills testing portion of assessment if they enroll in entry level classes for which there are no prerequisites, or if they submit scores from recently taken tests which are the same as those used by Imperial Valley College. No portion of the assessment process is used to exclude students from admission to the college and all placement based on such assessment is strictly advisory.

MATRICULATION PROCESS

Matriculation is a process that promotes and sustains the efforts of community college students to achieve their educational goals through a coordinated program of instruction and the use of appropriate college programs and services. Enrollment at IVC constitutes an agreement in which the college is responsible for:

• Helping students to succeed in their college careers.
• Assisting students in making decisions based on accurate information.
• Offering services and resources for proper course selection.
• Providing an opportunity to develop a Student Educational Plan.

Students are responsible for:

• Selecting an educational goal or major by the semester following the completion of 15 semester units.
• Registering for classes.
• Attending class regularly.
• Taking college seriously.
• Meeting with a counselor to develop a Student Educational Plan.
• Requesting additional services when needed.
• Completing their educational goal.

The college may suspend or terminate services to any student who fails to fulfill his/her responsibilities. However, the college may never suspend or terminate any service for which a student is otherwise entitled under any other provision or law. In addition, students may challenge any matriculation requirement or regulation using the student petition process.

REGULATIONS

ADMISSION

Admission to Imperial Valley College is governed by the laws of the State and such supplementary regulations as prescribed by the Board of Trustees. Students who register for eight or more units of work in a given semester or upon an accumulation of eight or more units, are required to (1) review the official transcript of all work taken in high school and/or institutions of higher education on file in the Registration Office; and (2) complete the college placement tests (unless they have completed regular college courses in both English and mathematics).

All students are admitted under one of the following classifications:

1. High school graduates or equivalent certificates (General Educational Development or California High School Proficiency Examination)
2. Nongraduates of high school who are eighteen years of age.
3. High school students who are recommended by the high school principal for one or nine units of work. (Must submit a Concurrent Enrollment Form.) Extracurricular participation is to be confined to the high school. These students must attend high school for the minimum school day.

4. College transfers who submit official transcripts (high school and college) may be granted advanced standing.

5. Prospective foreign students and students from other states may be accepted for enrollment. A tuition fee will be charged. Contact the Registration Office for current costs.

TRANSCRIPTS

Imperial Valley College furnishes two free transcripts. Thereafter, a fee of $2.00 is charged for each additional transcript. Requests for transcripts will not be honored until all outstanding obligations to the College are met. Fax transcripts will cost $12.00 each and will be unofficial.

FOREIGN TRANSCRIPTS

Imperial Valley College does not evaluate foreign transcripts. An enrolled student may request a form from the Admissions Office to have a foreign transcript evaluated by:

International Education Research Foundation, Inc.
P.O. Box 69940
Los Angeles, CA 90066

By student petition, Imperial Valley College may accept lower division course work recommended by L E. R. F. when appropriate.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.
2. Students should submit to the Dean of Admissions written requests that identify the record(s) they wish to inspect. The Dean of Admissions 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 College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
3. The right to request the amendment of the student's education records if the student believes that they are inaccurate or misleading. Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write to the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.
4. If the College decides not to amend the record as requested by the student, the College will notify the student of its decision and advise the student of his or her 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.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities.

Upon request, the College discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Imperial Valley College 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
600 Independence Avenue, SW
Washington, DC 20202-4605

The following information will be available in the Admissions and Counseling offices on each enrolled student: name, address, telephone, date and place of birth, classes and units in which the student is enrolled, dates of attendance, enrollment date and completion/withdrawal date, activities and sports participated in, field of study, weight and height of athletes, most recent previous school attended, and degrees and certificates awarded. Any student who does not wish his/her name included on the listing must file a petition requesting deletion from the list before the opening of the school term.

For additional information or a copy of the entire law, contact the Registration Office in the Administration Building.

AFFIRMATIVE ACTION POLICY

The District adopted an Affirmative Action Plan in 1973. The Plan was revised in 1979, 1981, 1985 and in 1990. The establishment and development of the Plan demonstrates the District's commitment to affirmative action and equal employment opportunities for all employees and prospective employees. The Plan is available in the Spencer Library Media Center, the Superintendent's office, and the Affirmative Action Officer's office.

NONDISCRIMINATION POLICY

Imperial Valley College does not discriminate in the admission or in the offering of programs and activities because of race, color, religion, age, marital status, national origin, sex, or handicap.

Limited English Speaking students who are otherwise eligible, will not be excluded from any vocational education program.

(English Translation) (Los estudiantes que estén calificados para entrar en el programa de educación vocacional no pueden ser excluidos debido a su limitado inglés).

The coordinator for Imperial Valley College's compliance with Section 504 of the Rehabilitation Act of 1973 is Melvin Wendrick, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 314, TTY (760) 355-4174. The Title IX officer for Imperial Valley College is Jan Magno, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 257.

RESIDENCE REQUIREMENTS

Under the Education Code, the general rule is that a student must pay nonresident tuition unless the student can quality as a resident student or meet the requirements of certain special provisions. Since the concept of residence involves subjective intent, this catalog cannot anticipate every question that will arise in connection with determining whether such intent exists.

Each person enrolled in or applying for admission to a California Community College is, for the purposes of admission and tuition, classified as a "resident" or a "nonresident".

Students classified as a "resident" will be admitted without payment of nonresident tuition. Students classified as "nonresident" will be required to pay tuition in an amount set by the Governing Board.

1. A "resident" is a person who has resided legally within California for at least one year and a day prior to the term of enrollment.

2. A "nonresident" is a person who does not have legal residence in California for more than one year and a day prior to the term of enrollment.

The "Residence Determination Date" shall be the date immediately preceding the first day of class either semester or summer term.

Residency requires physical presence in California with an intent to make one's home here.

To determine a person's place of residence, reference is made to the following:

1. Every person who is married or 18 years of age, or older, and under no legal disability to do so, may establish residence.

2. There can be only one residence.

3. The residence can be changed only by the union of act and intent.

4. The residence of the parent with whom an unmarried minor child maintains his/her place of abode is the residence of the unmarried minor child. When the minor lives with neither parent, his/her residence is that of the parent with whom he/she maintained his/her last place of abode. The minor may establish his/her residence when both parents are deceased and a legal guardian has not been appointed.

5. The residence of an unmarried minor, who has a parent living, cannot be changed by his/her own act, by the appointment of a legal guardian, or by relinquishment of a parent's right of control, unless the student qualifies for the self-supporting exception.

Exceptions to the determination of residency as set forth above may be applied to certain factual situations. If students would otherwise be classified as nonresidents, but fit within one of the following exceptions, they may be granted resident determination date.

6. Minors who have been self-supporting and in California for one year preceding the day before the term, will be granted resident classification.

7. Students who have not been adults for more than one year prior to the resident determination date, may add their pre-18-years-of-age residence to their post-18-years-of-age residence to obtain the durational requirements.

8. Effective January 1, 1995, students who are a member of the armed forces of the United States stationed in California on active duty, except those assigned to California for educational purposes, are exempt from nonresident tuition. The student must be on active duty on the residence determination date.

9. Dependents of a member of the military are not accorded the exemption from nonresident fees. A nonresident dependent of the military is entitled to the one year exception "until he or she has resided in the state the minimum time necessary to establish permanent residence."

10. Aliens not precluded from establishing domicile in the United States by the Immigration and Nationality Act of 1952, are eligible to establish residency in California if they meet the requirement for physical presence and intent to make California their home.

11. Aliens who hold the following classification are to be able to establish residence using the same criteria as would be applied when evaluating any United States citizen:

a. Career Diplomat Visa
b. B1/C Visa

12. A student holding a valid credential authorizing service in a public school and employed in a certificated position by a community college district will be granted resident classification.

13. A student who is an apprentice within the meaning of Section 3077 of the Labor Code, is entitled to resident classification.

14. A student who is a full-time employee of a California institution of public higher education, or whose parent or spouse is a full-time employee, may be granted resident classification at the option of the institution of enrollment.

9. A student may be classified as a district resident if he/she lives with a parent who owns a livelihood primarily by performing agricultural labor for hire in California and other states, and the parent has performed such labor in this state for at least two months per year in each of the two preceding years; the parent lives within the district which maintains the community college attended by the student; the parent claims the student as a personal dependendence his/her state or federal income tax return, if he/she has sufficient income to have a personal income tax liability.

10. A student may be classified as a district resident if he/she earns a livelihood primarily by performing agricultural labor for hire in California and other states, and he/she has performed such labor in this state for at least two months per year in each of the two preceding years.

No one factor is decisive; however, the institution may look for certain objective manifestations of subjective intent on the part of one asserting the residece, which are connected, established, or has been maintained in spite of an absence from the state.

Examples of evidence that aid the college admissions officer in identifying that intent, but which are not individually decisive, are possession of a document of California origin such as a driver's license, a current utility bill, a receipt for registration to vote, a current lease, rental agreement, or rent receipt showing the student's name and address and place of residence, a library card, last year's state and federal income tax information, a current charge account or credit, or a checkbook.

The burden is on the student to demonstrate clearly both physical presence in California and intent to establish California residence.

A student who does not answer all of the questions on the Residence Questionnaire or the Supplemental Residence Questionnaire, if one is used, may be classified as a nonresident.

STUDY LIMITATION

A regular full-time program is 12 to 18 units. An average of 15 to 16 units must be taken to graduate in two years or four semesters.

A regular full-time program for summer session is six (6) units.

The maximum load allowed for students is 18 units, including an activity course in physical education. Exceptions to this rule will be made by special permission of the administration (through the petition process) when there is clear evidence of necessary scholastic performance.
2. CREDIT GRADE

Certain courses designated by the appropriate divisions may be taken for a Cr grade. Students must declare their intentions to the instructor by the sixth week of the semester.

- Cr will reflect a letter grade of C or higher.
- NC will reflect incompletion of a credit class.
- Cr grades are permissible in the student’s major field at Imperial Valley College if permitted or allowed by the division or department.
- Students applying for Cr must adhere to the same class standards or regulations as a student receiving a regular grade.
- A maximum of 16 units taken on a credit basis may be applied toward a degree.
- The Cr grade will satisfy completion of prerequisite for sequence class.

3. WITHDRAWAL GRADES

W - Withdrawal

A student may withdraw from any full-term course or from the college with a “W” grade by the end of the 14th week (or 75% of a term, whichever is less) of the semester by filing a drop card in the Registrar's Office.

Any instructor may withdraw a student during the first four weeks of a course (or 25% of a term, whichever is less) for excessive absences or for disciplinary reasons.

Grades at the time of withdrawal under either circumstance will be assigned in accordance with the following schedule:

First 75% of class: "W" Grade
Last 25% of class: "Letter" Grade

All withdrawals are official after being processed by the Registrar’s Office. Instructors may file a drop card with or without the student’s signature through the 14th week (or 75% of a term, whichever is less) of the semester and it will be processed. Students will also have the opportunity to file a drop card through the 14th week (or 75% of a term, whichever is less) and it will be processed. A drop card filed by a student will be valid with or without the instructor’s signature. If the instructor’s signature does not appear, the instructor will be notified by the Registrar’s Office.

Students may be allowed to withdraw from a class or classes in extenuating circumstances after the last day of the 14th week (or 75% of a term, whichever is less) by petition of the student or his/her representative after consultation with the instructor(s).

Extenuating circumstances are verified cases which are clearly beyond the control of the student; i.e., documented cases of serious accident, serious illness, or transfer of a student by military order.

4. PROFICIENCY ENROLLMENT

Once a student has completed a proficiency in a subject area with a satisfactory grade, he/she may not take a lower proficiency level in that subject area. For example: A student cannot enroll in English 2B after having successfully completed English 1A. (This does not apply to vocational refresher courses.)

5. REPEATED CLASSES

Procedure for Repeated Classes:

A student wishing to repeat a class in which a grade of D or F was received must complete a NOTICE OF REPEATED CLASS CARD. This card must be returned to the Registrar’s Office prior to the completion of the repeated class.

The Registrar’s Office will process Repeated Class cards and approved Student Petitions so that grade, units, and grade points of the original class will not be used in computing total units and grade point averages.

Under special circumstances, a student may repeat a course for which a grade of C or better has been recorded. Repetition of these courses is permitted through the Student Petition process. Grades awarded for courses repeated with this provision shall not be counted in calculating a student grade point average.

A student may repeat a certain course beyond the allowable number of designated times by enrolling under the Community Services Option for repeated classes, but for no credit. Under this option, students will not be allowed to enroll in the class until after the second class meeting or the second week of classes, whichever comes first. Students must first use all of the allowable semesters for repeating the class. The grade point average is computed by dividing total grade points earned by total units attempted less Cr units. Thus, in any given semester, if the grade points earned total 28 and the total units attempted less Cr units equals 14, the grade point ratio is 2.00.

6. GRADE POINTS

Grade points, per semester unit, are assigned as follows:

- 4 grade points per unit
- 3 grade points per unit
- 2 grade points per unit
- 1 grade point per unit
- 0 grade points per unit
- units not charged against the student

NC - 0 grade points per unit; units not charged against the student
- 0 grade points per unit; units not charged against the student

W - 0 grade points per unit; units not charged against the student

7. CREDIT BY EXAMINATION

An enrolled student may petition to take an examination in lieu of course work between the sixteenth and fourteenth weeks of each semester. A maximum of 25 units may be used toward graduation through this process. No more than 15 units per semester will be authorized. The fee will be $30.00 per unit plus $10.00 for administrative costs for each examination administered. The credit by examination petition is available in the Registrar’s Office.

8. CREDIT FOR ADVANCED PLACEMENT EXAMINATIONS

Imperial Valley College grants credit toward its associate degrees for successful completion of examination of the Advanced Placement Program of The College Board. Students who present scores of three or better will be granted three to ten semester units of college credit per area of examination.

High school students who intend to participate in this program should make the necessary arrangements with their high school and should indicate at the time they take the Advanced Placement Examinations that their test scores be sent to Imperial Valley College. To obtain credit and advanced placement, the student should contact the Imperial Valley College Admission Office or see an Imperial Valley College counselor.

The Advanced Placement Credit page on this page indicates the units granted for the score attained and the course equivalents for each of the examinations offered.

Advanced Placement Credit
I.
The petition and attach a copy of theROP Certificate or high school transcript as well as a copy of theIVC transcript to the petition.

II. Institutions with Articulated Courses

<table>
<thead>
<tr>
<th>Institution</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Brawley High School</td>
<td>2</td>
</tr>
<tr>
<td>Calipatria High School</td>
<td>2</td>
</tr>
<tr>
<td>Central Union High School</td>
<td>2</td>
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<tr>
<td>Holtville High School</td>
<td>2</td>
</tr>
<tr>
<td>Imperial Valley Regional Occupational Program (ROP)</td>
<td>2</td>
</tr>
<tr>
<td>Southwest High School</td>
<td>2</td>
</tr>
</tbody>
</table>

III. Conditions:
1. Credit may not be earned at Imperial Valley College for courses which duplicate credit already allowed for Advanced Placement Examinations. See A COUNSELOR.
2. Credit may be granted only when the student has registered and enrolled in classes.
3. Although Imperial Valley College grants credit for Advanced Placement Examinations, there is no guarantee that you transfer institution will do the same.

II. COLLEGE CREDIT FOR REGIONAL OCCUPATIONAL PROGRAM COURSES

Policy:
Imperial Valley College grants credit toward the associate degree for completion of specific Regional Occupational Program (ROP) courses and high school courses which have been articulated with Imperial Valley College courses. IVC credit is granted for those courses only when:
1. The ROP course has been completed with at least a "B" grade.
2. The High School/ROP instructor has recommended the student.
3. The higher level course is completed at IVC with at least a "C" grade for a Business Office Technology or a Nursing course and at least a "B" grade for an Administration of Justice course.

Students who intend to participate in this program should follow the procedure listed below.

Procedure:
1. The student must be currently enrolled at Imperial Valley College.
2. The student must file an official ROP Certificate or an official high school transcript, which will include course grade and High School/ROP instructor recommendation with the Registrar at Imperial Valley College.
3. After the higher level course is completed at IVC with the required grade, the student must petition to receive credit for the articulated course. An IVC counselor must sign...
satisfactory progress toward an appropriate educational objective, and providing special assistance to students in reassessing their educational objectives and guiding them to accomplish these goals.

Students who are placed on probation will be identified as early as possible at the termination of each semester and will be referred to the Counseling Center.

There are two types of Academic Probation:

Scholastic Probation
Any student who completes six or more units in the Fall or Spring semester and earns less than a 2.00 grade point average will be placed on Scholastic Probation. A student will remain on Scholastic Probation until the student's grade point average is 2.00 or better in the subsequent regular semester. Summer session will not change a student's probation status.

Lack-of-Progress Probation
At the end of each semester, any student who has enrolled in 12 or more units and who has received grades of W's, P's, and NC's in 50 percent or more of those units, will be placed on Lack-of-Progress Probation. A student on Lack-of-Progress Probation shall be removed from probation when the percentage of units in W's, P's, and NC's has dropped below 50 percent overall. Summer session will not change a student's probation status.

PROVISIONAL STATUS
A newly enrolled freshman who is enrolled in more than six units and who falls into one of the categories listed below shall be admitted on provisional status:
1. Grade point average in the last three years of high school was less than 2.00 (grade C on a five-point scale with zero for an F grade) excluding only physical education and military science.
   A = 4.0
   B = 3.0
   C = 2.0
   D = 1.0
   F = 0
2. Student is not a high school graduate.

Students on provisional status shall develop, with a counselor, a course of study commensurate with their ability. They are required to hold periodic conferences with a counselor and their program may be regulated by a counselor according to their aptitudes and achievement.

Provisional status is removed when students have successfully completed 12 units of work.

PETITION AND HEARING PROCESS
Formerly and currently enrolled IVC students are entitled to seek and receive responses to any questions related to their educational programs in accordance with the Imperial Community College District educational philosophy.

Petition Process
The petition process is used to request exceptions to the rules and regulations in order to meet the student's special needs or circumstances.

Petition Procedure
The student will use a petition form (available in the Registration Office and Counseling Center) and submit his/her request to the Register who will review the request and provide a resolution. If the student is not satisfied with the resolution, a request may be made to the Registrar for a hearing before the appropriate committee.

Hearing Process
There are three established areas which may require hearing procedures for students and campus organizations seeking responses to educational questions or issues. These are:
1. Standards of Student Conduct
2. Access to Student Records and Challenge Procedure

Voluntary Withdrawal
A student who is required to withdraw from college because of extenuating circumstances must contact the Registration Office for the procedures to be followed. (See "Withdrawal gr[ades].")

ACADEMIC DISMISSAL
Academic Dismissal is a system of forced interruption in attendance at Imperial Valley College in those instances where a student is unable to maintain satisfactory progress in achieving academic programs within the limit of available resources of the college.

Students are subject to the following two types of academic dismissal:

Scholastic Dismissal
Evaluation for Scholastic Dismissal occurs at the end of both the Fall and Spring semesters when a student has previously been placed on Scholastic Probation, and has a cumulative grade point average of 1.75 or less the last three consecutive semesters of enrollment. The student will be notified by letter as soon as possible after the semester in which the dismissal evaluation occurs. The dismissed student will not be allowed to enroll during the next semester (the exception being a student who is dismissed for the Fall semester but has registered for the Spring semester. That student will be allowed to continue classes for the Spring semester, at the end of which the student will be reevaluated for Dismissal. The dismissed student will not be allowed to enroll for the next semester (except by special approval upon petition to the Admissions, Registration and Petitions Committee).

Lack-of-Progress Dismissal
Evaluation for Lack-of-Progress Dismissal occurs at the end of both the Fall semester and the Spring semester when a student has previously been placed on Lack-of-Progress Probation, and has 50% or more of recorded enrollment of "W", "T", or "NC" in the last three consecutive semesters of enrollment. The dismissed student will not be allowed to enroll during the next semester (the exception being a student who is dismissed for the Fall semester but has registered for the Spring semester. That student will be allowed to continue classes for the Spring semester, at the end of which the student will be reevaluated for Dismissal. The dismissed student will not be allowed to enroll for the next semester (except by special approval upon petition to the Admissions, Registration and Petitions Committee).

Military Credit
A Guide to the Evaluation of Educational Experiences in the Armed Services, American Council on Education is used to evaluate military school credit.

A. Presentation of the DD214 (minimum of 180 days active duty to include basic training) to the Veterans Assistant may allow the veteran 4 units of credit for basic training in the military service of the United States of America (2 units for physical education and 2 units for health education).
A student may be graduated under the catalog in effect at the time of initial enrollment provided a continuous enrollment status is maintained during each semester (excluding summer sessions).

GRADUATION REQUIREMENTS

ASSOCIATE DEGREES

Upon completion of the following requirements, students at Imperial Valley College will be granted the degree of Associate in Arts or Associate in Science, depending upon the major completed. Responsibility for filing a petition for graduation rests with the student. This petition is to be filed with the Registrar not later than the end of the 4th week of each semester and the 1st week of summer session. A $10.00 nonrefundable fee must accompany the petition for graduation.

Additional Associate Degree(s) or Major(s) may be earned if the student completes those required courses and units beyond the prior degree(s) or major(s). Courses used in one major may be utilized in other majors as they apply. If a student breaks continuous enrollment, he/she will also be responsible for additional graduation requirements or required courses in the major as designated by the current catalog in effect. The requirements for graduation represent State and institutional minimum general requirements set by the firm commitment on the part of Imperial Valley College to the principles of general education. These requirements in general education are designed to develop the potential of every student, broaden their outlook, and contribute to the realization of the well-balanced whole person.

1. ACQUISITION OF MAJOR CONSISTING OF EIGHT-TEEN UNITS (UNLESS OTHERWISE DESIGNATED) IN A SPECIFIED FIELD OF STUDY

Students may satisfy the major requirement in the following fields of study. Individual courses of study for each major are listed after the Courses of Instruction.

II. UNITS, GRADE POINT AVERAGE, RESIDENCE AND FINANCIAL OBLIGATIONS REQUIREMENTS

A. Sixty (60) degree applicable units
B. Grade point average of 2.0 or better for all degree applicable college work.
C. Forty-five (45) degree applicable units in residence or the last fifteen (15) degree applicable units at IVC.

In-residence units refer to those units taken at Imperial Valley College in which a student is enrolled, attends class sessions of one semester’s duration, and receives a passing grade. Credit by examination, extension credit, military credits, and/or credit by petition do not qualify a student for in-residence units.

Units toward an Associate in Arts or Associate in Science degree at Imperial Valley College must be from a
A general education course may be used to satisfy both a general education requirement and a major requirement.

### A. LANGUAGE AND RATIONALITY

#### 1. English Composition (3 units required) (with a grade of "C" or better)

- **Engl 1A Reading & Composition**
- **Engl 2B Basic English Composition**

#### B. Communication & Analytical Thinking

- **CIS 1 Intro to Information Systems**
- **CIS 10 Programming in C#**
- **CIS 12 Programming in Basic**
- **Engl 11 Reading IV: Anal. & Crit. Reading**
- **Engl 50 Advanced Composition**
- **Engl 52 Introduction to Linguistics**
- **Engl 53AB Creative Writing**
- **Engl 55 Intro to Tech & Report Writing**
- **Jrn 1 Introduction to Journalism**
- **Math A Intermediate Algebra**
- **Math 2 Advanced Algebra & Trigonometry**
- **Math 3A Analytic Geometry & Calculus**
- **Math 10A Algebraic Structure & School Teachers**
- **Math 12 Intro Statistics w/ Applications**
- **Math 15 Intro Calculus w/ Applications**
- **Math 47 Problem Solving in Forensics**
- **Math 58 Computer Programming in PASCAL**
- **Phil 10 Logic**
- **Spc 1 Oral Communication**
- **Spc 10 Argumentation & Debate**

### B. NATURAL SCIENCE (3 units required)

- **Ag 5 Basket & His Environ.** (same as Env 5)**
- **Ag 14 Entomology**
- **Ag 40 Soil**
- **Anat 6 Anatomy & Physiology for Health Occ**
- **Anat 8 Human Anatomy**
- **Anat 10 Human Anatomy & Physiology**
- **Ant 21 Principles of Astronomy**
- **Biol 3 Principles of Biological Science**
- **Biol 21 General Microbiology**
- **Chem 1A General Inorganic Chemistry**
- **Chem 2A Introduction to Chemistry**
- **Env 5 Man & His Environ.** (same as Ag 5)**
- **Env T 100 Intro to Environmental Technology**
- **Geog 1 Physical Geography**
- **N ScI 51 Survey of the Earth Sciences**
- **Phys 4A General Physics**
- **Phys 10 Intro to Physics for Health Professions**
- **Phys 1 Human Physiology**
- **Psych 2 Biological Psychology**
- **Zool 1A General Zoology**

### C. HUMANITIES (3 units required)

- **Art 3A History & Appreciation of Art**
- **Art 3B History & Appreciation of Art**
- **Art 4 History & Appreciation of Modern Art**

### D. SOCIAL AND BEHAVIORAL SCIENCES

- **Ag 30 Food & Fiber in a Changing World**
- **ADS 9 Introduction to Counseling** (same as Psych 9)**
- **ADS 50 Human Values in a Changing Society** (same as Soc 50)**
- **Anth 2 Cultural Anthropology**
- **Anth 3A Intro to Archaeological Site Survey**
- **Anth 3B Intro to Archaeological Excavations**
- **Anth 4 California Indians**
- **Anth 4A Indians of North America**
- **Anth 8 Indians of the Southwest**
- **DSPS 1 Understanding Exceptional Students** (same as ECE 27)**
- **ECE 20 Developmental Psych of Children** (same as Psych 20)**
- **ECE 21 Early Childhood Socialization: Children, Family and Community**
- **ECE 22 Adv Developmental Psychology & Observation**
- **ECE 27 Understanding Exceptional Students** (same as DSPS 1)**
- **ECE 29 Infant/Toddler Development**
- **Eco 1 Principles of Economics**
- **Eco 2 Principles of Economics**
- **Geog 2 Cultural Geography**
- **Geog 3 Economic Geography**
- **Hist 30 Mexican and the Amer Southwest**
- **Hist 34 History of Imperial Valley**
- **Hist 35 Oral History**
- **Hist 45A Comp History of the Americas**
- **Hist 45B Comp History of the Americas**
- **Hist 50A Early World History**
- **Hist 50B Modern World History**
- **Pol 3 Comparative Politics**
- **Pol 14 Int to International Relations**
- **Psych 1B Introduction to Psychology**
- **Psych 2B Introduction to Psychology**
- **Psych 4 4 Psychology of Human Sexuality**
- **Psych 5 Psychology of Effective Behavior**
- **Psych 9 Introduction to Counseling** (same as ADS 9)**
These vary according to the requirements of the institution of higher education. A student may petition to have a maximum of six units or credit toward graduation for courses taken at another accredited college or university having a correspondence or extension division credit with the student to submit evidence establishing the student's option.

**CREDITS FOR CORRESPONDENCE AND EXTENSION COURSES**

A student may petition to have a maximum of six units or credit counted toward graduation for correspondence or extension courses which meet the following standards:

1. Courses must have been taken at a recognized accredited college or university having a correspondence or extension division.
2. Courses must be designated as lower division credit by the college or university.

It is the responsibility of the student to submit evidence establishing the above standards.

## TRANSFER REQUIREMENTS

Two principal requirements must be met in order to attain full junior standing at a California State University, the University of California, or other institutions maintaining equivalent standards to ensure that the student expects to transfer. These are as follows:

1. The completion of the specified requirements for junior standing or completion of student senior college or university; and
2. The completion of the lower-division prerequisites for upper-division majors and minors.

These vary according to the requirements of the institution of higher education in which the student expects to enroll. A STUDENT EXPECTING TO TRANSFER TO SUCH AN INSTITUTION SHOULD CONSULT THE CATALOG OF THE INSTITUTION REGARDING SPECIFIC REQUIREMENTS and plan their Imperial Valley College work so that these requirements will be met. Additional information is available in the Counseling Center.

### TRANSFERABLE COURSES

Transferable courses to the California State University system and/or the University of California system are identified by CSU, UC, following the catalog description. Students are advised to contact their counselor to determine which specific courses are applicable to their educational objective.

A student planning to transfer to the California State University system can, at their request, have the general education requirements certified by Imperial Valley College. In order to meet this certification, a student must complete thirty-nine (39) units of selected general education in one of five areas: English communication and critical thinking; physical universe and life forms; arts, literature, philosophy, and foreign language; social, political, and economic institutions; and understanding life and self-development. With the certification of general education completed by Imperial Valley College, a student can transfer to a California State University assured that no further general education will be required at the lower division level.

### CERTIFICATION OF CALIFORNIA STATE UNIVERSITY GENERAL EDUCATION BREEDTH REQUIREMENTS

<table>
<thead>
<tr>
<th>A. ENGLISH COMMUNICATION &amp; CRITICAL THINKING (9 semester or 12 quarter units)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Oral Communication (1 course required):</td>
</tr>
<tr>
<td>Spch 1 (3)</td>
</tr>
<tr>
<td>2. Written Communication (1 course required):</td>
</tr>
<tr>
<td>Eng 1A (3)</td>
</tr>
<tr>
<td>3. Critical Thinking (1 course required):</td>
</tr>
<tr>
<td>Eng 11 (3.5) Phil 10 (3)</td>
</tr>
<tr>
<td>Eng 50 (3) Spch 10 (3)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. PHYSICAL UNIVERSE AND ITS LIFE FORMS (9 semester or 12 quarter units with at least one lab course marked with an L)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Physical Science (1 course required):</td>
</tr>
<tr>
<td>Ag/Eco 5 (3) Chem 12A (L) 5</td>
</tr>
<tr>
<td>Ag 40 (L) (3) Chem 12B (L) 4</td>
</tr>
<tr>
<td>Asc 21 (3) Greg 1 (3)</td>
</tr>
<tr>
<td>Chem 1A (L) 5</td>
</tr>
<tr>
<td>Chem 1B (L) 5</td>
</tr>
<tr>
<td>Chem 2A (L) 4</td>
</tr>
<tr>
<td>Chem 5 (L) 4</td>
</tr>
<tr>
<td>2. Life Science (1 course required):</td>
</tr>
<tr>
<td>Ag 4L (3) Biol 21L (L)</td>
</tr>
<tr>
<td>Anat 8 (L) 4</td>
</tr>
<tr>
<td>Anat 10 (L) 5</td>
</tr>
<tr>
<td>Anh 1 (3) Zool 1A (L)</td>
</tr>
<tr>
<td>Biol 3 (L) Zool 1B (L)</td>
</tr>
<tr>
<td>3. Math/Quantitative Reasoning (1 course required):</td>
</tr>
<tr>
<td>Math 2 (3) Math 6 (3)</td>
</tr>
<tr>
<td>Math 3A (5) Math 10A (3)</td>
</tr>
<tr>
<td>Math 3B (5) Math 10B (3)</td>
</tr>
<tr>
<td>Math 4 (5) Math 12 (4)</td>
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<tr>
<td>Math 5 (3) Math 15 (2)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C. ARTS, LITERATURE, PHILOSOPHY, AND FOREIGN LANGUAGE (9 semester or 12 quarter units)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Arts Category:</td>
</tr>
<tr>
<td>Art 3A (3) Mus 7 (3)</td>
</tr>
<tr>
<td>Art 3B (3) Mus 20A (3)</td>
</tr>
<tr>
<td>Art 4 (3) Mus 20B (3)</td>
</tr>
<tr>
<td>Art 5 (3) Mus 30 (3)</td>
</tr>
<tr>
<td>Humanities Category:</td>
</tr>
<tr>
<td>DSPS 10 (4) Hist 4A (3)</td>
</tr>
<tr>
<td>DSPS 11 (4) Hist 4B (3)</td>
</tr>
<tr>
<td>DSPS 12 (3) Hist 50A* (3)</td>
</tr>
<tr>
<td>Eng 1B (3) Hist 50B* (3)</td>
</tr>
<tr>
<td>Eng 41 (3) Hum 1A (3)</td>
</tr>
<tr>
<td>Eng 42A (3) Hum 1B (3)</td>
</tr>
<tr>
<td>Eng 42B (3) Hum 21P/S 63 (3)</td>
</tr>
<tr>
<td>Eng 43A (3) Hum 25 (3)</td>
</tr>
<tr>
<td>Eng 43B (3) Hum 26 (3)</td>
</tr>
<tr>
<td>Eng 46A/Eco 28A (3) JPN 1A (3)</td>
</tr>
<tr>
<td>Eng 46B/Chem 28B (3) JPN 1B (3)</td>
</tr>
<tr>
<td>Eng 47 (3) Phil 1A (3)</td>
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<tr>
<td>Fen 1 (5) Phil 1B (3)</td>
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<tr>
<td>Fen 1A (2.5) Phil 11 (3)</td>
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<tr>
<td>Fen 1B (2.5) Phil 25 (3)</td>
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<tr>
<td>Fen 2 (5) Span 1 (3)</td>
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<tr>
<td>Fen 2A (2.5) Span 1A (2.5)</td>
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<tr>
<td>Fen 2B (2.5) Span 1B (2.5)</td>
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<tr>
<td>Fen 3 (4) Span 2 (5)</td>
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<tr>
<td>Fen 4 (4) Span 2A (2.5)</td>
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<tr>
<td>Fen 5 (4) Span 2B</td>
</tr>
<tr>
<td>Fen 10 (3) Span 3 (4)</td>
</tr>
<tr>
<td>Germ 1 (3) Syna 26A (5)</td>
</tr>
<tr>
<td>Germ 1A (2) Syna 28A (5)</td>
</tr>
<tr>
<td>Germ 1B (2) Syna 23 (3)</td>
</tr>
<tr>
<td>Germ 2 (4) Syna 25 (3)</td>
</tr>
<tr>
<td>2. Social, Political, and Economic Institutions (9 semester or 12 quarter units)</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>1. American Institutions (6 units required - choose one sequence):</td>
</tr>
<tr>
<td>a. Hist 17A and 17B (3-3)</td>
</tr>
<tr>
<td>b. Pol 5 1 and 2 (3-3)</td>
</tr>
<tr>
<td>c. Hist 17A and Pol 5 1 (3-3)</td>
</tr>
<tr>
<td>d. Hist 17B and Pol 5 2 (3-3)</td>
</tr>
<tr>
<td>2. Select one course from a subject area not completed in Section D, Part I:</td>
</tr>
<tr>
<td>AJ 21 (3) Hist 45A (3)</td>
</tr>
<tr>
<td>AJ 26 (3) Hist 45B (3)</td>
</tr>
<tr>
<td>Aj 30 (3) Hist 50A* (3)</td>
</tr>
</tbody>
</table>
This summer session provided 1M student...

2. MATH/EMATICAL CONCEPTS/QUANTITATIVE REASONING - 3 semester/4-5 quarter units.

Math 2** (5) Math 5 (3)
Math 3A** (5) Math 6 (3)
Math 3B (5) Math 12 (3)
Math 4 (5) Math 15** (4)

3. ARTS AND HUMANITIES - 9 semester/12-15 quarter units. At least 3 courses with at least 1 from the Arts and 1 from the Humanities.

ART COURSES
Anth 16A (3) Mus 9A (3)
Anth 16B (3) Mus 9B (2)
Art 3A (3) Mus 9C (3)
Art 3B (3) Mus 9D (3)
Art 4 (3) Mus 20A (3)
Art 5 (3) Mus 20B (3)
Mus 7** (3) Mus 30 (3)
Mus 8** (3) Mus 31 (3)

HUMANITIES COURSES
Engl 1B (3) Hist 30* (3)
Engl 41 (3) Hist 45A* (3)
Engl 42A (3) Hist 45B* (3)
Engl 43B (3) Hist 50A* (3)
Engl 43A (3) Hist 50B* (3)
Engl 43B (3) Hum 1A (3)

6. LANGUAGE OTHER THAN ENGLISH (UC Requirement Only)
Complete 2 years of the same foreign language in high school with a grade of C or better OR earn a score of 3 or higher in the College Board Advanced Placement exams in languages other than English OR earn a satisfactory score on the SAT II: Subject Test in languages other than English, (see a counselor for specific courses) OR complete with C grades or better, two years of formal schooling at the sixth grade level or higher in an institution where the language of instruction is not English OR complete 4-5 units from the courses below.

Fren 1** (5) JPN 1A-1B** (3-3)
Fren 1A-1B** (2.5-2.5) JPN 1A-1B** (3-3)
Hist 1** (3) Hist 45A* (3)
Hist 45B* (3) Hist 45B* (3)
Hist 45C* (3) Hist 45B* (3)

5. PHYSICAL AND BIOLOGICAL SCIENCES - 7-9 semester/10-12 quarter units. 2 courses, 1 Physical Science course and 1 Biological Science course; at least 1 course must include a laboratory (L).

PHYSICAL SCIENCE COURSES
Astr 21 (3) Chem 12B (L) (4)
Chem 1A (L) (5) Geog 1* (3)
Chem 1B (L) (5) Phys 4A** (L) (5)
Chem 2A** (L) (4) Phys 4B** (L) (5)
Chem 5 (L) (4) Phys 4C** (L) (5)
Chem 12A (L) (4)

BIOLOGICAL SCIENCE COURSES
Ag 14 (L) (3) Biol 21 (L) (3)
Agric 4** (L) (4) Phys 4** (L) (4)
Agric 10** (L) (5) Psych 2* (3)
Anth 1 (3) Zool 1A (L) (4)
Biol 3** (L) (4) Zool 1B (L) (4)

Imperial Valley College has developed career programs which reflect employment opportunities of our county and region. Advisory committees work closely with the college to ensure each student the best in education and real employment opportunities upon graduation.

In developing a major program, each student should plan on completing graduation requirements for the Associate in Arts or Associate in Science Degree. It is recommended that students should plan a broad educational background including general education courses.

Imperial Valley College

It is most important that students consult with a counselor during their first semester in preparing programs to determine the appropriate sequence of courses. Further, it should be noted that the final responsibility for the selection of proper courses rests with the student.

CERTIFICATES
Occupational Certificates are awarded to convey evidence that well-defined levels of proficiency have been attained in designated occupational fields. Certificate programs are available in some of the occupational areas for which the college offers the Associate Degree. To qualify for an Occupational Certificate, a student must:

1. Complete all courses listed for a particular certificate.
2. Achieve a "C" grade average (2.0 GPA) for all courses used to complete the certificate.
3. File a certificate request with the Registrar not later than the end of the fourth week of each semester and the first week of the summer session.

Certificates are offered in the following areas:

- Administration of Justice
- Agricultural Business Management
- Agricultural Engineering Technology
- Alcohol and Drug Studies
- Automotive Body Repair and Painting
- Automotive Technology
- Banking: Administration
- Banking: General Operations
- Basic Computer Skills
- Business Office Technologies: Accounting Technician
- Business Office Technologies: Administrative Assistant
- Business Office Technologies: Office Technician
- Business Supervision
- Computer Information Systems
- Correctional Science
- Crop Science
- Early Childhood Education
- Early Childhood Education Family Child Care
- Early Childhood Education Infants/Toddlers
- Electronics
- Emergency Medical Technician I
- Emergency Medical Technician II
- Emergency Medical Technician-Pamado
- Environmental Technology
- Field Archaeology
- Fine Technology
- Graphic Arts - Multi Media
- Graphic Arts - Printing
- Health Assistant
- Hemodialysis Technician
- Home Health Aide
- Human Relations
- Legal Assistant
- Library Technician
- Marketing-Sales Technology
- Medical Assistant
- Medical Office Assistant
- Medical Transcription Specialist
- Nutrition Management - Dietary Manager

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El programa de estudio en el colegio también incluye cursos de estudio para personas adultas que no pudieron terminar la preparatoria, de manera que puedan tomar la habilidad para tomar y aprobar los cursos que ofrece el colegio. El éxito que estas personas obtengan en tales cursos determinará si la persona seguirá tomando cursos en el futuro.

Existen cinco programas diseñados para los siguientes grupos de estudiantes: estudiantes que sólo pueden tomar clases de noche; estudiantes que no pueden asistir al colegio completo; estudiantes que deseen coordinar su programa de estudio con algún trabajo en el colegio; estudiantes sobresalientes del onceavo o doceavo año de preparatoria que deseen cursar clases especiales de nivel de colegio; y por último a los estudiantes que tengan alguna incapacidad física.

1. El Turno Vespertino de Clases en el Colegio

El turno vespertino de clases en el colegio, se compone de cursos regulares. Estos cursos ofrecen la oportunidad para que el estudiante adquiera un diploma/título (Associate in Arts Degree o Associate in Science Degree), también el estudiante puede tomar cursos preparatorios para ingresar a una universidad/colegio, o mejorar cualquier deficiencia académica que haya tenido en la preparatoria, o simplemente tomar clases que le interesen.

Un programa de estudio de turno vespertino toma más tiempo que un programa de estudio matutino, el estudiante podrá terminarlo en menos tiempo si sigue un programa de estudio adecuado y planeando conjuntamente con un asesor académico.

2. Colegio Externo

El programa del Colegio Externo ofrece a los residentes del Condado Imperial acceso conveniente y práctico a cursos del colegio. Estos cursos se ofrecen a través de toda la comunidad en 98 localidades en el condado. La mayoría de los centros ofrecen clases de turno matutino o vespertino. La duración del curso externo es desde medio a media jornada. El colegio externo también cuenta con personal administrativo y dos asesores académicos.

La meta del Colegio Externo es de ofrecer un programa de estudio extenso, flexible, y de calidad a las 14 comunidades que se encuentran en el Distrito del Colegio Imperial. Estas clases ayudan a minorar el problema de aislamiento, que afecta a un gran número de residentes del Valle Imperial. Las clases se ofrecen en una forma constante y sistemática durante todo el año. Se ofrecen clases en las siguientes áreas de estudio: Técnico Médico de Emergencias, Biens y Raíces, Operaciones de Microcomputadoras, Español y clases de Inglés. También se ofrecen cursos de introducción en el campo de Teléfonos en Salud, Administración de Justicia, y Ciencia de Extinción de Incendios.

Los programas innovativos incluyen proyectos de capacitación costeados por el Consorcio del Sector Privado para una variedad de agencias del Condado. Diferentes agencias, iglesias, distritos escolares y la Universidad de San Diego en el Valle Imperial facilitan el uso de sus instalaciones para llevar acabo tal capacitación.

Para que el colegio del Valle Imperial pueda lograr su meta de servir a todo estudiante que desea una educación, una variedad de cursos están a la disposición del estudiante. Algunos de los cursos pueden ofrecer al estudiante destrezas para obtener un trabajo. Otros cursos ofrecen educación general, la cual ayuda a todo estudiante a vivir vidas productivas dentro de una sociedad compleja como la nuestra. Además, otros tipos de cursos proveen el conocimiento básico para que los estudiantes continúen sus estudios en instituciones superiores de cuatro años.

Un estudiante puede cursar los primeros dos años de estudio universitario en el colegio, tomando clases de educación secundaria de cuatro años.

El programa de estudio coordinado entre el Colegio de la Comunidad del Valle Imperial y los empresarios públicos o privados de la comunidad. El colegio provee la organización y la coordinación de los salarios de los salarios. Las agencias o empresas que deseen emplear a los estudiantes ofrecen las localidades donde pueden trabajar y capacitarse. Las unidades que obtengan pueden utilizarse para restringir algunos de los requisitos para su diploma de graduación.

Los Programas y Servicios Para Estudiantes Incapacitados (DSP&S)

Los Programas y los Servicios a los Estudiantes Incapacitados está diseñado para proveer servicios de apoyo a estudiantes que tienen alguna incapacidad física, problemas de aprendizaje y problemas de salud. El programa ofrece exámenes de diagnóstico y evaluación, inscripción preferencial, niveles académicos, clases de educación física, estacionamiento preferencial, y asistencia de enfermería.

El Progarme Pre-escolar del Colegio del Valle Imperial

La escuela pre-escolar está abierta cinco días de la semana de las 7:45 a.m. a las 3:45 p.m., de acuerdo con el calendario del colegio. Los servicios de cuidado infantil se ofrecen para niños de edad pre-escolar de 2 a 5 años de edad, cuyos padres son estudiantes del Colegio del Valle Imperial.

El reconocimiento "Con Distinción" es otorgado al estudiante que en el curso de sus estudios en el colegio obtenga un promedio de calificaciones de 3.5 o mejor en clases aplicables para el título.

El reconocimiento "Con Honores" es otorgado al estudiante que obtiene un promedio de calificaciones de 3.0 en clases aplicables para el título.

La lista de distinciones del presidente del Colegio

El presidente del colegio da un reconocimiento especial al alumno que recibió durante el semestre previo un promedio de 3.0 o mejor en calificaciones que se obtuvieron en el 12 o más cursos.
Membría Inicial: Una persona puede obtener membresía inicial si la persona:
1. A terminado 12 unidades por semestre durante tres semestres.
2. Haver obtenido un promedio acumulativo de 3.25 o mejor en cursos de nivel avanzado.

Membría de Continuación: Un nuevo miembro podrá obtener y continuar con la membresía por medio de:
1. Haber obtenido el semestre previo un promedio de calificación no menor de 3.25 en cursos de nivel avanzado o

Todos los vehículos estacionados en las áreas de estacionamiento del colegio deberán tener un permiso de estacionamiento vigente. Si va a traz un vehículo al colegio, favor de llenar la forma de registro adjunta al paquete de inscripción.

PERMISO DE ESTACIONAMIENTO

TODOS los vehículos estacionados en las áreas de estacionamiento del colegio deben tener un permiso de estacionamiento vigente. Si va a trazar un vehículo al colegio, favor de llenar la forma de registro adjunta al paquete de inscripción.

ACREDITACION

El Colegio está oficialmente acreditado por Accrediting Commission of Junior Colleges, Western Association of Schools and Colleges, American Welding Society, State Department of Education, y Commission on Peace Officers Standards and Training La Universidad de California, y otros colegios y universidades aceptan las unidades obtenidas en este colegio.

SERVICIOS DE ASESORAMIENTO ACADEMICO

En la intención del Colegio ofrecer a todos los estudiantes información pertinente la cual necesitan en el formulariometo de sus metas y objetivos, y así unos apropiado al máximo sus potenciales y entusiasmos. El asesoramiento académico se ofrece por asesoradores profesionales, con habilidades y estrentamiento en áreas académicas, vocacionales, y asesoramiento personal. El Centro de Asesoramiento se abre de 8:00 a.m. a 8:00 p.m. de Lunes a Jueves, y de 8:00 a.m. a 5:00 p.m. Los Viernes durante el año escolar. Un Centro de Carreras se encuentra localizado en el Centro de Asesoramiento. El Centro de Carreras provee extensa información de carreras.

Proceso de Matriculación

El Colegio requiere que todos los estudiantes planeen inscribirse en una clase de lectura, escritura, o matemáticas, tome los exámenes de ubicación para determinar su nivel académico en dichas áreas, y así poder ubicarlos en las clases apropiadas.

Las actividades de los estudiantes están reglamentadas por la Asociación Estudiantil del Colegio.

Política de Rembolsos

Al terminar el proceso de la forma de reembolos, el reembolso se dará bajo las siguientes condiciones:
1. Un error en algún pago o cuota de matrícula
2. El pago o cuota de matrícula de una clase descontinuada

La solicitud de reembolso tendría que llenarse y entregarse antes de que se cierre la inscripción para poder recibir el rembolsoblo de lo siguiente:

<table>
<thead>
<tr>
<th>Núm.</th>
<th>Descripción</th>
<th>Costo</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pago de inscripción</td>
<td>$12.00 por unidad</td>
</tr>
<tr>
<td>2</td>
<td>Pago de estacionamiento</td>
<td>$15.00 por vehículo (pago citadas)</td>
</tr>
<tr>
<td>3</td>
<td>Cuota de matrícula</td>
<td>$20.00 por vehículo</td>
</tr>
</tbody>
</table>

Nota: Los estudiantes que estén inscritos en clases que no se están llevando acabo en el colegio no tienen que pagar el permiso de estacionamiento.

Programa de Asistencia Financiera

El Colegio del Valle Imperial tiene la convicción de que cualquier estudiante que tiene la capacidad de beneficiarse de una enseñanza no se debe negar una educación por falta de recursos económicos. Cada año hay varios tipos de ayuda disponible para estudiantes con necesidades económicas. Esta asistencia es ofrecida por el distrito del colegio, el estado, el gobierno federal, grupos civicos, y ciudadanos. Si desea más información sobre asistencia financiera favor de comunicarse con la Oficina de Asistencia Financiera ubicada en el Centro de Asesoramiento.

Gastos

Los costos y cuotas de inscripción se pagan al ser inscrito en el colegio. Aquel que no se inscriba no recibirá el total de pago.

<table>
<thead>
<tr>
<th>Núm.</th>
<th>Descripción</th>
<th>Costo</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Pago de inscripción</td>
<td>$12.00 por unidad</td>
</tr>
<tr>
<td>2</td>
<td>Pago de estacionamiento</td>
<td>$15.00 por vehículo (pago citadas)</td>
</tr>
<tr>
<td>3</td>
<td>Cuota de matrícula</td>
<td>$20.00 por vehículo</td>
</tr>
</tbody>
</table>

NOTA: Los estudiantes que estén inscritos en clases que no se están llevando acabo en el colegio no tienen que pagar el permiso de estacionamiento.

Explicación de Cuotas

La Legislación del Estado de California, por orden del Gobernador, requiere que todos los colegios estatales en California cobre inscripción a todo estudiante por cada semestre que se inscriba. La Legislación también aprovina asistencia financiera a estudiantes de bajos recursos que no puedan costear sus estudios y que califiquen para estos servicios de acuerdo a las Guías Estatales. Si desea información en cuanto ayuda financiera para costear sus estudios puede obtenerla en la Oficina de Asistencia Financiera. La cuota de estacionamiento provee fondos para gastos administrativos y de operación para el mantenimiento del estacionamiento y facilidades de transporte.

Cobros y Cuotas

Estudiantes no residentes del estado de extranjeros tienen que pagar la cuota de matrícula de $121.00 dólares por unidad mas las cuotas de pago citadas.

El colegio acepta los pagos de estudiantes no residentes o extranjeros en efectivo, giros postales Western Union, cheques de viajero, o cheques de banco. Los cheques personales no se aceptan. Los pagos de estudiantes no residentes o extranjeros deberán hacerse sin retraso.

Otros Gastos/Cuotas

Haber un cobro de $10.00 por cada cheque que sea devuelto al colegio por falta de fondos.

Política de Rembolsos

Al terminar el proceso de la forma de reembolos, el reembolso se dará bajo las siguientes condiciones:
1. Un error en algún pago o cuota de matrícula
2. El pago o cuota de matrícula de una clase descontinuada

La solicitud de reembolso tendría que llenarse y entregarse antes de que se cierre la inscripción para poder recibir el rembolsoblo de lo siguiente:

<table>
<thead>
<tr>
<th>Núm.</th>
<th>Descripción</th>
<th>Costo</th>
</tr>
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<tbody>
<tr>
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NOTA: Los estudiantes que estén inscritos en clases que no se están llevando acabo en el colegio no tienen que pagar el permiso de estacionamiento.

El Colegio está oficialmente acreditado por Accrediting Commission of Junior Colleges, Western Association of Schools and Colleges, American Welding Society, State Department of Education, y Commission on Peace Officers Standards and Training. La Universidad de California, y otros colegios y universidades aceptan las unidades obtenidas en este colegio.

SERVICIOS DE ASESORAMIENTO ACADEMICO

En la intención del Colegio ofrecer a todos los estudiantes información pertinente la cual necesitan en el formulariometo de sus metas y objetivos, y así unos apropiado al máximo sus potenciales y entusiasmos. El asesoramiento académico se ofrece por asesoradores profesionales, con habilidades y estrentamiento en áreas académicas, vocacionales, y asesoramiento personal. El Centro de Asesoramiento se abre de 8:00 a.m. a 8:00 p.m. de Lunes a Jueves, y de 8:00 a.m. a 5:00 p.m. Los Viernes durante el año escolar. Un Centro de Carreras se encuentra localizado en el Centro de Asesoramiento. El Centro de Carreras provee extensa información de carreras.

Además, se ofrecen servicios bilingües para estudiantes que hablen poco inglés y desean ayuda académica en la interpretación de sus cursos. Grupos de conversación se ofrecen para aquellas personas que hablan poco inglés pero que quieran practicar conversando y así extiendan y enriquezcan su vocabulario.

PROCESO DE MATRICULACIÓN

El colegio requiere que todos los estudiantes planeen inscribirse en una clase de lectura, escritura, o matemáticas, tome los exámenes de ubicación para determinar su nivel académico en dichas áreas, y así poder ubicarlos en las clases apropiadas.
### REGLAMENTOS

#### ADMISION

La admisión al colegio está reglamentada por las leyes del Estado y dichos reglamentos suplementarios son prescriptos por la mesa directiva. El estudiante que se inscriba en ocho o más unidades en cualquier semestre o el ver apropiado ocho unidades o más, se le requiere que (1) se asegure tener una copia oficial de su registro de calificaciones de la preparatoria o de otra institución de estudio superior en la Oficina de Inscripción; (2) tomar los exámenes de ubicación.

A todo estudiante se le admite bajo una de las siguientes clasificaciones:

1. Graduado de preparatoria (High School) o su equivalencia (General Educational Development o California High School Proficiency Examination).
2. No-graduado de preparatoria que tenga 18 años de edad.
3. Estudiante de preparatoria recomendado por el director de la escuela para tomar de una a nueve unidades de clase. (Tiene que entregar documentación de que está inscrito en la preparatoria.) Participación en actividades extra-curriculares deben confinarse a la preparatoria. Estos estudiantes tendrán que asistir a la preparatoria (High School) medio tiempo.
4. Estudiantes que se transfieran de colegios y estupen buena calificación en las calificaciones oficiales (preparatoria y colegio) se les da otra preferencia.

Los estudiantes extranjeros o de otros estados se les puede aceptar para inscripción en el último trimestre del semestre. Si bien se les cobrará cuota de matrícula para un estudiante que está en California por un periodo de uno año o más, no se les cobrará cuota de matrícula por los estudiantes que estén en California por menos de un año.

#### REGISTRO DE CALIFICACIONES EXTRANJEROS

El Colegio del Valle Imperial no evalúa registros de calificaciones de extranjeros. Un estudiante inscrito en el Colegio puede pedir una forma en la Oficina de Admisión para que su registro de calificaciones sea evaluado por:

International Educational Research Foundation, Inc.
P.O. Box 6660
Los Angeles, CA 90066

Por petición estudiantil, el Colegio del Valle Imperial puede aceptar cursos de bajo nivel educativo que sean recomendados por E.R.P.E. cuando sea apropiado.

### ACTA DE PRIVACIDAD Y DERECHOS EDUCATIVOS DE LA FAMILIA

El Acta de Privacidad y Derechos Educativos de la Familia (FERPA) otorga derechos a los estudiantes con respecto a sus expedientes académicos. Ellos son:

1. El derecho de inspección y revisión del expediente académico dentro de los 45 días de la fecha en que el Colegio recibe la solicitud para iniciar acceso.
2. El derecho de solicitar que el expediente esté almacenado en un lugar de revisión de expediente en el Colegio donde los estudiantes deben ser inspeccionados. Si el expediente académico no es mantenido por el oficial del Colegio a quien se envió la solicitud, este oficial deberá avisar al estudiante quién es el oficial a quien debe dirigirse la solicitud.
3. El derecho de solicitar que los expedientes académicos que el estudiante cree que están equivocados o extravadiados. Los estudiantes pueden solicitar al Colegio la emisión del expediente académico que ellos consideran que está equivocado o extralocativo. Ellos deben escribir a oficial del Colegio responsable del expediente, claramente identificar la parte del expediente que ellos quieran cambiar y especificar por qué esto está equivocado o extralocativo.
4. Si el Colegio decide no extender el expediente solicitado por el estudiante, el Colegio notificará al estudiante de la decisión y se realizará el expediente académico que se requiere.

#### REGISTRO DE CALIFICACIONES DEL ESTUDIANTE

El colegio da gratuitamente los primeros dos registros de calificaciones al estudiante. Habrá un cobro de $2.00 dólares por cada registro adicional. Se suspenderá un pedido de registro si el estudiante debe alguna cuota. Registros de calificaciones por medio de fax cuentan $12.00 cada uno y no se consideran oficiales.

### REQUISITOS DE RESIDENCIA LEGAL

Bajo el Código de Educación, un estudiante tiene que pagar la cuota de matrícula asignada por la mesa directiva. En California por lo menos un año y un día antes de matricularse.

El estudiante clasificado como "residente" será admitido sin tener que pagar la cuota de matrícula de un "no-residente". El estudiante clasificado como "no-residente" tendrá que pagar la cuota de matrícula asignada por la mesa directiva.

- Un "residente" es una persona que ha residi an a lo largo y an de su estado durante ocho unidades académicas.
- Un "no-residente" es una persona que no ha residi an a lo largo y an de su estado.

Los estudiantes pueden solicitar a la mesa directiva la cuota de matrícula que debe pagar un "no-residente".

#### PLAN DE ACCION DE NO-DISCRIMINACION

El Colegio no discrimina en la admisión ni en el proporcionar programas y actividades por motivo de nacionalidad, color, religión, edad, estado civil, origen, sexo, o incapacidad física del individuo.

Los estudiantes que están calificados para entrar en el programa de educación vocacional no pueden ser excluidos debido a su limitación física.

El Colegio no discrimina en la admisión ni en el proporcionar programas y actividades por motivo de nacionalidad, color, religión, estado civil, origen, sexo, o incapacidad física del individuo.

### REGISTRO DE CALIFICACIONES DE ESTUDIANTES EXTRANJEROS

La siguiente información está disponible en las oficinas de Admisiones y de Consejeros para cada uno de los estudiantes inscritos: nombre, domicilio, teléfono, fecha y lugar de nacimiento, estados y unidades en las cuales el estudiante se inscribió, fecha de admisión, matrícula y fecha de terminación/ausencia, actividades y deportes que participan, campo de estudio, peso y estatura de los actores, los recuerdos de las escuelas que asistieron, y las calificaciones y certificados otorgados. Cualquier estudiante que no desee que su nombre sea incluido en la lista, debe llamar una solicitud requerimiento que se borre de la lista antes del primer semestre.

La póliza de responsabilidad que requiera que el estudiante radique físicamente en California con el propósito de establecerse permanente.

Para determinar el lugar de residencia del estudiante, se hace referencia a lo siguiente:

1. Cualquier persona que esté casada o de 18 años de edad o mayor, y sin ninguna imposibilidad para establecer residencia.
2. Solo puede admitirse un lugar de residencia.
3. La residencia puede cambiarse por medio de un acto de unión o matrimonio.
4. La residencia de un padre con el cual un menor no casado vive se considera la residencia del menor soltero. Cuando el menor no vive con ninguno de los dos padres, se considerará el lugar de residencia en el cual el menor vive con sus padres. El menor puede establecer su propia residencia cuando los padres han fallecido y no se a asignado a ningún tutor legal.
5. El menor no podrá cambiar su residencia si uno de sus padres auto vive, o por un oficial legal de su tutores, por el derecho adoptivo por haber sido abandonado por sus padres, a menos que el joven califique para mantenerse a sí mismo.

### INSTRUCCIONES PARA PERSONAS QUE NO RESIDEN EN CALIFORNIA

Se puede pasar por alto algunos de los puntos de determinación de residencia ya citados. Si el estudiante por otra parte es clasificado como "no-residente", pero si cumple con una de las siguientes excepciones, se puede permitir la clasificación de "residente" hasta que obtenga la clasificación. Las excepciones son:

- Menores que permanecen en California después de que sus padres se mudaron del estado, siempre y cuando los padres hayan sido residentes de California antes de la fecha de clasificación de residencia.

- Menores que se mantienen a sí mismos y han vivido en California por un año antes del semestre, pero si el estudiante clasificado como "residente" y se mueve a California, se puede permitir la clasificación de \"residente\" hasta que obtenga la clasificación. La clasificación de residencia se base en la fecha de clasificación de residencia.
California dos meses al año durante los últimos dos años podría clasificarse como residente.

Ningún factor es decisivo; sin embargo, la institución tiene el derecho de verificar la residencia legal del estudiante por medio de los siguientes documentos: licencia de maniobra, recibo de luz, recibo de registro para votar, recibo de arrendamiento, contrato de renta, o recibo de renta con el nombre, domicilio y lugar de residencia, tarjeta de una biblioteca, documentación de impuestos federales o estatales, una cuenta de pago corriente o de crédito, o una chequera.

En la responsabilidad del estudiante demostrar que está viviendo en California y que tiene el intento de establecer residencia en California.

El estudiante que no conteste todas las preguntas en el Cuestionario de Residencia o en el Cuestionario Suplementario de Residencia, no puede clasificarse como no-residente.

LISTA DE LIMITACIONES DE ESTUDIO

Un programa de estudios normal equivaldría a 12 a 18 unidades. Por lo menos se tendrá que tomar de 15 a 16 unidades para poder graduarse en un período de dos años o cuatro semestres.

Un programa de estudios normal durante el verano equivaldría a (6) unidades

El mínimo de unidades que puede tomar un estudiante es de 18, incluyendo un curso de educación física. Hay excepciones en cuanto al número de unidades que un título de licenciatura puede tomar siempre y cuando la administración (a petición de un estudiante) otorgue un permiso especial debido a que tienen pruebas que el estudiante a demostrado que ha sobresalido en sus estudios académicos.

Un estudiante que está inscrito en cualquier otra escuela o colegio (esto incluye cursos por correspondencia o estudios independientes) tendrá que reportar tal inscripción a la Oficina de Inscripción. No se podrá exceder el número de 18 unidades por semestre.

CLASES DE CORTA DURACIÓN

Los procedimientos de inscripción para clases de corta duración son iguales a las clases regulares. Sin embargo, a continuación se presenta una lista de puntos acerca de estas clases que se deben tomar en cuenta:

1. Los estudiantes pueden inscribirse en clases de corta duración hasta un décimo de la duración del curso.
2. El último día para retirarse de una clase con una "W" es de 75% de la duración del curso.
3. Se pueden reembolsar las cuotas de pago hasta un décimo de la duración del curso.
4. Se registrarán las unidades en el último semestre que terminen las clases. Por ejemplo, si la clase empieza durante el semestre de otoño y continúa hasta el semestre de primavera, las unidades y calificaciones se registrarán en el semestre de primavera.

Cambi0S EN LOS HORARIOS DE CLASES

Al inscribirse en cursos, se espera que el horario de clases que este estudiante sea exacto; y que no se hagan cambios al archivar la inscripción. Si se tiene que hacer un cambio, el estudiante puede agregar clases durante el tiempo designado al principio del semestre. Los cambios pueden hacerse por medio de llenar una forma para agregar clases (add card) y la debida aprobación del maestro. Esta forma se entregará en la Oficina de Inscripción.

SISTEMA DE CALIFICACIONES PARA BECAS

Las calificaciones se basan en la calidad de trabajo que está logrando el estudiante al terminar la clase que se está tomando. Las calificaciones que indican el logro académico del estudiante se entregan cuando termine cada semestre.

Un promedio de 2.0 (C) o mejor tendrá que obtenerse en las clases.

1. Calificaciones
   A. Excelente
   B. Mejor que el Promedio Medio
   C. Promedio Medio
   D. Bajo Promedio
   E. Reprobado
   F. Clase No Terminada (Incompleta)

Se puede acoger un contrato de incompleto para TRABAJO NO TERMINADO, indicando las razones de salud u otra razón de fuerza mayor por las cuales no terminó la clase.

Una indicación de Incompleta (I), que no se termine al finalizar las seis semanas del siguiente semestre, se convertirá automáticamente en una "F" calificación. La calificación que se utilizará para obtener el promedio de las calificaciones.

2. Grado de Crédito Solamente (Credit Grade)

Ciertos cursos designados por la división apropiada pueden tomarse para obtener crédito de créditos solamente. Los estudiantes que desean la calificación de "CR" deben notificarlo al maestro dentro de la sexta semana del semestre.

a. La calificación de "CR" refleja una calificación de "C" o más alto.

b. La calificación de "NC" indica una clase incompleta.

c. Calificaciones de "CR" se permiten en la especialización del estudiante en el Colegio del Valle Imperial con la autorización del departamento.

d. Los estudiantes que soliciten una calificación de "CR" deberán seguir el mismo criterio y reglas del estudiante que va a recibir una calificación.

e. Un máximo de 16 unidades pueden tomarse como "CR" y pueden utilizarse para el título.

f. Una calificación de "CR" satisface el requisito que se debe tomar de asesoramiento para la secuencia de una clase.

3. Dejar Una Clase (Withdrawal Grade)

Un estudiante puede dejar cualquier clase de tiempo completo en el colegio con una calificación de "W" al finalizar la semana número 14 o menos del 75% del semestre, por medio de llenar y entregar una forma de abandono de clases (drop card) en la Oficina de Inscripción. Después de la semana número 14 o menos del 75% del semestre el estudiante puede dejar una clase pero recibirá una calificación.

Cualquier instructor puede dar de baja de un curso a un estudiante durante las primeras 14 semanas o menos del 75% del semestre, por faltas excesivas a clase o por razones de disciplina.

Se asignarán las siguientes calificaciones por dejar una clase de acuerdo a la siguiente lista:

Primera Semana 15% de la Clase
Segunda Semana 25% de la Clase
Tercera Semana 40% de la Clase
Cuarta Semana 50% de la Clase
Quinta Semana 75% de la Clase

Todas las calificaciones de "W" son oficialmente procesadas por la Oficina de Inscripción. El maestro puede entregar formas de abandono de clase con o sin la firma del estudiante durante las primeras 14 semanas o menos del 75% del semestre. Durante las primeras 14 semanas o menos del 75% del semestre, los estudiantes tendrán la oportunidad de entregar formas de abandono de clases. Si el estudiante entrega una forma de abandono de clases deberá procesada con la firma o sello del maestro. El maestro será informado de la solicitud de abandono de clases del estudiante.

En caso de fuerza mayor al estudiante se le permitirá retirarse de una clase después del último día de la semana número 14 o menos del 75% del semestre entregando una petición después de haberla consultado con su maestro.

Caso de fuerza mayor o deberán ser verificados por el estudiante como tales, por ejemplo, un accidente o enfermedad seria, o la asignación del estudiante a otro lugar por orden militar.

4. Inscripción en Curso Preparatorio (Proficiency Enrollment)

Una vez que el estudiante a terminado un curso preparatorio con una calificación aceptable, no podrá tomar un curso preparatorio más bajo de que ya tomó en la misma área. Por ejemplo: Un estudiante no debe inscribirse en inglés 2B después de haber aprobado inglés 1A. (Esto no aplica a cursos de repaso vocacionales.)

5. Cómo Repetir una Clase (Repeated Classes)

Procedimiento para repetir una clase:

a. El estudiante que desee repetir una clase debido a que obtuvo un D o F de calificación tendrá que llenar una Forma de Repetición de Clase (Notice of Repeated Class Card). Esta forma se entregará a la Oficina de Inscripción antes de que se termine la clase que se quiere repetir.

La Oficina de Inscripción procesará la Forma de Petición Para Repetir la Clase y aprobará la petición del
estudiante para que la calificación, unidades, y los puntos del curso original no se utilizan para calcular el promedio de calificaciones.

b. Bajo circunstancias especiales, un estudiante puede repetir un curso en el cual obtuvo una calificación de una C o más alto. La repetición de este curso es permitida por medio del proceso de Petición. Las calificaciones que se obtengan de clases repetidas no podrán utilizarse para calcular en nuevo el promedio de calificaciones previa- mente obtenidas.

6. Puntuaje de Calificaciones (Grade Points)

Puntuaje de calificaciones, unidades por semestre, se asignan de la siguiente forma:

A - 4 puntos por unidad
B - 3 puntos por unidad
C - 2 puntos por unidad
D - 1 punto por unidad
F - 0 puntos por unidad
G - 0 puntos por unidad; las unidades no se contarán contra el estudiante
NC - 0 puntos por unidad; las unidades no se contarán contra el estudiante
W - 0 puntos por unidad; las unidades no se contarán contra el estudiante

El promedio de calificaciones es calculado por medio de dividir el total de puntos obtenidos por el total de unidades que tomó menos los puntos por crédito. Así que, en cualquier semestre, si las calificaciones obtenidas son un total de 20 y el total de unidades que se tomó menos los créditos es equivalente a 14, el promedio de es 2 de 0.

7. Créditos por Medio de Tomar un Examen (Credit by Examination)

Un estudiante inscrito puede hacer petición para tomar un exámen en lugar de tomar la clase entre la sexta y décima cuarta semana de cada semestre. Un máximo de 25 unidades se pueden utilizar para graduación utilizando este proceso. No se utilizarán más de 15 unidades por semestre. El costo para tomar cada exámen será de $50.00 dólares por unidad, mas $10.00 dólares de costos administrativos. La forma de petición para créditos por medio de exámenes puede obtenerse en la Oficina de Inscripción.

8. Crédito por Medio de Tomar Exámenes de Ubicación Avanzada (Advanced Placement Examinations)

El colegio otorga crédito para el título (A.A. o A.S) y estu- diantes que terminen exámenes del “Advanced Placement Program of The College Board”. A estudiantes que presenten calificaciones de 3 puntos o mejor el colegio les otorgará crédito.

Estudiantes de preparatoria (High School) que planeen parti- cipar en este programa deberán hacer los arreglos necesarios con sus escuelas, y deberán indicar en el momento que tomen el exámen que desean que sus califi- caciones sean transferidas al Colegio del Valle Imperial. Para obtener crédito y ubicación avanzada, el estudiante debe comunicarse a la Oficina de Inscripción o consultar a un profesor académico en el Colegio del Valle Imperial.

9. Crédito Otorgado por medio de Programas y Cursos de Ocupación Regional

Puntos:

El Colegio del Valle Imperial otorga crédito para el título (A.A. o A.S) al completar cursos específicos del Programa de Ocupación Regional (ROP) y cursos de la preparatoria que se han aprobado con cursos del Colegio del Valle Imperial. El colegio otorgará crédito solo si:

1. El curso de ROP ha sido terminado con calificación de “B” o mejor.
2. El instructor de ROP ha recomendado al estudiante.
3. El curso de nivel más avanzado es terminado en el Colegio del Valle Imperial con una calificación mínima de “C” para cursos de Tecnología de Negocios o de Enfermería y una calificación mínima de “B” en cursos de Administración de Justicia.

Estudiantes que deseen participar en este programa deben de seguir este procedimiento;

Procedimiento:

1. El estudiante debe de estar matriculado en el Colegio del Valle Imperial.
2. El estudiante debe de presentar una solicitud al Colegio del Valle Imperial en el Certificado oficial de ROP que incluya la calificación del curso y la recomendación del maestro.
3. Después que el curso del nivel más avanzado es termina-do en el Colegio del Valle Imperial con la calificación requerida, el estudiante debe solicitar crédito por el curso articulado. Un asesor académico debe de solicitar la solicitud y entregar una copia del certificado de ROP con el registro de calificaciones del Colegio del Valle Imperial.

10. Ubicación Avanzada en el Programa de Enfermería

El estudiante que ha tomado clases de enfermería puede ser elegible para inscripción de preferencia en el programa de estudios de enfermería. Puede revalidar materias de enfer- mería que ha tomado durante los pasados cinco años. Las clases en educación general serán evaluadas individualmente. La evaluación de la experiencia y clases que ha tomado el estudiante serán analizadas individualmente por el personal del Departamento de Enfermería. Para obtener más detalles, comuníquese con el Departamento de Enfermería.

11. Crédito Otorgado a Militares


a. Al presentar la forma DD214 (máximo de 180 días de participación activa que incluye entrenamiento básico) al Representante Asistente de Veteranos del Ejército, el veterano puede obtener automáticamente 4 unidades de crédito por entrenamiento básico del servicio militar de los Estados Unidos de Norteamérica, 2 unidades de educación física y dos unidades en educación de la salud.

b. Se considerará crédito adicional por medio de una petición y documentación apropiada.

c. El total de créditos militares no tendrá que exceder 16 unidades.

12. Crédito Obtenido en Cursos Universitarios

Créditos obtenidos en cursos universitarios no podrán usarse para obtener un título (A.A. o A.S). La única excepción es si el curso universitario se ofrece a nivel de colegio comunitario.

13. Renovación Académica (Academic Renewal)

Esta es una política que excluye calificaciones bajas sin tener el estudiante que repetir clases. Un estudiante puede hacer una petición de Renovación Académica después de un período de cinco años y después de haber cursado 12 unidades con un promedio de 2.0 o más.

Calificaciones de Ds, Fs o un semestre completo pueden ser excluidas. Un máximo de dos semestres 30 unidades pueden ser excluidas. El estudiante que presente un exámen de Renovación Académica debe de finalizar todos los cursos que han sido excluidos no podrán volver a reinstalarse.

14. CALIFICACIONES PARA EL SEMESTRE

Al finalizar el semestre la Oficina de Inscripción enviará al estudiante su boleta de calificaciones.

15. TRAMPA O PLAGIO

En caso de que un estudiante sea descubierto haciendo trampa o plagiar, el estudiante puede recibir un grado de “F” por ese curso.

16. CONDUCTA DEL ESTUDIANTE

Se entiende de antemano que una vez que ingresa el estudiante al Colegio, los estudiantes deben de abstenerse de actuar de manera que interfiera con la enseñanza y administración de éste que interfiera irracionalmente con los derechos de otros estudiantes. La conducta ocurrida en el semestre del Colegio o en un evento en el cual estudiantes y organizaciones estudiantiles estén presentes, es propensa a las siguientes acciones disciplinarias, pero no limitadas a las siguientes:

1. Desobediencia mal intencionada hacia oficiales del Colegio desempeñando sus deberes.

2. Violación al reglamento del Colegio; incluyendo al organ- izaciones estudiantiles, el uso de propiedad del Colegio, o del lugar, tiempo y modo de expresión pública o de distribuciones de material.

3. Falta a la honradez como por ejemplo, engaño o fraude y por proporcionar falsa información al Colegio.

4. Fumar intencionalmente en lugares donde no es permitido.

5. Traspassar o usar propiedad del Colegio sin permiso.

6. Falsificación, alteración, o mal uso de documentos, archivos o identificación del Colegio.

7. Intervención ilegal, administración, procedimientos disciplinarios o actividades autorizada del Colegio.

8. Robo de o daño a propiedad del Colegio, o a algún miembro de este incluyendo visitantes.

9. Conducta obscena, desordenada e indecente.

10. Ataque o amenaza directa hacia un miembro del Colegio o visitante.

11. Fabricar ilícitamente, distribuir, dispensar, posesión o uso de sustancias restringidas y posesión, uso o distribución de alcohol.

12. Posesión durante estancia en el Colegio o actividad de éste de cualquier instrumento o cualquier arma como bombas de fuego, daga o arma de fuego (armada o sin armar) como pistola, revólver o rifle, cualquier clase de cuchillo filoso o que tenga una hoja de más de cinco pulgadas, cualquier arma de fuego de más de dos pulgadas, o cualquier palo de metal que pueda ser utilizado...
(13) Cometer cualquier crimen dentro o fuera de la propiedad. Si el crimen cometido fuera de la propiedad del Colegio fue de tal magnitud que el Colegio necesita imponer sanciones además de esas impuestas por la ley para protección de otros estudiantes o para la seguridad del proceso académico.

Violación a este reglamento será sujeto a las acciones disciplinarias consustanciales.

(1) Advertencia.

(2) Reprimenda.

(3) Acción disciplinaria.

(4) Reparación, reembolso por daño a propiedad.

(5) Suspensión o depósito por instructor.

(6) Expulsión.

Las polizas completas de Normas de Conducta del Estudiante, Acción Disciplinaria, y Procesos están localizadas en el Manual para el Profesorado y Líderes Estudiantiles en la oficina de Student Life.

REGLAMENTOS DEL COLEGIO

Velocidad de 10 m.p.h. en la escuela será estrictamente enforzada.

Esta prohibido fumar en todos los edificios del colegio.

Vehículos impulsados por sí mismos no son permitidos en las aceras de juego.

Esta prohibido fumar en todos los edificios del colegio.

Vehículos impulsados por sí mismos que no pertenecen al distrito, con la excepción de sillas de ruedas, no son permitidos en las aceras y canchas de juego.

PERIODO DE PRUEBA ACADÉMICA

El Período de Prueba Académica (Academic Probation) es un sistema que se utiliza para identificar el progreso del estudiante que está experimentando alguna dificultad en progresar en su programa de estudio, y a la misma vez ofrece asistencia al estudiante para reformar objetivos académicos y asegura para que logre sus metas académicas.

El estudiante que este bajo periodo de prueba académica será identificado lo más pronto posible al finalizar cada semestre y será referido al Centro de Asesoramiento Académico (Counseling Center).

Hay dos clases de Período de Prueba Académica:

- Prueba Escolástica
- Proceso Para Hacer Una Petición

Secciones de verano no cambian la prueba escolástica.

Proceso Para Una Audiencia

Hay tres áreas establecidas de las cuales se requiere que un estudiante u organización siga reglas establecidas para probar a una audiencia. Estas son:

1. Reglamentos de la Conducta del Estudiante
2. Acceso a los Archivos de los Estudiantes y Procedimientos de Demandas
3. Póliza de Procedimiento de Agravio en Asuntos de Impunidad

Procedimientos Para Una Audiencia

A un estudiante u organización se le solicita que escriba un resumen de los puntos o preguntas que desea discutir y entregarlos al Oficial de Inscripciones, quién es la persona designada para coordinar el procedimiento de audiencia.

ASISTENCIA Y RETIRO DE CLASE AUTOMÁTICAMENTE

Un estudiante que no asista al primer día de clases será automáticamente dado de baja de la clase. Si el estudiante desea ser readmitido a la clase, el estudiante mismo debe ser readmitido por un instructor que desee inscribirlo en la clase.

Se espera asistencia regular de parte de todos los estudiantes inscritos en las clases. A los maestros se les pide que tomen en consideración la asistencia del alumno para determinar la calificación que recibirá el estudiante. El estudiante no puede ser excluido de las clases durante cualquier período cuando las ausencias después de haberse cerrado la inscripción, exceden el número de horas de la cual se reúne por semana. Además, el maestro tiene la autoridad de expulsar a un estudiante que este perturbando la clase.

Tres tardanzas departe del estudiante son consideradas una falta. Ausencias oficialmente aprobadas debido a que el estudiante tiene que representar al colegio en conferencias, concursos y viajes de escucha se contarán como falta.

RETIRARSE DE UNA CLASE VOLUNTARIAMENTE

Un estudiante que se ve obligado a darle de baja del colegio por circunstancias de fuerza mayor tendrá que comunicarse con la Oficina de Inscripción (Registration Office) para seguir los procedimientos apropiados. (Ver "Calificaciones de Retiro de Clases")

EXPULSION ACADÉMICA

Esto es un sistema de interrupción forzosa de asistencia al colegio en casos en que el estudiante no es capaz de progresar en programas académicos dentro de los recursos disponibles en el colegio.

Estudiantes son sujetos a los dos siguientes tipos de expulsión académica:

Expulsión Escolástica

La evaluación para Expulsión Escolástica ocurre a fines del semestre de verano cuando el estudiante ha sido previamente puesto bajo Prueba Escolástica, y tiene un promedio total 1.75 puntos o menos en los últimos tres semestres consecutivos de inscripción. El estudiante será notificado por carta que se expulsado es posible después del semestre en el cual la evaluación de expulsión ocurre. Al estudiante que se expulsado no se le permitirá que se inscriba durante el siguiente semestre (la excepción será el estudiante que fue expulsado el semestre de verano pero que se inscribió para el semestre de primavera. A tal estudiante se le permitirá que continue en las clases durante semestre de primavera, al término del cual será evaluado de nuevo para Expulsión). Al estudiante expulsado no se le permitirá que inscriba para el próximo semestre (excepto con permiso especial después de haber hecho una petición al comité de Admissions, Registrations, y Petitions).

Expulsión por Falta de Progreso

La evaluación para expulsión por Falta de Progreso ocurre a fines del semestre de verano cuando el estudiante ha sido evaluado previamente bajo prueba por falta de progreso, y tiene un 50% o más de inscripción acumulada de "W", "I", "NC" en los últimos tres semestres consecutivos de inscripción. Al estudiante que se expulsado no se le permitirá que se inscriba durante el siguiente semestre (la excepción será el estudiante que fue expulsado el semestre de verano pero que se inscribió para el semestre de primavera. A tal estudiante se le permitirá que continue en las clases durante semestre de primavera, al término del cual será evaluado de nuevo para Expulsión). Al estudiante expulsado no se le permitirá que inscriba para el próximo semestre (excepto con permiso especial después de haber hecho una petición al comité de Admissions, Registrations, y Petitions).

ELIGIBILIDAD Y CERTIFICACION DE INSCRIPCION PARA VETERANOS DEL EJERCITO

El Colegio del Valle Imperial es una institución reconocida de educación post-secundaria. Tiene la autorización para ofrecer a veteranos elegibles y sus dependientes programas de beneficios relacionados con su servicio militar que puede conllevar a un título (A.A. o A.S.) o a transferencia a una universidad de cuatro años. El asistente de veteranos, localizado en el centro de Asesoramiento, ofrece orientación y asistencia a veteranos y sus dependientes elegibles para establecer su elegibilidad para sus beneficios educativos.

Para obtener información más detallada sobre la política y reglamentos de Beneficios Veteranos consulte con un asesor académico.

EDUCACION FISICA Y DEPORTES

Como el colegio cree fuertemente en la eficacia de la educación física para la salud de todas las edades, sexo, o condición física, una clase esta disponible y apropiada para el cumplimiento físico y al nivel de cada estudiante.

Excepciones pueden ser concedidas para:

1. Incapacidad física (se requiere una nota médica)

Al tiempo de pedir una petición para graduación, el estudiante deberá de presentar una habilidad mínima en lo siguiente:
REQUISITOS DE GRADUACIÓN

Asociate Degrees

Llenándose los siguientes requisitos, los estudiantes del colegio recibirán el diploma de Asociate en Arts o Asociate en Science, dependiendo en su area de especialización. El estudiante es responsable de entregar la solicitud de graduación. La solicitud deberá entregarse en la Oficina de Inscripción no más tarde que la cuarta semana de cada semestre y la primera semana de la siguiente. La solicitud se entregará junto con $10.00 dólares los cuales no serán reembolsados una vez pagados.

Un título (Asociate Degree) adicional puede obtenerse si el estudiante termina los cursos apropiados y obtiene las unidades necesarias para el título adicional. Los cursos recomendados para un título pueden utilizarse en otras especializaciones según se soliciten. Si el estudiante interrumpe sus estudios este será responsable por los requisitos adicionales o clases para el título de acuerdo a como está delineado en el catálogo más reciente del colegio.

Los requisitos de graduación son estipulados por el estado y el colegio. Estos requisitos de educación general son diseñados para desarrollar el potencial académico de cada estudiante, ampliar sus oportunidades, y contribuir a la realización intelectual del individuo.

Para obtener una lista de especializaciones y los requisitos necesarios para el título (A.A. o A.S.) consulte con un asesor académico.

CALIFICACION POR CURSOS TOMADOS POR CORRESPONDENCIA Y CURSOS DE EXTENSION

Un estudiante puede hacer una petición para poder utilizar para graduación un máximo de seis (6) unidades de cursos tomados por correspondencia o cursos de extensión. Estos cursos tienen que satisfacer los siguientes requisitos:

1. Estos cursos se deben haber tomado en un colegio o universidad.

2. Estos cursos tienen que ser designados como preparatorios por parte del colegio o universidad.

Es responsabilidad del estudiante entregar los comprobantes necesarios de los requisitos antes mencionados.

CURSOS DE INSTRUCCION

En la siguiente lista de cursos, el número de unidades se indica entre paréntesis después del número del curso.

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC)

Estudiantes interesados en IGETC tendrán que consultar a un asesor académico para recibir más información.

CURRICULUM OCUPACIONAL

El Colegio del Valle Imperial a desarrollado programas de carreras que reflejan las oportunidades de empleo en nuestra región. Consultar con un asesor es fundamental para poder asegurar que los estudiantes reciben la mejor educación y oportunidades de empleo después de su graduación del colegio.

Al desarrollar el estudiante su programa de especialización, el estudiante deberá planear en satisfacer los requisitos para un título de Asociate Degree (A.A. o A.S.). Se recomienda que el estudiante planee su programa antes de su graduación del colegio.

Los estudiantes deben consultarse con un asesor para determinar cuáles carreras aplican a su carrera.

PREREQUISITOS, COREQUISITOS, CONSULTAS EN LA PREPARACION RECOMENDADA Y LIMITACIONES PARA INSCRIBIRSE

Para obtener información detallada sobre las políticas de preinscripción consulte con un asesor académico.

SESSION DE VERANO

El calendario de la sesión de verano y requisitos de admisión se pueden encontrar en el boletín de Crisis de Verano el cual se publica durante el semestre de primavera.

CALIFORNIA ARTICATION NUMBER (CAN)

California Artication Number (CAN) identifica cursos transferibles, de bajo nivel, y de introducción (preparatorios) que se estudian en colegios comunitarios en cada disciplina académica. El sistema CAN asegura que los cursos en cierto colegio sean aceptados en otro colegio que participa en el sistema CAN. Por ejemplo: CAN Ecos 2 en un colegio será aceptado en otro colegio como CAN Ecos 2.

Para obtener una lista de cursos designados como CAN consulte con un asesor académico.

COURSES OF INSTRUCTION

In the following list of courses, the credit value of each course in semester units is indicated by a number in parentheses after the course number.

To make it possible for a greater number of courses to be offered to the students of Imperial Valley, many courses in specialized fields are offered on alternate years only. The student should take this into consideration when making long-range program plans.
Imperial Valley College does not establish prerequisites in communication or computational skills that apply to all courses across the curriculum. Basic skills prerequisites and corequisites are offered in sufficient numbers to accommodate students or the requirement is waived. Any prerequisite may be challenged by a student using the following process:

**CHALLENGE PROCESS**

Any student who does not meet the prerequisite or corequisite or who is not permitted to enroll in a class due to a limitation on enrollment, may file a student petition to challenge the requirement. The grounds for challenge as specified in Section 55210 (I) of Title 5 include the following:

1. The prerequisite or corequisite has not been established in accordance with the district's policy.
2. The prerequisite or corequisite is in violation of Title 5.
3. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner.
4. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite.
5. The student will be subject to undue delay in obtaining the goal of his or her education because the prerequisite or corequisite has not been made reasonably available.

The student has the obligation to provide satisfactory evidence that the challenge should be upheld. Where facts essential to a determination of whether the student's challenge should be upheld are or ought to be in the college's own records, then the college has the obligation to produce that information.

Students who wish to challenge a prerequisite or corequisite or any limitations on enrollment should:

1. Submit a student petition which spells out the grounds for challenge along with any evidence in support of the challenge in no more than 5 working days. If the challenge was filed, the student shall be permitted to remain in the course or program for the division chair. If the challenge is upheld, the student shall be allowed to remain in the class for the remainder of that term. If more than once, covering the same material, the student will be allowed to remain in the class for the remainder of that term. If more than once, covering the same material, the student will be allowed to remain in the class for the remainder of that term.
2. The Division Chairperson will review the petition and resolve the challenge in no more than 5 working days. If the challenge is upheld, or the college fails to resolve the challenge within the 5-day period, the student will be allowed to remain in the course. If no space is available in the course when the challenge is filed, the student shall be permitted to enroll for the subsequent term.
3. The challenge is denied by the Division Chairperson, the student may appeal that decision to the Petitions Committee.
4. Upon resolution of the challenge, the Division Chairperson shall forward the student petition and all attachments to the Dean of Admissions for institutional approval and filing in the student's permanent record.

**ADMINISTRATION OF JUSTICE**

Credit for Administration of Justice coursework

POLICY: Students who have successfully completed a certified Basic Academy Program in Law Enforcement or corrections within the last three years, may petition for Imperial Valley College coursework credit or waiver within the Administration of Justice curricula. Credit may be given upon documentation of Academy completion and Division Chair approval.

PROCEDURE: To obtain IVC credit for completing a certified Basic Academy program in Law Enforcement, the student should contact the Registrar's Office to petition for credit or waiver. At the time of submission of the petition the student must be enrolled.

The following certified training academies meet the course requirements listed below:

**U.S. BORDER PATROL ACADEMY**

AJ 28 3.0 Units Police Community Relations

**CALIFORNIA HIGHWAY PATROL ACADEMY**

AJ 33 3.0 Units Traffic Control & Vehicle Code

AJ 41 3.5 Units Arrest & Firearms

**CALIFORNIA P.O.S.T. BASIC ACADEMY**

AJ 21 3.0 Units Intro to Administration of Justice

AJ 41 3.5 Units Arrest & Firearms

**CALIFORNIA DEPARTMENT OF CORRECTIONS ACADEMY, AT GALT**

(San Joaquin Delta College Affiliation)

AJ 41 3.5 Units Arrest & Firearms

**IMPERIAL VALLEY COLLEGE GENERAL CATALOG 1999 - 2000**

Unless specifically exempted by statute, every course, course section, class, the daily average attendance of which is to be supported by funds wherever offered and maintained by Imperial Valley College, District, shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets such prerequisites as may be established pursuant to Chapter II, Division 2, Part VI, Title 5 of the California Administrative Code commencing with Section 51820 (Board of Trustees Resolution No. 10665).

**SUMMER SESSION**

(When Offered)

Summer session calendar and admission requirements may be found in the Summer Session Bulletin or Schedule of Classes which is published during the Spring Semester.

**CALIFORNIA ARTICULATION NUMBER (CAN)**

The California Articulation Number (CAN) identifies some of the transferable, lower division, introductory (preparatory) courses commonly taught within each academic discipline on California college campuses.

The system assures that CAN courses on one participating campus will be accepted in lieu of the comparable CAN course on another participating campus or campus system. To ensure that CAN 1 on one campus will be accepted for CAN EN 2 on another participating campus.

The following courses at Imperial Valley College have been designated as CAN courses:

1. Submit a student petition which spells out the grounds for challenge along with any evidence in support of the challenge in no more than 5 working days. If the challenge was filed, the student will be allowed to remain in the course or program for the division chair. If the challenge is upheld, the student shall be allowed to remain in the class for the remainder of that term. If more than once, covering the same material, the student will be allowed to remain in the class for the remainder of that term. If more than once, covering the same material, the student will be allowed to remain in the class for the remainder of that term.
2. The Division Chairperson will review the petition and resolve the challenge in no more than 5 working days. If the challenge is upheld, or the college fails to resolve the challenge within the 5-day period, the student will be allowed to remain in the class. If no space is available in the course when the challenge is filed, the student shall be permitted to enroll for the subsequent term.
3. The challenge is denied by the Division Chairperson, the student may appeal that decision to the Petitions Committee.
4. Upon resolution of the challenge, the Division Chairperson shall forward the student petition and all attachments to the Dean of Admissions for institutional approval and filing in the student's permanent record.

**IMPERIAL VALLEY COLLEGE GENERAL CATALOG 1999 - 2000**

Unspecified credit by examination. The student is permitted to demonstrate accomplishment in an area of study or skill in an area of study, provided the examination is administered by the appropriate department. The student should contact his/her advisor to determine which examinations are applicable to his/her educational objective.

**PREREQUISITE, COREQUISITE, ADVISORIES**

**ON RECOMMENDED PREPARATION AND LIMITATIONS ON ENROLLMENT**

The Imperial Community College District has adopted a policy in order to provide for the establishing, reviewing and challenging of prerequisites, corequisites, advisories on recommended preparation, and certain limitations on enrollment in a manner consistent with law and good practice. The board recognizes that, in order to establish, review and challenge prerequisites, corequisites, prerequisites and corequisites are offered in sufficient numbers to accommodate students or the requirement is waived. Any prerequisite may be challenged by a student using the following process:

1. The prerequisite or corequisite has not been established in accordance with the district's policy.
2. The prerequisite or corequisite is in violation of Title 5.
3. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner.
4. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite.
5. The student will be subject to undue delay in obtaining the goal of his or her education because the prerequisite or corequisite has not been made reasonably available.

The student has the obligation to provide satisfactory evidence that the challenge should be upheld. Where facts essential to a determination of whether the student's challenge should be upheld are or ought to be in the college's own records, then the college has the obligation to produce that information.

Students who wish to challenge a prerequisite or corequisite or any limitations on enrollment should:

1. Submit a student petition which spells out the grounds for challenge along with any evidence in support of the challenge to the appropriate Division Chairperson. The student shall be allowed to remain in the class or, if the student is not enrolled in the class, the space in the class that is available shall be used at the time the challenge is filed, the college shall reserve a seat for the student until the challenge is resolved.
2. The Division Chairperson will review the petition and resolve the challenge in no more than 5 working days. If the challenge is upheld, or the college fails to resolve the challenge within the 5-day period, the student will be allowed to remain in the course. If no space is available in the course when the challenge is filed, the student shall be permitted to enroll for the subsequent term.
3. If the challenge is denied by the Division Chairperson, the student may appeal that decision to the Petitions Committee.
4. Upon resolution of the challenge, the Division Chairperson shall forward the student petition and all attachments to the Dean of Admissions for institutional approval and filing in the student's permanent record.
AJ 23 (3) CONCEPTS OF CRIMINAL LAW 3 Hrs. Lect. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. This course covers the historical development of law and constitutionsal provisions; definitions and the clarification of crime and their application to the system of administration of justice; legal research, study of case law, methodology, and concepts of law as a social force are presented. Crimes against persons, property, government, and organized crime are discussed. (Same as CSI 23y) (CSU, UC)

AJ 25 (3) LEGAL ASPECTS OF EVIDENCE 3 Hrs. Lect. Recommended Preparation: AJ 21: completion of Engl 2B and Engl 12B with a grade of "C" or better. Origin, development, philosophy and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies. (CSU)

AJ 26 (3) PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM 3 Hrs. Lect. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. An in-depth study of the role and responsibilities of each segment within the administration of the justice system: law enforcement; judicial; corrections. A past, present and future exposure to each sub-system procedure, from initial entry to final disposition, and the relationship each segment maintains with its system member. (CSU)

AJ 28 (3) POLICE COMMUNITY RELATIONS 3 Hrs. Lect. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. Through interaction and study, the student will become aware of the relationship and role expectations among various agencies and the public. Emphasis will be placed upon professional image, and the development of positive relationships between members in the criminal justice system and the public. Concepts of community-oriented policing as they apply to administration of justice issues, future trends, and training will be discussed. (CSU, UC)

AJ 30 (3) CRIMINOLOGY 3 Hrs. Lect. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. This course explores the nature of crime, measurements and research of crime, the extent of crime, major theories of crime causation, criminal typologies, criminal justice system response to crime, and societal reaction to crime. (Same as Soc 30y) (CSU)

AJ 32 (3) POLICE FIELD OPERATIONS 3 Hrs. Lect. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. The development, function and techniques of patrol; observation skills; development, traffic and preliminary investigative duties, handling complaints and requests for service, public and community relations and basic crime prevention. The mechanics of field interviews, search and arrests, interviewing and police report essentials. Familiarization with basic police equipment and handling of community crime incidents. (CSU)

AJ 34 (3) CRIMINAL INVESTIGATION 3 Hrs. Lect. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. Fundamentals of investigation; techniques of crime scene recording and search; collection and preservation of physical evidence; modular operandi processes; sources of information; interview and interrogation; follow-up and case preparation. (CSU)

AJ 36 (3) TRAFFIC ACCIDENT INVESTIGATION AND REPORTING 3 Hrs. Lect. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. This course is designed to provide the student with the basic knowledge required to investigate, interview, and complete a traffic accident report. Emphasis on investigation, interrogation, and report writing that is required by law enforcement officers in the course of their duties. (CSU)

AJ 37 (3) JUVENILE CONTROL 3 Hrs. Lect. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. Techniques of handling juvenile offenders and victims, prevention and reporting of delinquency, diagnosis and referral, organization of community resources, juvenile law and juvenile procedure. (CSU)

AJ 38 (3) WILDLIFE LAW ENFORCEMENT 3 Hrs. Lect. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. This course is designed to provide the student with the basic knowledge necessary to understand the importance of wildlife law enforcement as an essential tool of wildlife management in the perpetuating, protecting, and managing of fish, wildlife, and other natural resources. (CSU)

AJ 39 (3) REPORT WRITING 3 Hrs. Lect. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. Introductory report writing class designed for both Administration of Justice and Correctional Science students. The course will provide instruction in gathering, organizing and preparing various reports. Students will practice interviewing, note taking and report writing techniques for communicating facts, information and ideas effectively in a simple, clear and objective manner, for use in the criminal justice system. (Same as CSI 22y) (CSU)

AJ 40 (5.5) ADVANCED OFFICERS COURSE 3 Hrs. Lect. Corequisite: Current employment as a law enforcement officer. This course is designed to permit law enforcement personnel to be trained and/or study relevant topic within the field of Administration of Justice. (May be repeated for additional credit with new content.) (CSU)

RESERVE OFFICER PROGRAM Imperial Valley College offers a Level III and Level II extended Reserve Peace Officer program. The courses satisfy the training standards set forth by the California Commission on Peace Officer Standards and Training (P.O.S.T.) Reserve Officer Level III, Module A — Upon successful completion the student is eligible to be hired by a law enforcement agency to perform specified limited support duties; traffic control, security at parades and sporting events, report writing, evidence transportation, parking enforcement and other duties that are not likely to result in physical arrests. May transport prisoners without immediate supervision.

Reserve Officer Level II, Module B — Upon successful completion the student is eligible to be hired for general law enforcement duties, and will work under the immediate supervision of a peace officer who has completed the P.O.S.T. Regular Basic Course. The Level II Reserve Officer also perform limited support duties authorized for Level III offices, without immediate supervision.

Admissions to the Program — The program is sequential and AJ 41, or a current Arrest and Firearms certification is required to enter into Level II, AJ 43. Students entering the program must be at least 18 years old, be a U.S. citizen or have applied for U.S. citizenship, have no felony or domestic violence convictions, have a recent Department of Justice fingerprint clearance, and be in good physical and mental health.

An application, oral interview and physical fitness test are part of the curricula. P.O.S.T. mandated exams must be successfully completed.

English 2A is required for AJ 34, Level III, Module A, and AJ 44, Level II, Module B.

Progression Policies — After successful completion of Reserve Officer Level III, Module A, the student may take Reserve Officer Level II, Module B. The student must complete each level with a grade of "C" or better to receive certification and/or continue to the next level. If the student is unsuccessful the second time, he/she must complete the P.O.S.T. Program coordinator who will evaluate the student's academic situation and vocational goals with the student, and develop a plan best suited for the student.

 AJ 44 (13.5) RESERVE OFFICER LEVEL II, MODULE B 13.5 Hrs. Lect. Prerequisites as required by P.O.S.T.: Current 832 certificate, AJ 41, no felony or domestic violence convictions, valid California driver's license, and ability to successfully participate in physical requirements of course. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. Designed to satisfy Reserve Officer Level II, Module B training standards as set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.). Includes professional orientation, discretionary decision making, laws of arrest, laws of evidence, search and seizure, preliminary investigation overview, communication, community relations and arrest and control techniques. (CSU)
**AGRICULTURAL ENGINEERING TECHNOLOGY**

**AGET 28 (4)**

**POWER EQUIPMENT OPERATION AND MAINTENANCE**

3 Hrs. Lab. 3 Hrs. Lab.

Selection, operation, adjustment and the maintenance of wheel and track type equipment commonly used in agriculture and industry. (CSU)

**AGET 33A (4)**

**FARM POWER**

2 Hrs. Lab. 6 Hrs. Lab. 2 Hrs. Lab. 6 Hrs. Lab.

Light and heavy diesel engines, clutch, hydraulic drives, differentials, and drive trains used in both wheel and track type equipment. (CSU)

**AGET 34 (4)**

**POWER TRANSMISSION SYSTEMS**

3 Hrs. Lab. 3 Hrs. Lab.

Theory of operation and maintenance of power transmitting devices, such as transmissions, clutches, hydraulic drives, differentials, and drive trains used in both wheel and track type equipment. (CSU)

**AGET 35 (3)**

**FLUIDPOWER**

2 Hrs. Lab. 2 Hrs. Lab.

(CSU)

**AGET 37 (3)**

**SMALL GASOLINE ENGINES**

2 Hrs. Lab. 2 Hrs. Lab.

(CSU)

**AGET 39 (4)**

**FUNDAMENTALS OF DIESEL POWER**

3 Hrs. Lab. 3 Hrs. Lab.

The study of diesel engine theory, design, construction, and repair of heavy diesel power units. (CSU)

**AGET 75 (3)**

**BASIC SHOP SKILLS**

3 Hrs. Lab.

(CSU)

**AGRICULTURE**

Many of the courses in the field of agriculture are offered on alternate years only. Students should keep this in mind as they plan their long- range programs of study with the assistance of their counselors.

**AG 5 (3)**

**MAN AND HIS ENVIRONMENT**

3 Hrs. Lab.

The study of natural resources vital to man’s existence. Emphasis on composition of the physical environment and problems associated with contamination of air, water and soil. (Same as Env 5 5) (CSU, UC)

**AG 14 (3)**

**ENTOMOLOGY**

2 Hrs. Lab. 2 Hrs. Lab.

A basic study of insects with emphasis on classification, anatomy and physiology, and ecology. An insect collection is required. (CSU, UC)

**AG 15 (1)**

**PESTICIDE SAFETY**

1 Hr. Lab.

Pesticide safety training for employees who handle and use chemical pesticides. (Nontransferable, AA/AS degree only)

**AG 20 (3)**

**ANIMAL SCIENCE**

(CAN AG 6)

3 Hrs. Lab.

A survey of the sources of the world’s supply of animal products. The discussion of and factors influencing domestic animals in the United States. The origin, characteristics, and adaptation of the important breeds and the influence of environment upon their development. Selection, feeding and management of sheep, swine and cattle on California farms. (CSU, UC)

**AG 21 (3)**

**FEEDS AND FEEDING**

3 Hrs. Lab.

Recommended Preparation: Ag 20. The basic principles of animal nutrition as they are applied to livestock feeding; the composition and use of feed stuffs in their relation to feeding of farm animals; ratios balancing; identification and classification of foods, methods of preparing feeds; relative value for each class of livestock. Digestion and utilization of feeds; feeding standards; economy in feeding; vitamins and minerals and feed sources. (CSU)

**AG 22 (3)**

**INTRODUCTION TO AGRICULTURAL ECONOMICS**

3 Hrs. Lab.

Introduction to the economic aspects of agricultural management. The role of agricultural resources in economic growth. Survey of trade, policy, and marketing activities of agriculture. (CSU, UC)

**AG 23 (3)**

**ANIMAL DISEASES**

3 Hrs. Lab.

The symptoms, diagnosis and treatment of animal diseases. (CSU)

**AG 24 (3)**

**HORSE HUSBANDRY**

3 Hrs. Lab.

Status of the horse industry; types and breeds; selection, care and management and economics of the light horse; their place and use in California and the United States. (CSU)

**AG 25 (3)**

**AG BUSINESS MANAGEMENT**

3 Hrs. Lab.

(Same as Bus 3) (CSU)

**AG 26 (3)**

**AGRICULTURAL BUSINESS ORGANIZATION AND MANAGEMENT**

3 Hrs. Lab.

Recommended Preparation: Ag 25. Study of farm technological advance, marketing, consumer demand and other such factors as determinants of growth, types and forms of agricultural business organization. Farm and farm-related businesses considered from standpoint of primary functions, services and problems including investments, mortgage and working capital requirements, credit and collections, business with banks, failures and reorganization. Emphasis on California farm-related industries. (CSU)

**AG 27 (3)**

**AGRICULTURAL SALES AND SERVICE MANAGEMENT**

3 Hrs. Lab.

Supervision of people who sell agricultural products and services. Selecting, training, directing and evaluating personnel. Methods of payment, use of advertising, promotion, incentives and service. (CSU)

**AG 29 (3)**

**COMPUTER APPLICATIONS IN AGRICULTURE**

3 Hrs. Lab. 2 Hrs. Lab.

Introduction to terminology, programs, and commands used in computer application programs as applied to agriculture business and production. (CSU)

**AG 30 (3)**

**FOOD AND FIBER IN A CHANGING WORLD**

3 Hrs. Lab.

Relationship of agriculture and natural resources to society. Where do our food and fiber come from? How does agriculture affect the dynamics of our society? What are the issues and opportunities in agriculture now and in the future? (CSU)

**AG 31 (3)**

**IRRIGATION AND DRAINAGE**

2 Hrs. Lab. 2 Hrs. Lab.

Recommended Preparation: Ag 40. Fundamental principles and practices of irrigation. Soil-moisture relationships, water measurement, methods of irrigation, crop requirements, farm irrigation structures. Pumps and pumping and problems of the irrigation farmer. Land preparation and irrigation problems, problems of irrigation, crop requirements, farm irrigation structures including investigation of drainage problems. Types of drainage systems and layout of farm drains, and drainage requirements for land reclamation and irrigation agriculture. (CSU)

**AG 34 (3)**

**AGRICULTURAL CONSTRUCTION**

2 Hrs. Lab. 2 Hrs. Lab.

A study of the materials and processes most suited to farm situa-tions. Practical concrete design, farm layout and fabrication. (CSU)

**AG 38 (3)**

**POWER ELECTRICITY**

2 Hrs. Lab. 2 Hrs. Lab.

Fundamentals of electric wiring; circuit layout and problems, motor and branch circuit protection, safe use of electricity, motor maintenance, wiring buildings and homes. (CSU)

**AG 40 (3)**

**SOILS**

2 Hrs. Lab. 3 Hrs. Lab.

Recommended Preparation: Math X and Chem 2A. Physical, chemical and biological properties of soils as related to agriculture. Principles of soil-plant interrelations: development of the soil as a natural body; soil moisture, effect of management practices on soil properties; composition, and use of fertilizers. (CSU, UC)

**AG 41 (3)**

**FERTILIZERS**

3 Hrs. Lab.

Recommended Preparation: Ag 60. The nature of fertilizers and soil amendments, their properties, methods of application, and reaction upon soils and plants. Composition, value and use of fertilizer materials and soil correctives. Methods employed in the management, distribution, and application of fertilizers. (CSU)

**AG 42 (4)**

**INTRODUCTION TO CROP SCIENCE**

3 Hrs. Lab. 3 Hrs. Lab.

Principles and practices of crop improvement, propagation, production, processing, storage, and marketing. Production, harvest and utilization of principal California crops. Field laboratory work required. (CSU, UC)

**AG 43 (4)**

**FIELD AND CEREAL CROPS**

3 Hrs. Lab. 3 Hrs. Lab.

Principles and practices of field and cereal crops production and soil management, including study of distribution, adaptation and utilization of the major field and cereal crops. Field laboratory work required. (CSU)

**AG 44A (2)**

**VEGETABLE GARDENING - COOL WEATHER**

6 Hrs. Lab.

Organic and inorganic production in vegetable gardening. Cultural practices, harvesting, grading and processing, marketing, disease and pest control of California vegetable crops. (CSU)

**AG 44B (2)**

**VEGETABLE GARDENING - WARM WEATHER**

6 Hrs. Lab.

Organic and inorganic production in vegetable gardening. Cultural practices, harvesting, grading and processing, marketing, disease and pest control of California vegetable crops. (CSU)
The study and evaluation of cropping, and harvesting methods and equipment. The use and maintenance of the common tools of California, their identification, life histories, growth habits, culture and ornamental uses. (CSU)

PHYSIOLOGICAL EFFECTS OF ALCOHOL AND DRUGS 3 Hrs. Lee.
The course is designed to provide the student with information on the processes of the body and how they react to alcohol and drugs. This course will seek to explain where and how drugs act and why. The course will bring about an understanding of how drugs influence consciousness, mood, and feeling. It will enable students to understand that both the internal and external environments have important effects on the well-being of the individual. (CSU)

The study and evaluation of cropping methods and crop rotation as applied to Substance Abuse programs. Topics will include definitions of hearing loss, the idiomatic usage of conversational English, and fluency developed in ASL, awareness of the hearing impaired, and receptive and expressive ASL skills. Emphasis will be placed upon clarity of performance and appropriateness of vocabulary. Ethics, certification, role, and procedures of professional interpreting will be examined. Provides introductory sign-to-voice and voice-to-sign interpreting practice. (CSU, UC)

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ANATOMY

ANATOMY AND PHYSIOLOGY FOR HEALTH OCCUPATIONS
3 Hrs. Lec.

Introductory study of the structure and function of the human organism. Course is structured for health occupation students. It is not acceptable for pre-medical, pre-dental, pre-chiropractic, pre-pharmaceutical therapy or registered nursing students, and it is not open to students who have completed Anat 8 or Anat 10 with a grade of "C" or better. (Nontransferable, AA/AS degree only)

ANAT 8 (4) (CAN BIOL 10)

HUMAN ANATOMY
2 Hrs. Lec. 6 Hrs. Lab.
Prerequisite: High school biology with a grade of C or better or Zoov 1A or Biol 3. Systems of the human body and their interrelationships. (CSU) (UC credit limited. See a counselor.)

ANTH 10 (5)

HUMAN ANATOMY & PHYSIOLOGY
3 Hrs. Lec. 6 Hrs. Lab.
Prerequisite: One year of high school chemistry and biology or one semester each at the college level. A study of the structure and function of the human organism. Emphasis is on the circulatory, respiratory, excretory, nervous, reproductive, and digestive systems. (CSU) (UC credit limited. See a counselor.)

ANTH 21 (3)

PHYSICAL ANTHROPOLOGY
3 Hrs. Lec.
The process and cause of human evolution; mankind's place in nature and the study of primates; the biological variability of living peoples and their genetic background. (CSU, UC)

ANTH 23 (3)

CULTURAL ANTHROPOLOGY
3 Hrs. Lec.
A study of culture and its relationships to biology and to natural environment. Stress is on the origin and evolution of culture, and the part that culture assumes in human biological maintenance. Examination of social organization and economic systems, religions and arts. (CSU, UC)

ANTH 3A (3)

INTRODUCTION TO ARCHAEOLOGICAL SITE SURVEYING
2 Hrs. Lec. 5 Hrs. Lab.
Historical development of archaeology and the importance of site surveying; archaeological theory -Middle Range Theory; methods in site surveying; types of sites; laboratory preparation; use and care of field equipment. (CSU)

ANTH 3B (3)

INTRODUCTION TO ARCHAEOLOGICAL EXCAVATIONS
2 Hrs. Lec. 5 Hrs. Lab.
Recommended Preparation: Anth 3A & Anth 3C. Determine a site to be excavated; laws pertaining to excavations; laying out a site with aids and cad; testing; pit versus trench excavations; stratigraphy; record keeping; screening and collecting; photography; preparation of laboratory and museum materials; pottery, soils, and C 14 tests. (CSU)

ANTH 3C (3)

ADVANCED ARCHAEOLOGICAL SURVEY
2 Hrs. Lec. 5 Hrs. Lab.
Recommended Preparation: Anth 3A. Conduct independent surveys, or lead small survey crew; devise research designs; write reports from field notes, maps, photographs and prior records; conduct record and literature searches and catalog specimens. (CSU)

ANTH 3D (3)

ADVANCED ARCHAEOLOGICAL EXCAVATIONS
2 Hrs. Lec. 5 Hrs. Lab.
Recommended Preparation: Anth 3B. Design a field excavation project; select proper equipment; organize a field crew. Conduct record and literature searches; micromapping the project area; pit or trench techniques; conduct the dig; screening, selecting, and bagging artifacts and natural samples. Laboratory analysis and curation; photography; dating; report writing are included. (CSU)

ANTH 4 (3)

CALIFORNIA INDIANS
3 Hrs. Lec.
The geography of California; tribal and linguistic regions; Native economy and diverse economic areas; Sacramento and San Joaquin Valleys; the Delta; transverse ranges; foothill country; Coast Ranges, Peninsular Ranges, and Sierra Nevada; the deserts. Influence of environment on cultural development; influences of Western civilization on Native life. (CSU, UC)

ANTH 6 (3)

INDIANS OF NORTH AMERICA
3 Hrs. Lec.
Early migration across Beringia to the New World; demography and ecology of the American cultures in Alaska, Canada and the United States. Effect of European contact; reactivity movements today. (CSU, UC)

ANTH 8 (3)

INDIANS OF THE SOUTHWEST
3 Hrs. Lec.
Geography and ecology of the Southwest; Early man migrations; Desert culture; growing influence of Mesoamerica; development of Anasazi, Hohokam and Mogollon cultures. Classic civilizations and engineering feats. Decline and the origin of Zuni, Hopi, Navajo, and Apache cultures. (CSU, UC)

ANTH 16A (3)

PREHISTORIC CERAMICS
1 Hr. Lec. 2 Hrs. Lab.
Traces of origins and developments of ceramics in the Old and New Worlds. Emphasis on the materials, techniques and ceramic products of the Southern California Indians, especially the Lower Colorado River groups. (CSU)

ANTH 16B (3)

ADVANCED PREHISTORIC CERAMICS
1 Hr. Lec. 2 Hrs. Lab.
Recommended Preparation: Anth 16A. Advanced study of prehistoric pottery composition and forms; various firing techniques using pit construction; decorative motifs used by the Yuman and Shoshone cultures. (CSU, UC)

ART 3A (3)

HISTORY AND APPRECIATION OF ART
3 Hrs. Lec.
A survey of the developments in art from the birth of art to the Renaissance. (CSU, UC)

ART 3B (3)

HISTORY AND APPRECIATION OF ART
3 Hrs. Lec.
A continuation of Art 3A extending to contemporary times. May be taken before or concurrently with Art 3A. (CSU, UC)

ART 4 (3)

HISTORY AND APPRECIATION OF MODERN ART
3 Hrs. Lec.
Art 4 is a broad analytical survey of painting, sculpture and architecture from 1900 up to the present. Emphasis is placed upon the development of styles of painting and their relationship to each other. (CSU, UC)

ART 5 (3)

WOMEN ARTISTS
3 Hrs. Lec.
A survey of the great Women Artists of history from the Ancient World through the Twentieth Century. Some of the artists to be discussed are: Elizabeth Sirani, Judith Leyster, Elizabeth Vigee LeBrun, Mary Cassatt, Kate Kohlweiss, Frida Kahlo, Georgia O'Keeffe, Helen Frankenthaler. The course will also address the special issues and problems concerning the study of women artists, past and present. (CSU, UC)

ART 18A (3)

WATERCOLOR PAINTING
2 Hrs. Lec. 4 Hrs. Lab.
The study of watercolor painting with emphasis upon color, composition and pictorial expression. Exploration of various techniques employing the medium of watercolor. (CSU, UC)

ART 18B (3)

WATERCOLOR PAINTING
2 Hrs. Lec. 4 Hrs. Lab.
Continuation of watercolor painting. Stress is on achieving confidence and fluency in the medium. Students are encouraged to expand the range of the experience acquired to include other water-based media. (CSU, UC)

ART 20A (3)

DRAWING
2 Hrs. Lec. 4 Hrs. Lab.
A basic course in drawing involving analysis of line, form, tone, texture and color as essential media of expression. (CSU, UC)

ART 20B (3)

DRAWING
2 Hrs. Lec. 4 Hrs. Lab.
A continuation of Art 20A. (CSU, UC)

ART 28C (3)

DRAWING
2 Hrs. Lec. 4 Hrs. Lab.
A continuation of Art 28B with a focus on developing drawing as a terminal medium. (CSU, UC)
### IMPERIAL VALLEY COLLEGE

#### GENERAL CATALOG 1999-2000

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<tbody>
<tr>
<td>ART 200 (3)</td>
<td>DRAWING</td>
<td>2 Hrs.</td>
<td>4 Hrs. Lab.</td>
<td>A continuation of Art 20C with a focus on advanced techniques to develop drawing as a terminal medium. (CSU, UC)</td>
</tr>
<tr>
<td>ART 20A (3)</td>
<td>PAINTING</td>
<td>2 Hrs.</td>
<td>4 Hrs. Lab.</td>
<td>A continuation of the development of composition and the various techniques employed in drawing and painting. Includes figure drawing, landscape, and still-life. Painting covers styles of painting from the Neo-classic to the present day. (CSU, UC)</td>
</tr>
<tr>
<td>ART 21A (3)</td>
<td>PAINTING</td>
<td>2 Hrs.</td>
<td>4 Hrs. Lab.</td>
<td>A continuation of Art 20A. Art 21A includes exploration of painting techniques using varied media. (CSU, UC)</td>
</tr>
<tr>
<td>ART 24T (3)</td>
<td>CERAMICS</td>
<td>2 Hrs.</td>
<td>4 Hrs. Lab.</td>
<td>A continuation of Art 24T. Intermediate studies of elements and principles of art with emphasis on three-dimensional design theory. (CSU, UC)</td>
</tr>
<tr>
<td>ART 25A (3)</td>
<td>LIFE DRAWING</td>
<td>1 Hr.</td>
<td>2 Hrs. Lab.</td>
<td>Emphasis on advanced techniques and preparations of a portfolio for use in admittance to a university or professional school or in seeking employment. (CSU, UC)</td>
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<tr>
<td>ART 25T (3)</td>
<td>LIFE DRAWING</td>
<td>1 Hr.</td>
<td>2 Hrs. Lab.</td>
<td>Emphasis on advanced techniques and individualized studies relevant to such topics as internal combustion and energy systems; and an understanding of the basic sciences relevant to such topics as internal combustion and energy conversion. (Same as Agrt 33A) (CSU)</td>
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<td>ART 29A (3)</td>
<td>ADVISING/GRAPHIC DESIGN</td>
<td>3 Hrs.</td>
<td>3 Hrs. Lab.</td>
<td>Visual communication in the fields of advertising and graphic design. (CSU, UC)</td>
</tr>
<tr>
<td>ART 59B (3)</td>
<td>ADVISING/GRAPHIC DESIGN</td>
<td>2 Hrs.</td>
<td>4 Hrs. Lab.</td>
<td>Visual communication in the fields of advertising and graphic design. (CSU, UC)</td>
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#### AUTOMOTIVE BODY AND PAINT

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<tr>
<td>AUTO 57 (3)</td>
<td>AUTO BODY REPAIRING AND PAINTING</td>
<td>3 Hrs.</td>
<td>6 Hrs. Lab.</td>
<td>Recommended Preparation: Weld 51. The study of body repair and spot painting. Covers the use of modern tools and equipment and procedures for handling typical body-paint jobs. (CSU)</td>
</tr>
<tr>
<td>AUTO 72 (5)</td>
<td>AUTO AND LIGHT TRUCK MAJOR COLLISION REPAIR</td>
<td>2 Hrs.</td>
<td>4 Hrs. Lab.</td>
<td>Recommended Preparation: Auto 71. Covers major collision repair including extensive frame and undercarriage damage, using modern equipment with step-by-step procedures. (CSU)</td>
</tr>
<tr>
<td>AUTO 73 (3)</td>
<td>AUTO BODY-CUSTOM REFINISHING AND SHOP MANAGEMENT</td>
<td>1 Hr.</td>
<td>4 Hrs. Lab.</td>
<td>Prerequisite: Auto 71 or Auto 72. Auto body techniques and applied shop practices for advanced students who wish to refine technical skills prior to obtaining employment in the industry. (CSU)</td>
</tr>
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</table>

#### AUTOMOTIVE TECHNOLOGY

Some courses in the field of Automotive Technology are offered on alternate years only. Students should keep in mind as they plan their long-range programs of study with the assistance of their counselors. Enrollment in automotive technology courses requires a prerequisite is not allowed unless the prerequisite automotive technology course is passed with a "C" grade or better.

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<td>AUTO 51 (4)</td>
<td>ENGINE TECHNOLOGY</td>
<td>2 Hrs.</td>
<td>6 Hrs. Lab.</td>
<td>For the student with little or no internal combustion engine background. Design, construction and mechanical function of internal combustion engines including lubricating, cooling, fuel and electrical systems; and an understanding of the basic sciences relevant to such topics as internal combustion and energy conversion. (Same as Agrt 33A) (CSU)</td>
</tr>
</tbody>
</table>
AUTOT 52 (3)
MANUAL TRANSMISSIONS AND POWER TRAINS
2 Hrs. Lect. 3 Hrs. Lab.
Design, construction and mechanical function of clutches, manual transmissions, overdrive and power transmitting mechanisms. (CSU)

AUTOT 53 (4)
BRAKES AND SUSPENSION
2 Hrs. Lect. 6 Hrs. Lab.
Study of manual and power braking systems, wheel alignment, spring suspension, tires, tire truing, wheel balancing, and wheel bearings. Diagnosis and services procedures on repair jobs. (CSU)

AUTOT 54 (3)
CARBURETORS, FUEL INJECTION AND EXHAUST SYSTEMS
2 Hrs. Lect. 3 Hrs. Lab.
Advanced study of automotive fuel systems (carburetors, fuel pumps, intake manifolds, exhaust system and emission controls). Basic diagnosis and service procedures on systems. (CSU)

AUTOT 55 (4)
AUTOMATIC MACHINE SHOP
2 Hrs. Lect. 6 Hrs. Lab.
Recommended Preparation: Auto T 51 or two years of high school algebra. Review and advanced study of the internal combustion engine and service procedures in the use of the automatic machine shop tools and machines for rebuilding the engine. (Same as Agst 33B) (CSU)

AUTOT 56 (3)
DIAGNOSTICS
2 Hrs. Lect. 3 Hrs. Lab.
Prerequisite: Auto T 54. Corequisite: Auto T 60. Troubleshooting the various components of the automobile using various test instruments. To include the study and servicing of various automotive smog devices. (CSU)

AUTOT 57 (3)
FLUID POWER
2 Hrs. Lect. 2 Hrs. Lab.
A study of the principles and laws governing fluids. The design and function of hydraulic and pneumatic components, seals, fluid types, circuits and systems. Laws of development in the control and transfer of energy and its relationship to automotive technology. (Same as Agst 35) (CSU)

AUTOT 58 (3)
AUTOMOTIVE AIR-CONDITIONING
2 Hrs. Lect. 3 Hrs. Lab.
The course is designed to impart knowledge and information needed by the student to progress and make progress in employment on a productive basis in the automotive air-conditioning service industry. (CSU)
PRINCIPLES OF MARKETING

BUS 4 (3)  MANAGEMENT CONCEPTS OF SUPERVISION
3 Hrs. Lect.
A study of supervision management concepts that include definition of supervision and management, description of supervisory management functions and a supervisor’s role in managing organizational resources, staffing, methods of performance appraisal, problem-solving, and decision-making techniques, motivation, conflict resolution, compensation, leadership, communication, health and safety, training and development, labor relations, discipline, and how to cope with change. (CSU)

HUMAN RELATIONS IN MANAGEMENT

BUS 7 (3)  BUSINESS AND THE LEGAL ENVIRONMENT
3 Hrs. Lect.
An introduction to the legal environment of business. The following topics are covered: sources of the law, judicial systems, administrative law and governmental regulation, crimes and torts, proprietary of intellectual property, contracts, commercial paper, agency, labor law, formal legal forms of business organization, securities regulations, consumer and environmental laws, warranties and product liability, bankruptcy, real property law and international law. Collaborative learning and the team approach are used in doing legal research, reading and understanding court opinions and writing briefs of cases. (CSU, UC)

MANAGEMENT CONCEPTS OF SUPERVISION

BUS 6 (3)  PRACTICAL ACCOUNTING
3 Hrs. Lect.
This basic course will teach students to journalize and post transactions common to a service type business and teach them the end of the fiscal period functions on the accrual basis. (Nontransferable, AA/AS degree only)

APPLIED BUSINESS LAW

BUS 13 (3)  PRACTICAL SALESMASTERSHIP
3 Hrs. Lect.
A practical approach to the study of salesmanship. Topics covered include an overview of personal selling and classification of sales jobs, the sales environment, the sales personality, the sales process, and other subject areas important to sales work such as understanding the firm and building good customer relationships. (CSU)

SMALL BUSINESS MANAGEMENT

BUS 16 (3)  PERSONAL DEVELOPMENT FOR EMPLOYMENT
3 Hrs. Lect.
A thorough study of the process and practice of obtaining employment in the business world. Designed to meet the special needs of students in the fields such as: Marketing-Distribution; Business Supervision; Secretarial-Clerical; Accounting-Bookkeeping; and Data Processing, etc. Skills development in the areas of job search, employer contact, resume writing, interviewing techniques, interview follow-up, proper dress, and job-holding practices. (CSU)

BEGINNING KEYBOARDING

BUS 28 (3)  BEGINNING KEYBOARDING
2 Hrs. Lect. 3 Hrs. Lab.
Designed to teach the fundamental skills and knowledge of keyboarding. The student is introduced to the basic concepts of keyboarding production. (CSU)

MACHINE CALCULATION

BUS 22 (3)  MACHINE CALCULATION
2 Hrs. Lect. 2 Hrs. Lab.
Recommended Preparation: Math 31. Develop skills required for rapid and accurate operation of calculating machines. (CSU)

RECORDS MANAGEMENT

BUS 24 (3)  RECORDS MANAGEMENT
3 Hrs. Lect.
Lecture and supervised individual and group procedural activity designed to acquaint students with progressive filing and records management rules, procedures and techniques. Alphabetic, numeric, geographic and subject filing are studied. (CSU)

KEYBOARDING: SPEED AND ACCURACY

BUS 25 (4-3)  KEYBOARDING: SPEED AND ACCURACY
2 Hrs. Lect. 3 Hrs. Lab.
Recommended Preparation: Ability to keyboard 20 net words per minute. An analytical diagnostic, prescriptive method of developing accuracy and speed. Emphasis is placed on development of keyboarding speed and accuracy ratings between 20-90 net words per minute. (CSU)

CERTIFIED PROFESSIONAL SECRETARY I

BUS 26 (3)  CERTIFIED PROFESSIONAL SECRETARY I
3 Hrs. Lect.
This course provides the opportunity to learn about and experience, in mock form, the first three sections of the Certified Professional Secretary examination. Discussion of eligibility requirements, efficient test-taking principles, the application process, and study aids will be part of the course. (Nontransferable, nondegree applicable)

CERTIFIED PROFESSIONAL SECRETARY II

BUS 27 (3)  CERTIFIED PROFESSIONAL SECRETARY II
3 Hrs. Lect.
This course provides the opportunity to learn about and experience, in mock form, the second three sections of the Certified Professional Secretary exam. Discussion of eligibility requirements, efficient test-taking principles, the application process, and study aids will be part of the course. (Nontransferable, nondegree applicable)

WORD PROCESSING 1

BUS 28 (3)  WORD PROCESSING 1
2 Hrs. Lect. 2 Hrs. Lab.
Recommended Preparation: Ability to keyboard 20 net words per minute. The course is designed to teach students to use word processing software on the microcomputer and to develop office technology skills. (CSU)

WORD PROCESSING 2

BUS 29 (3)  WORD PROCESSING 2
3 Hrs. Lab.
Recommended Preparation: Skills acquired in BUS 28A. The course is designed to bring students to a production level required in today's office environment. Emphasis will be placed on producing business letters, reports, tables, and forms on the microcomputer. (CSU)

TECHNOLOGY FOR THE MODERN OFFICE

BUS 30 (3)  TECHNOLOGY FOR THE MODERN OFFICE
3 Hrs. Lect. 3 Hrs. Lab.
Recommended Preparation: Skills acquired in BUS 29A. The course is designed to develop a basic knowledge of computer skills needed in the modern business office. The course will cover current word processing software, spreadsheet creation, database development, and graphics through the windows environment of a personal computer. In the course, graphics will be incorporated into documents with the use of a scanner and clip art. After completing the class, the student will have a working knowledge of the windows environment and a foundation for using a variety of applications for the personal computer. (CSU)
BUS 43 (3)  BUSINESS CORRESPONDENCE IN SPANISH 3 Hrs. Rec.  Recommended for bilingual students with Bus 42 or equivalent. Practice in letter form and business vocabulary, spelling, and punctuation. Emphasis on differences and similarities in English and Spanish business correspondence. (CSU)

BUS 44 (1-2)  BUSINESS COMMUNICATION SKILLS 1-2 Hrs. Rec.  Designed to upgrade business communication skills needed in today's high-tech business office. Emphasis on creating written assignments with clear, concise business vocabulary, appropriate grammar, and standard formats. (Nontransferable, AA/AS degree only)

BUS 51 (3)  MICROCOMPUTER KEYBOARDING 1 Hr. Rec. 1 Hr. Lab.  The course is designed to develop speed and accuracy in the use of the computer keyboard. The student will learn basic operations of a computer including using alphabetic, numeric and symbol keys as well as the numeric keypad. The course will also include the basic commands needed to format documents. (CSU)

BUS 66 (4.5)  EFFECTIVE CUSTOMER SERVICE 4.5 Hrs. Rec.  This course is designed to develop the student's skills in understanding and dealing with customers in a variety of customer service situations. Class discussion focuses on the principles of effective customer service, generating positive customer relations, customer behavior styles, employee coping strategies, communication techniques, dealing with angry customers, and effective telephone techniques. Case studies, simulations, video presentations, and diagnostic instruments are used to supplement class discussion. (Nontransferable, nondegree applicable)

BUS 89 (3)  LAW OFFICE PROCEDURES AND PRACTICES FOR SECRETARIES 3 Hrs. Rec.  Practical instruction and exercises for secretaries. Emphasis on forms of pleadings; procedures for various actions (civil procedure, real estate, probate and conservatorships, family law); the law library and legal research; dictation of legal documents. (CSU)

BUS 90 (3)  REAL ESTATE PRINCIPLES 3 Hrs. Rec.  An analysis of the principles of real estate in California; history of California real estate, property, contractors, agencies, listings, real estate financing, deeds, liens and encumbrances, escrows and title insurance, land descriptions, real estate mathematics, and real estate licensing and state regulations. (CSU)

BUS 91 (3)  REAL ESTATE PRACTICES 3 Hrs. Rec.  Course of study that covers the following topics: Real Estate Industry, Elements and Relationships of Real Estate Agency, Organization of Real Estate Offices, Prospecting Methods and Listings Development, Basic Selling and Advertising Techniques, Preparation and Content of Real Estate Purchase Contract, Escrow and Title Insurance, Elements of Real Estate Financing, Sources of Funds, Taxation, Appraisal and Valuation, Property Management and Leasing, Real Estate Investment, and Specialized Transactions. (CSU)

BUS 92A (3)  LEGAL ASPECTS OF REAL ESTATE 3 Hrs. Rec.  Recommended Preparation: Bus 90 or employment in the real estate field as a licensee. A practical study of California Real Estate Law that includes: classes and elements of real property, laws of fixtures, land titles, estates, and other interests in real property, methods of ownership of real property, acquisition and transfer of real property, land descriptions, contracts for the sale of land, liens, restrictions on the use of property, leases, rights, duties and responsibilities for real estate brokers, consummation of transactions, probate proceedings, and rights and duties of adjoining owners. (CSU)


BUS 94A (3)  REAL ESTATE APPRAISAL 3 Hrs. Rec.  Recommended Preparation: Bus 90 or employment in the real estate field as a licensee. Methods and techniques for determining the value of real estate, land and improvements. This course is designed to provide a comprehensive introduction to the field of real estate appraisal. (CSU)

BUS 95 (3)  REAL ESTATE ECONOMICS 3 Hrs. Rec.  Recommended Preparation: Bus 90, Bus 91, Bus 92A, Bus 93 and Bus 94A. A practical study of the economic aspects of real estate designed to provide a group of the dynamic economic conditions and other factors underlying real estate business in California. This is designed to be the senior course - the final course - in the real estate curriculum. (CSU)

CHEM 1A (5)  GENERAL INORGIC CHEMISTRY 3 Hrs. Rec. 6 Hrs. Lab.  Recommended Preparation: High school algebra and chemistry and/or Chem 2A. Basic principles and calculations of chemistry with emphasis on stoichiometry and dimensional analysis applied to various problem types. Fundamental principles and theory of atomic and molecular structure as related to type of bonding and molecular geometry. Study of kinetic molecular theory and the first law of thermodynamics, periodic relationships of elements, physical states of matter, solution chemistry, oxidation-reduction, introductory kinetics, and equilibrium studies are also investigated. The laboratory is an introduction to classical experimentation and how it applies to lecture topics as well as certain instrumental studies. (CSU, UC)

CHEM 1B (5)  GENERAL ORGANIC CHEMISTRY 3 Hrs. Rec. 6 Hrs. Lab.  Recommended Preparation: Chem 1A. A study of the chemistry of organic compounds and their reactions. The laboratory is an introduction to classical experimentation and how it applies to lecture topics as well as certain instrumental studies. (CSU, UC)

CHEM 2A (4)  INTRODUCTION TO CHEMISTRY 3 Hrs. Rec. 3 Hrs. Lab.  Prerequisite: Chem 1A. A study of the chemistry of inorganic compounds and their reactions. The laboratory is an introduction to classical experimentation and how it applies to lecture topics as well as certain instrumental studies. (CSU, UC)

CHEM 2B (4)  ORGANIC CHEMISTRY 3 Hrs. Rec. 6 Hrs. Lab.  Recommended Preparation: Chem 1A. A study of the chemistry of organic compounds and their reactions. The laboratory is an introduction to classical experimentation and how it applies to lecture topics as well as certain instrumental studies. (CSU, UC)

CHEM 2C (4)  ORGANIC CHEMISTRY 3 Hrs. Rec. 6 Hrs. Lab.  Recommended Preparation: Chem 1A. A study of the chemistry of organic compounds and their reactions. The laboratory is an introduction to classical experimentation and how it applies to lecture topics as well as certain instrumental studies. (CSU, UC)

CIS 21AC (3-1-1)  COMPUTER APPLICATIONS LAB 2 Hrs. Lab.  Recommended Preparation: Concurrent enrollment in a course requiring computer support. A hands-on lab class which supports those courses requiring computer completed assignments. This student may be involved using word processing, programming, integrated software programs or decision support applications. (CSU)
CIS 22 (3) COMPUTER ACCOUNTING 2 Hrs. Lec. 2 Hrs. Lab. Prerequisite: Bus 1A or Bus 10. Recommended Preparation: CIS 1. A practical course in which students will have an opportunity to use compterized financial software that is currently being used in the business field. A "case study" will be completed by the students which will help them to gain microcomputer skills. (CSU)

CIS 23 (3) COMPUTER LITERACY 1 Hr. Lec. A course designed for students with little or no experience with computers. The course includes a review of computer terminology, system components, and software applications typically used on a microcomputer system. In a hands-on environment, the student will learn basic operating system and user interface commands, basic features in a word processing program, and basic concepts for use of Internet resources. (CSU)

CIS 26 (1) WINDOWS OPERATING SYSTEM 1 Hr. Lec. Designed to familiarize computer users with the Windows operating system environment that controls the computer. This course, which is communicated by using Windows to do proper file management, customize the desktop interface, and use the Windows accessories. (CSU)

CIS 31A (1) WORD PROCESSING: WORDPERFECT FOR WINDOWS 1 Hr. Lec. Hands-on practice with WordPerfect word processing software using a windows environment. The course is designed for beginners and will focus on document creation including multiple documents; basic editing and text enhancement; line and page formatting; cut, copy and paste; spell check and thesaurus. (CSU)

CIS 31B (1) WORD PROCESSING: WORDPERFECT FOR WINDOWS 1 Hr. Lec. Hands-on practice with WordPerfect word processing software using a windows environment. The course is a continuation of CIS 31A. Word Processing: WordPerfect for Windows, and will focus on adding and formatting features including multiple windows and documents, managing files, tables, columns, merge, labels, sort and graphics. (CSU)

CIS 32A (3) WORD PROCESSING:MICROSOFT WORD FOR WINDOWS 1 Hr. Lec. Hands-on practice with Microsoft Word word processing software using a windows environment. The course is designed for beginners and will focus on document creation including multiple documents; basic editing and text enhancement; line and page formatting; cut, copy and paste, spell check and thesaurus. (CSU)

CIS 32B (1) WORD PROCESSING/MICROSOFT WORD FOR WINDOWS 1 Hr. Lec. Recommended Preparation: CIS 32A or CIS 1. Hands-on practice with Microsoft Word processing software using a windows with Microsoft Word for Windows and will focus on editing and formatting features including multiple windows and formatting features. (CSU)

CIS 27A (1) SPREADSHEET: EXCEL 1 Hr. Lec. A beginning course in the creation and use of spreadsheet applications beginning templates, spreadsheets, and beginning applications with a windows-based business data base and in its implementation. (CSU)

CIS 27B (1) SPREADSHEET: EXCEL 1 Hr. Lec. A sequence to the CIS 37A course. This course develops expertise in the use of spreadsheets. A survey of the historical development of probation and parole from early court procedures through modern practices with an emphasis on the operation of probation and parole agencies in California including such topics as parole and probation laws and procedures. (CSU)

CIS 37A (1) SPREADSHEET: EXCEL 1 Hr. Lec. A course designed to present the basic data base concepts. The student will become acquainted with a windows-based business data base and its implementation. (CSU)

CIS 37B (1) SPREADSHEET: EXCEL 1 Hr. Lec. A course designed to present the basic data base concepts. The student will become acquainted with a windows-based business data base and its implementation. (CSU)

CORRECTIONAL SCIENCE

CIS 21 (3) INTRODUCTION TO CORRECTIONS 3 Hrs. Lec. Recommended Preparation: Completion of Engl 2B and Engl 12B. A study and survey of the history of corrections, with a grade of "C" or better. A study and survey of the history of corrections, with a grade of "C" or better. An overview of adult and juvenile corrections processes. Philosophy and theory of adult and juvenile corrections processes. (CSU)

CIS 22 (3) CRIMINAL LAW 3 Hrs. Lec. (Same as Al 90) (CSU)

CIS 23 (3) CONCEPTS OF CRIMINAL LAW 3 Hrs. Lec. (Same as Al 123) (CSU UC)

CIS 24 (3) CORRECTIONAL INTERVIEWING AND COUNSELING 3 Hrs. Lec. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. An overview of the techniques available to practitioners in Corrections in counseling and interviewing. The student will learn the use of appropriate techniques and therapeutic methods which may be used by the correctional employees in client interviews and counseling. A basic course for students planning to enter or already employed within the Correctional Science field. (CSU)

CIS 25 (3) CONTROL AND SUPERVISION OF INMATES 3 Hrs. Lec. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. An overview of supervision of inmates in the local, state, and federal correctional institutions. The issues of control in a continuum from institutional daily living through crisis situations will be introduced and discussed. The course will emphasize the role played by the offender and the correctional worker. Introduces inmate subculture, violence and effects of crowding on inmates and staff, addresses coping techniques for correctional officers in a hostile prison environment while discussing causes and effects of abusive tactics. (CSU)

CIS 31 (3) CONCEPTS OF PROBATION AND PAROLE 3 Hrs. Lec. Recommended Preparation: Completion of Engl 2B and Engl 12B with a grade of "C" or better. A survey of the historical development of probation and parole from early court procedures through modern practices with an emphasis on the operation of probation and parole agencies in California including such topics as parole and probation laws and procedures. (CSU)

DISABLED STUDENT PROGRAMS AND SERVICES

Academic Accommodations for Disabled Students Policy Imperial Valley College recognizes that a disability may impede a student from completing course requirements in the same manner as expected of non disabled students. The college also recognizes the need to accommodate students with documented limitations resulting from verified disabilities to the greatest extent possible without compromising a disabled student's course of study and without compromising the integrity of any student's certificate or degree.

DISPS 1 (3) UNDERSTANDING EXCEPTIONAL STUDENTS 2 Hrs. Lec. Recommended Preparation: Psych 20/ECOE 2 or Psych 1A. A psychosocial approach to the study of exceptional students including intellectual, physical, emotional, personal, academic, and vocational counseling. (CSU)

DISPS 2AB (2-2) PRACTICUM EXPERIENCE TO WORK WITH THE PHYSICALLY LIMITED PERSON 1 Hr. Lec. 3 Hrs. Lab. Recommended Preparation: DISPS 1 and Psych 1A or Psych 3. A course designed to expand the experience of Rehabilitation

DISPS 3 (1-6) SURVEY OF CAMPUS LIFE FOR THE PHYSICALLY LIMITED 1-4 Hrs. Lab. A course designed to help reduce the communication barriers often present when a person has a hearing loss. The nature of each loss, the use of hearing aids, factors influencing lipreading ability, and problems arising from living with a hearing loss will be discussed. The course is designed specially for the mature person who has an acquired hearing loss. (Nontransferable, nondegree applicable)

DISPS 6ABCD (1-4, 1-4, 1-4, 1-4) PERSONAL AND SOCIAL ADJUSTMENT FOR THE PHYSICALLY LIMITED 1-4 Hrs. Lab. This course is designed to help the physically limited students who have difficulty in adjusting to the educational complexities encountered in college level classes because of deficiencies in their educational backgrounds. (Nontransferable, nondegree applicable)

DISPS 7ABCD (1-4, 1-4, 1-4, 1-4) ACADEMIC SUPPORT SERVICES 2-8 Hrs. Lab. This course is designed to provide academic support services to the physically limited and adaptive learning students who are taking classes in the area of natural science and math; behavioral and social science area; humanities, fine arts and foreign language area; English and speech area; and vocational-occupational area. In addition, the course is designed to assist students in developing their basic skills. (Nontransferable, nondegree applicable)

DISPS 8ABCD (1-4, 1-4, 1-4, 1-4) COUNSELING AND GUIDANCE SUPPORT SERVICES 2-8 Hrs. Lab. This course is designed to provide counseling and guidance support services to physically limited and adaptive learning students by means of diagnostic testing, assistance with vocational education classes, assessment of individualized progress, and personal, academic, and vocational counseling. Students are transitioned into college through assistance with registration, financial aid, career planning, and ultimately into employment and/or baccalaureate programs. (Nontransferable, nondegree applicable)

SEE PAGE 57 AND SFOR DISPS 10, DISPS 11, DISPS 12, DISPS 13 AND DISPS 14 AMERICAN SIGN LANGUAGE COURSE DESCRIPTIONS
This course is a continuation of LEARNING 4 Hrs.

SEE consonant context of written sentences with an emphasis on one- and LEARNING LEARNING LEARNING 4 Hrs.

DSPS GENERAL AND APPLIED HANDICAPPED A course to provide methods. (Nontransferable, DSPS 16A and LANGUAGE COURSE DESCRIPTIONS, 23ABCD (2-2-2-2)

Students will explore various art medias and DSPS FOR DSPS 16A AND LANGUAGE COURSE DESCRIPTIONS, 23ABCD (2-2-2-2)

provide rhythmic accompaniment. Course designed for the visually nondegree students with Learning Differences to solve problems involving

and two-syllable words having short vowels and vowel-consonant-e syllables, and two-syllable words with the first syllable open and the second syllable having a short vowel or vowel-consonant-e. (Nontransferable, nondegree applicable)

DSPS 15C (4) READING AND SPELLING FOR STUDENTS WITH LEARNING DIFFERENCES 4 Hrs. Lab. This course is a continuation of DSPS 15A with an emphasis on various sounds of consonants, diphthongs, and various suffixes. (Nontransferable, nondegree applicable)

DSPS 15D (4) READING AND SPELLING FOR STUDENTS WITH LEARNING DIFFERENCES 4 Hrs. Lab. This course is a continuation of DSPS 15C with an emphasis on contractions, silent consonants, various spellings of vowel and consonant sounds, and spelling rules dealing with adding suffixes to any word. (Nontransferable, nondegree applicable)

SEE PAGE 58 FOR DSPS 16A AND DSPS 16B AMERICAN SIGN LANGUAGE COURSE DESCRIPTIONS.

DSPS 23ABCD (2-2-2-2) TACTILE ART FOR THE PHYSICALLY LIMITED 4 Hrs. Lab.

This course is designed to enrich the aesthetic experience of the physically limited. Students will explore various art medias and methods. (Nontransferable, nondegree applicable)

DSPS 24ABCD (1-1-1-1) GENERAL AND APPLIED MUSIC FOR THE VISUALLY HANDICAPPED 2 Hrs. Lab.

A course to provide experience with general music in terms of listening skills, elements, basic structure and style. Application of skills involving sensitivity to rhythm, pitch, sound and structure of music with individual and group participation in singing and in rhythmic accompaniment. Course designed for the visually handicapped. (Nontransferable, nondegree applicable)

DSPS 27ABCD (2-2-2-2) CURRENT ISSUES 2 Hrs. Lab.

This course develops a set of skills that will improve the ability to comprehend, analyze and apply conversational techniques to current issues. (Nontransferable, nondegree applicable)

DSPS 27 (3) COMPUTER ACCESS PROJECTS 4 Hrs. Lab.

Prerequisite: A student must be eligible for services and instruction from the Disabled Student Programs and Services through appropriate verification of a primary disability by certified personnel and be able to benefit from the programs and services offered by the High Tech Center. Instructor permission is required. The course is designed for students with a disability who require access to specialized adaptive technologies in order to complete assignments for other classes in which they are concurrently enrolled. (Nontransferable, nondegree applicable)

DSPS 39 (3) COMPUTER ACCESS EVALUATION 1 Hr. Lab.

Prerequisite: A student must be eligible for services and instruction from the Disabled Student Programs and Services through appropriate verification of a primary disability by certified personnel and be able to benefit from the programs and services offered by the High Tech Center. This course is designed to help students with a disability or multiple disabilities, to understand their computer usage capabilities and to determine, through an instructor evaluation, the appropriate hardware and software. (Nontransferable, nondegree applicable)

DSPS 36 (1) ADAPTED KEYBOARDING 2 Hrs. Lab.

Prerequisite: A student must be eligible for services and instruction from the Disabled Student Programs and Services through appropriate verification of a primary disability by certified personnel and be able to benefit from the programs and services offered by the High Tech Center. This course is designed to teach keyboarding basics to disabled students who must use adaptive learning technologies for successful access to computer hardware and software used for other mainstream basic skills support courses. (Nontransferable, nondegree applicable)

DSPS 37 (1) COMPUTER ACCESS I 2 Hrs. Lab.

Prerequisite: A student must be eligible for services and instruction from the Disabled Student Programs and Services through appropriate verification of a primary disability by certified personnel and be able to benefit from the programs and services offered by the High Tech Center. DSPS 36 is required if a student does not have adequate typing skills. Designed for students with visual, physical, language impairment, learning disabilities or deafness. This course provides training in the use of computer assistive technologies which enhance a disabled student's ability to access and use PCs which are used for other basic skills support courses. (Nontransferable, nondegree applicable)

DSPS 38 (2) COMPUTER ACCESS II 2 Hrs. Lab.

Prerequisite: A student must be eligible for services and instruction from the Disabled Student Programs and Services through appropriate verification of a primary disability by certified personnel and be able to benefit from the programs and services offered by the High Tech Center. This course is designed for disabled students who have successfully completed Computer Access I. Students will enhance their computer access skills through the completion of assignments and/or projects. This will allow them to use PCs in other basic skills support courses. (Nontransferable, nondegree applicable)

DSPS 50B (3) MATH FOR STUDENTS WITH LEARNING DIFFERENCES 3 Hrs. Lab.

Recommended Preparation: DSPS 50A/50B. This course will teach adults with Learning Differences to solve problems involving multiplication of whole numbers and division of whole numbers. (Nontransferable, nondegree applicable)

DSPS 50C (3) MATH FOR STUDENTS WITH LEARNING DIFFERENCES 3 Hrs. Lab.

Recommended Preparation: DSPS 50B. This course will teach adults with Learning Differences to solve problems involving addition, subtraction, multiplication, and division of fractions. (Nontransferable, nondegree applicable)

IMPERIAL VALLEY COLLEGE GENERAL CATALOG 1999-2000

IMPERIAL VALLEY COLLEGE GENERAL CATALOG 1999 - 2000

DRAM 1 (3) INTRODUCTION TO THEATRE 3 Hrs. Lab.

An introduction to the art of theatre to include the nature of theatrical presentation, elements of dramatic structure, and other contributions of literature, playwriting, actor, director, designer, technician, and audience. (CSU, UC)

DRAMA 21AB (3-3) FUNDAMENTALS OF ACTING 2 Hrs. Lab.

Recommended Preparation: DRAM 20. A continuation of DRAM 20 with further emphasis on fundamental acting skills. Laboratory hours are to be arranged. Maximum credit six units. (CSU, UC)

DRAM 22ABCD (1-1-1-1) REHEARSAL AND PERFORMANCE 3 Hrs. Lab.

Enrollment contingent upon participation in campus major dramatic production. Maximum credit 1 unit per semester for four semesters. Hours to be arranged. (CSU, UC)

EARLY CHILDHOOD EDUCATION

ECE 20 (3) DEVELOPMENTAL PSYCHOLOGY OF CHILDREN 3 Hrs. Lab.

A study of the developmental stages of children from conception through adolescence including the principle theories of development and their application. (Same as Psych 20) (CSU) (UC credit limited. See a counselor.)

ECE 21 (3) EARLY CHILDHOOD SOCIALIZATION: CHILDREN, FAMILY AND COMMUNITY 3 Hrs. Lab.

Study of the child in the family and community in relation to social, cultural, economic, ethnic, and geographical influences on his/her growth and development. Community resources as they relate to the education, health, welfare, recreational and other activities of the child. (CSU)
ECF 22 (3) 
ADVANCED DEVELOPMENTAL PSYCHOLOGY AND OBSERVATION
3 Hrs. Loc.
Advanced study of the principle theories of developmental psychology, including the study of assessment and observation as tools for understanding behavior and development. (CSU)

ECF 23 (3) 
EARLY CHILDHOOD CURRICULUM I 
3 Hrs. Loc.
A study of preschool curriculum and its application in the preschool environment. Students will learn to develop and write curriculum plans which incorporate developmental goals. Implementation of lesson plans at local preschools is required. (CSU)

ECF 24 (3) 
EARLY CHILDHOOD CURRICULUM II 
3 Hrs. Loc.
Advanced study and application of the preschool curriculum including techniques for enriching the preschool environment for creative expression. The value of play as an integral part of the preschool program and the use of interest centers and multicultural experiences for preschools is studied and applied in the preschool setting. (CSU)

ECF 25 (3) 
FIELD EXPERIENCE
1.5 Hrs. Loc. 10 Hrs. Field Experience
Prerequisites: ECF/Psych 20, ECF 21, 22 and 23. Supervised field work in an early childhood program under the direction of a Master Teacher and college supervisor. The students will learn to assess, develop and implement curriculum and appropriate practices for young children in a supervised setting. (CSU)

ECF 26 (3) 
PRINCIPLES OF PARENTING
3 Hrs. Loc.
This course is a study of the developmental tasks of parenting. It includes family dynamics, parenting skills, adjustment to new roles and family structures, values clarification and family communication. It is designed for parents, prospective parents and child care providers. (CSU)

ECF 27 (3) 
UNDERSTANDING EXCEPTIONAL STUDENTS
2 Hrs. Loc. 2 Hrs. Lab.
(Same as DSPS 1) (CSU)

ECF 28 (3) 
ADMINISTRATION AND SUPERVISION IN EARLY CHILDHOOD EDUCATION
3 Hrs. Loc.
Prerequisites: ECE/Psych 20, ECF 21, 22, 23, 24 and 25. This course incorporates basic management principles for preschools including curriculum development and implementation, personnel management, facility maintenance, budgeting, parent involvement, community relations, program evaluation and professional ethics. (CSU)

ECF 29 (3) 
INFANT/TODDLER DEVELOPMENT
3 Hrs. Loc.
This course will cover the fundamental principles of prenatal and infant development from conception to age two as determined by heredity, society and human interaction. Prenatal development and the birth process are emphasized. Observations will be done on a neonate, infant and toddler. (CSU)

ECF 30 (3) 
INFANT/TODDLER CURRICULUM
3 Hrs. Loc.
This course will prepare students to develop and implement an infant and/or toddler curriculum including the design of a developmentally appropriate learning environment. It will examine the methods currently in practice and study teacher competencies necessary for working with infants/toddlers. Students must put in 5 Hrs. Lab. TBA for the semester. (CSU)

ECF 31A (3) 
HEALTH, SAFETY & NUTRITION FOR TEACHERS OF YOUNG CHILDREN
2 Hrs. Loc.
Health and safety needs for young children in group care. County and State mandates for health and safety. Basic nutrition for children including nutritional needs and food service in group care. (CSU)

ECF 31B (3) 
FIRST AID AND CPR FOR TEACHERS OF YOUNG CHILDREN 
1 Hr. Loc.
First Aid, CPR Module B: American Red Cross or American Heart Association certification in infant, child and adult CPR and First Aid. (Same as HT 17) (CSU)

ECF 31B-R (5) 
FIRST AID & CPR FOR TEACHERS OF YOUNG CHILDREN
5 Hrs. Loc.
Prerequisite: Successful completion of ECF 31B/R 17. First Aid/ CPR Module B Refresher: American Red Cross or American Heart Association certification update in infant and child CPR and First Aid. (Nontransferable, AAS degree only)

ECF 32 (3) 
MULTILINGUAL AND MULTICULTURAL CURRICULUM FOR YOUNG CHILDREN
3 Hrs. Loc.
General introduction to life styles, values, and socioeconomic conditions of children from multilingual and multicultural families with special emphasis on ways in which these factors affect the teaching and learning process. Students are introduced to languages, materials and resources designed to help them enhance the multilingual and multicultural experience of the children. (CSU)

ECF 33 (3) 
ADVANCED MANAGEMENT FUNCTIONS FOR THE OPERATOR OF AN EARLY CHILDHOOD CENTER
2 Hrs. Loc. 3 Hrs. Lab.
Prerequisites: ECE/Psych 20, 21, 22 and 23, 24, 25. This course is designed for those who plan to be directors in any child care center, both public and private, in the state of California. Principles and practices of program planning, budgeting and personnel administration for agencies serving children and families. (CSU)

ECF 34 (3) 
ADULT SUPERVISION IN EARLY CHILDHOOD PROGRAMS
3 Hrs. Loc.
A study of the methods and principles of adult supervision in an early childhood setting from a developmental perspective. Topics covered include competence in personnel management, effective interpersonal communication, how adults learn, team building. (CSU)

ECF 35 (1) 
FAMILY CHILD CARE MANAGEMENT
3 Hrs. Loc.
Instruction in operating home based childcare as a successful business. Topics covered include bookkeeping, tax laws, licensing requirements, management skills, scheduling and policies. (Nontransferable, AAS degree only)

ECF 36 (1) 
FAMILY CHILD CARE PROVIDER AND PARENT RELATIONS
3 Hrs. Loc.
A study of appropriate provider and parent communication techniques and strategies. Includes problem-solving, decision making, conflict resolution, methods for increasing parent involvement and participation in child’s care and education. (Nontransferable, AAS degree only)

ECF 37 (1) 
FAMILY CHILD CARE LICENSING AND RESOURCES
3 Hrs. Loc.
A study of California Child Care requirements, funding possibilities and community resources. (Nontransferable, AAS degree only)

ECON 1 (3) 
PRINCIPLES OF ECONOMICS
3 Hrs. Loc.
An introduction to economic concepts and the principles of economic analysis. Emphasis on economic institutions, issues of public policy, and macro-analysis in gross domestic product, money and banking, international business, and economic stabilization. (CSU, UC)

ECON 2 (3) 
PRINCIPLES OF ECONOMICS
3 Hrs. Loc.
An introduction to economic concepts and the principles of economic analysis. Emphasis on economic institutions, issues of public policy, and microanalysis in the direction of production and the allocation of resources through the price-system. (CSU, UC)
EMERGENCY MEDICAL TECHNICIAN

EMT 1 (5.5)
EMERGENCY MEDICAL TECHNICIAN 1
6.5 Hrs. Lec. 1 Br. Lab.
A course designed for individuals who will come in contact with victims of illness or injury primarily in an emergency, pre-hospital environment. This course would be of value to all emergency service personnel, including ambulance personnel, law enforcement, fire services, hospital emergency department, and other rescue personnel. Topics will include roles and responsibilities, evaluation and treatment of illness and injury. Procedures for dealing with life threatening emergencies are presented. The student will be able to gain a functional understanding of an assessment-based approaches to patient care as well as the interventions added to the EMT I scope of practice. Hazardous Material training and semi-automated defibrillation training are included. This course is approved by the Imperial County Emergency Medical Services Agency and is within the training guidelines of the California Code of Regulations and the California Fire Service Training and Education Systems (CFSTES). Successful completion will result in eligibility for certification as an EMT I and EMT D. Successful completion will also result in a Training Institute (CSTI) through the Office of Emergency Services (OES). This is one of six courses required for an associate degree in Fire Technology and one of six courses toward eligibility for a Fire Fighter I certificate. (Same as FIRE 105) (CSU)

EMT ID (3.5)
EMERGENCY MEDICAL TECHNICIAN - FIRST DEPARTMENT
5 Hrs. Lec.
Prerequisites: Must possess a current EMT I certification, be eligible for EMT I certification, or be currently enrolled in an EMT I course that is approved by the Imperial County Emergency Medical Services Agency and is within the training guidelines of the California Code of Regulations and the California Fire Service Training and Education Systems (CFSTES). This course is designed to teach the student to make use of a semi-automated defibrillator on those persons that fail victim to cardiac arrest and demonstrate a cardiac arrest arrest pattern of ventricular fibrillation or asystole, or if the fibrillation is responsive to treatment by synchronized cardioversion. This course will teach the EMT I how and when to use the semi-automated defibrillator in any given field situation that requires the use of state of the art technology to save lives. It will be of value to the student in the Imperial County Emergency Medical Services Policies and Procedures. (CSU)

EMT IR (2)
EMERGENCY MEDICAL TECHNICIAN 1 - REFRESHER
2 Hrs. Lec.
Prerequisites: Current EMT I certification or have possessed an EMT I certification within the past 4 years. A course designed to fulfill the California EMT I refresher course requirements. This course will review basic life support topics and procedures to include cardiopulmonary resuscitation training. Topics specific to Imperial County will be presented, as well as, changes in policies and procedures. Updated and new materials will be included. Successful completion of this course will certify continuing education requirements for the EMT I and will enable the EMT I to be eligible for recertification in the state of California. This course is approved by the Imperial County Emergency Medical Services Agency and is within the training guidelines of the California Code of Regulations and the California Fire Service Training and Education Systems (CFSTES). (Same as FIRE 108R) (CSU)

IMPERIAL VALLEY COLLEGE
GENERAL CATALOG 1999-2000

EMT IT (1)
EMT TRANSITIONAL PROGRAM
1 Br. Lec., 3 Lab. Hrs.
Prerequisite: Current EMT certification. This course provides a format for the presentation of assessment-based patient care and intervention knowledge base of existing EMT's. This course provides the transitional material needed to gain a functional understanding of an assessment-based approach to patient care as well as the interventions added to the EMT I scope of practice. This course was not developed as a course. (Nontransferable, nondegree applicable)

EMT 2A (7)
EMERGENCY MEDICAL TECHNICIAN 2A
6 Hrs. Lec. 3 Hrs. Lab.
Prerequisites: Have a valid California Emergency Medical Technician 1 (A, FS, PS or CHP) Certificate. Have one year experience as a practicing EMT. Have permission of EMT Instructor/Coordinator. Successful completion of application packet. A course designed to teach professional public safety personnel limited advanced life support skills. The course will teach the student to treat critically ill and injured patients in the pre-hospital setting using all the basic life support skills learned in EMT I A, and advanced skills such as intravenous infusion, defibrillation, MAST suit application and esophageal intubation. The course is an intensive one, requiring the student's total dedication to successful completion of the course, and the utilization that more than usual study and TBA requirements must be met. (CSU)

EMT 32B (5)
EMERGENCY MEDICAL TECHNICIAN 2B
3 Hrs. Lec. 18 Hrs. Lab.
Prerequisite: Successful completion of EMT 2A. This course is a continuation of EMT 2A. It is designed to teach professional public safety personnel limited advanced life support skills not covered in EMT 2A. It enables the student to put all laboratory and didactic materials together in clinical and field experiences. The student will be able to perform total patient assessment and care, using state and county guidelines for limited advanced life support systems. Students must be aware of the intensity of the course that requires dedication to complete all clinical and field experiences. In addition to class and clinical time, students must complete ten (10) LALS runs with the ambulance to successfully complete the course. (CSU)

EMT 20/2AD (2)
EMERGENCY MEDICAL TECHNICIAN 2REFRESHER
2 Hrs. Lec.
Prerequisites: EMT certification or have possessed an EMT certification with the past 5 years. A course designed to fulfill the California EMT I refresher course requirements. This course will review basic life support topics and procedures to include cardiopulmonary resuscitation training. Topics specific to Imperial County will be presented, as well as, changes in policies and procedures. Updated and new materials will be included. Successful completion of this course will certify continuing education requirements for the EMT I and will enable the EMT I to be eligible for recertification in the state of California. This course is approved by the Imperial County Emergency Medical Services Agency and is within the training guidelines of the California Code of Regulations and the California Fire Service Training and Education Systems (CFSTES). (Same as FIRE 108R) (CSU)

EMT 10R (5.5)
EMERGENCY MEDICAL TECHNICIAN - FIRST RESPONSE RE-FRESHER
5.5 Hr. Lec.
A course for First Responders who provide first aid, immediate care for injury or sudden illness or medical emergencies, prior to the availability of medical care by health care professionals trained at a higher level and with a more advanced level or certification. This course is primarily for firefighters and law enforcement personnel and satisfies requirements under Title 22, Division 9, Section 1.5 of the California Code of Regulations, requiring, requiring regularly employed public safety personnel to be retrained to administer first aid, including CPR, a minimum of every 3 years. Topics reviewed will include components of the local EMS system, roles and responsibilities of first responders, including legal aspects and anatomy and physiology. Students will review vital and diagnostic signs and determination of extent of injuries. Procedures for dealing with life threatening emergencies will be reviewed, as they pertain to the first responder, including CPR and control of hemorrhage. Other medical and environmental emergencies will be reviewed, along with childbirth, disorders specific to infants and children, and communicable diseases. A competency-based pre-test will be given, as well as a final post-test. (Nontransferable, nondegree applicable)

EMERGENCY MEDICAL TECHNICIAN PARAMEDIC

EMT-P C1 (3)
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC
3 Hrs. Lec. 5 Hrs. Lab.
Prerequisites: Successful completion of EMT-P D1 and EMT-P D2. May enter EMT-P C1 up to 1 year after completion of EMT-P D1 and EMT-P D2 with EMS Training Coordinator and EMT Training Manager. Prerequisite for this course is the EMT Training Coordinator and EMT Training Medical Director. This course is the first phase of the training program. The objective of this course is to train the student to become a Paramedic. Students will learn to function as a medical assistant and as an EMT-P in the hospital setting. The student will be able to perform total patient assessment and care, using state and county guidelines. The student will be able to perform advanced medical procedures such as intravenous infusion, defibrillation, and endotracheal intubation. Students will gain a working knowledge of the interventions required to make the patient comfortable and for the patient to be treated in the hospital. The clinical practice shall not be limited to the development of practical skills alone, but shall include knowledge and techniques regarding patient evaluations, assessment of the patient, and surgical conditions. Development of patient rapport, and care for and understanding of the patient's illness. Students must be aware of the intensity of the course that requires dedication to successfully complete this phase of clinical training. (CSU)

EMT-P C2 (3)
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC
2.7 Hrs. Lec.
Prerequisites: Successful completion of EMT-P C1, D1, D2, D3, and/or C2. Candidate for this course will be able to successfully complete an EMT-P course with training and training hours equivalent to the EMT-P D2 program. Applicants must complete all other paramedic training program application requirements. Applicant passes EMT-P proficiency exam with 80% This is the 4th segment of the Emergency Medical Technician Paramedic Program. It is designed to enhance the paramedic intern's skill performance, patient assessment skills, medication administration ability, and over all paramedic training in the controlled, clinical hospital setting. It enables the paramedic student to perform all the advanced paramedic skills and training techniques in the clinical setting. The paramedic student will perform total patient assessment and care using state and county protocols, in the controlled, hospital setting. Students must be aware of the continued intensity of the course that requires dedication and motivation to complete this clinical experience. (CSU)

EMT-P D1 (5)
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC
6.3 Hrs. Lec. 2.2 Hrs. Lab.
Prerequisites: Current certification as an EMT I, EMT 2 or certification within previous 12 months or current RN license. High school graduate or successful completion of GED. One year field experience as an EMT I or 1 year as ER RN. Successful completion of application process. Acceptance into program by EMT Training Coordinator and EMT Training Medical Director. Pass, by pre-established score on English & math proficiency exam. Current CPR certification. Pass EMT proficiency with score of 80% or better. This course is the first phase of training to instruct professional critical care personnel in the skill of the administration of pre-hospital advanced life support. The course will teach the student roles & responsibilities, the EMS system, medical-legalities, EMS communication, rescue techniques, hazardous materials training, legal liability & stress of the EMS provider. This course will cover medical terminology, patient assessment, airway & ventilation, shock, pathophysiology, signals/symptoms, paramedic treatments including skills available to the paramedic. Obstretrical/Gynecological emergencies will be included. Behavioral emergencies & how the ALS provider can deal with them are included. All skills/equipment available for the paramedic for the above will be included. The course is an intensive one, requiring the student's total dedication for successful completion of the course. The student must realize that more than usual study and TBA requirements must be met throughout the program. (CSU)

EMT-P D2 (7.8)
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC
7.8 Hrs. Lec. 2.2 Hrs. Lab.
Prerequisites: Successful completion of EMT-P D1. Successful completion of all other requirements for entrance into the paramedic course. Approval of IVCS EMT Training Coordinator & IVCS EMT Training Medical Director. This course is designed to allow progression of the paramedic student in advanced didactic & skills training, and progression towards eligibility to become certified as a paramedic. This course will teach the student to understand all aspects of medical emergencies, including respiratory, cardiovascular, endocrine, & nervous systems. The student will learn to manage all types of reproductive system emergencies as well as, anesthetics, pathology, alcoholism & drug abuse, infectious diseases, environmental infections and other medical emergencies. The student will learn all aspects of the pediatric patient will be covered. Anatomy & physiology, pathophysiology, signals/symptoms & pre-hospital advanced life
ENGLISH

IMPERIAL VALLEY COLLEGE

NEW STUDENTS

ENGLISH

ENGLISH • INTRODUCTORY TO LITERATURE

Recommended Preparation: Appropriate placement recommendation or completion of Engl 1A. The course seeks to improve the student's ability to understand serious and complex prose and to improve the student's ability to write expositions that is thoughtful and clear. (CSU, UC)

ENGLISH 1B (3) (CAN ENGL 2)

Recommended Preparation: Appropriate placement recommendation or completion of Engi 1A. The course follows in paragraph and short essay writing. The course follows in sequence from Engl 3B. (Nontransferable, no degree applicable)

ENGLISH 2A (3) BASIC ENGLISH COMPOSITION

Recommended Preparation: Appropriate placement recommendation or completion of Engi 1B. The course covers the first half semester's work of Engi 5 and is offered for the convenience of night students who cannot attend class more than one night per week. Satisfactory completion of Engi 5A and 5B is equivalent to Engi 6. Not open to students who have completed Engi 6. (Nontransferable, no degree applicable)

ENGLISH 2B (3) BASIC ENGLISH COMPOSITION

Recommended Preparation: Appropriate placement recommendation or completion of Engi 1B. The course covers the first half semester's work of Engi 5 and is offered for the convenience of night students who cannot attend class more than one night per week. Satisfactory completion of Engi 5A and 5B is equivalent to Engi 6. Not open to students who have completed Engi 6. (Nontransferable, no degree applicable)

ENGLISH 3A (3) WRITING FUNDAMENTALS

Recommended Preparation: Appropriate placement recommendation or completion of Engi 4B. Taught simultaneously with Engl 3B. (Nontransferable, no degree applicable)

ENGLISH 3B (3)

IMPERIAL VALLEY COLLEGE

FIELD 1

ENGLISH 4A (4) ADVANCED GRAMMAR AND COMPOSITION FOR BILINGUALS

Recommended Preparation: Appropriate placement recommendation or completion of Engl 4A. The Writing Process for Bilinguals would be based on small-group and individual instruction using prewriting, brainstorming, and listing; rough draft reads aloud; peer response; revision; mechanics, and usage; vocabulary, spelling, and format protocol; journal writing; and small and large group sharing of successful models for effective writing. (Nontransferable, no degree applicable)

ENGLISH 4B (3) THE WRITING PROCESS FOR BILINGUALS

Recommended Preparation: Appropriate placement recommendation or completion of Engl 4A. The course follows in sequence from Engl 6. (Nontransferable, no degree applicable)

ENGLISH 5 (4) INTERMEDIATE GRAMMAR AND COMPOSITION FOR ESL

Recommended Preparation: Appropriate placement recommendation or completion of Engi 4A. The course follows in sequence from Engl 6. (Nontransferable, no degree applicable)

ENGLISH 6A (2) BEGINNING GRAMMAR AND COMPOSITION FOR ESL

Recommended Preparation: Appropriate placement recommendation or completion of Engi 4A. The course follows in sequence from Engl 6. (Nontransferable, no degree applicable)

ENGLISH 6B (2) BEGINNING GRAMMAR AND COMPOSITION FOR ESL

Recommended Preparation: Appropriate placement recommendation or completion of Engi 4A. The course follows in sequence from Engl 6. (Nontransferable, no degree applicable)

ENGLISH 7 (4) BASIC ESL/CIVICS

4 Hrs. Lab. 1/2 Hr. Lab.

Recommended Preparation: Appropriate placement recommendation or completion of Engi 4A. The course follows in sequence from Engl 6. (Nontransferable, no degree applicable)
ENGL 12B (3.5) READING II: INTERMEDIATE DEVELOPMENT
3 Hrs. Rec. *1 *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of ENG 12A. This course aims to build reading efficiency to college level to ensure reading competency for graduation from IVC and successful completion of transfer level courses. Course work includes practice in whole chapter note-taking, vocabulary building, study reading, informed reading of literature, and reinforcement of critical thinking skills. (Nontransferable, AA/AS degree only)

*Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 13A (3.5) READING III: BASIC DEVELOPMENT
3 Hrs. Rec. *1 *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of ENG 12B and ENG 12A. Designed to help adequate readers become superior readers. Recommended for college transfer students who wish to develop the critical reading and thinking skills necessary for all types of college level reading. (CSU)

*Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 13B (3.5) READING II: BASIC DEVELOPMENT
3 Hrs. Rec. *1 *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of ENG 13A. A course at the lower intermediate level for the student needing additional instruction in comprehension, vocabulary and study skills. Emphasis will be on fundamental understanding of texts, and increasing word knowledge. (Nontransferable, nondegree applicable)

*Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 21B (3.5) VOCABULARY BUILDING
3 Hrs. Rec.
A concentrated study of affixes, roots, word origins, language change, varieties of meaning, the dictionary, and vocabulary in the various subject areas. (Nontransferable, nondegree applicable)

*Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 21C (3.5) READING III: BASIC DEVELOPMENT
3 Hrs. Rec. *1 *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of ENG 13B. A course at the lower intermediate level for the student needing additional instruction in comprehension, vocabulary and study skills. Emphasis will be on fundamental understanding of texts, and increasing word knowledge. (Nontransferable, nondegree applicable)

*Participation in instructor-assigned reading lab activities is a required part of the course.

ENGL 25 (3) ADVANCED VOCABULARY BUILDING AND SPELLING FOR ESL
3 Hrs. Rec.
Recommended Preparation: Concurrent enrollment in ENG 4. An intensive course in oral American English for students who have learned English as a second language. It is intended for students who may read well and have a good grasp of grammar but who still need more practice in manipulating oral structures. (Nontransferable, nondegree applicable)

ENGL 35 (3) INTERMEDIATE ORAL English FOR ESL
3 Hrs. Rec.
Recommended Preparation: Concurrent enrollment in ENG 5. A conversational course designed for the intermediate level student of ESL. Students will utilize oral English by creating their own dialogs and presenting them, and by speaking on posters or other visual materials. Differences between the students' native language and English and how these differences affect the students' oral English will be discussed. (Nontransferable, nondegree applicable)

ENGL 36 (3) BEGINNING ORAL English FOR ESL
3 Hrs. Rec.
Recommended Preparation: Concurrent enrollment in ENG 6. A conversational course designed for the beginning ESL student. The course will cover the fundamentals of the English sound system. Listening and speaking will be emphasized through basic dialogues to be learned, through simple stories to be listened to, and through questions to be answered orally. (Nontransferable, nondegree applicable)

ENGL 41 (3) CAN ENGL 14) SURVEY OF AMERICAN LITERATURE
3 Hrs. Rec.
Prerequisite: ENG 1A, with a grade of "C" or better. Recommended Preparation: ENG 1B. A study of the works of major American writers. (CSU, UC)

ENGL 42A (3) SURVEY OF WORLD LITERATURE
3 Hrs. Rec.
Prerequisite: ENG 1A, with a grade of "C" or better. Recommended Preparation: ENG 1B. Study of selected literature of the Hebrews, Greeks, Romans, the Middle Ages, and the Renaissance. Emphasis on literature other than American and English. (CSU, UC)

ENGL 42B (3) SURVEY OF WORLD LITERATURE
3 Hrs. Rec.
Prerequisite: ENG 1A, with a grade of "C" or better. Recommended Preparation: ENG 1B. Close study of works of major English writers up to the end of the 18th Century. Study of selected literature of the more important aspects of English literary history. (CSU, UC)

ENGL 43A (3) CAN ENGL 8) SURVEY OF ENGLISH LITERATURE
3 Hrs. Rec.
Prerequisite: ENG 1A, with a grade of "C" or better. Recommended Preparation: ENG 1B. Close study of works of major English writers of the 19th and 20th centuries, with consideration of the more important aspects of English literary history. May be taken before ENG 43A. (CSU, UC)
ENGL 46A (3)
THE MEXICAN AMERICAN IN LITERATURE
3 Hrs. Lec. Recommended Preparation: Eligibility for Engl 1A. Study of the contributions by Mexican Americans to all genres of literature. Course to be developed through the study of the Mexican American historical background, and by contrasting and comparing the works of Mexican Americans with their familiar Anglo American counterparts, as well as with the works of familiar Mexican authors. This course will concentrate on the cultural and literary heritage of the Mexican American. Conducted in English. (Same as Span 26A) (CSU, UC)

ENGL 46B (3)
THE MEXICAN AMERICAN IN LITERATURE
3 Hrs. Lec. Recommended Preparation: Eligibility for Engl 1A. A continuation of Engl 46A with emphasis on contemporary Mexican American writers. Conducted in English. Engl 46B may be taken before Engl 46A. (Same as Span 28B) (CSU, UC)

ENGL 47 (3)
INTRODUCTION TO THE BIBLE AS LITERATURE
3 Hrs. Lec.
Prerequisite: Engl 1A, with a grade of "C" or better. Recommended Preparation: Engl 2B or Engl 1A. A study of literature and history of the Bible. (CSU, UC)

ENGL 50 (3)
ADVANCED COMPOSITION
3 Hrs. Lec.
Prerequisite: Engl 1A With a grade of "C" or better. Emphasizes critical thinking in reading and writing beyond that achieved in Engl 1A. Written argumentation will focus on deduction and induction, an understanding of the fallacies of language and thought, the application of valid evidence, and refutation. (CSU, UC)

ENGL 50B (3)
ADVANCED COMPOSITION - HONORS
1 Hr. Lec.
Recommended Preparation: Engl 1A with a grade of B or better. Corequisite: Engl 50. A roundable seminar, this course will emphasize mature evaluation and "strong sense" critical thinking. Through analytic reading, writing for critical analysis and clarification of like values, and roundable discussion, students will evaluate the ideas and values assumptions of fifteen great thinkers in relation to their own ideas and values assumptions, as well as to those of other thinkers. (CSU, UC)

ENGL 51 (3)
INTRODUCTION TO LINGUISTICS
3 Hrs. Lec.
Recommended Preparation: Engl 2B or Engl 1A. Introduction to the various branches of linguistics: language classification, dialectal variation, psycholinguisitics, sociolinguistics, semantics. Specific work on English sounds, grammar, and dialects, including an introduction to the compositions of English with Spanish. Recommended for teachers, teachers aides, students of foreign languages, and anyone interested in extending his/her knowledge of language. Suitable for English speaking and bilingual students. (CSU, UC)

ENGL 53AB (3-3)
CREATIVE WRITING
3 Hrs. Lec. Prerequisite: Engl 1A with a grade of "C" or better. Recommended Preparation: Engl 1B. Study and application of the principles of literary construction, plus exercises in the writing of imaginative literature, including short story, poetry, drama, and essay. (CSU, UC)

ENGL 54 (3)
INTRODUCTION TO FILM HISTORY AND CRITICISM
3 Hrs. Lec. 2 Hrs. Lab. The origin and development of movies as an entertainment industry, as a technological medium, and as an art form. Key films from different historical periods will be used for their technological and artistic contributions to the art of film making. (CSU, UC)

ENGL 55 (3)
INTRODUCTION TO TECHNICAL AND REPORT WRITING
3 Hrs. Lec. Recommended Preparation: Engl 2B or Engl 1A. Practical experience in writing various kinds of technical reports, descriptions, proposals, and evaluations. Writing assignments will be tailored to the interests of individual students. (CSU, UC)

ENGL 59 (3)
GRAMMAR AND USAGE REVIEW
3 Hrs. Lec.
Recommended Preparation: Eligibility for Engl 2A. Review of traditional grammatical rules; review of usage rules regarding punctuation, mechanics, capitalization; review of spelling rules; practice with summary/report writing done by the student. (Nontransferable, nondegree applicable)

ENGL 60ABC (1-1-1)
LANGUAGE LABORATORY
2 Hrs. Lab. Corequisite: Enrollment in ESL classes. Individual language laboratory practice with prepared taped materials and texts in the language laboratory. Practice in listening comprehension and pronunciation. Grammar and sentence development through structured lessons on tapes. Supplementary course for beginning, intermediate and advanced levels in ESL. (Nontransferable, nondegree applicable)

ENGL 61ABC (1-1-1)
INDIVIDUALIZED WRITING SKILLS
2 Hrs. Lab.
Recommended Preparation: Eligibility for Engl 4A, Engl 14A, or higher. This is a course designed to provide supplemental work for students in regular writing classes or for independent study. A certified instructor diagnoses writing deficiencies and prescribes remediation. Individual assignments are given for improving problem areas in grammar, usage, rhetorical skills, and to eliminate non-English language interference. The course is designed to assist students in any course(s) requiring writing skills. The 36 required hours will be set by arrangement with the student and must be undertaken in the Reading/Writing Lab. (Nontransferable, nondegree applicable)

ENGL 62ABCD (1-1-1-1)
INDIVIDUALIZED READING SKILLS
2 Hrs. Lab.
Recommended Preparation: Eligibility for Engl 4A, Engl 14A, or higher. Students wishing to improve their reading skills independently may enroll in this one unit, individualized course. The lab instructor provides assignments leading to improvement in vocabulary skills, comprehension skills, and computer-assisted reading speed improvement. (Nontransferable, nondegree applicable)

ENGL 63AB (1-1)
SPENDING
1 Hr. Lab.
Diagnosis of specific spelling problems and prescription of remedies; investigation of the basic spelling rules. (Nontransferable, nondegree applicable)

ENGL 64 (1)
LIBRARY RESOURCES AND RESEARCH PAPER
1 Hr. Lec.
Recommended Preparation: Eligibility for Engl 2A/12A. Use of library facilities, especially the card catalog, reference books, indexes to periodicals, and computer databases as a basis for research in any field. Techniques of preparation for a research paper with a bibliography are included. Discussion of various style guides will take place. Students in this course to assist them in writing a research (term) paper for other courses. Helpful to an individual from the community who wishes to use the library to keep up to date on the literature concerned with the development of a bibliography in an arena of interest. (CSU, UC)

ENVIRONMENTAL SCIENCE

ENVY S (3)
MAN AND HIS ENVIRONMENT
3 Hrs. Lec. (Same as Ag 3) (CSU, UC)

ENVIRONMENTAL TECHNOLOGY

ENVY T 190 (4)
INTRODUCTION TO ENVIRONMENTAL TECHNOLOGY
4 Hrs. Lab.
Recommended Preparation: Engl 12B and Engl 2B level general overview of the environmental technology area, including the history of past and current sources of pollution leading to current technologies. Management systems, source control and methodologies designed to protect the human community are presented. The regulatory framework, where to find it and how to read these regulations will be addressed. Career opportunities in the areas of the handling and management of hazardous substances and worker safety will be discussed. (CSU, UC)

ENVY T 183 (3)
HAZARDOUS WASTE GENERATION/REDUCTION/TREATMENT
3 Hrs. Lec.
The study of industrial process and their generation of wastes to selected industries to include: electroplating, metal finishing and printed circuit board production, oil refining and chemical production, gothoer, general manufacturing, commercial printing and graphic reproduction, agriculture, construction, mining, and consumer services. The course centers on various raw materials used in industry, examining the changes that occur as they move through industrial processing and the material balance concept of inventory. The fiscal and ethical importance of waste minimization/treatment is stressed, and integrated with pollution prevention and environmentally conscious practices. (CSU)

ENVY T 105 (3)
HAZARDOUS MATERIALS MANAGEMENT APPLICATION
2 Hrs. Lec. 2 Hrs. Lab. Recommended Preparation: Engl 12B and Engl 2B, Env T 100 & Env T 103. This course examines requirements of federal, state, and local laws and regulations relating to hazardous materials disclosure. It will cover: California and Federal OSHA Hazard Communications standards, Emergency Planning and Community Right to Know Law, Safe Drinking Water and Toxic Enforcement Act, transportation and underground tank regulations will be addressed. Air and water quality issues will be examined with emphasis on applications of laws, regulations and procedures including identification of toxic air and water pollutants; new source review and permitting; and general planning and reporting functions. (CSU)

ENVY T 107 (3)
HAZARDOUS WASTE MANAGEMENT APPLICATION
2 Hrs. Lec. 2 Hrs. Lab. Recommended Preparation: Env T 100 & Env T 103. This course will include a study of the requirements and applications of Federal, State, and local laws and regulations relating to Hazardous Waste Management. Emphasis applicable to industry including proper labeling, packaging, discarding and manifesting of Hazardous wastes; storage requirements; permitting and general planning and reporting functions. It will also include a study of the requirements and applications of environmental sampling, methodology, equipment recognition and maintenance, calibration procedures, basic analytical techniques and data interpretation. Selecting and working with analytical instruments, development and use of sampling plans and performance of basic tests using typical field equipment will also be covered. (CSU)

ENVY T 109 (3)
HEALTH EFFECTS OF HAZARDOUS MATERIALS
3 Hrs. Lec.
Recommended Preparation: Env T 100, Bio 1, Chem 1A. This is a semester course that includes the basics of toxicology and will cover the health effects produced by exposure to chemical hazards. The course is an overview of toxicology including environmental and physiological processes, sources of exposure to toxins, and patterns of acute and chronic health effects. The second major focus will address the basic study of industrial hygiene regulations and standards, sources of information concerning hazardous agents, use of personal protective equipment, exposure guidelines and limits, and the identification and control of hazardous agents in the workplace and risk evaluation. Emphasis will be placed on ethical responsibilities of people handling hazardous materials and the proper safety attitude. (CSU)
ENV T 113 (5) SAFETY AND EMERGENCY RESPONSE

4 Hrs. Lab.

This course includes all of the content of: Env T 113A Hazardous Materials Awareness & Safety, Env T 113B Spill Control & Emergency Response. This course is designed to provide students with hands-on instruction in safety and emergency response to chemical and physical exposure in industrial and field settings. Topics include: hazardous materials, accident prevention, housekeeping and safety practices including proper use and selection of PPE, site control and evaluation, handling drums and containers, field sampling and monitoring, proper use of instruments, incident response planning, emergency response including field exercises in the use of PAPR (Powered Air Purifying Respirator) and SCBA (Self Contained Breathing Apparatus), and an understanding of the ICS system and satisfies the requirements for certified employee training under OSHA (1910.120). Successful completion of this course includes a certificate of completion from the California Specialty Training Institute (CSTI) through the Office of Emergency Services (OES) at the First Responder Operational Level (FRO).

ENV T 113A (3) SAFETY AND EMERGENCY RESPONSE, FUNDAMENTALS OF HAZARDOUS MATERIALS FOR THE FIRST RESPONDER

3 Hrs. Lab.

Recommended Preparation: Env T 100, Env T 103. This course covers the fundamentals of health and safety aspects of working with hazardous materials. It presents vital information for awareness and understanding responses to hazardous materials emergencies. Included is information regarding legal requirements, compliance with regulations, health effects, treatment, agency protocols and responsibilities, emergency procedures, and incident command functions. Anyone who may discover or respond to a Haz-Mat incident (i.e., fire, law, health, transportation, public works, private industry) must have this level of training. Successful completion of this course includes a certificate of completion from the California Specialty Training Institute (CSTI) through the Office of Emergency Services (OES) at the First Responder Operational level (FRO) (Same as Env T 120 (CSU))

ENV T 113B (2) SAFETY AND EMERGENCY RESPONSE, SPILL CONTROL AND EMERGENCY RESPONSE

1 Hr. Lab. 2 Hrs. Lab.

Recommended Preparation: Env T 100, Env T 113A. Study of procedures for safety and emergency response to chemical spills in industrial and field setting. The focus is on various spill control schemes, containment, mitigation procedures, development and implementation of a personal protective program pursuant to OSHA standards (CSU)

FIRE TECHNOLOGY

Students who have successfully completed the following courses through: 1) National Fire Academy (NFA) or 2) the California Department of Forestry (CDF) may request equivalent credit from California Fire Technology and Training Education System (CFSTES) and petition for IVC course work credit within the Fire Technology curriculum.

PROCEDURE: To obtain IVC credit for completing an equivalent course in Fire Technology, the student should contact a semester of assistance with the preparation and filing of a petition for credit with the Registrar’s Office.

NPA COURSE

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Students who have other previous education/training in course material from the following courses may petition for IVC course work credit within the Fire Technology curricula. Credit may be given upon presentation of documentation of successful completion and Division Chair approval:

FIRE 100 Fire Protection Organization
FIRE 101 Fire Prevention Technology
FIRE 102 Fire Protection Equipment and Systems
FIRE 103 Building Construction for Fire Protection
FIRE 104 Fire Behavior and Combustion

Students who have other previous education/training in course material, other than those listed, may petition for IVC course work credit within the Fire Technology curriculum. Credit may be given upon presentation of documentation of successful completion and Division Chair approval.

FIRE 17 (1)

1 Hr. Lab. 5 Hrs. Lab.

Prerequisite: Current CPR Card. A course to train public safety dispatchers to quickly and accurately interrogate callers requesting medical aid, fire units or rescue services, and dispatch proper emergency vehicles and personnel. Communication between field units and dispatchers,派发 instructions, triage calls, basic life support, record keeping, FCC regulations, and roles and responsibilities of dispatcher will be covered. (Nontransferable, AA/AS degree only)

FIRE 25 (1)

1 Hr. Lab.

Standard operating procedures for commanding the initial fire response resources at an emergency incident are introduced. Following selected objectives of the National Professional Qualifications Standards, this course will give the student an understanding of the basic concepts of Incident Command. (Nontransferable, nondegree applicable)

FIRE 64 (3)

FUNDAMENTALS OF FIRE SERVICE OPERATIONS

3 Hrs. Lab.

Recommended Preparation: Completion of or concurrent enrollment in FIRE 100. Provides the student with the fundamentals of fire department organization, management, and resources, and the use of those resources to control various emergencies. (CSU)

FIRE 88 (1)

AUTO EXTRECTION

1 Hr. Lab.

This course provides students with the information and skills necessary to operate within the procedures and systems utilized during an automobile extrication. Subjects covered include: auto extrication sizes; types of incidents; safety precautions; ICS for auto extrication; types of hand and power tools; removing windows; opening doors; removing roofs; pulling steering wheels; moving foot pedals; raising dashboards; pulling seats; stabilizations of vehicle; and simulated rescue of trapped victims. (CSU)

FIRE 95ABCD (OHP-1010/1020/1030/1040)

OIL FIRE CONTROL SCHOOL

1 Hr. Lab. 8 Hrs. Lab.

This course provides students with general information, techniques and strategies in dealing with flammable liquids and gases. Students are provided with particular exercises in controlling and then in extinguishing flammable liquid and gas fires at selected burn sites under controlled supervision. (CSU)

FIRE 96 (5.5)

PIPELINE TRANSPORTATION EMERGENCIES

5.5 Hrs. Lab.

This course is designed to create emergency support effectiveness in preventing, controlling, and terminating incidents involving pipeline transportation. (CSU)

FIRE 100 (3)

FIRE PROTECTION ORGANIZATION

3 Hrs. Lab.

This course introduces an fire protection; career opportunities in fire protection; fire loss analysis; organization and function of public and private fire protection services; fire department as a part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; and an introduction to fire strategy and tactics. This is one of six CORE courses required for an associate degree in Fire Technology. (CSU)

FIRE 101 (3)

FIRE PREVENTION TECHNOLOGY

3 Hrs. Lab.

Prerequisite: FIRE 100, concurrent enrollment or equivalent. This course provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationship of fire prevention with fire safety education. (CSU)

FIRE 102 (3)

FIRE PROTECTION EQUIPMENT AND SYSTEMS

3 Hrs. Lab.

Prerequisite: FIRE 100, concurrent enrollment or equivalent. This course provides information relating to the features of design and operation of fire detection and alarm systems, heat and smoke systems, special protection and sprinkler systems, water supply for fire fighting and portable fire extinguishers. This is one of six CORE courses required for an associate degree in Fire Technology. (CSU)

FIRE 103 (3)

BUILDING CONSTRUCTION FOR FIRE PROTECTION

3 Hrs. Lab.

Prerequisite: FIRE 100, concurrent enrollment or equivalent. This course is the study of the components of building that relates to fire safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at fires. The development and evolution of building and fire codes will be studied in relationship to past fires in residential, commercial, and industrial occupancies. This is one of six CORE courses required for an associate degree in Fire Technology. (CSU)

FIRE 104 (3)

FIRE BEHAVIOR AND COMBUSTION

3 Hrs. Lab.

Prerequisite: FIRE 100, concurrent enrollment or equivalent. This course provides theory and fundamentals of how and why fires start, spread, and are controlled. An in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents, fire control and building codes will be covered. This is one of six CORE courses required for an associate degree in Fire Technology. (CSU)

FIRE 105 (6.5)

EMERGENCY MEDICAL TECHNICIAN 1

6.5 Hrs. Lab. 1 Hr. Lab.

(Same as EMT 1 (CSU))

FIRE 105B (2)

EMERGENCY MEDICAL TECHNICIAN 1 - REFRESHER

2 Hrs. Lab.

(Same as EMT 1R (CSU))

FIRE 106 (1)

FIRST AID/CPR - PUBLIC SAFETY FIRST RESPONDER

1 Hr. Lab. 3 Hrs. Lab.

A course for individuals who must provide first aid and/or CPR prior to the availability/availability of pre-hospital care personnel with advanced training and certification/licensure. This course is primarily for fire department and law enforcement personnel. It satisfies the minimum requirements for this type of personnel as outlined in the California Code of Regulations, approved by the California Emergency Medical Services Authority. Upon successful completion of this course, the participant will receive a certification certificate from IVC and a CPR course completion card through the American Heart Association. (CSU)
FIRE 110 (3)  INTRODUCTION TO FIRE FIGHTER 3 Hrs. Lec., 3 Hrs. Lab.  
Introduction into basic fire technology. Course will introduce fire service organization and responsibilities. Fire behavior, extinguishing theory, protection and safety will be presented. Fire equipment such as self-contained breathing apparatus, portable extinguishers, hose, knots, and hitches will be included. Course material is within the guidelines of training for Fire Fighter I certification as specified by the California Fire Service Training and Education System (CFSTES) of the Office of the State Fire Marshal. This is part of a six part program that will satisfy course requirements for California State Fire Fighter I certification. (CSU)

FIRE 111 (2.5) STREAMS, NOZZLES, HOSE AND APPLIANCES 2 Hrs. Lec., 2 Hrs. Lab.  
Prerequisite: FIRE 110. A course to continue with training in basic fire technology. Fire streams and nozzles, hose, fire appliances and their use will be presented. Manipulative skills will be included. Course material is within the guidelines of training for Fire Fighter II certification as specified by the California Fire Service Training and Education System (CFSTES) of the Office of the State Fire Marshal. This is part of a six part program that will satisfy course requirements for California State Fire Fighter II certification. (CSU)

FIRE 112 (2.5) GROUND LADDERS, FORCIBLE ENTRY AND RESCUE 2 Hrs. Lec., 2 Hrs. Lab.  
Prerequisite: FIRE 110. A continuation of basic Fire Fighter I training. Ground ladders, forcible entry, and rescue techniques will be presented. Course material is within the guidelines of training for Fire Fighter II certification as specified by the California Fire Service Training and Education System (CFSTES) of the Office of the State Fire Marshal. This is part of a six part program that will satisfy course requirements for California State Fire Fighter II certification. (CSU)

FIRE 113 (2) VENTILATION AND FIRE CONTROL 2 Hrs. Lab.  
Prerequisite: FIRE 110. A continuation of basic Fire Fighter I training. Ventilation and fire control techniques will be presented. Course material is within the guidelines of training for Fire Fighter II certification as specified by the California Fire Service Training and Education System (CFSTES) of the Office of the State Fire Marshal. This is part of a six part program that will satisfy course requirements for California State Fire Fighter II certification. (CSU)

FIRE 116 (2) FIRE HYDRAULICS 2 Hrs. Lab.  
This course involves the study of calculations required to assure adequate water pressures and volumes at fire department operations. Besides calculation emphasis, the course will cover hydraulic laws and formulas as applied to the fire service, application of formulas and mental calculations of hydraulic problems, the pressure of fluids, fire pump operations and design, hose line construction and capability, water supply problems, and the capabilities of a community water supply system. (CSU)

FIRE 120 (3) FUNDAMENTALS OF HAZARDOUS MATERIALS FOR FIRST RESPONDER 3 Hrs. Lab. (Same as Env T 113A) (CSU)

FIRE 200A (2) DRIVER/OPERATOR - DRIVING 2 Hrs. Lab.  
This course is designed to meet the technical and driving requirement as established by the State Fire Marshal for fire emergency vehicles. Course will include a review of driver responsibilities, vehicle laws, emergency response procedures, apparatus and equipment inspection and maintenance procedures, maneuvering of fire apparatus through controlled driving exercises and in normal traffic conditions. Successful completion of this course will satisfy one of the requirements to be eligible to apply for certification as a Fire Apparatus Driver/Operator through CFSTES. (CSU)

FIRE 200B (2) DRIVER/OPERATOR - PUMPING 2 Hrs. Lab.  
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. This course is designed to meet the technical and practical requirements for using fire department pumps as established by the State Fire Marshal. Includes the study of types and design of fire pumps, principles of pumping, review of applied math, hydraulic laws, methods for performing basic field hydrant operations, application of mental hydraulic calculations and operations of pumps under fire ground conditions. Successful completion of this course will satisfy one of the requirements to be eligible to apply for certification as a Fire Apparatus Driver/Operator through CFSTES. (CSU)

FIRE 204A (2) FIRE PREVENTION 1A 2 Hrs. Lab.  
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. This course is the study of fire prevention. Course will include introduction to organization and function of fire prevention inspections, surveying and mapping procedures and recognition of fire and life hazards. Material presented will focus on code use, improvements, enforcement and fire cause, considerations of various flammable materials, properties of plastics, and portable and fixed fire protection equipment. Successful completion fulfills one of the fire prevention requirements for California State Fire Officer Certification. (CSU)

FIRE 204B (2) FIRE PREVENTION 1B 2 Hrs. Lab.  
Prerequisite: FIRE 204A. This course is a continuation of the study of fire prevention. Topics include a continuation of fire and life hazards, engineering a solution of hazards, enforcing the solution, and public relations as affected by fire prevention. Other focuses include building construction, flame spread classification, fire doors, exiting standards, calculation and practical problems, smoke control and fire detection. Successful completion of this course and FIRE 204A fulfills the fire prevention requirements for California State Fire Officer Certification. (CSU)

FIRE 210A (2) FIRE INSTRUCTOR 1A 2 Hrs. Lab.  
Prerequisite: Completion 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. This course is designed to provide fire and other service personnel with the instructional and concepts associated with educational instruction. It will provide a variety of methods and techniques for training their subordinates in accordance with the latest concepts in educational development. Preparation techniques will be presented on how to select, develop, organize, and utilize instructional materials appropriate for teaching. Manipulative lessons. An opportunity to apply major principles of learning through teaching demonstrations will be provided. Successful completion of this course will satisfy one of the requirements to become a State Fire Training Registered Fire Instructor. (CSU)

FIRE 216B (2) FIRE INSTRUCTOR 1B 2 Hrs. Lab.  
Prerequisite: FIRE 210A. This course is designed as a continuation of Fire Instructor 1A. The course will continue to present various methods and techniques for training/teaching utilizing the latest concepts in vocational instruction. Opportunities to apply major principles of learning through teaching demonstration will be provided. Material and information will be given to assist the participant to prepare for Fire Officer Certification and Fire Instructor I requirements within the state of California. Successful completion of this course will satisfy one of the requirements to become a State Fire Training Registered Fire Instructor. (CSU)

FIRE 220A (2) FIRE COMMAND 1A 2 Hrs. Lab.  
Prerequisite: Completion of 12 units of Fire Technology at the 100 level or current affiliation with a fire agency. A course designed for the initial response, "first in" officer at emergency scenes. This officer may be a company officer, senior engineer, captain, lieutenant, or acting officer. This course provides the Fire Company Officer with information and experience in command and control techniques at the scene of an emergency. The topics emphasize managerial and decision-making skills required for command. The managerial concepts of this course are applicable to all types and sizes of incidents. The course emphasis is centered on structural fire fighting. This course will satisfy one of the prerequisites for Fire Command 2B presented through the State Fire Academy. (CSU)

FIRE 220B (2) FIRE COMMAND 1B 2 Hrs. Lab.  
Prerequisite: FIRE 220A. A course designed for the initial response company officer involved in hazardous materials incidents. Includes hazardous materials simulations, notification of other agencies, preventive actions for firefighters, and containment techniques. This course will satisfy one of the prerequisites for Fire Command 2B presented through the State Fire Academy. (CSU)

FRENCH

High School Foreign language courses may be used for the purpose of placement in the college courses and may be counted toward meeting the lower-division general education. These courses may not be used for high school courses will not count as college credit toward graduation. Contact the IVC Counseling Center for further information.

The last year course takes a student in the high school language sequence may be repeated in college for graduation credit, not to exceed five units of repeated foreign language work. Students with high school language credit are strongly advised to see the instructor before enrolling.

Students who have recently studied French for three years in high school are recommended to take the third semester of the college level course.
FREN 1 (5) (CAN FREN 2)
ELEMENTARY FRENCH
5 Hrs. Lec.
An intensive beginning course stressing the basic skills of listening, speaking, reading, and writing. Preparation: Equivalent to Fren 2. This course is one-half the content of the regular Fren 1 course. Completion of Fren 1A and 1B will be the equivalent of Fren 1, and the total of 5 units. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 1A (2.5) ELEMENTARY FRENCH
2.5 Hrs. Lec.
This course is one-half the content of the regular Fren 1 course. Completion of Fren 1A and 1B will be the equivalent of Fren 1, and the total of 5 units. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 1B (2.5) ELEMENTARY FRENCH
2.5 Hrs. Lec.
Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 2 (5) (CAN FREN 4)
ELEMENTARY FRENCH
5 Hrs. Lec.
Continuation of the development of all four language skills, emphasizing vocabulary building, increasing fluency and correctness of pronunciation, sentence forms, and structure. Students must plan for an hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 2A (2.5) ELEMENTARY FRENCH
2.5 Hrs. Lec.
This course is one-half the content of the regular Fren 2 course. Completion of Fren 2A and 2B will be the equivalent of Fren 2, and the total of 5 units. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 2B (2.5) ELEMENTARY FRENCH
2.5 Hrs. Lec.
A continuation of Fren 2A. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN III (1)
FRENCH HONORS
1 Hr. Lec.
Corequisite: Current enrollment in Fren 2. This course will give the student the opportunity to apply and expand his or her French language skills through the reading, analysis, and subsequent discussion of French films and literary texts. Students will learn to state opinions and offer supporting arguments in written form as well as in roundtable discussions. (CSU, UC)

FREN 3 (4)
INTERMEDIATE FRENCH
4 Hrs. Lec.
An intermediate course offering review and expansion of grammar and vocabulary learned in Fren 1 and Fren 2. Emphasis on communication and application of knowledge in highly functional life situations. Students must plan for one hour per week of required language laboratory practice by individual study arrangement. (CSU, UC)

FREN 4 (4) INTERMEDIATE FRENCH
4 Hrs. Lec.
Continuation of Fren 3. An intermediate course emphasizing communication and application of knowledge in highly functional life situations. Students must plan for one hour per week of required language laboratory practice by individual study arrangement. (CSU, UC)

FREN 5 (3) INTERMEDIATE FRENCH READING AND WRITING
3 Hrs. Lec.
Intensive reading and vocabulary development based on cultural and literary materials, including critical analysis and summaries. (CSU, UC)

FREN 16 (3) INTERMEDIATE CONVERSATIONAL FRENCH
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Fren 3. Practical conversational skills are developed through listening exercises, directed conversations on assigned readings from newspaper and magazine articles, current topics, simple dialogues and plays. Emphasis on contemporary life in countries where French is spoken. Students must plan for an additional one-half hour of individual language laboratory by arrangement. (CSU)

FREN 11 (3) INTERMEDIATE CONVERSATIONAL FRENCH
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Fren 4. Continuation of Fren 10. Students must plan for an additional one-half of individual language laboratory by arrangement. (CSU)

FREN 60HC (1-1-1)
LANGUAGE LABORATORY
2 Hrs. Lab.
Individualized language laboratory practice with prepared taped materials and texts in the language laboratory. Practice in listening comprehension and pronunciation. Supplementary course for beginning, intermediate, and advanced levels in French. (Nontransferable. AA/JAS degree only)

GEOG 1 (3) (CAN GEOG 2)
PHYSICAL GEOGRAPHY
3 Hrs. Lec.
An introduction to the physical characteristics of the earth. Topics include: climate, land forms, natural vegetation, and the water and mineral resources of the earth. (CSU, UC)

GEOG 2 (3) CULTURAL GEOGRAPHY
3 Hrs. Lec.
An introduction to the regions and cultures of the world. Emphasis on the contemporary demographic, linguistic, religious, and economic characteristics of major regions in the world. May be taken before Geog 1. (CSU, UC)

GEOG 3 (2) ECONOMIC GEOGRAPHY
2 Hrs. Lec.
The geography of commercial products. Distribution of production as related to climate, surface features, soils, labor supply and market areas, and the routes along which products move to consuming areas. (CSU, UC)

GERM 1 (4)
INTERMEDIATE GERMAN
4 Hrs. Lec.
Preparation: German 1. A continuation of German 1. Students must plan for an additional one-half hour of individual language laboratory by arrangement. (CSU, UC)
HA 16 (3.5)
HOME HEALTH AIDE
1 Hr. Lab. 2 Hrs. Lab.

Prerequisite: Certification as a Health Assistant. This course will prepare the student for certification by the State of California as a home health aide. The curriculum is structured to provide the theory and practice skills needed to care for individuals in the home environment. (Nontransferable, AA/AS degree only)

HA 17 (5)
HOME HEALTH CARE ATTENDANT
4 Hrs. Lab. 3 Hrs. Lab.

This course will prepare the student for certification by the State of California as a home health aide. The curriculum is structured to provide the theory and practice skills needed to care for individuals in the home environment. (Nontransferable, AA/AS degree only)

HA 18 (4.5)
ADMINISTRATIVE MEDICAL ASSISTANT I
4.5 Hrs. Lab.

Prerequisite: HT 7. Courses of study designed to prepare for entry-position in clinics and doctors’ offices. Medical-legal aspects, history of medicine, interpersonal communications confidentiality, reception environment, appointment control, records management, professional and telephone communications are emphasized. (Nontransferable, AA/AS degree only)

HA 19 (4.5)
ADMINISTRATIVE MEDICAL ASSISTANT II
4.5 Hrs. Lab.

Prerequisite: HA 18. This course is designed to prepare students to operate office management equipment, prepare the patients’ medical records, understand medical care expenses, credit arrangements, bookkeeping procedures, collection on overdue accounts, health insurance, billing, banking, general management. (Nontransferable, AA/AS degree only)

HA 20 (3.5)
SPECIMEN COLLECTION AND LABORATORY PROCEDURES
3 Hrs. Lab. 1.5 Hrs. Lab.

Prerequisite: HA 19. This course is designed to prepare students to comply with OSHA regulations, lab safety, bio-hazard awareness, usage of the microscope and other laboratory equipment, obtaining of capillary and venous blood samples, bacterial smears and cultures, urine, sputum and stool specimens. (Nontransferable, AA/AS degree only)

HA 21 (3.5)
EXAM ROOM PROCEDURES
3 Hrs. Lab. 1.5 Hrs. Lab.

Prerequisite: HA 20. This course is designed to prepare students in preparing patients for various types of exams, procedures of the eyes and ears, positioning and draping, assisting physicians, language of charting by use of abbreviations and symbols, instrument identification and usage, aseptic technique, diagnostic tests and procedures, EKG, minor surgical procedures, medical emergencies, CPR, health care provider level. (Nontransferable, AA/AS degree only)

HE 2 (3)
HEALTH EDUCATION - MILITARY SERVICE
Prerequisite: The satisfactory completion of basic or recruit training and 180 days or more active service in the military of the United States of America. The student wishing credit for military service must present his/her DD214 or equivalent supporting documentation to the Health Education Assistant and register for the course. If the student registers for military credit and does not submit verification of service, he/she will be dropped as a No Show and will not receive credit. HE 2 does not count for units toward VA, Financial Aid, or full student status. These are not contact hours. May receive credit only once. (CSU)

HEALTH TECHNOLOGIES

HT 1 (2)
INTRODUCTION TO HEALTH SCIENCE
2 Hrs. Lab.

In this course the educational requirements and practice demands of the varied careers within the health services are surveyed. Progress and trends in health care delivery since 1940 are presented as a background for the exploration of the current state of the art. Major health problems of the 1980’s are identified and the impact of lifestyle, total environment and education on physical and emotional well-being are analyzed. (Nontransferable, AA/AS degree only)

HT 2 (3)
MEDICAL TERMINOLOGY
3 Hrs. Lab.

Course of study designed to develop competency in the accurate use of medical vocabulary to include anatomy, physiology, diseases, and descriptive terms and prepare students for entry-level positions as medical transcribers, clinical editors, health insurance processors, and patient administration specialists. (CSU)

HT 4 (3)
MEDICAL TRANSCRIPTION
2 Hrs. Lab. 2 Hrs. Lab.

Prerequisites: HT 3. Ability to type 40 words per minute. Course of study designed to prepare students to transcribe data from a recording device into typewriter form using standard typewriters and/or microcomputers. Includes information placed on patient records in hospitals, doctors’ offices or clinics. Upon completion of this course, the student should be prepared to accept an entry-level position as a medical transcriptionist. (CSU)

HT 5 (3)
PATIENT INFORMATION SYSTEMS
2 Hrs. Lab. 2 Hrs. Lab.

Prerequisites: HT 3. Ability to type 40 words per minute. Course of study designed to prepare students to use medical typewriters, word processors, microcomputer processors, input/output equipment (CRT’s, disc drives, printers, dictaphone, magnetic tape, and various software programs) in a hospital, clinic or doctor’s office. The use of a computer program to store patient data is emphasized. (CSU)
**IMPERIAL VALLEY COLLEGE**

**GENERAL CATALOG 1999-2000**

**HT 6 (3)**
**MEDICAL INSURANCE**
3 Hrs. Lec.
Prerequisites: HT 3. Ability to type 40 words per minute. Health care facilities are dependent upon third party payers for financial solvency. Medical billing guidelines are rapidly changing as are complex issues which health care facilities must concern themselves with daily. The purpose of this course is to provide students with the practice and skill necessary so that billing office personnel can promptly and accurately submit insurance claims to a variety of carriers. (CSU)

**HT 7 (3)**
**PATIENT ADMINISTRATION SERVICES**
3 Hrs. Lec.
Course of study designed to prepare students for entry-level positions in hospitals, clinics or doctors' offices. Extensive exposure to various areas such as preadmissions, financial advisory services, billing, collections, and outpatient accounts is emphasized. Interdepartmental communications are stressed. (CSU)

**HT 8 (2)**
**MANAGEMENT OF PATIENT SERVICES**
2 Hrs. Lec.
Course is designed for persons interested in patient services in hospitals, clinics or doctor's office. Managing the flow of intra and interdepartmental interdepartmental information is presented. Theory of organizational behavior is reviewed and personnel supervision is included. The role of the manager/supervisor is stressed. (CSU)

**HT 11 (3)**
**ADVANCED MEDICAL TRANSCRIPTION**
2 Hrs. Lec. 2 Hrs. Lab.
Prerequisites: HT 4 and Anat 6. An advanced course of study in transcribing medical data onto appropriate health facility forms. Advanced medical terminology is used and increased speed in transcription is required. Upon completion of this course, the student should be prepared to accept a position as an experienced transcriptionist. (CSU)

**HT 12 (6)**
**PHARMACY TECHNICIAN I**
5 Hrs. Lec. 3 Hrs. Lab.
Prerequisites: Math X, HT 3, J, and Anat 6. The Pharmacy Technician I course is designed to develop knowledge and skill in identifying names, dosages, strengths, and common abbreviations for drugs dispensed from the pharmacy. The student will learn to receive orders for medications, transcribe orders onto pharmacy patient profiles, and type necessary labels. Other technical and clinical functions traditionally carried out by the pharmacist will be included. (CSU)

**HT 13 (6)**
**PHARMACY TECHNICIAN II**
5 Hrs. Lec. 3 Hrs. Lab.
Prerequisite: HT 12. The Pharmacy Technician II course continues to build upon the knowledge and skills learned in HT 12. In addition, the student will learn to facilitate the distribution of: Unit doses medications, keep accurate records, do billing procedures, inventory control, drug purchasing and perusal admixture operations. Upon successful completion of this course, the student will receive a certificate of completion from Imperial Valley College. (CSU)

**HT 17 (1)**
**FIRST AID AND CPR FOR TEACHERS OF YOUNG CHILDREN**
1 Hr. Loc. (Same as BSE 31B) (CSU)

**HT 18 (4)**
**HEMODYNAMIC TECHNICIAN I**
2.5 Hrs. Lec. 4.5 Hrs. Lab.
Recommended Preparation: Engl 1A and student must have an active nurse assistant certification (CNA) with a minimum of two (2) years' experience in an acute care setting. Course is designed to prepare the student to understand the theory of hemodialysis therapy and to prepare for the student for practical application of learned hemodialysis therapeutic skills. Core curriculum includes modules which describe the history of dialysis and technological advances, the normal renal functions, causes of renal failure, treatment options, principles of hemodialysis, hemodialysis devices, hemodialysis procedures and hemodialysis complications, artificial dialyzer representing, water treatment, and vascular access. (Nontransferable, AA/AS degree only)

**HT 19 (6)**
**HEMODYNAMIC TECHNICIAN II**
3.5 Hrs. Lec. 7.5 Hrs. Lab.
Recommended Preparation: Engl 1A and student must have an active nurse assistant certification (CNA) with a minimum of two (2) years' experience in an acute care setting. Course is designed to prepare the student to understand the theory of hemodialysis therapy and to obtain the necessary skills to perform as a Hemodialysis Technician in the chronic dialysis setting. Student will learn how to successfully initiate and terminate a normal dialysis treatment. This course will prepare the student to take the State approved Hemodialysis Technician Exam. Students must pass with an 80% to receive certification. (Nontransferable, AA/AS degree only)

**HISTORY**

**HIST 4A (3)**
**HISTORY OF WESTERN CIVILIZATION**
3 Hrs. Lec.
A survey of the major developments in the Western heritage from the world of the ancient Greeks to sixteenth century Europe. Emphasis is on the foundation of Western culture, religion, politics, and society. (CSU, UC)

**HIST 4B (3)**
**HISTORY OF WESTERN CIVILIZATION**
3 Hrs. Lec.
A study of Western civilization from the sixteenth century to the present in which political, economic, social and intellectual changes and developments are stressed. May be taken before Hist 4A. (CSU, UC)

**HIST 17A (3)**
**UNITED STATES HISTORY**
3 Hrs. Lec.
A survey of the political and social development of the United States from the seventeenth century to 1872. This course and either Hist 17B or Pol 5 1 will meet graduation requirements in American Institutions. (CSU, UC)

**HIST 17B (3)**
**UNITED STATES HISTORY**
3 Hrs. Lec.
A survey of the political, social, and economic maturation of the United States from the end of the Civil War to the present. This course and either Hist 17A or Pol 5 2 will meet graduation requirements in American Institutions. May be taken before Hist 17A. (CSU, UC)

**HIST 30 (3)**
**MEXICO AND THE AMERICAN SOUTHWEST**
3 Hrs. Lec.
A one-semester survey of Mexico from the early nineteenth century, the independence movement, the Mexican American War and the development of Mexico and the American Southwest in the last century. (CSU, UC)

**HIST 33 (3)**
**HISTORY OF IMPERIAL VALLEY**
3 Hrs. Lec.
A one-semester survey of the history of the Imperial Valley from the earliest times to the present. The course will stress the development of communities, water resources, agriculture, and ethnic groups. (CSU)

**HIST 35 (3)**
**ORAL HISTORY**
2 Hrs. Lec.
Through taped-recorded interviews and written documentation, oral history will be pursued as accurately and completely as possible. Course will emphasize Imperial Valley history and development. (CSU)

**HIST 45A (3)**
**COMPARATIVE HISTORY OF THE AMERICAS**
3 Hrs. Lec.
Hist 45A and Hist 45B form a comparative history of the Western hemisphere from ancient American history to the present, focusing on relationships between Europeans, American Indians, and African-American cultures, institutions, and traditions. Hist 45A deals with pre-Columbian American civilizations, European exploration, and the creation of nations. (CSU, UC)

**HIST 45B (3)**
**COMPARATIVE HISTORY OF THE AMERICAS**
3 Hrs. Lec.
Hist 45A and Hist 45B form a comparative history of the Western hemisphere from ancient American history to the present, focusing on relationships between Europeans, American Indians, and African-American cultures, institutions, and traditions. Hist 45B compares the nations and cultures of the Americas from independence to the present. (CSU, UC)

**HIST 30A (3)**
**EARLY WORLD HISTORY**
3 Hrs. Lec.
Early World History defines and explains the interconnections of the diverse ancient civilizations that grew in Mesopotamia, Egypt, China, India, the classic West Africa, America and Oceania. A cultural overview to early modern times is included. This course treats the general education requirement for IVC and the California State University System. (CSU, UC)

**HIST 50B (3)**
**MODERN WORLD HISTORY**
3 Hrs. Lec.
Modern World History deals with the background and development of global society from early modern times to the present. The course emphasizes cultural, social, imperial, and industrial interconnections between western and non-western societies. This course meets the general education requirement for IVC and the California State University System. (CSU, UC)

**HONORS**

**HRS 21 (1-2)**
**HUMANITIES DIVISION HONORS PROGRAM**
1-2 Hrs. Lec. (CSU) (UC credit limited. See a counselor.)

**HRS 22 (1-4)**
**BUSINESS DIVISION HONORS PROGRAM**
1-2 Hrs. Lec. (Nontransferable, AA/AS degree only)

**HRS 23 (1-2)**
**BEHAVIORAL SCIENCE & SOCIAL SCIENCE DIVISION HONORS PROGRAM**
1-2 Hrs. Lec. (CSU) (UC credit limited. See a counselor.)

**HRS 25 (1-2)**
**AUTOMOTIVE-AGRICULTURAL TECHNOLOGY DIVISION HONORS PROGRAM**
1-2 Hrs. Lec. (Nontransferable, AA/AS degree only)

**HRS 26 (1-2)**
**ENGLISH DIVISION HONORS PROGRAM**
1-2 Hrs. Lec. (CSU) (UC credit limited. See a counselor.)

**HRS 27 (1-2)**
**SCIENCE DIVISION HONORS PROGRAM**
1-2 Hrs. Lec. (CSU) (UC credit limited. See a counselor.)

**HRS 28 (1-2)**
**MATHEMATICS-ENGINEERING DIVISION HONORS PROGRAM**
1-2 Hrs. Lec. (CSU) (UC credit limited. See a counselor.)
HUMANITIES

HUM 1A (3) THE HUMANITIES IN WESTERN CULTURE 3 Hrs. Lec.
An examination of the Humanities in Western Culture from the Prehistoric through the Medieval periods. The course will focus on the art, architecture, literature, music, philosophy, and theology of these periods. (CSU, UC)

HUM 1B (3) THE HUMANITIES IN WESTERN CULTURE 3 Hrs. Lec.
An examination of the Humanities in Western Culture from the Renaissance through the Modern periods. The course will focus on the art, architecture, literature, music, philosophy, and theology of these periods. (CSU, UC)

HUM 21 (3) THE HISTORY AND APPRECIATION OF DANCE 3 Hrs. Lec.
(Same as PE 53) (CSU, UC)

HUM 25 (3) INTRODUCTION TO THE HUMANITIES 3 Hrs. Lec.
An exploratory course designed to introduce students to the major disciplines in the Humanities: art, architecture, literature, music, and dance. Examination of humanistic values and how they are reflected in the arts of world cultures. (CSU, UC)

HUM 26 (3) THE HUMANITIES 3 Hrs. Lec.
An advanced course dealing extensively in music, dance, drama, film, visual arts and architecture. Humanistic and interdisciplinary approach to study of creative expression. Requirements include discussion, readings, papers and creative projects. Format includes discussions, lectures, and films. (CSU, UC)

HUMAN RELATIONS

The Human Relations curriculum with an Associate in Arts degree has been designed to prepare students for employment as counselor aides and group counselor aides, vocational rehabilitation aides, teacher aides, eligibility workers, social service technicians and other preprofessional positions in the vocational "new careers" concepts in people-to-people services. These services are required by youth and adult correctional institutions, welfare and vocational rehabilitation agencies, mental hospitals, state employment centers, educational institutions, and child care centers.

H REL 8 (3) PERSONAL AND CAREER DEVELOPMENT 3 Hrs. Lec.
This course examines the process a student would follow in making a realistic career decision. Students planning to enter professions involving helping relationships such as education, social work, counseling, psychology, community work, and related areas, in addition to students who are undecided about their own future, would profit from the course. Self-awareness will be appraised by testing and discussing interests, aptitudes, abilities, limitations, needs and life goals. Career awareness will be facilitated by exploring the world of work in terms of occupational outlook, wages, training required, opportunities for advancement and life styles. (CSU)

H REL 8A (1) PERSONAL AND CAREER DEVELOPMENT 1 Hr. Lec.
This course examines the dynamics of self-awareness which are required when making a realistic career decision. Self-awareness will be appraised through an interest inventory, basic skills test, and a values survey, supported by class discussions about personal interests, abilities, aptitudes, limitations, needs, values, and goals. Additional course work will acquaint the student with basic college orientation skills which provide knowledge of services, scholarship requirements, and additional educational opportunities. (CSU)

H REL 8B (1) PERSONAL AND CAREER DEVELOPMENT 1 Hr. Lec.
This course will provide techniques for obtaining career information through the multi-media resources of the IVC Career Center. Career awareness will be facilitated by exploring the "world of work" through publications, occupational briefs, films, and EUREKA, the computerized California Career Information System. Factors such as career opportunity, employment, wages, advancement, and required training will be explored. (CSU)

H REL BC (1) PERSONAL AND CAREER DEVELOPMENT 1 Hr. Lec.
This course examines the processes for obtaining employment in today's modern job market. Skills development in the areas of job search, job application, resume writing, techniques of interviewing, and follow-up will be developed through practical experience. (CSU)

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H REL 11A (3) PRACTICUM

Recommended Preparations: APCS/Psy 11A or Soc 1. A course designed to provide opportunity for the student in Psychology, Human Relations, or Alcohol and Drug Studies to gain experience under supervised conditions as those involving mental health, child development, youth corrections, welfare, homes for the neglected, homes for the aged, youth recreation, rehabilitation, centers for people with physical limitations, and educational settings. Students will be supervised by qualified instructional staff and professionally trained personnel. (Same as APCS/Psy 11A) (CSU)

H REL 11B (3) PRACTICUM

Required at the student's expense. Recommended Preparations: APCS/Psy 11A. A continuation of H REL 11A with emphasis in gaining further experience in the same institution or agency or a different institution or agency. (Same as APCS/Psy 11B) (CSU)

H REL 61 (1) COLLEGE STUDY TECHNIQUES 2 Hrs. Lab.
A course in the methods of efficient study which is designed to assist the student in adjusting to the demands of college study and the improvement of learning skills. Includes a survey of the learning processes and the development of the techniques of listening, the use of text, taking useful notes, outlining, scheduling, learning to concentrate and remember, the preparation for examinations, the use of the library, the management techniques, and interpersonal communication skills. (Nontransferable, AAAS degree only)

H REL 62A/C (1-1-1) PERSONAL AND SOCIAL DEVELOPMENT

H REL 63A (5) ORIENTATION TO IVC

H REL 63B (5) STUDENT EDUCATIONAL PLAN

H REL 63C (5) STUDENT EDUCATIONAL PLAN

INDST 49 or 80-86 VOCATIONAL EDUCATION Hours by Arrangement

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IMPERIAL VALLEY COLLEGE

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El estudiante que está bajo periodo de prueba académica referido al Centro de Asesoramiento Académico (Counseling Center).

Reevaluar semestre de otoño

Identificado un promedio de 2.0

Violación a este reglamento

IMPERIAL VALLEY COLLEGE
Reparación, reembolso por
Acclón disciplinaria.

El estado provisional se termina cuando el estudiante a terminado
la resolución que se tomó. puede hacer otra petición. esta vez
inscripción registrada del estudiante.

El proceso depetición se utiliza para obtener una excepción a alguna de
las reglas o requisitos del colegio.

Expulsión académica

El estudiante que sea expulsado no se le permitirá que se inscriba durante el
siguiente semestre de primavera. al término del cual será evaluado de nuevo para
Expulsión). Al estudiante expulsado no se le permitirá que inscriba
para el próximo semestre (excepto con permiso especial después de haber hecho una petición al comité de
Admissions, Registration, y Peticiones)

Expulsión por Falta de Progreso

La evaluación para expulsión por Falta de Progreso ocurre a fines del
semestre de otoño al igual que el semestre de primavera cuando el
estudiante ha sido puesto previamente bajo prueba por falta de
progreso, y tiene un 50% o más de inscripción acumulada de "W", "I", o "NC" en los últimos tres semestres continentes de inscripción. Al
estudiante que sea expulsado no se le permitirá que se inscriba durante el
siguiente semestre (la excepción será el estudiante que fue expulsado el
semestre de otoño pero que se inscribió para el semestre de primavera. A tal
estudiante se le permitirá que continue en las clases durante el
semestre de primavera, al termino del cual será evaluado de nuevo para
Expulsión) Para el estudiante expulsado no se le permitirá que se inscriba para el próximo semestre (excepto con permiso especial después de haber hecho una petición al comité de
Admissions, Registration, y Peticiones)

El Colegio del Valle Imperial es una institución reconocida de
educación post-secundaria. Tiene la autorización para ofrecer a
veteranos elegibles y sus dependientes programas de beneficios
relacionados con el servicio militar que puede conducir a un título
(A.A. o A.S.) o a transferencia a una universidad de cuatro años. El
asistente de veteranos, localizado en el
Centro de Asesoramiento Académico (Counseling Center).

1. Incapacidad física (se requiere una nota médica)
2. Al tiempo de pedir una petición para graduración, el estudiante deberá de presentar una habilidad mínima en lo siguiente.
1. Un término prescripto de la clase de PE 25 más aparta una clase electiva de PE en la unidad de actividad (3 unidades requeridas).

Todo estudiante que está inscrito en una clase de educación física tendrá que vestirse apropiadamente. El vestuario apropiado incluye camisetas, pantalones cortos, patines de entrenamiento, canasta u otros artículos similares para actividad (rigorosa).

CAMBIOS EN EL CATALOGO
Cualquier reglamento adoptado por la administración del Colegio del Valle Imperial tendrá la misma validez que cualquier reglamento impreso en el catálogo y deberá sernotificado, con una notificación pública, la decisión que se halla tenido sobre el tema, esto aparecerá en el catálogo o en boletines oficiales del colegio.

REQUISITOS DE GRADUACION
Associate Degrees
Llenándose los siguientes requisitos, los estudiantes del colegio recibido el diploma de Associate in Arts o Associate in Science, dependiendo en su área de especialización. El estudiante es responsable de entregar la solicitud de graduación. La solicitud deberá entregarse en la oficina de inscripción no más tarde que la cuarta semana de cada semestre y la primera semana de la sesión de verano. La solicitud se entregará junto con $10,000 dólares los cuales no serán reembolsados una vez pagados.

Un título (Associate Degree) adicional puede obtenerse si el estudiante termina los cursos apropiados y obtiene las unidades necesarias para el título adicional. Los cursos terminados para un título pueden utilizarse en otras especializaciones según se soliciten. Si el estudiante inscribe un programa de un título adicional, el estudiante será responsable por los requisitos adicionales o clases para el título de acuerdo a como esté delineado en el catálogo más reciente del colegio.

Los requisitos de graduación son estipulados por el estado y el colegio. Estos requisitos de educación general son diseñados para desarrollar el potencial académico de cada estudiante, ampliar sus oportunidades, y contribuir a la realización intelectual del individuo.

Para obtener una lista de especializaciones y los requisitos necesarios para el título (A.A. o A.S.) consulte con un asesor académico.

CALIFICACION POR CURSOS TOMADOS POR CORRESPONDENCIA Y CURSOS DE EXTENSION
Un estudiante puede hacer una petición para poder utilizar para graduación un máximo de seis (6) unidades de cursos tomados por correspondencia o cursos de extensión. Estos cursos tienen que satisfacer los siguientes requisitos:

1. Estos cursos se deben haber tomado en un colegio o universidad.

2. Estos cursos tienen que ser designados como prerequisitos por parte del colegio o universidad.

Es responsabilidad del estudiante entregar los comprobantes necesarios de los requisitos antes mencionados.

COURSES OF INSTRUCTION
En la siguiente lista de cursos, el número de unidades se indica entre paréntesis después del número del curso.
Imperial Valley College does not establish prerequisites in courses more difficult than, or taking the place of, the curriculum. Basic skills prerequisites and corequisites are offered in sufficient numbers to accommodate students or the requirement is waived. Any prerequisite may be challenged by a student using the following process:

**CHALLENGE PROCESS**

Any student who does not meet the prerequisite or corequisite or who is not permitted to enroll in a class due to a limitation on enrollment, may file a student petition to challenge the requirement. The grounds for challenge as specified in Section 55210 (f) of Title 5 include the following:

1. The prerequisite or corequisite has not been established in accordance with the district policy.
2. The prerequisite or corequisite is in violation of Title 5.
3. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner.
4. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite.
5. The student will be subject to undue delay in attaining the goal of the student's educational objectives because a prerequisite or corequisite has not been made reasonably available.
6. The student has the obligation to provide satisfactory evidence that the challenge should be upheld. Where facts essential to a determination of whether the student's challenge should be upheld are or ought to be in the student's own records, then the college has the obligation to provide that information.

Students who wish to challenge a prerequisite or corequisite or any limitations on enrollment should:

1. Submit a student petition which spells out the grounds for challenge along with any evidence in support of the challenge. The petition must be signed by the Division Chairperson. The student shall be allowed to remain in class or, if the student is not enrolled in the class but space is available at the time the challenge is filed, the student shall reserve a seat for the student until the challenge is resolved.
2. The Division Chairperson will review the petition and resolve the challenge in no more than 5 working days. If the challenge is denied, the student shall be permitted to enroll for the subsequent term.
3. If the challenge is denied by the Division Chairperson, the student may appeal that decision to the Petitions Committee.
4. Upon resolution of the challenge, the Division Chairperson shall forward the student petition and all attachments to the Dean of Admissions for institutional approval and filing in the student's permanent record.

**SUMMER SESSION (When Offered)**

Summer session calendar and admission requirements may be found in the Summer Session Bulletin or Schedule of Classes which is published during the Spring Semester.

**CALIFORNIA ARTICULATION NUMBER (CAN)**

The California Articulation Number (CAN) identifies some of the transferrable, lower division, introductory (preparatory) courses commonly taught within each academic discipline on California college campuses.

The system assures that CAN courses on one participating campus will be accepted "in lieu of" the comparable CAN course on another participating campus, for example: CAN ECON 1 on one campus will be accepted for CAN ECON 2 on another participating campus.

The following courses at Imperial Valley College have been designated as CAN courses:

- **Can Course IVC Course**
- **Can Course IVC Course**
- **Can Course IVC Course**
- **Can Course IVC Course**

**ADMISSION OF JUSTICE**

Credit for Administration of Justice Work

**PROCEDURE:** To obtain IVC credit for completing a certified Basic Academy Program in Law Enforcement or corrections within the last three years, may petition for Imperial Valley College coursework credit or waiver within the Administration of Justice curriculum. Credit may be given upon documentation of Academy completion and Division Chair approval.

The following certified training academies meet the course requirements listed below:

- **U.S. BORDER PATROL ACADEMY**
  - AJ 23 3.0 Units
  - AJ 31 3.0 Units

- **CALIFORNIA HIGHWAY PATROL ACADEMY**
  - AJ 33 3.0 Units
  - AJ 41 3.5 Units

- **CALIFORNIA P.O.S.T. BASIC ACADEMY**
  - AJ 31 3.0 Units

- **CALIFORNIA DEPARTMENT OF CORRECTIONS ACADEMY, AT GALT**
  - (San Joaquin Delta College Affiliation)
  - AJ 41 3.5 Units

- **CAN 122 (3)**

**AN INTRODUCTION TO THE ADMINISTRATION OF JUSTICE**

3 Res. Lee, Recommended Preparation: Completion of Engl 21B and 12B with a grade of "C" or better. The course will cover the philosophy of Administration of Justice and its relationship to various sub-systems. It will examine the roles and role expectations of criminal justice agents and their interrelationships in society. The concepts of crime causation, punishment and rehabilitation are introduced. This basic course provides a better understanding of the criminal justice system and orient the student to career opportunities, ethics, education and training for professional in the system are discussed. (CSU, UC)
LEGAL ASPECTS OF EVIDENCE
3 Hrs. Lec.
Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. The development, functions, techniques of police work; surveillance; development, traffic and preliminary investigative duties, handling complaints and requests for service, public and community relations and basic crime prevention. Mechanics of field interviews, search and arrest, report writing and police report essentials. Familiarization with basic police policies and handling of community crime incidents. (CSU)

CRIMINOLOGY
3 Hrs. Lec.
Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. The development of the role and responsibilities of each segment within the administration of the justice system; law enforcement; judicial; corrections. A past, present and future exposure to each sub-system procedure, from initial entry to final disposition, and the relationship each segment maintains with its system member. (CSU)

PRIORITY AND PROCEDURES OF THE JUSTICE SYSTEM
3 Hrs. Lec.
Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. The in-depth study of the role and responsibilities of each segment within the administration of the justice system; law enforcement; judicial; corrections. A past, present and future exposure to each sub-system procedure, from initial entry to final disposition, and the relationship each segment maintains with its system member. (CSU)

JUVENILE CONTROL
3 Hrs. Lec.
Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. Techniques of handling juvenile offenders and children, police policies and procedures, sensitivity, diagnosis and referral, organization of community resources, juvenile law and juvenile procedure. (CSU)

WILDLIFE LAW ENFORCEMENT
3 Hrs. Lec.
Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. The role and responsibilities of each segment within the administration of the justice system; law enforcement; judicial; corrections. A past, present and future exposure to each sub-system procedure, from initial entry to final disposition, and the relationship each segment maintains with its system member. (CSU)

REPORT WRITING
3 Hrs. Lec.
Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. Introduction to report writing as designed for both Administration of Justice and Conviction Science students. The course will provide practice in gathering, organizing and preparing various reports. Students will practice interviewing, note taking and report writing techniques for communicating facts, information and ideas effectively in a clear, concise and objective manner, for use in the criminal justice system. (Same as CSI 22) (CSU)

ADVANCED OFFICERS COURSE
1 Hr. Lec.
Corerequisite: Current employment as a law enforcement officer. This course is designed to permit law enforcement personnel to be trained and/or study relevant topics within the field of Administration of Justice. (May be repeated for additional credit with new content.) (CSU)

TRAFFIC ACCIDENT INVESTIGATION AND REPORTING
3 Hrs. Lec.
Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. Techniques of handling juvenile offenders and children, police policies and procedures, sensitivity, diagnosis and referral, organization of community resources, juvenile law and juvenile procedure. (CSU)

ADVANCED OFFICERS COURSE
1 Hr. Lec.
Corerequisite: Current employment as a law enforcement officer. This course is designed to permit law enforcement personnel to be trained and/or study relevant topics within the field of Administration of Justice. (May be repeated for additional credit with new content.) (CSU)

RESERVE OFFICER PROGRAM
Imperial Valley College offers a Level III and Level II extended Reserve Peace Officer program. The courses satisfy the training standards set forth by the California Commission on Peace Officer Standards and Training (P.O.S.T.).

Level III Reserve Officer Level III, Module A -- Upon successful completion the student is eligible to be hired by a law enforcement agency to perform specified limited support duties; traffic control, security at parades and sporting events, report writing, evidence transportation, parking enforcement and other duties that are not likely to result in physical arrest. May transport prisoners without immediate supervision.

Level II Reserve Officer Level II, Module B -- Upon successful completion the student is eligible to be hired by a law enforcement agency for service. Public and community relations and basic crime prevention. The mechanics of field interviews, search and arrests, note taking and police report essentials. Familiarization with basic police policies and handling of community crime incidents. (CSU)

Level I Reserve Officer Level I, Module C -- Upon successful completion the student is eligible to be hired by a law enforcement agency for service. Public and community relations and basic crime prevention. The mechanics of field interviews, search and arrests, note taking and police report essentials. Familiarization with basic police policies and handling of community crime incidents. (CSU)

All Reserve Officer classes require some Saturday meetings. Students are expected to schedule accordingly as attendance and grades are strictly monitored.

ARREST AND FIREARMS
2.5 Hrs. Lec.
Prerequisites as required by P.O.S.T.: No felony or domestic violence convictions, valid California driver's license, and ability to successfully participate in physical requirements of course. Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. Designed to satisfy training standards set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.). Includes professional orientation, discretionary decision making, law, laws of arrest, laws of evidence, search and seizure, preliminary investigation, overview of community relations and arrest and control techniques. (CSU)

RESERVE OFFICER LEVEL III, MODULE A
5.1 Hrs. Lec.
Prerequisite as required by P.O.S.T.: Current 832 certificate, AJ 41, no felony or domestic violence convictions, valid California driver's license, and ability to successfully participate in physical requirements of course. Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. Designed to satisfy training standards set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.). Includes professional orientation, discretionary decision making, law, laws of arrest, laws of evidence, search and seizure, preliminary investigation, overview of community relations and arrest and control techniques. (CSU)

RESERVE OFFICER LEVEL III, MODULE B
13.5 Hrs. Lec.
Prerequisite as required by P.O.S.T.: Current 832 certificate, AJ 41, no felony or domestic violence convictions, valid California driver's license, and ability to successfully participate in physical requirements of course. Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. Designed to satisfy training standards set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.). Includes professional orientation, discretionary decision making, law, laws of arrest, laws of evidence, search and seizure, preliminary investigation, overview of community relations and arrest and control techniques. (CSU)

RESERVE OFFICER LEVEL II, MODULE B
13.5 Hrs. Lec.
Prerequisite as required by P.O.S.T.: Current 832 certificate, AJ 41, no felony or domestic violence convictions, valid California driver's license, and ability to successfully participate in physical requirements of course. Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. Designed to satisfy training standards set forth by the Commission on Peace Officer Standards and Training (P.O.S.T.). Includes professional orientation, discretionary decision making, law, laws of arrest, laws of evidence, search and seizure, preliminary investigation, overview of community relations and arrest and control techniques. (CSU)
Agriculture

AG 20 (3) ANIMAL SCIENCE 3 Hrs. Lec.
A survey of the sources of the world’s supply of animal products. The distribution of and factors influencing domestic animals in the United States. The origins, characteristics, and adaptation of the important breeds and the influence of environment upon their development. Selection, feeding and management of sheep, swine and cattle on California farms. (CSU, UC)

AG 21 (3) FEEDS AND FEEDING 3 Hrs. Lec.
Recommended Preparation: Ag 20. The basic principles of animal nutrition as they are applied to livestock feeding: the composition and use of feed stuffs in their relation to feeding of farm animals; ration balancing. Identification and classification of feeds, methods of preparing feeds; relative value for each class of livestock. Digestion and utilization of feeds; feeding standards; economy in feeding; vitamins and mineral feeds. Source. (CSU, UC)

AG 22 (3) INTRODUCTION TO AGRICULTURAL ECONOMICS 3 Hrs. Lec.
Introduction to the economic aspects of agricultural management. The role of agricultural resources in economic growth. Survey of trade, policy, and marketing activities of agriculture. (CSU, UC)

AG 23 (3) ANIMAL DISEASES 3 Hrs. Lec.
The symptoms, diagnosis and treatment of animal diseases. (CSU)

Many of the courses in the field of agriculture are offered on alternate years only. Students should keep this in mind as they plan their long-range programs of study with the assistance of their counselors.

Recommended Preparation: Ag 20. Fundamental principles and practices of irrigation. Soil-moisture relationships, water measurement, methods of irrigation, crop requirements, farm irrigation structures. Pursuits and pumping and problems of the irrigation farmer. Land preparation and irrigation methods, problems of irrigation, crop requirements, farm irrigation structures and management of farm drains, and drainage requirements for land reclamation and irrigated agriculture. (CSU)

PESTICIDE SAFETY 1 Hr. Lec.
Pesticide safety training for employees who handle and use chemical pesticides. (Nontransferable, AA/AS degree only)

AG 26 (3) ANIMAL BEHAVIOR 3 Hrs. Lec.
Status of the horse industry; types and breeds; selection, care and management and economics of the light horse; their place and use in California and the United States. (CSU)

AG 27 (3) AGRICULTURAL SALES AND SERVICE MANAGEMENT 3 Hrs. Lec.
Recommended Preparation: Ag 25. Study of farm technological advance, marketing, consumer demand and other such factors as determinants of growth, types and forms of agricultural business organization. Farm and farm-related businesses considered from standpoint of primary functions, services and problems including investments, mortage and working capital requirements, credit and collections, business with banks, failures and reorganization. Emphasis on California farm-related industries. (CSU)

AG 28 (4) FARM POWER 2 Hrs. Lec. 6 Hrs. Lab.
(Same as Auto T 33) (CSU)

AG 29 (3) COMPUTER APPLICATIONS IN AGRICULTURE 2 Hrs. Lec. 2 Hrs. Lab.
Introduction to terminology, programs, and commands used in computer application programs as applied to agricultural business and production. (CSU)

AG 30 (3) FOOD AND FIBER IN A CHANGING WORLD 3 Hrs. Lec.
Relationship of agriculture and natural resources to society. Where do our food and fiber come from? How does agriculture affect the dynamics of our society? What are the issues and opportunities in agriculture now and in the future? (CSU)

AG 31 (3) FERTILIZERS 3 Hrs. Lec.
Recommended Preparation: Ag 40. The natural cycles of fertilizer and soil amendments, their properties, methods of application, and reactions upon soils and plants. Composition, value and use of fertilizer materials and soil correctives. Methods employed in the manufacture, distribution, and application of fertilizers. (CSU)

AG 32 (3) IRIGATION AND DRAINAGE 2 Hrs. Lec. 2 Hrs. Lab.
Recommended Preparation: Ag 40. Fundamental principles and practices of irrigation. Soil-moisture relationships, water measurement, methods of irrigation, crop requirements, farm irrigation structures. Pursuits and pumping and problems of the irrigation farmer. Land preparation and irrigation methods, problems of irrigation, crop requirements, farm irrigation structures and management of farm drains, and drainage requirements for land reclamation and irrigated agriculture. (CSU)

AG 33 (4) SMALL GASOLINE ENGINES 2 Hrs. Lec. 2 Hrs. Lab.
(Same as Auto T 59) (CSU)

AG 34 (4) FUNDAMENTALS OF DIESEL POWER 3 Hrs. Lec. 3 Hrs. Lab.
The study of diesel engine theory, design, construction, and repair of heavy duty diesel power units. (CSU)

AG 35 (3) WATER TRANSMISSION SYSTEMS 3 Hrs. Lec. 3 Hrs. Lab.
Theory of operation and maintenance of power transmitting devices, such as transmission, clutches, hydraulic drives, differentials, and drive trains used in both wheel and track type equipment. (CSU)

AG 36 (3) VEGETABLE GARDENING - COOL WEATHER 6 Hrs. Lab.
Organic and inorganic production in vegetable gardening. Cultural practices, harvesting, grading and processing, marketing, disease and pest control of California vegetable crops. (CSU)

AG 37 (3) FIELD AND CEREAL CROPS 3 Hrs. Lec. 3 Hrs. Lab.
Principles and practices of field and cereal crops production and soil management, including study of distribution, adaptation and utilization of the major field and cereal crops. Field laboratory work required. (CSU, UC)

AG 38 (3) VEGETABLE GARDENING - WARM WEATHER 6 Hrs. Lab.
Organic and inorganic production in vegetable gardening. Cultural practices, harvesting, grading and processing, marketing, disease and pest control of California vegetable crops. (CSU)
AG 45 (3) VEGETABLE PRODUCTION
3 Hrs. 3 B. Rec. Recommended Preparation: Ag 40. Principles involved in seasonal truck crop production, including the scope, value, harvesting, packaging and marketing of the major truck crops grown in California. (CSU)

AG 46 (3) ORNAMENTAL PLANT IDENTIFICATION AND MATERIALS
3 Hrs. Rec. Identification, growth habits, culture and ornamental use of house plants, vines, ground covers, annuals, perennials, small shrubs adapted to the climate of the southern valleys of California. (CSU)

AG 47 (3) NURSERY PRACTICES
2 Hrs. Rec. 3 Hrs. Lab. A general course in ornamental horticulture with emphasis on nursery operation. Includes nursery structure and layout, seeding, transplanting, potting, balling, pruning, fertilizing, pest control, plant diseases, and abnormalities. Propagating and planting mediums, their preparation and use. The use and maintenance of the common tools and equipment. (CSU)

AG 48 (3) TREES, SHRUBS AND VINES
3 Hrs. Rec. Selection, planting, training, pruning and cultural practices of trees, shrubs, and vines in California - including citrus and grapes. (CSU)

AG 49 (3) WEEDS AND WEED CONTROL
3 Hrs. Rec. Common and noxious weeds of California, their identification, life history, and control. Chemicals and equipment used for weed control on cultivated land, in irrigated ditches, on the range, and on wasteland. Poisonous weeds, their effects and prevention. (CSU)

AG 51A (3) APPLIED CROP MANAGEMENT
1 Hr. Rec. The study and evaluation of cropping, and harvesting methods and management practices during fall months. (CSU)

AG 51B (3) APPLIED CROP MANAGEMENT
1 Hr. Rec. The study of field management practices during spring months. (CSU)

AG 51C (1) APPLIED CROP MANAGEMENT
1 Hr. Rec. The study and evaluation of cropping methods and crop rotation practices. (CSU)

AG 51D (1) APPLIED CROP MANAGEMENT
1 Hr. Rec. The study and evaluation of cropping methods for the Imperial Valley. (CSU)

AG 65 (3) INTEGRATED PEST MANAGEMENT
3 Hrs. Rec. Identification of pests (arthropods, rodents, and plant diseases) and beneficial (arthropods and diseases) in the crop system. Methods of reducing pest damage to acceptable levels with biological, chemical and cultural controls. Laws and safety requirements for using spray equipment and pesticides in California. (CSU)

A LCOHOL AND DRUG STUDIES

ADS 9 (3) INTRODUCTION TO COUNSELING
3 Hrs. Rec. (Same as Psych 9) (CSU)

ADS 10 (3) SOCIOLOGY OF MINORITY GROUPS
3 Hrs. Rec. (Same as Soc 10) (CSU, UC)

ADS 11A (3) PRACTICUM
1 Hr. Rec. 6 Hrs. Lab. Field experience per week (Same as Hlth/Psych 11A) (CSU)

ADS 11B (3) PRACTICUM
1 Hr. Rec. 6 Hrs. Lab. Field experience per week (Same as Hlth/Psych 11B) (CSU)

ADS 15 (3) SOCIAL AND PSYCHOLOGICAL DYNAMICS OF DRUG USE
3 Hrs. Rec. (Same as Psych/Soc 15) (CSU)

ADS 50 (3) HUMAN SERVICES IN A CHANGING SOCIETY
3 Hrs. Rec. History, philosophy and the development of thought in social work. Acontent area designed to identify and analyze the primary helping services in urban and rural America. Observation and reporting techniques will be emphasized. This course will identify new programs and careers in the emerging Human Services field. (Same as Soc 50) (CSU)

ADS 81 (3) ALCOHOLISM: INTERVENTION, TREATMENT AND RECOVERY
3 Hrs. Rec. This course will serve as an introduction to assessment and treatment approaches to alcoholism and drug abuse. Alcoolism will be studied in its social and clinical context. Attention will be given to the basic theoretical approaches to the disease. This course will examine the various components of intervention, treatment recovery, and resources. (CSU)

ADS 82 (3) PHYSIOLOGICAL EFFECTS OF ALCOHOL AND DRUGS
3 Hrs. Rec. The course is designed to provide the student with information on the processing systems of the body and how they react to alcohol and drugs. This course will seek to explain where and how drugs act and why. The course will bring about an understanding of how drugs influence consciousness, mood, and feeling. It will enable students to understand that both the internal and external environments have important effects on the well-being of the individual. (CSU)

ADS 83 (3) GROUP LEADERSHIP AND GROUP PROCESS
3 Hrs. Rec. Prerequisite: ADS/Psych 9. This course will introduce the student to group process and groups, and how groups affect the whole social scene. It will examine membership in and leadership of various kinds of groups, emphasizing group process. Consideration will be given to goals and strategies of social change and the necessity for social change in relation to personal and social values. The factors involved in problems of communications, effective emotional responses and personal growth will also be highlighted, emphasizing the group process as a means of changing behavior. (Same as Psych 53) (CSU)

ADS 84 (3) FAMILY COUNSELING APPROACHES TO ALCOHOL AND DRUG ABUSE
3 Hrs. Rec. A course designed to present basic ideas and theories about family dynamics, particularly as they apply to the family of the substance abuser, and to explore strategies for counseling the client's family. The approach is highly experiential in format and students will participate in exercises frequently to incorporate new skills and theory. (CSU)

ADS 85 (3) CRISIS INTERVENTION AND REFERRAL TECHNIQUES
3 Hrs. Rec. Prerequisite: ADS/Psych 9. Techniques used for brief therapy crisis intervention, intake interviewing and referral will be studied and practiced. Special attention will be given to the process of intervention, admitting, and recording of information as it pertains to alcohol and drug abuse clients. Through an experiential format, participants will learn and practice skills in brief therapy, different levels of client communication and intake interviewing. (Same as Psych 55) (CSU)

ADS 86 (3) PROGRAM MANAGEMENT TECHNIQUES
3 Hrs. Rec. This course will introduce students to basic management principles as applied to Substance Abuse programs. Topics will include funding, budgeting and policy development as well as issues related to staff selection, supervision and program evaluation. (CSU)
**IMPERIAL VALLEY COLLEGE**

**GENERAL CATALOG 1999-2000**

**DSPS 14 (3)**
**AMERICAN SIGN LANGUAGE 5**
3 Hrs. Lab.
Recommended Preparation: DSPS 13. DSPS 14 continues at the intermediate level, the development of the American Sign Language proficiency students acquired in DSPS 13. Students continue to expand their awareness of ASL conventions, grammar, and vocabulary, including a continued review of topical signs and idioms. Students develop a greater competency in their receptive understanding of extended ASL discourse and in their expression of extended ASL discourse and in their expression of extended ASL idioms, concepts and stories in ASL. Their expressive competency in discussion of ideas includes an expression of their understanding of Deaf culture. Students continue the growth of their technical awareness of Deaf culture and ASL linguistics. (CSU, UC)

**DSPS 16A (3)**
**INTERPRETING AMERICAN SIGN LANGUAGE 1**
3 Hrs. Lab.
Recommended Preparation: DSPS 14. DSPS 16A focuses students’ sign language facility on the development of English to ASL interpreting skills. The primary focus of the training is on interpreting in educational and consumer settings, along with continued development of idiomatic sign skills. Students are presented and are asked to discuss in the target language the primary elements of the code of ethics. Students continue the same review of Deaf culture and ASL linguistics started in DSPS 14. (CSU)

**DSPS 16B (3)**
**INTERPRETING AMERICAN SIGN LANGUAGE 2**
3 Hrs. Lab.
Recommended Preparation: DSPS 16A. DSPS 16B focuses students’ sign language facility on the development of English to ASL interpreting skills. The primary focus of the training is on interpreting in medical, legal, mental health and other specialized settings, along with continued development of related idiomatic and vocabulary sign skills. Students are presented and are asked to discuss in the target language the case studies related to the interpreter code of ethics. (CSU)

**ANTH 10 (5)**
**HUMAN ANATOMY & PHYSIOLOGY**
3 Hrs. Lab. 4 Hrs. Lab.
Prerequisites: One year of high school chemistry and biology or one semester each at the college level. A study of the structure and function of the human organism. Emphasis is on the circulatory, respiratory, excretory, nervous, reproductive, and digestive systems. (CSU) (UC credit limited. See a counselor.)

**ANTH 18 (4)**
**ANATOMY AND PHYSIOLOGY FOR HEALTH OCCUPATIONS**
3 Hrs. Lab.
Introductory study of the structure and function of the human organism. Class is structured for health occupation students. It is not acceptable for pre-medical, pre-dental, pre-chiropractic, pre-physical therapy or registered nursing students, and it is not open to students who have completed Anst 8 or Anst 10 with a grade of “C” or better. (Nontransferable, AAAS degree only)

**ART 20A (3)**
**DRAWING**
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of Art 20A. A continuation of Art 20A. An introduction to developing analysis of line, form, tone, texture and color as essential media of expression. (CSU, UC)

**ART 30 (3)**
**HISTORY AND APPRECIATION OF ART**
3 Hrs. Lab.
A continuation of Art 30A, extending from the Renaissance to contemporary times. May be taken before or concurrently with Art 30A. (CSU, UC)

**ANTH 3D (5)**
**ADVANCED ARCHAEOLOGICAL EXCAVATIONS**
2 Hrs. Lab. 5 Hrs. Lab.
Recommended Preparation: Anth 3B. Design a field excavation project; select proper equipment; organize a field crew; conduct record and literature searches; micromapping the project area; pit or trench technique; conduct the dig; screening; selecting, and bagging artifacts and natural samples. Laboratory analysis and curating; photography; dating; report writing are included. (CSU)

**ANTH 4 (3)**
**CALIFORNIA INDIANS**
3 Hrs. Lab.
The geography of California; tribal and linguistic regions; Native economy and diverse economic areas; Sacramento and San Juan Valley; the Delta; transverse range; folklore country; Coast Range, Peninsular Ranges, and Sierra Nevada; the deserts. Influence of environment on cultural development; influences of Western civilization on Native life. (CSU, UC)

**ART 5 (3)**
**WOMEN ARTISTS**
3 Hrs. Lab.
A survey of the great Women Artists of history from the Ancient World through the Twentieth Century. Some of the artists to be discussed are: Elizabeth Sirani, Judith Leyster, Elizabeth Vigee LeBrun, Mary Cassatt, Katsuei Kollwitz, Frida Kahlo, Georgia O’Keefe, Helen Frankenthaler. The course will also address the special issues and problems concerning the study of women artists, past and present. (CSU, UC)

**ART 19A**
**WATERCOLOR PAINTING**
2 Hrs. Lab. 4 Hrs. Lab.
The study of watercolor painting with emphasis upon color, composition and pictorial expression. Exploration of various techniques employing the medium of watercolor. (CSU, UC)

**ANTH 16B (3)**
**WATERCOLOR PAINTING**
2 Hrs. Lab. 4 Hrs. Lab.
Continuation of watercolor painting. Stress is on achieving confidence and fluency in the medium. Students are encouraged to expand the range of the experience acquired to include other water-based media. (CSU, UC)

**ANTH 16C (3)**
**PREHISTORIC CERAMICS**
1 Hr. Lab. 2 Hrs. Lab.
Traces of origins and developments of ceramics in the Old and New Worlds. Emphasis on the materials, techniques and ceramic products of the Southern California Indians, especially the Lower Colorado River groups. (CSU, UC)

**ANTH 16D (3)**
**PREHISTORIC CERAMICS**
1 Hr. Lab. 2 Hrs. Lab.
Traces of origins and developments of ceramics in the Old and New Worlds. Emphasis on the materials, techniques and ceramic products of the Southern California Indians, especially the Lower Colorado River groups. (CSU, UC)

**ANTH 16E (3)**
**ADVANCED PREHISTORIC CERAMICS**
1 Hr. Lab. 2 Hrs. Lab.
Recommended Preparation: Anth 16A. Advanced study of prehistoric pottery composition and forms; various firing techniques using pit construction; decorative modes used by the Yuman and Shoshone cultures. (CSU, UC)

**ART 20B (3)**
**DRAWING**
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of Art 20A. A continuation of Art 20A. A basic course in drawing involving analysis of line, form, tone, texture and color as essential media of expression. (CSU, UC)

**ART 20C (3)**
**DRAWING**
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of Art 20B with a focus on developing drawing at a terminal medium. (CSU, UC)
ART 20D (3)
DRAWING
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of Art 20C with a focus on advanced techniques to develop drawing as a terminal medium. (CSU, UC)

ART 21A (3)
PAINTING
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of the development of composition and the various techniques employed in drawing and painting. Includes figure drawing, landscape, and still-life. Painting covers styles of painting from the Neo-classic to the present day. (CSU, UC)

ART 21B (3)
PAINTING
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of Art 21A. Advanced studio problems in painting. (CSU, UC)

ART 21C (3)
PAINTING
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of Art 21B. Advanced studio problems in painting. (CSU, UC)

ART 21D (3)
PAINTING
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of Art 21C. Advanced studio problems in painting. (CSU, UC)

ART 22A (3)
DESIGN
2 Hrs. Lab. 3 Hrs. Lab.
Fundamentals of design and composition; theory of color. Includes organization and utilization of basic elements through design problems. (CSU, UC)

ART 22B (3)
DESIGN
2 Hrs. Lab. 3 Hrs. Lab.
Intermediate studies of elements and principles of art with emphasis on three-dimensional design theory. (CSU, UC)

ART 22A (3)
CERAMICS
2 Hrs. Lab. 4 Hrs. Lab.
An introduction to ceramics; basic methods of forming, decorating, glazing and firing. (CSU, UC)

ART 22B (3)
CERAMICS
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of Art 22A with emphasis on the potter's wheel. (CSU, UC)

ART 23C (3)
EXPLORATION OF PAINTING TECHNIQUES
2 Hrs. Lab. 4 Hrs. Lab.
A continuation of Art 23B with special emphasis on glaze formulation and decorating techniques. (CSU, UC)

ART 23A (3)
LIFE DRAWING
1 Hr. Lab. 3 Hrs. Lab.
Many types of drawing and painting techniques are used to further the student's skill and development of visualization by drawing from the human figure. (CSU, UC)

ART 23B (3)
LIFE DRAWING
6 Hrs. Lab.
A continuation of Art 23A. Art 23B includes exploration of painting techniques using varied media. (CSU, UC)

ART 23C (3)
LIFE DRAWING
1 Hr. Lab. 5 Hrs. Lab.
A continuation of Art 23B with a focus on developing a personal figure style in drawing. (CSU, UC)

ART 23D (3)
LIFE DRAWING
1 Hr. Lab. 5 Hrs. Lab.
A continuation of Art 23C with a focus on developing a personal figure style in drawing. (CSU, UC)

ART 28 (3)
TECHNICAL CERAMICS
2 Hrs. Lab. 3 Hrs. Lab.
A study of the raw materials used in compounding clay bodies and glazes. Specific problems of glaze calculation and techniques of glaze application. (CSU, UC)

ART 30A (3)
BEGINNING SCULPTURE
2 Hrs. Lab. 4 Hrs. Lab.
An introduction to materials, methods, and techniques with an emphasis on development of ideas and personal expression in three dimensions. Materials include clay, plaster, cement, woods, plastic and metal. (CSU, UC)

ART 30B (3)
INTERMEDIATE SCULPTURE
2 Hrs. Lab. 4 Hrs. Lab.
Expansion of Art 30A with emphasis on discovering the medium that best relates to the students' individual expression. (CSU, UC)

ART 33A (3)
GALLERY DISPLAY
1 Hr. Lab. 4 Hrs. Lab.
Theories, techniques and practices of art gallery exhibition including experience in cataloguing and preservation of art and seeing as an exhibition, from beginning to end; methods of locating shows, booking shows, communicating with artists, unpacking and returning exhibitions. (CSU, UC)

ART 40 (2)
EXPLORATION OF PAINTING TECHNIQUES
1 Hr. Lab. 2 Hrs. Lab.
An exploratory course which provides opportunities to work with the various painting techniques. Basic painting assignments to develop individual application of techniques. Initial exercises in color usage and structure of the painting. Suggestions and evaluation of student work will take place on an individual basis. (CSU, UC)

ART 41 (3)
ART FUNDAMENTALS FOR EDUCATORS
4 Hrs. Lab. 1 Hr. Lab.
The philosophical and practical concerns of teaching art to students. Designed for those already in the teaching profession as well as for those who are planning a career in the teaching profession. (CSU, UC)

ART 50A (3)
ADVERTISING/GRAPHIC DESIGN
3 Hrs. Lab. 3 Hrs. Lab.
Visual communication in the fields of advertising and graphic design. The development of creative design solutions as related to the printed format of ads, billboards, trademarks, paperback covers and record covers. (CSU, UC)

ART 50B (3)
ADVERTISING/GRAPHIC DESIGN
2 Hrs. Lab. 4 Hrs. Lab.
Continuing studies in the theories, techniques, and practices of visual communication. Emphasis on advanced techniques and preparation of art for television commercials, books, package design, annual reports and corporate identity programs. (CSU, UC)

ART 50C (3)
ADVERTISING/GRAPHIC DESIGN
2 Hrs. Lab. 4 Hrs. Lab.
Emphasis on advanced techniques and individualized studies relative to the preparation of a portfolio for use in admission to a university or professional school or in seeking employment. (CSU, UC)

ASTRONOMY

ASTR 21 (3)
PRINCIPLES OF ASTRONOMY
3 Hrs. Lab. 3 Hrs. Lab.
Recommended Preparation: Math X. An introduction to the principles of astronomy including physical evolution, tools of the astronomer, the sky, the solar system, the stars, the galaxies, and the universe. (CSU, UC)

AUDIOLOGY

DSPS 33 (3)
INTRODUCTION TO AUDIOLOGY
3 Hrs. Lab. 1 Hr. Lab.
This course includes an introduction to the science of hearing, fundamentals of acoustics as they apply to audiometric testing, basic anatomy and physiology of the hearing mechanism, pathologies causing impaired hearing, interpersonal relationship of hearing to speech and language development, and familiarization with audiologic assessment and clinical procedures. (CSU, UC)

DSPS 34 (3)
AUDIOMETRY AND HEARING CONSERVATION
3 Hrs. Lab. 1 Hr. Lab.
Recommended Preparation: DSPS 33. This course includes identification audiometry, preschool hearing screening, industrial audiometry, and the role of the audiometric, nurse-audiometrician and speech-hearing therapist in the total conservation of hearing program. (CSU, UC)

AUTOMOTIVE BODY AND PAINT

AUTO 70 (5)
AUTO BODY REPAIRING AND PAINTING
3 Hrs. Lab. 6 Hrs. Lab.
Recommended Preparation: Weld 31. The study of body repair and spot painting. Covers the use of modern tools and equipment and procedures for handling typical body-paint jobs. (CSU, UC)

AUTO 71 (5)
ADVANCED AUTO BODY REPAIRING AND PAINTING
3 Hrs. Lab. 6 Hrs. Lab.
Prerequisite: Auto 70. Covers auto body repairing and repainting. Use of modern tools and equipment, step-by-step procedures for handling typical jobs. (CSU, UC)

AUTO 72 (5)
AUTO AND LIGHT TRUCK MAJOR COLLISION REPAIRING
3 Hrs. Lab. 6 Hrs. Lab.
Prerequisite: Auto 71. Recommended Preparation: Weld 30. Covers major collision repair including extensive frame and undercarriage damage, using modern equipment with step-by-step procedures. (CSU, UC)

AUTO 73 (5)
AUTO BODY-CUSTOM REFINISHING AND SHOP MANAGEMENT
1 Hr. Lab. 4 Hrs. Lab.
Prerequisite: Auto 71 or Auto 72. Auto Body techniques and applied shop practices for advanced students who wish to refine technical skills prior to obtaining employment in the industry. (CSU, UC)

AUTOMOTIVE TECHNOLOGY

 DSPS 34 (3)
INTRODUCTION TO AudioLOGY
3 Hrs. Lab. 1 Hr. Lab.
This course includes an introduction to the science of hearing, fundamentals of acoustics as they apply to audiometric testing, basic anatomy and physiology of the hearing mechanism, pathologies causing impaired hearing, interpersonal relationship of hearing to speech and language development, and familiarization with audiologic assessment and clinical procedures. (CSU, UC)
AUTO T 62 (3)  
MANUAL TRANSMISSIONS AND POWER TRAINS  
2 Hrs. Rec. 3 Hrs. Lab.  
Design, construction and mechanical function of clutches, manual transmissions, overdrives and power transmitting mechanisms.  
(CSU)

AUTO T 63 (4)  
BRAKES AND SUSPENSION  
2 Hrs. Rec. 6 Hrs. Lab.  
Study of manual and power braking systems, wheel alignment, spring suspension, tires, tire treading, wheel balancing, and wheel bearings. Diagnosis and services procedures on repair jobs.  
(CSU)

AUTO T 64 (3)  
CARBURETORS, FUEL INJECTION AND EXHAUST SYSTEMS  
2 Hrs. Rec. 3 Hrs. Lab.  
Analysis of automotive fuel systems (carburetors, fuel pumps, intake manifolds, exhaust system and emission controls). Basic diagnosis and service procedures on systems.  
(CSU)

AUTO T 65 (4)  
AUTOMOTIVE MACHINE SHOP  
2 Hrs. Rec. 6 Hrs. Lab.  
Recommended Preparation: Auto T 51 or two successful semesters of automotive technology involving machine shop tools and machines for rebuilding the engine. (Same as Age 33B) (CSU)

AUTO T 66 (3)  
AUTOMOTIVE ELECTRONICS  
2 Hrs. Rec. 3 Hrs. Lab.  
Prerequisite: Auto T 64. Advanced study using four major domestic and foreign automatic transmissions, with emphasis on practical rebuilding of automatic transmissions, including locking torque converters and 4-speed overdrive and front wheel drive transaxles. Applied shop practices for advanced students who wish to refine technical skills prior to obtaining employment in the industry.  
(CSU)

AUTO T 67 (3)  
AUTOMOTIVE ELECTRONICS  
2 Hrs. Rec. 3 Hrs. Lab.  
Recommended Preparation: Auto T 64 and Auto T 54. This course is designed for technicians or students, certified or not, who want to service the automotive electronic circuitry. The course provides a solid core of electronics based on microprocessor technology. Students will diagnose the various systems that include: Engine computer control, transmission computer control, suspension, anti-lock brake systems, and various automotive instrumentation. (Nontransferable, A/AAS degree only)

AUTO T 68 (3)  
AUTOMOTIVE ELECTRONICS  
2 Hrs. Rec. 3 Hrs. Lab.  
Recommended Preparation: Auto T 64. This course covers the fundamentals of current electronic fuel injection systems, including throttle body-injection, port fuel injection and current port fuel injection systems. The course also covers production and diagnosis of the fuel management system. In addition, course includes student evaluation by hands-on practice of service procedures, component location, and testing on board diagnostic computer systems. (Nontransferable, A/AAS degree only)

AUTO T 70 (3)  
BIOL 1 (3)  
SALMON (3-3)  
ADVANCED AUTO TECH SHOP PRACTICE  
1 Hr. Rec. 4 Hrs. Lab.  
Prerequisite: Successful completion of at least 14 units in automotive technology. Auto Tech applied shop practices for advanced students who wish to refine technical skills prior to obtaining employment in the industry.  
(CSU)

AUTO T 70 (3)  
BASIC MACHINE SHOP TECHNOLOGY  
2 Hrs. Rec. 3 Hrs. Lab.  
A general course designed for students desiring to work in the various areas of automotive technology involving machine shop operations. Skill is developed in the operation of lathes, milling machines, drill presses, grinders, shapers, hand and bench tools, and heat treating. The proper setup of materials, safety and care of equipment is emphasized.  
(CSU)

AUTO T 70 (3)  
BASIC MACHINE SHOP TECHNOLOGY  
2 Hrs. Rec. 3 Hrs. Lab.  
Recommended Preparation: Auto T 76. A course designed to develop advanced skills in the operation of lathes, milling machines, drill presses, grinders, shapers and sewing machines. The proper use of materials, safety and care of equipment is included.  
(CSU)

AUTO T 75 (3)  
BASIC SHOP SKILLS  
3 Hrs. Lab.  
This is a basic course in tool usage, nomenclature and terminology of tools and equipment for the beginning student in the technologies. The course is for the student who has not developed a background in industrial technology, as well as for the high school student who wishes to improve his/her technical vocabulary. (Same as Age/Weld 75) (Nontransferable, A/AAS degree only)

AUTO T 78 (3)  
BIOLOGY  
3 (3)  
PRINCIPLES OF BIOLOGICAL SCIENCE  
3 Hrs. Rec. 3 Hrs. Lab.  
Not open to students with credit in Zoology or Botany. A consideration of basic biological phenomena. Designed for those students who intend to take only one semester of general biological science. (CSU) (UC credit limited. See a counselor.)  
(CSU) (UC)

BIOL 21 (5)  
BIOLOGY  
3 Hrs. Rec. 2 Hrs. Lab.  
Prerequisites: One year of high school chemistry and biology or one semester each at the college level. Provides students with fundamental concepts of the structure and physiology of noninfective and disease producing microorganisms with particular attention to bacteria. Basic techniques for culturing, staining, counting and identifying microorganisms. Designed to meet the requirement to enter one of the medical fields as well as general education. (CSU, UC)

BUS 1A (4)  
BUSINESS  
(CAN BUS 2)  
PRINCIPLES OF FINANCIAL ACCOUNTING  
4 Hrs. Rec. 1 Hr. Lab.  
Recommended preparation: Math X or equivalent. Theory and practice of accounting applicable to record keeping and reporting of business transactions for proprietorships, partnerships, and corporations as they relate to external use. Includes the study of asset, liability and equity accounts; revenue and expense recognition; inventory accounting; stockholder equity, earnings, and dividends; long-term bonds and investments; and statements of cash flows. (CSU, UC)

BUS 1B (4)  
BUSINESS  
(CAN BUS 4)  
PRINCIPLES OF MANAGERIAL ACCOUNTING  
4 Hrs. Rec. 1 Hr. Lab.  
Prerequisite: Bus 1A. Selection and analysis of accounting information for internal use by managers. Using financial information for planning and control purposes. (CSU, UC)

BUS 2 (3)  
BUSINESS  
INTRODUCTION TO BUSINESS  
3 Hrs. Rec.  
A basic beginning college course that introduces U.S. business and industry; the importance of business, forms of business ownership, organization, management, finance, marketing, government and legal regulations, pricing and taxes. Class activities include simulations in team-building concepts. (CSU, UC)

BUS 3 (3)  
BUSINESS MANAGEMENT  
3 Hrs. Rec.  
Recommended Preparation: Bus 2. A study of management theories and processes as they apply in the contemporary business world. The course is based on the application of the four functions of management - planning, organizing, leading, and controlling - in the effective achievement of organizational objectives.
BUS 42 (3) BUSINESS COMMUNICATIONS 3 Hrs. Lec.
3 Hrs. Lab.
Recommended Preparation: Concurrent enrollment in Bus 41 and/or Engl 20.
This course will provide comprehensive instruction in the use of English grammar with an emphasis on business vocabulary; develop proficiency in punctuation, capitalization, and number-style skills; and provide an opportunity to apply correct usage and style in effective business writing. (Nontransferable, AA/AS degree only)

BUS 43 (2) SHORTHAND, THEORY & SPEEDBUILDING 3 Hrs. Lec., 3 Hrs. Lab.
Recommended Preparation: Word processing skills. A basic course in Gregg Shorthand. This course is designed for the needs of professional secretaries. (CSU)

BUS 44 (2) OFFICE TRANSCRIPTION 2 Hrs. Lec.
Recommended Preparation: Bus 29A. This course is designed to teach students to develop office technology skills using machine transcription equipment. (Nontransferable, AA/AS degree only)

BUS 45 (2) OFFICE PROCEDURES 3 Hrs. Lec.
Prerequisite: Completion of 12 units in Bus and CJS courses.
"Finishing" course which covers all business skills and stresses those competencies required of the office worker in today's business environment. (CSU)

BUS 46 (3) BUSINESS ENGLISH 3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Bus 41 and/or Engl 20. This course will provide comprehensive instruction in the use of English grammar with an emphasis on business vocabulary; develop proficiency in punctuation, capitalization, and number-style skills; and provide an opportunity to apply correct usage and style in effective business writing. (Nontransferable, AA/AS degree only)

BUS 32 (1) MODERN OFFICE MACHINERY 2 Hrs. Lec.
This course will cover current word processing software, spreadsheet creation, database development, Internet, and presentation graphics through the Windows environment of a personal computer. In the course, graphics will be incorporated into documents with the use of a scanner and clip art. After completing the class, the student will have a working knowledge of the Windows environment and a foundation for using a variety of applications for the personal computer. (CSU)

BUS 29A (3) WORD PROCESSING I 3 Hrs. Lec., 2 Hrs. Lab.
Recommended Preparation: Ability to keyboard 20 net words per minute. The course is designed to teach students to use word processing software on the microcomputer and to develop office technology skills. (CSU)

BUS 29B (3) WORD PROCESSING II 3 Hrs. Lec., 3 Hrs. Lab.
Recommended Preparation: Skills acquired in Bus 29A. The course is designed to bring students to a production level required in today's office environment. Emphasis will be placed on producing business letters, reports, tables, and forms on the microcomputer. (CSU)

BUS 28 (3) BEGINNING KEYBOARDING 3 Hrs. Lec., 2 Hrs. Lab.
Designed to teach the basic concepts of keyboarding. The student is introduced to the basic concepts of keyboarding production. (CSU)

BUS 19 (3) PERSONAL DEVELOPMENT FOR EMPLOYMENT 3 Hrs. Lec.
A thorough study of the process and practice of obtaining employment in the business world. Designed to meet the special needs of students in the fields such as: Marketing; Distribution; Business Supervision; Secretarial-Clerical; Accounting; Bookkeeping; and Data Processing; etc. Skills development in the areas of: job search, employer contact, resume writing, interviewing techniques, interview follow-up, proper dress, and job-holding practices. (CSU)

BUS 20 (3) BEGINNING KEYBOARDING 2 Hrs. Lec., 3 Hrs. Lab.
Designed to teach the fundamentals and knowledge of keyboarding. The student is introduced to the basic concepts of keyboarding production. (CSU)

BUS 18 (3) PRACTICAL ACCOUNTING 3 Hrs. Lec.
This basic course will teach students to journalize and post transactions common to a service type business and teach them the end of the fiscal period function on the accrual basis. (Nontransferable, AA/AS degree only)

BUS 13 (3) APPLIED BUSINESS LAW 3 Hrs. Lec.
A one-semester course covering courts and court procedures, contracts, sales contracts, negotiable instruments, agency and employment, partnerships, corporations, insurance and property. Not open to students who have completed Bus 5 or the equivalent. (Nontransferable, AA/AS degree only)

BUS 14 (3) PRACTICAL SALESMAIISHIPS 3 Hrs. Lec.
A practical approach to the study of salesmanship. Topics covered include an overview of personal selling and classification of sales jobs, the sales environment, the sales personality, the sales process, and other subject areas important to sales work such as understanding the firm and building good customer relationships. (CSU)

BUS 16 (3) SMALL BUSINESS MANAGEMENT 3 Hrs. Lec.
Course provides the basic tools and perspective necessary to understand small business management. It explores ways of entering small business; describes the process for starting a new business venture; and provides the personal appraisal checklist for going into small business; explains market assessment, market research, site selection, and factors that affect business operations as it relates to small business; describes small business planning, organizing, staffing, and controlling; and explains the basics of productive management and quality control. (CSU)

BUS 7 (3) HUMAN RELATIONS IN MANAGEMENT 3 Hrs. Lec.
Study of Human Relations as they apply to management. Topics covered include models of organizational behavior, social systems and organizational culture, communications management, motivation, performance appraisal, employee attitudes and their effects, leadership and supervision, nature of participation, interpersonal dynamics, management of change, organizational development ethics, social responsibility, labor relations, equal employment opportunity, stress and counseling. Collaborative learning and team-building approaches are employed to enhance interpersonal skills. (CSU)

BUS 8 (2) HUMAN RESOURCES MANAGEMENT 2 Hrs. Lec.
This course describes the critical issues facing human resource management professionals now and in the future and how to effectively deal with them. The critical areas of human resource management focus on include personnel planning; staffing; appraising and compensating employees; employee training and development; career planning and career management programs; quality of work life and productivity; occupational safety and health; and employee rights and unionization are discussed. Case studies and experiential exercises are used to enhance the learning environment. (CSU)
BUS 43 (3)  
BUSINESS CORRESPONDENCE IN SPANISH  
3 Hrs. Lect.  
Recommended for bilingual students with Bus 42 or equivalent. Practice in letter form and style, business vocabulary, spelling, and punctuation. Emphasis on differences and similarities in English and Spanish business correspondence. (CSU)

BUS 44 (1-2)  
BUSINESS COMMUNICATION SKILLS  
1-2 Hrs. Lect.  
Designed to upgrade business communication skills needed in today's high-tech business office. Emphasis on creating written assignments with clear, concise business vocabulary, appropriate grammar, and standard formats. (Nontransferable; AA/AS degree only)

BUS 51 (3)  
MICROCOMPUTER KEYBOARDING  
3 Hrs. Lect.  
1 Hr. Lab.  
The course is designed to develop speed and accuracy in the use of the computer keyboard. The student will learn basic operations of a computer including using alphabetic, numeric and symbolic keys as well as the numeric keypad. The course will also include the basic commands needed to format documents. (CSU)

BUS 66 (3-5)  
EFFECTIVE CUSTOMER SERVICE  
3 Hrs. Lect.  
Practical instruction and exercises for secretaries. Emphasis on correct spelling in various professional papers, developing clarity and conciseness, proper application of punctuation, and proper use of business letters and reports. (Nontransferable, no degree applicable)

BUS 89 (3)  
LAW OFFICE PROCEDURES AND PRACTICES FOR SECRETARIES  
3 Hrs. Lect.  
Practical instruction and exercises for secretaries. Emphasis on proper use of the computer keyboard, telephone techniques, filing, secretarial correspondence, communications techniques, and preparation of written reports. (Nontransferable, no degree applicable)

BUS 90 (3)  
REAL ESTATE PRINCIPLES  
3 Hrs. Lect.  
An analysis of the principles of real estate in California. History of California real estate, property, contractors, agency, listings, real estate financing, deeds, leases and easements, escrows and title insurance, land descriptions, real estate mathematics, and real estate licensing and state regulations. (CSU)

BUS 91 (3)  
REAL ESTATE PRACTICES  
3 Hrs. Lect.  
Course work that covers the following topics: Real Estate Industry, Elements and Relationships of Real Estate Agency, Organization of Real Estate Office, Prospecting Methods and Listings Development, Basic Selling and Advertising Techniques, Preparation and Content of Real Estate Purchase Contract, Excerpts and Title Insurance. Elements of Real Estate Financing, Sources of Funds, Taxation, Appraisal and Valuation, Property Management and Leasing, Real Estate Investment, and Specialized Transactions. (CSU)

BUS 92A (3)  
LEGAL ASPECTS OF REAL ESTATE  
3 Hrs. Lect.  
Recommended Preparation: Bus 89 or employment in the real estate field as a licensee. A practical study of California Real Estate Law that includes: classes and elements of real property, laws of fixtures, land titles, estates, and other interests in real property, methods of owner of real property, land descriptions contracts for the sale of land. Liens, restrictions on the use of property, leases, rights, duties and responsibilities for real estate brokers, consummation of transactions, probate proceedings, and rights and duties of adjoining owners. (CSU)

BUS 92B (3)  
REAL ESTATE FINANCE  
3 Hrs. Lect.  
Recommended Preparation: Bus 91 or employment in the real estate field as a licensee. A practical study of Real Estate Finance that includes: Mortgage Money Market, Mathematics of Real Estate Finance, Financial Statement Analysis, Legal Aspects of Real Estate Finance, Loan Applications, Appraisal, Financing Institutions, Credit, Real Estate Sales, Real Estate Financials, Financing of Shopping Centers, Office Buildings, and Alternative to Mortgage Financing. (CSU)

BUS 94A (3)  
REAL ESTATE APPRAISAL  
3 Hrs. Lect.  
Recommended Preparation: Bus 92B or employment in the real estate field as a licensee. Methods and techniques for determination of value and income values. Case study methods and employment; field work and demonstration appraisal reports are required. Principles of real estate valuations; cost, market data, summation and sales analysis methods of appraising are studied with an emphasis on residential properties. (CSU)

BUS 94B (3)  
REAL ESTATE ECONOMICS  
3 Hrs. Lect.  
Recommended Preparation: Bus 91, Bus 92A. A practical study of the economic aspects of real estate designed to provide a group of the dynamic economic conditions and other factors underlying the real estate business in California. This is designated to be the senior course - the final course - in the real estate curriculum. (CSU)

CHEM 1A (5)  
GENERAL INORGANIC CHEMISTRY  
3 Hrs. Lect.  
6 Hrs. Lab.  
Recommended Preparation: High school algebra and chemistry and/or Chem 2A. Basic principles and calculations of chemistry with emphasis on stoichiometry and dimensional analysis applied to inorganic types. Fundamental principles and theory of atomic and molecular structure as related to type of bonding and molecular geometry. Study of kinetic molecular theory and the first law of thermodynamics, periodic relationships of elements, physical states of matter, solution chemistry, oxidation-reduction, introductory kinetics, and equilibrium studies are also investigated. The laboratory is an introduction to classical experimentation and how it applies to lecture topics as well as certain instrumental studies. (CSU, UC)

CHEM 1B (4)  
GENERAL INORGANIC CHEMISTRY  
3 Hrs. Lect.  
Required Preparation: Prerequisite; Chem 1A. Detailed study of the three laws of thermodynamics and their relation to chemical reactions, rates of reactions and equilibrium. Survey of selected groups from the periodic table, oxidation-reduction with respect to concentration, nuclear processes and introductory organic and biochemical reactions. Laboratory exercises related to biochemical studies and qualitative analysis. (CSU, UC)

CHEM 2A (4)  
INTRODUCTION TO CHEMISTRY  
3 Hrs. Lect.  
3 Hrs. Lab.  
Recommended Preparation: High school algebra or equivalent. Elementary principles of general and inorganic chemistry with an introduction to organic and bio-chemistry. Previous science background is not required. This course is recommended for students who need only a one-semester general chemistry course, and also for students entering paramedical and allied health fields. This course will satisfy the prerequisite for Chemistry 1A. (CSU) (UC credit limited. See a counselor.)

CHEM 2B (4)  
QUANTITATIVE ANALYSIS  
3 Hrs. Lect.  
4 Hrs. Lab.  
Recommended Preparation: Chem 1B. Theory and practice of volumetric, gravimetric and electrochemical methods of analysis with an introduction to instrumental techniques of analysis. (CSU, UC)

CHEM 12A (5)  
ORGANIC CHEMISTRY  
3 Hrs. Lect.  
6 Hrs. Lab.  
Recommended Preparation: Chem 1A. A study of various reaction mechanisms as they pertain to both aliphatic and aromatic compounds. Stereoechemical properties of compounds are investigated and related to structure. This course is intended for students majoring in chemistry, pre-medical and biology majors. (CSU, UC)

CHEM 12B (4)  
ORGANIC CHEMISTRY  
3 Hrs. Lect.  
3 Hrs. Lab.  
Prerequisite: Chem 12A. A continuation of Chem 12A with emphasis on aromaticity and electrophilic substitution, the mechanisms involved in the preparation and reactions of alcohols, amines, carboxylic acids, and carbonyl compounds. (CSU, UC)

COMPUTER INFORMATION SYSTEMS  
CIS 1 (3)  
INTRODUCTION TO INFORMATION SYSTEMS  
3 Hrs. Lect.  
An introductory course designed to teach the basic understanding of computer information systems, survey computer hardware and software, to give the student hands-on experience on common business applications. (CSU, UC)

CIS 2 (3)  
INTRODUCTION TO TELECOMMUNICATIONS  
3 Hrs. Lect.  
Recommended Preparation: CIS 1. The course involves a comprehensive overview of the field of computer communications. This course is designed to provide students with the conceptual background necessary to understand computer communications as well as practical skills using communications software. (CSU)

CIS 10 (4)  
PROGRAMMING IN COBOL  
3 Hrs. Lect.  
Recommended Preparation: CIS 1. A beginning course in programming in COBOL is intended for computer majors and students of closely related occupations for employment in business and industry. The course covers program design and logic, program development, and provides hands-on experience in realistic business application programming. (CSU, UC)

CIS 12 (3)  
PROGRAMMING IN BASIC  
3 Hrs. Lect.  
Recommended Preparation: CIS 1. A practical course covering the fundamentals of BASIC programming language as adapted to a variety of different applications. (CSU, UC)

CIS 15 (3)  
PROGRAMMING IN C  
3 Hrs. Lect.  
Recommended Preparation: Knowledge of a computer programming language. A course in programming using C. Syntax of the language will be emphasized and using operating systems, comparative programming languages, data structures, graphics, numerical analysis, programming methodologies, and scientific and business applications will also be covered. (CSU, UC)

CIS 21AC (1-1-1)  
COMPUTER APPLICATIONS LAB  
2 Hrs. Lab.  
Recommended Preparation: Concurrent enrollment in a course requiring computer support. A hands-on lab class which supports those courses requiring computer assigned assignments. The student may be involved using word processing, programming, integrated software programs or decision support applications. (CSU)
CIS 328 (1)  WORD PROCESSING: MICROSOFT WORD FOR WINDOWS 1 Hr. Loc. Recommended Preparation: CIS 32A or CIS 1. Hands-on practice with Microsoft Word word processing software using a windows environment. The course is a continuation of CIS 32A. Word Processing: Microsoft Word for Windows and will focus on editing and formatting features including multiple windows and documents, managing files, tables, columns, merge, labels, sort and graphics. (CSU)

CIS 374A (1)  SPREADSHEET: EXCEL 1 Hr. Loc. A beginning course in the creation and use of spreadsheet applications including templates, spreadsheets, and beginning graphing presentation. (CSU)

CIS 41A (1)  DATA BASE: ACCESS 1 Hr. Loc. A course designed to present the basic data base concepts. The student will become acquainted with a windows-based business data base application and its implementation. (CSU)

CIS 231 (1)  WORD PROCESSING: WORDPERFECT FOR WINDOWS 1 Hr. Loc. Hands-on practice with WordPerfect word processing software using a windows environment. The course is designed for beginners and will focus on document creation including multiple pages documents; basic editing and text enhancement; line and page formatting; cut, copy and paste; spell check and thesaurus. (CSU)

CIS 32A (1)  WORD PROCESSING/MICROSOFT WORD FOR WINDOWS 1 Hr. Loc. Recommended Preparation: CIS 32A or CIS 1. Hands-on practice with Microsoft Word word processing software using a windows environment. The course is a continuation of CIS 32A. Word Processing: Microsoft Word for Windows and will focus on editing and formatting features including multiple windows and documents, managing files, tables, columns, merge, labels, sort and graphics. (CSU)

CIS 25 (3)  CONTROL AND SUPERVISION OF INMATES 3 Hrs. Loc. Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. An overview of supervision of inmates in the local, state and federal correctional institutions. The issues of control in a continuum from institutional daily living through crisis situations will be introduced and discussed. The course will emphasize the role played by the offender and the correctional worker. Introduces inmate subculture, violence and effects of crowding on inmates and staff, addresses coping techniques for correctional officers in a hostile prison environment while discussing causes and effects of abusive tactics. (CSU)

CIS 31 (3)  CONCEPTS OF PROBATION AND PAROLE 3 Hrs. Loc. Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. A survey of the historical development of probation and parole from early court procedures through modern practices. Includes an emphasis on the operation of probation and parole agencies in California including such topics as probation and parole laws and procedures. (CSU)

CIS 21 (3)  INTRODUCTION TO CORRECTIONS 3 Hrs. Loc. Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. A study and survey of the history, philosophy and trends of adult and juvenile corrections processes. The relationship between corrections and other components of the judicial system will be examined. (CSU)

CIS 22 (3)  REPORT WRITING 3 Hrs. Loc. (Same as A 39) (CSU)

CIS 23 (3)  CONCEPTS OF CRIMINAL LAW 3 Hrs. Loc. (Same as A 23) (CSU, UC)

CIS 24 (3)  CORRECTIONAL INTERVIEWING AND COUNSELING 3 Hrs. Loc. Recommended Preparation: Completion of Eng 2B and Eng 12B with a grade of "C" or better. An overview of the techniques available to practitioners in Corrections in counseling and interviewing. The student will learn the use of appropriate techniques and theories in confidence building which may be used by the correctional worker in client interview and counseling. (CSU)

CIS 32B (1)  WORD PROCESSING MICROSOFT WORD FOR WINDOWS 1 Hr. Loc. Recommended Preparation: CIS 32A or CIS 1. Hands-on practice with Microsoft Word word processing software using a windows environment. The course is a continuation of CIS 32A. Word Processing: Microsoft Word for Windows and will focus on editing and formatting features including multiple windows and documents, managing files, tables, columns, merge, labels, sort and graphics. (CSU)

CIS 37A (1)  SPREADSHEET: EXCEL 1 Hr. Loc. A beginning course in the creation and use of spreadsheet applications including templates, spreadsheets, and beginning graphing presentation. (CSU)

CIS 37B (1)  SPREADSHEET: EXCEL 1 Hr. Loc. A sequence to the CIS 37A course. This course develops expertise in worksheet applications, teaches use of graphic presentations, develops data base use and includes macros. (CSU)

CIS 41A (1)  DATA BASE: ACCESS 1 Hr. Loc. A course designed to present the basic data base concepts. The student will become acquainted with a windows-based business data base application and its implementation. (CSU)

CIS 25A (1)  SURVEY OF CAMPUS LIFE FOR THE PHYSICALLY LIMITED 1-4 Hrs. Loc. This course is designed to help prepare the physically limited student for full or adaptive participation in community college activities, academic, social, vocational, and environmental. (CSU)

CIS 4AB (2-2)  LIVING WITH A HEARING LOSS 2 Hrs. Loc. A course designed to help reduce the communication barriers often present when a person has a hearing loss. The nature of each loss, the use of hearing aids, factors influencing lipreading ability, and problems arising from living with a hearing loss will be discussed. The course is designed specially for the mature person who has an acquired hearing loss. (Nontransferable, nondegree applicable)

CIS 7ABCD (1-4, 1-4, 1-4, 1-4)  PERSONAL AND SOCIAL ADJUSTMENT FOR THE PHYSICALLY LIMITED 1-4 Hrs. Loc. This course is designed to help the physically limited students who have difficulty in adjusting to the educational complexities encountered in college level classes because of disabilities in their educational backgrounds. (Nontransferable, nondegree applicable)

CIS 7ABCD (1-4, 1-4, 1-4, 1-4)  ACADEMIC SUPPORT SERVICES 2-8 Hrs. Loc. This course is designed to provide academic support services to the physically limited and adaptive learning students who are taking classes in the area of natural science and math; behavioral and social science area; humanities, fine arts and foreign language area; English and speech area; and vocational-occupational area. In addition, the course is designed to assist students in developing their basic skills. (Nontransferable, nondegree applicable)

CIS 8ABCD (1-4, 1-4, 1-4, 1-4)  COUNSELING AND GUIDANCE SUPPORT SERVICES 3 Hrs. Loc. This course is designed to provide counseling and guidance support services to physically limited and adaptive learning students in classes such as diagnostic testing, assistance with vocational education classes, assessment of individualized progress, and personal, academic, and vocational counseling. Students are transitioned into college through assistance with registration, financial aid, career planning, and ultimately into employment and/ or baccalaureate programs. (Nontransferable, nondegree applicable)

SEE PAGE 57 AND S8FOR DPS 16, 11S 11, 12S 12, 13S AND 14S AMERICAN SIGN LANGUAGE COURSE DESCRIPTIONS
This course is designed to enrich the aesthetic experience of the student. It focuses on different aspects of music, such as rhythm, pitch, and musical notation. The course emphasizes the development of individual insights, skills, and disciplines in the presentation of dramatic materials to audiences.

**Prerequisite:** DSPS 150A (4)

**Recommended Preparation:** DSPS 51A. This course will teach students with learning differences to understand and apply conversational techniques to current issues. (Nontransferable, nongrade applicable)

**See Page 61 for DSPS 33 and DSPS 34 Audiology Course Descriptions.**

**DSPS 35 (5)**

**Computer Access Evaluation**

1 Hr. Lab.

Prerequisite: A student must be eligible for services and instruction from the Disabled Student Program and Services through appropriate verification of a primary disability by certificated personnel and be able to benefit from the programs and services offered by the High Tech Center. This course is designed to teach keyboarding basics in a disability. Students may use adaptive learning technologies for successful access to computer hardware and software used for other mainstream basic skills support courses. (Nontransferable, nongrade applicable)

**DSPS 36 (1)**

**Adapted Keyboarding**

2 Hrs. Lab.

Prerequisite: A student must be eligible for services and instruction from the Disabled Student Program and Services through appropriate verification of a primary disability by certificated personnel and be able to benefit from the programs and services offered by the High Tech Center. This course is designed to teach keyboarding basics in disabilities. Students may use adaptive learning technologies for successful access to computer hardware and software used for other mainstream basic skills support courses. (Nontransferable, nongrade applicable)

**DSPS 37 (1)**

**Computer Access I**

2 Hrs. Lab.

Prerequisite: A student must be eligible for services and instruction from the Disabled Student Program and Services through appropriate verification of a primary disability by certificated personnel and be able to benefit from the programs and services offered by the High Tech Center. DSPS 36 is required if a student does not have adequate typing skills. Designed for students with visual, physical, language impairment, learning disabilities or deafness. This course provides training in the use of computer access technologies which enhance a disabled student's ability to access and use PCs which are used for other basic skills support courses. (Nontransferable, nongrade applicable)

**DSPS 38 (2)**

**Computer Access II**

1 Hr. Lab. 2 Hrs. Lab.

Prerequisite: A student must be eligible for services and instruction from the Disabled Student Program and Services through appropriate verification of a primary disability by certificated personnel and be able to benefit from the programs and services offered by the High Tech Center. This course is designed for disabled students who have successfully completed Computer Access I. Students will enhance their computer access skills through the completion of assignments and projects. This will allow them to use PCs in other basic skills support courses. (Nontransferable, nongrade applicable)

**DSPS 28A (2-2-2)**

**Toward Art for the Physically Limited**

4 Hrs. Lab.

This course is designed to enrich the aesthetic experience of the physically limited. Students will experiment with various art media and methods. (Nontransferable, nongrade applicable)

**DSPS 28B (1-1-1)**

**General and Applied Music for the Visually Handicapped**

2 Hrs. Lab. 1 Hr. Lab.

A course to provide experience with general music in terms of listening skills, elements, basic structure and style. Application of skills involving sensitivity to rhythm, pitch, sound and structure of music with individual and group participation in singing and in rhythmic accompaniment. Course designed for the visually handicapped. (Nontransferable, nongrade applicable)
ECE 22 (3) ADVANCED DEVELOPMENTAL PSYCHOLOGY AND OBSERVATION 3 Hrs. Lec. Advanced study of the principle theories of developmental psychology, including the study of assessment and observation as tools for understanding behavior and development. (CSU)

ECE 23 (3) EARLY CHILDHOOD CURRICULUM I 3 Hrs. Lec. A study of preschool curriculum and its application in the preschool environment. Students will learn to develop and write curriculum plans which incorporate developmental goals. Implementation of lesson plans at local preschools is required. (CSU)

ECE 24 (3) EARLY CHILDHOOD CURRICULUM II 3 Hrs. Lec. Advanced study and application of the preschool curriculum including techniques for enriching the preschool environment for creative expression. The value of play as an integral part of the preschool program and the use of interest centers and multicultural experiences for preschools is studied and applied in the preschool setting. (CSU)

ECE 25 (3) FIELD EXPERIENCE 1.5 Hrs. Lec. 10 Hrs. Field Experience Prerequisite: ECE 20, ECE 21, 22, and 23. Supervised field work in an early childhood program under the direction of a Master Teacher and college supervisor. The students will learn to assess, develop and implement curriculum and appropriate practices for young children in a supervised setting. (CSU)

ECE 26 (3) PRINCIPLES OF PARENTING 3 Hrs. Lec. This course is a study of the developmental tasks of parenting. It includes family dynamics, parenting skills, adjustment to new roles and family structures, values clarification and family communication. It is designed for parents, prospective parents and child care providers. (CSU)

ECE 27 (3) UNDERSTANDING EXCEPTIONAL STUDENTS 2 Hrs. Lec. 2 Hrs. Lab. (Same as DSPS 1) (CSU)

ECE 28 (3) ADMINISTRATION AND SUPERVISION IN EARLY CHILDHOOD EDUCATION 3 Hrs. Lec. Prerequisites: ECE/Psy 20, ECE 21, 22, 23, 24 and 25. This course incorporates basic management principles for preschools including curriculum development and implementation, personnel management, facility maintenance, budgeting, parent involvement, community relations, program evaluation and professional ethics. (CSU)

ECE 29 (3) INFANT/TODDLER DEVELOPMENT 3 Hrs. Lec. This course will cover the fundamental principles of prenatal and infant development from conception to age two as determined by heredity, society and human interaction. Prenatal development and the birth process are emphasized. Observations will be done on a neonate, infant and toddler. (CSU)

ECE 30 (3) INFANT/TODDLER CURRICULUM 3 Hrs. Lec. This course will prepare students to develop and implement an infant and/or toddler curriculum including the design of a developmentally appropriate learning environment. It will examine the methods currently in practice and study teacher competencies necessary for working with infants/toddlers. Students must put in 5 Hrs. Lab. TBA for the semester. (CSU)

ECE 31A (3) HEALTH, SAFETY & NUTRITION FOR TEACHERS OF YOUNG CHILDREN 2 Hrs. Lec. Health and safety needs for young children in group care. County and State mandates for health and safety. Basic nutrition for children including nutritional needs and food service in group care. (CSU)

ECE 31B (1) FIRST AID AND CPR FOR TEACHERS OF YOUNG CHILDREN 1 Hr. Lec. First Aid, CPR Module B: American Red Cross or American Heart Association certification in infant, child and adult CPR and First Aid. (Same as HT 17) (CSU)

ECE 31B-R (5) FIRST AID & CPR FOR TEACHERS OF YOUNG CHILDREN 5 Hrs. Lec. Prerequisite: Successful completion of ECE 31B/HT 17. First Aid/ CPR Module B Refresher: American Red Cross or American Heart Association certification update in infant and child CPR and First Aid. (Nontransferable, AA/AS degree only)

ECE 32 (3) MULTILINGUAL AND MULTICULTURAL CURRICULUM FOR YOUNG CHILDREN 3 Hrs. Lec. General introduction to life styles, values, and socioeconomic conditions of children from multicultural and bilingual families with special emphasis on ways in which these factors affect the teaching and learning process. Students are introduced to strategies, materials and resources designed to help them enhance the multilingual and multicultural experience of the children. (CSU)

ECE 32 (5) ADVANCED MANAGEMENT FUNCTIONS FOR THE OPERATION OF AN EARLY CHILDHOOD CENTER 3 Hrs. Lec. 2 Hrs. Lab. Prerequisites: ECE/Psy 20, 21, 22, 23 and 24, 25. This course is designed for those who plan to be directors in any child care center, both public and private, in the state of California. Principles and practices of program planning, budgeting and personnel administration for agencies serving children and families. (CSU)

ECE 24 (3) ADULT SUPERVISION IN EARLY CHILDHOOD PROGRAMS 3 Hrs. Lec. A study of the methods and principles of adult supervision in an early childhood setting from a developmental perspective. Topics covered include competence in personnel management, effective interpersonal communication, how adults learn, team building. (CSU)

ECE 35 (1) FAMILY CHILD CARE MANAGEMENT 3 Hrs. Lec. Instruction in operating home based childcare as a successful business. Topics covered include bookkeeping, tax laws, licensing requirements, management skills, scheduling and policies. (Nontransferable, AA/AS degree only)

ECE 36 (1) FAMILY CHILD CARE PROVIDER AND PARENT RELATIONS 3 Hrs. Lec. A study of appropriate provider and parent communication techniques and strategies. Includes problem-solving, decision making, conflict resolution, methods for increasing parent involvement and participation in child’s care and education. (Nontransferable, AA/AS degree only)

ECE 37 (1) FAMILY CHILD CARE LICENSING AND RESOURCES 3 Hrs. Lec. A study of California Child Care requirements, funding possibilities and community resources. (Nontransferable, AA/AS degree only)

ECON 1 (3) PRINCIPLES OF ECONOMICS 3 Hrs. Lec. An introduction to economic concepts and the principles of economic analysis. Emphasis on economic institutions, issues of public policy, and macro-analysis in gross domestic product, money and banking, international business, and economic stabilization. (CSU, UC)

ECON 2 (3) PRINCIPLES OF ECONOMICS 3 Hrs. Lec. An introduction to economic concepts and the principles of economic analysis. Emphasis on economic institutions, issues of public policy, and macro-analysis in the direction of production and the allocation of resources through the price system. (CSU, UC)
EMERGENCY MEDICAL TECHNICIAN

EMT 1 (6.5) EMERGENCY MEDICAL TECHNICIAN 1

6.5 Hrs. Prerequisite: Successful completion of EMT 1A. This course is designed to fulfill the California Fire Training Authority's training requirements for entry-level emergency care providers. This course provides the foundation necessary for students who wish to pursue a career in emergency medical services. This course also provides the necessary knowledge and skills to pass the California Paramedic Qualifying Exam. Students will be able to provide emergency care in a variety of settings, including but not limited to, hospitals, ambulance services, and wilderness environments. This course is approved by the Imperial County Fire Training Authority and the California Emergency Medical Services Authority. This course includes both didactic and practical components, including lectures, demonstrations, and hands-on practice sessions.

Prerequisite: Successful completion of EMT 1A. This course provides the necessary knowledge and skills to pass the California Paramedic Qualifying Exam. Students will be able to provide emergency care in a variety of settings, including but not limited to, hospitals, ambulance services, and wilderness environments. This course is approved by the Imperial County Fire Training Authority and the California Emergency Medical Services Authority. This course includes both didactic and practical components, including lectures, demonstrations, and hands-on practice sessions.

EMT 2A (7) EMERGENCY MEDICAL TECHNICIAN 2A

7 Hrs. Prerequisite: Successful completion of EMT 2A. This course is designed to fulfill the California Fire Training Authority's training requirements for entry-level emergency care providers. This course provides the foundation necessary for students who wish to pursue a career in emergency medical services. This course also provides the necessary knowledge and skills to pass the California Paramedic Qualifying Exam. Students will be able to provide emergency care in a variety of settings, including but not limited to, hospitals, ambulance services, and wilderness environments. This course is approved by the Imperial County Fire Training Authority and the California Emergency Medical Services Authority. This course includes both didactic and practical components, including lectures, demonstrations, and hands-on practice sessions.

EMT 2B (5) EMERGENCY MEDICAL TECHNICIAN 2B

5 Hrs. Prerequisite: Successful completion of EMT 2B. This course is designed to fulfill the California Fire Training Authority's training requirements for entry-level emergency care providers. This course provides the foundation necessary for students who wish to pursue a career in emergency medical services. This course also provides the necessary knowledge and skills to pass the California Paramedic Qualifying Exam. Students will be able to provide emergency care in a variety of settings, including but not limited to, hospitals, ambulance services, and wilderness environments. This course is approved by the Imperial County Fire Training Authority and the California Emergency Medical Services Authority. This course includes both didactic and practical components, including lectures, demonstrations, and hands-on practice sessions.

EMT 3R (3) EMERGENCY MEDICAL TECHNICIAN 3R

3 Hrs. Prerequisites: Successful completion of EMT 3R. This course is designed to fulfill the California Fire Training Authority's training requirements for entry-level emergency care providers. This course provides the foundation necessary for students who wish to pursue a career in emergency medical services. This course also provides the necessary knowledge and skills to pass the California Paramedic Qualifying Exam. Students will be able to provide emergency care in a variety of settings, including but not limited to, hospitals, ambulance services, and wilderness environments. This course is approved by the Imperial County Fire Training Authority and the California Emergency Medical Services Authority. This course includes both didactic and practical components, including lectures, demonstrations, and hands-on practice sessions.

EMT 4RD (4) EMERGENCY MEDICAL TECHNICIAN 4RD

4 Hrs. Prerequisite: Successful completion of EMT 4RD. This course is designed to fulfill the California Fire Training Authority's training requirements for entry-level emergency care providers. This course provides the foundation necessary for students who wish to pursue a career in emergency medical services. This course also provides the necessary knowledge and skills to pass the California Paramedic Qualifying Exam. Students will be able to provide emergency care in a variety of settings, including but not limited to, hospitals, ambulance services, and wilderness environments. This course is approved by the Imperial County Fire Training Authority and the California Emergency Medical Services Authority. This course includes both didactic and practical components, including lectures, demonstrations, and hands-on practice sessions.

EMT 5RD (5) EMERGENCY MEDICAL TECHNICIAN - FIRST RESPONDER, REFRESHER

5 Hrs. Prerequisites: Successful completion of EMT 5RD. This course is designed to fulfill the California Fire Training Authority's training requirements for entry-level emergency care providers. This course provides the foundation necessary for students who wish to pursue a career in emergency medical services. This course also provides the necessary knowledge and skills to pass the California Paramedic Qualifying Exam. Students will be able to provide emergency care in a variety of settings, including but not limited to, hospitals, ambulance services, and wilderness environments. This course is approved by the Imperial County Fire Training Authority and the California Emergency Medical Services Authority. This course includes both didactic and practical components, including lectures, demonstrations, and hands-on practice sessions.

EMT 6RD (6) EMERGENCY MEDICAL TECHNICIAN - PARAMEDIC PRECLINICAL

6 Hrs. Prerequisite: Successful completion of EMT 6RD. This course is designed to fulfill the California Fire Training Authority's training requirements for entry-level emergency care providers. This course provides the foundation necessary for students who wish to pursue a career in emergency medical services. This course also provides the necessary knowledge and skills to pass the California Paramedic Qualifying Exam. Students will be able to provide emergency care in a variety of settings, including but not limited to, hospitals, ambulance services, and wilderness environments. This course is approved by the Imperial County Fire Training Authority and the California Emergency Medical Services Authority. This course includes both didactic and practical components, including lectures, demonstrations, and hands-on practice sessions.
EMT-P F1 (3.5)
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC
FIELD I

15.8 Hrs. Lab.
Prerequisite: Successful completion of EMT-P D1, EMT-P D2, EMT-P C1, EMT-P C2. May enter EMT-P F1 up to 1 year after completion of EMT-P D1, EMT-P D2, EMT-P C1 & EMT-P C2. Completion of the EMS Training Coordinator and EMS Training Medical Director. This course is the first phase of the field training of the paramedic program. This portion of training enables the student to put all didactic and skills training, as well as, the clinical experience, together, for benefit to the pre-hospital setting. The field internship is a period of supervised experience on an intensive care vehicle which provides the student with a progression of increasing patient care responsibilities which proceeds from observation to working as a team member. The student will be under the direct supervision and observation of a nurse with pre-hospital ALS experience or of an EMT-Paramedic approved by the EMS Authority. After progressing through record keeping and participation in actual patient care, the student shall ultimately function as the patient care leader. Students must be aware of the intensity of the course that requires dedication to successfully complete this phase of field training. In addition to scheduled field time, the student must complete 30 advanced life support contacts as defined in the California Code of Regulations, Title 22, Division 9. (CSU)

EMT-P F2 (8)
EMERGENCY MEDICAL TECHNICIAN-PARAMEDIC
FIELD II

13.3 Hrs. Lab.
Prerequisite: Successful completion of EMT-P D1, EMT-P D2, EMT-P C1, EMT-P C2, and EMT-P F1. Applicable may petition for exemption from this course providing: Applicant is currently certified as an EMT 2 with a minimum of 1 year experience. Applicant demonstes progression of completion of EMT 2 program with training and training hours equivalent to IVC’s EMT 2 program. Applicant completes all other paramedic training program requirements. Applicant has approval of program coordinator and medical director. Applicant successfully completes EMT 2 proficiency exam. This course is the last segment for Advanced Life Support Paramedic training. This course is designed to enhance the student's critical performance as an advanced life support provider in the pre-hospital setting. The student is now able to practice, in the pre-hospital environment, using all training acquired through previous segments of basic training program. Performing under a paramedic preceptor, the student will function as a paramedic, using all assessment skills, communication skills, use of advanced life support equipment, monitors and procedures. The student will learn how to incorporate all learned knowledge of advanced life support pre-hospital care to administer optimum patient care in the field. Students must be aware of the intensity of this segment. It is expected that the student will successfully complete all of this field training. Students must complete a minimum of 10 advanced life support contacts as defined in the California Code of Regulations, Title 22, Division 9. (CSU)
IMPERIAL VALLEY COLLEGE

ENGL 11A (3.5)

ENGLISH SKILLS FOR VOCATIONS

3 Hrs. Lab. *1 Hr. Lab.
Recommended Preparation: Appropriate ESL placement recommendation or completion of Eng 12B and Eng 1A. Designed to help adequate readers become superior readers. Recommended for college transfer students who wish to develop the critical reading and thinking skills necessary for all types of college level reading.(Nontransferable, nondegree applicable)

ENGL 12A (3.5)

INTERMEDIATE DEVELOPMENT

3 Hrs. Lab. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng 13B. A course at the upper intermediate level designed to refine those skills designated in Eng 13A/13B. Includes additional instruction in study skills, outlining, previewing, summarizing, and critical reading. (Nontransferable, nondegree applicable)

ENGL 12B (3.5)

INTERMEDIATE DEVELOPMENT

3 Hrs. Lab. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng 13B. This course aims to build reading efficiency to college level to ensure reading competency for graduation from IVC and/or successful completion of transfer level courses. Course work includes practice in whole chapter note-taking, vocabulary building, study reading, informed reading of literature, and reinforcement of critical thinking skills. (Nontransferable, AA/AS degree only)

ENGL 13A (3.5)

INTERMEDIATE DEVELOPMENT

3 Hrs. Lab. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng 13A. A course at the lower intermediate level for the student needing additional instruction in vocabulary and study skills. Emphasis will be on fundamental understanding of texts, and increasing word knowledge. (Nontransferable, nondegree applicable)

ENGL 13B (3.5)

ADVANCED VOCABULARY BUILDING AND SPELLING FOR ESL

3 Hrs. Lab.
Recommended Preparation: Eng 25 or Eng 5. The student will work on English-Spanish cognates, roots and prefixes, idioms, general vocabulary, subject matter (e.g., psychology, history), reading in vocabulary, parts of speech, dictionary skills, word connotation and usage, and listening comprehension. The emphasis will be on writing and listening more than on oral work, and on independent vocabulary building as well as on group work. (Nontransferable, nondegree applicable)

ENGL 14A (3.5)

READING I: DEVELOPMENT FOR BILINGUALS

3 Hrs. Lab. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng 14A. A course designed to develop reading efficiency of bilingual students. Phonics comprehension, word analysis, vocabulary building will be included, as well as those study skills directly related to reading. (Nontransferable, nondegree applicable)

ENGL 14B (3.5)

READING II: DEVELOPMENT FOR BILINGUALS

3 Hrs. Lab. *1 Hr. Lab.
Recommended Preparation: Appropriate placement recommendation or completion of Eng 14A. This course will bring advanced ESL students to a near-native level of fluency and listening comprehension so that they may successfully compete with native speakers. Students will prepare, present and evaluate activities such as speeches, oral interpretations, interviews, reports, debates, and simulation games. Emphasis will be given to the use of the library to provide appropriate material for topics of academic and personal interest. Recommended for students concurrently enrolled in Eng 12A and Eng 12AB. May be taken as a preparation, but not as a substitute, for Speech 1. (Nontransferable, nondegree applicable)

ENGL 15A (3.5)

ADVANCED SPEAKING FOR BILINGUALS

3 Hrs. Lab.
Recommended Preparation: Eng 25. This course is designed to bring ESL bilingual students to a near-native level of fluency and listening comprehension so that they may successfully compete with native speakers. Students will prepare, present and evaluate activities such as speeches, oral interpretations, interviews, reports, debates, and simulation games. This course may be taken as a preparation, but not as a substitute, for Speech 1. (Nontransferable, nondegree applicable)

ENGL 15B (3.5)

BASIC PUBLIC SPEAKING FOR BILINGUALS

3 Hrs. Lab.
Recommended Preparation: Eng 25. This course is designed to bring ESL students to a near-native level of fluency and listening comprehension so that they may successfully compete with native speakers. Students will prepare, present and evaluate activities such as speeches, oral interpretations, interviews, reports, debates, and simulation games. This course may be taken as a preparation, but not as a substitute, for Speech 1. (Nontransferable, nondegree applicable)

ENGL 16A (3.5)

BILINGUALS' LAB

Recommended Preparation: Concurrent enrollment in Eng 25 or Eng 5. A course designed to bring ESL bilingual students to a near-native level of fluency and listening comprehension so that they may successfully compete with native speakers. This course will cover the fundamentals of the English sound system. Listening and speaking will be emphasized through basic dialogic tasks to be learned, through simple stories to be listened to, and through questions to be answered orally. (Nontransferable, nondegree applicable)

ENGL 16B (3.5)

BEGINNING ORAL ENGLISH FOR ESL

3 Hrs. Lab.
Recommended Preparation: Concurrent enrollment in Eng 6. A course designed for the beginning ESL student. The course will cover the fundamentals of the English sound system. Listening and speaking will be emphasized through basic dialogic tasks to be learned, through simple stories to be listened to, and through questions to be answered orally. (Nontransferable, nondegree applicable)

ENGL 17A (3.5)

SURVEY OF WORLD LITERATURE

3 Hrs. Lab.
Prerequisite: Eng 1A, with a grade of "C" or better. Recommended Preparation: Eng 1B. A study of the works of major American writers. (CSU, UC)

ENGL 17B (3.5)

SURVEY OF WORLD LITERATURE

3 Hrs. Lab.
Prerequisite: Eng 1A, with a grade of "C" or better. Recommended Preparation: Eng 1B. A study of selected literature of the Hebrews, Greeks, Romans, the Middle Ages, and the Renaissance. Emphasis on literature other than American and English. (CSU, UC)

ENGL 19 (3.5)

SURVEY OF AMERICAN LITERATURE

3 Hrs. Lab.
Prerequisite: Eng 1A, with a grade of "C" or better. Recommended Preparation: Eng 1B. A study of the works of major American writers. (CSU, UC)

ENGL 23 (3.5)

INTERMEDIATE VOCABULARY BUILDING AND SPELLING FOR ESL

3 Hrs. Lab.
Recommended Preparation: Concurrent enrollment in Eng 5. The intermediate ESL student will work on roots and prefixes, idioms, spelling, pronunciation, parts of speech, irregular verbs, and the learning of new words. A lot of class practice will be given in oral and written use of new words and expressions. (Nontransferable, nondegree applicable)

ENGL 25 (3.5)

BEGINNING VOCABULARY BUILDING AND SPELLING FOR ESL

3 Hrs. Lab.
Recommended Preparation: Concurrent enrollment in Eng 5. A course at the lower intermediate level for the student needing additional instruction in comprehension, vocabulary and study skills. Emphasis will be on fundamental understanding of texts, and increasing word knowledge. (Nontransferable, nondegree applicable)

ENGL 36 (3.5)

BEGINNING ORAL ENGLISH FOR ESL

3 Hrs. Lab.
Recommended Preparation: Concurrent enrollment in Eng 6. A course designed for the beginning ESL student. The course will cover the fundamentals of the English sound system. Listening and speaking will be emphasized through basic dialogic tasks to be learned, through simple stories to be listened to, and through questions to be answered orally. (Nontransferable, nondegree applicable)

ENGL 45 (3.5)

INTERMEDIATE ORAL ENGLISH FOR ESL

3 Hrs. Lab.
Recommended Preparation: Concurrent enrollment in Eng 5. A conversational course designed for the intermediate student of ESL. Students will utilize oral English by creating their own dialogues and presenting them, and by speaking on posters or other visual materials. Differences between the students' native language and English and how these differences affect the students' oral English will be discussed. (Nontransferable, nondegree applicable)
ENGL 46A (3) THE MEXICAN AMERICAN IN LITERATURE
3 Hrs. Lect.
Recommended Preparation: Eligibility for Engl 1A. Study of the contributions by Mexican Americans to all genres of literature. Course to be developed through the study of the Mexican American historical background, and by contrasting and comparing the works of Mexican Americans with their familiar Anglo American counterparts, as well as with the works of familiar Mexican authors. This course will concentrate on the cultural and literary heritage of the Mexican American. Conducted in English. (Same as Span 28A) (CSU, UC)

ENGL 46B (3) THE MEXICAN AMERICAN IN LITERATURE
3 Hrs. Lect.
Recommended Preparation: Eligibility for Engl 1A. A continuation of 46A with emphasis on contemporary Mexican American writers. Conducted in English. Engl 46B may be taken before Engl 46A. (Same as Span 28B) (CSU, UC)

ENGL 47 (3) INTRODUCTION TO THE BIBLE AS LITERATURE
3 Hrs. Lect.
Prerequisite: Engl 1A, with a grade of "C" or better. Recommended Preparation: Engl 2B or Engl 1A. A study of a literature of history and life of the Bible. (CSU, UC)

ENGL 50 (3) ADVANCED COMPOSITION
3 Hrs. Lect.
Prerequisite: Engl 1A with a grade of "C" or better. Emphasizes critical thinking in reading and writing beyond that achieved in Engl 1A. Writing assignment will focus on deduction and induction as an understanding of the fallacies of language and thought, the application of valid evidence, and refutation. (CSU, UC)

ENGL 50E (1) ADVANCED COMPOSITION - HONORS
1 Hr. Lect.
Recommended Preparation: Engl 1A with a grade of B or better. Conquisite: Engl 50. A roundtable seminar, this course will emphasize original evaluation and "strong area" critical thinking. Through analytic reading, writing for critical analysis and clarification of values, and roundtable discussion, students will evaluate the ideas and values assumptions of fifteen great thinkers in relation to their own ideas and values assumptions, as well as to those of other thinkers. (CSU, UC)

ENGL 52 (3) INTRODUCTION TO LINGUISTICS
3 Hrs. Lect.
Recommended Preparation: Engl 2B or Engl 1A. Introduction to the various branches of linguistics: language classification, dialectal variation, psycholinguistics, sociolinguistics, semantics. Specific work on English sounds, grammar, and dialects, including comparisons of English with Spanish. Recommended for teachers, teacher aides, students of foreign languages, and anyone interested in extending his/her knowledge of language. Suitable for English speaking and bilingual students. (CSU, UC)

ENGL 53A (3) (CAN ENGL 6)
CREATIVE WRITING
3 Hrs. Lect.
Prerequisite: Engl 1A with a grade of "C" or better. Recommended Preparation: Engl 1B. Study and application of the principles of literary construction, plus exercises in the writing of imaginative literature, including short story, poetry, drama, and essay. (CSU, UC)

ENGL 54 (3) INTRODUCTION TO FILM HISTORY AND CRITICISM
2 Hrs. Lect. 2 Hrs. Lab.
The origin and development of movies as an entertainment industry, as a technological medium, and as an art form. Key films from different historical periods will be examined for their technological and artistic contributions to the art of film making. (CSU, UC)

ENGL 55 (3) INTRODUCTION TO TECHNICAL AND REPORT WRITING
3 Hrs. Lect.
Recommended Preparation: Engl 2B or Engl 1A. Practical experience with technical writing: reports, descriptions, proposals, and evaluations. Writing assignments will be tailored to the interests of individual students. (CSU)

ENGL 59 (3) GRAMMAR AND USAGE REVIEW
3 Hrs. Lect.
Recommended Preparation: Eligibility for Engl 2A. Review of traditional/structural grammar; review of usage rules regarding punctuation, mechanics, capitalization; review of spelling rules; practice with summary/report writing done by the student. (Nontransferable, nondegree applicable)

ENGL 60ABC (1-1-1) LANGUAGE LABORATORY
2 Hrs. Lab.
Conquisite: Enrollment in ESL classes. Individual language laboratory practice with prepared taped materials and texts in the language laboratory. Practice in listening comprehension and pronunciation. Grammar and sentence development through structured lessons on tapes. Supplementary course for beginning, intermediate and advanced levels in ESL. (Nontransferable, nondegree applicable)

ENGL 62ABC (1-1-1) INDIVIDUALIZED WRITING SKILLS
2 Hrs. Lab.
Recommended Preparation: Eligibility for Engl 4A, Engl 14A, or higher. This is a course designed to provide supplemental work for students in regular writing classes or for independent study. A certificated instructor diagnoses writing deficiencies and prescribes remediation. Individual assignments are given for improving problem areas in grammar, usage, rhetorical skills, and to eliminate non-English language interference. The course is designed to assist students in any course(s) requiring writing skills. The 36 required hours will be set by arrangement with the student and must be undertaken in the Reading/Writing Lab. (Nontransferable, nondegree applicable)

ENVY 105 (3) HAZARDOUS MATERIALS MANAGEMENT APPLICATION
2 Hrs. Lect. 2 Hrs. Lab.
Recommended Preparation: Engls 12B and Engl 2B, Env T 100 & Env T 103. This course examines requirements of federal, state, and local laws and regulations relating to hazardous materials disclosures. It will cover: California and Federal OSHA Hazard Communications standards, Emergency Planning and Community Right to Know Laws, Safe Drinking Water and Toxic Enforcement Act, transportation and underground tank regulations will be addressed. Air and water quality issues will be examined with emphasis on applications of laws, regulations and procedures including identification of toxic air and water pollutants; source review and permitting; and general planning and reporting functions. (CSU)

ENVY 107 (3) HAZARDOUS WASTE MANAGEMENT APPLICATION
2 Hrs. Lect. 2 Hrs. Lab.
Recommended Preparation: Env T 100 & Env T 103. This course will include a study of the requirements and applications of Federal, State and local laws and regulations relating to Hazardous Waste Management. Emphasis applicable to industry including proper labeling, packaging, discarding and manifesting of Hazardous wastes; storage, treatment, and disposal as well as regulatory planning and reporting functions. It will also include a study of the requirements and applications of environmental sampling, methodology, equipment and maintenance, calibration procedures, basic analytical techniques and data interpretation. Selecting and working with analytical service laboratories, development and use of sampling plans and performance of basic tests using typical field equipment will also be covered. (CSU)

ENVY 109 (3) HEALTH EFFECTS OF HAZARDOUS MATERIALS
3 Hrs. Lect.
Recommended Preparation: Env T 100, Bioi 3, Chem 1A. This is a seminar course that includes the basics of toxicology and will cover the health effects produced by exposure to chemical hazards. The course is an overview of toxicology including environmental and physiological processes, sources of exposure to toxins, and patterns of acute and chronic health effects. The second major focus will address the basic study of industrial hygiene regulations and standards, sources of information concerning harmful agents, use of personal protective equipment, exposure guidelines and limits, and control and monitoring of hazardous agents in the workplace and risk evaluation. Emphasis will be placed on ethical responsibilities of people handling hazardous materials and the proper safety attitude. (CSU)
ENV T 113A (2) SAFETY AND EMERGENCY RESPONSE, FUNDAMENTALS OF HAZARDOUS MATERIALS FOR THE FIRST RESPONDER
3 Hrs. Lect.
Recommended Preparation: Env T 100, Env T 101. This course covers the fundamental health and safety aspects of working with hazardous materials. It presents valid information for awareness and understanding of the major hazards to hazardous materials emergencies. Included is information regarding legal requirements, compliance with regulations, health effects, treatment, agency protocols and responsibilities in emergency procedures, and incident command functions. Anyone who may discover or respond to a Haz-Mat incident (i.e., fire, law, health, transportation, public works, private industry) must have this level of training. Successful completion of this course includes a certificate of completion from the California Specialty Training Institute (CSTI) through the Office of Emergency Services (OES) at the First Responder Operational Level (FRO). (Same as FIRE 130) (CSU)

ENV T 113B (2) SAFETY AND EMERGENCY RESPONSE, SPILL CONTROL AND EMERGENCY RESPONSE
1 Hr. Lect. 3 Hrs. Lab.
Recommended Preparation: Env T 100, Env T 113A. Study of procedures for safety and emergency response to chemical spills in industrial and field settings. The focus is on various spill control schemes, containment, mitigation procedures, development and implementation of a personal protective program pursuant to OSHA standards. (CSTI)

FIRE TECHNOLOGY

Students who have successfully completed the following courses through 1) National Fire Academy (NFA) or 2) the California Department ofForestry and Fire Protection (CDF) may request equivalent credit from the California Fire Service Training and Education System (CFSTES) and petition for FVC course work credit within the Fire Technology curriculum.

PROCEDURE: To obtain FVC credit for completing an equivalent course in Fire Technology, the student should contact a counselor for assistance with the preparation and filing of a petition for credit with the Registrar's Office.

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FIRE 64 (3) FUNDAMENTALS OF FIRE SERVICE OPERATIONS
3 Hrs. Lect.
Recommended Preparation: Completion of or concurrent enrollment in FIRE 100. Provides the student with the fundamentals of fire department organization, management, and resources, and the use of those resources to control various emergencies. (CSU)

FIRE 88 (1) AUTO EXTRICATION
1 Hr. Lect.
This course provides students with the information and skills necessary to operate within the procedures and systems utilized during an automobile extrication. Subjects covered include: auto extrication size-ups; types of incidents; safety precautions; ICS for auto extrication; types of hand and power tools; removing windows; opening doors; removing roofs; pulling steering wheels; moving foot pedals; raising dashboards; pulling seats; stabilization of vehicles; and simulated rescues of trapped victims. (CSU)

FIRE 95A-BCD (3) OIL FIRE CONTROL SCHOOL
1 Hr. Lect. 3 Hr. Lab.
This course provides students with general information, techniques and strategies in dealing with flammable liquids and gases. Students are provided with practical exercises in controlling and then in extinguishing flammable liquid and gas fires at selected burn sites under controlled supervision. (CSU)

FIRE 96 (3) PIPELINE TRANSPORTATION EMERGENCIES
5 Hr. Lab.
This course is designed to create emergency support effectiveness in preventing, controlling, and terminating accidents involving pipeline transportation. (CSU)

FIRE 100 (3) FIRE PROTECTION ORGANIZATION
3 Hrs. Lab.
This course provides the student with the information and skills necessary to operate within the procedures and systems utilized during an automobile extrication. Subjects covered include: auto extrication size-ups; types of incidents; safety precautions; ICS for auto extrication; types of hand and power tools; removing windows; opening doors; removing roofs; pulling steering wheels; moving foot pedals; raising dashboards; pulling seats; stabilization of vehicles; and simulated rescues of trapped victims. (CSU)

FIRE 105, 110, 111, 112, 114

FIRE 100, Fire Protection Organization
FIRE 101, Fire Prevention Technology
FIRE 102, Fire Protection Equipment and Systems
FIRE 103, Building Construction for Fire Protection
FIRE 104, Fire Behavior and Combustion

Students who have other previous education/training in course material, other than those listed, may petition for FVC course work credit within the Fire Technology curriculum. Credit may be given upon presentation of documentation of successful completion and Division Chair approval.

FIRE 105 (3) BUILDING CONSTRUCTION FOR FIRE PROTECTION
3 Hrs. Lect.
Prerequisite: FIRE 100, concurrent enrollment or equivalent. This course covers the historical fundamentals of how and why fires start, spread, and are controlled. An in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents, and fire control techniques will be covered. This is one of six CORE courses required for an associate degree in Fire Technology. (CSU)

FIRE 106 (3) EMERGENCY MEDICAL TECHNOLOGY 1
3.5 Hrs. Lect. 1 Hr. Lab. (Same as EMT 1) (CSU)

FIRE 106R (2) EMERGENCY MEDICAL TECHNOLOGY 1 - REFRESHER
2 Hrs. Lab. (Same as EMT 1B) (CSU)

FIRE 106 (1) FIRE FINDING TECHNICIAN (FIRE TET)
1 Hr. Lab. 3 Hrs. Lab.
A course for individuals who must determine fire aid and/or CPR prior to the availability of pre-hospital care personnel with advanced training and certification/licensure. This course is primarily for fire department and law enforcement personnel. It satisfies the minimum requirements for this type of personnel as outlined in the California Code of Regulations, approved by the California Emergency Medical Services Authority. Upon successful completion of this course, the participant will receive a completion certificate from IVC and a CPR course completion card through the American Heart Association. (CSU)
FIRE 110 (3)  
INTRODUCTION TO FIRE FIGHTER  
3 Hrs. Lab.  
Introduction into basic fire technology. Course will introduce fire service organization and responsibilities. Fire behavior, extinguishing theory, protection and safety will be presented. Fire equipment such as self-contained breathing apparatus, portable extinguishers, rope, knots, and latches will be included. Course material is within the guidelines of training for Fire Fighter I certification as specified by the California Fire Service Training and Education System (CFSTES) of the office of the State Fire Marshal. This is part of a six-part program that will satisfy course requirements for California State Fire Fighter I certification. (CSU)

FIRE 111 (2.5)  
STREAMS, NOZZLES, HOSE AND APPLIANCES  
2 Hrs. Lab., 5 Hr. Lab.  
Prerequisite: FIRE 110. A course to continue with training in basic fire technology. Fire streams and nozzles, fire hose and appliance will be presented. Manipulative skills will be included. Course material is within the guidelines of training for Fire Fighter I certification as specified by the California Fire Service Training and Education System (CFSTES) of the office of the State Fire Marshal. This is part of a six-part program that will satisfy course requirements for California State Fire Fighter I certification. (CSU)

FIRE 122 (3)  
GROUND LADDERS, FORCIBLE ENTRY AND RESCUE  
2 Hrs. Lab., 5 Hr. Lab.  
Prerequisite: FIRE 110. A continuation of basic Fire Fighter I training. Ground ladders, forcible entry, and rescue techniques will be presented. Manipulative performance training will be included. Course material is within the guidelines of training for Fire Fighter I certification as specified by the California Fire Service Training and Education System (CFSTES) of the office of the State Fire Marshal. This is part of a six-part program that will satisfy course requirements for California State Fire Fighter I certification. (CSU)

FIRE 133 (2)  
VENTILATION AND FIRE CONTROL  
2 Hrs. Lab.  
Prerequisite: FIRE 110. A continuation of basic Fire Fighter I training. Ventilation and fire control techniques will be presented. Course material is within the guidelines of training for Fire Fighter I certification as specified by the California Fire Service Training and Education System (CFSTES) of the office of the State Fire Marshal. This is part of a six-part program that will satisfy course requirements for California State Fire Fighter I certification. (CSU)

FIRE 114(3.5)  
FIREFIGHTER I-ADVANCED  
2.5 Hrs. Lab., 11 Hr. Lab.  
Prerequisite: FIRE 110. A more advanced portion of basic Fire Fighter I training. Topics to be presented include: salvage and overhauled, fire hydrants, water supplies, fire protection systems, fire prevention and investigation, hazardous materials, fire alarm communications, and vehicle extrication overview. Course material is within the guidelines of training for Fire Fighter I certification as specified by the California Fire Service Training and Education System (CFSTES) of the office of the State Fire Marshal. This is part of a six-part program that will satisfy course requirements for California State Fire Fighter certification as specified by the California Fire Service Training and Education System (CFSTES) of the office of the State Fire Marshal. This is part of a six-part program that will satisfy course requirements for California State Fire Fighter I certification. (CSU)

FIRE 116 (2)  
FIRE HYDRAULICS  
2 Hrs. Lab.  
This course involves the study of calculations required to assure adequate water pressures and volumes at fire department operations. Besides calculation emphasis, the course will cover hydraulic laws and formulas as applied to the fire service, application of formulas and mental calculations of hydraulic problems, the pressure of fluids, fire pump operations and design, hose line construction and capability, water supply problems, and the capabilities of a community water supply. (CSU)

FIRE 120 (3)  
FUNDAMENTALS OF HAZARDOUS MATERIALS FOR FIRST RESPONDER  
3 Hrs. Lab.  
(Same as Env T 113A) (CSU)

FIRE 200A (2)  
DRIVER/OPERATOR - DRIVING  
2 Hrs. Lab.  
This course is designed to meet the technical and driving requirements as established by the State Fire Marshal for fire emergency vehicles. Course will include study of driver responsibilities, vehicle laws, emergency response procedures, apparatus and equipment inspection and maintenance procedures, maneuvering of fire apparatus through controlled driving exercises and in normal traffic conditions. Successful completion of this course will satisfy one of the requirements to be eligible to apply for certification as a Fire Apparatus Driver/Operator through CFSTES. (CSU)

FIRE 200B (2)  
DRIVER/OPERATOR - PUMPING  
2 Hrs. Lab.  
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. Course is designed to present the study of pumping principles, pump operation and design, water supply problems. Successful completion of this course will be given to assist the participant to successfully pass the certification examination for a Fire Apparatus Driver/Operator through CFSTES. (CSU)

FIRE 201A (2)  
FIRE INVESTIGATION 1A  
2 Hrs. Lab.  
Prerequisite: Completion of 12 units in Fire Technology at the 100 level of current affiliation with a fire agency. Course is designed to present the study of fire investigation procedures and the techniques of interviewing witnesses and suspects, arrest and detention procedures, point of origin determination, motives of the fire setter, and report writing. Successful completion will satisfy one of the State Fire Marshal’s training requirements for certification as a Fire Investigator I (CSU).

FIRE 201B (2)  
FIRE INVESTIGATION 2B  
2 Hrs. Lab.  
Prerequisite: FIRE 210A. This course provides the participant with information to achieve a deeper understanding of fire investigation. The course builds on Fire Investigation 1A and adds topics of discussion (including the juvenile firesetter). Additional emphasis will be given to evidence collection and preservation procedures. Successful completion will satisfy one of the State Fire Marshal’s training requirements for certification as a Fire Investigator I (CSU).

FIRE 204A (2)  
FIRE PREVENTION 1A  
2 Hrs. Lab.  
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. Course is designed to provide the student with an understanding of fire prevention inspections, surveying and mapping procedures and recognition of fire and life hazards. Material presented will focus on code use, improvements, enforcement and fire cause, consideration of various flammable materials, properties of plastics, and portable and fixed fire protection equipment. Successful completion fulfills one of the fire prevention requirements for California State Fire Officer Certification. (CSU)

FIRE 204B (2) 
FIRE PREVENTION 2B  
2 Hrs. Lab.  
Prerequisite: FIRE 204A. This course is a continuation of the study of fire prevention. Topics include a continuation of fire and life hazards, engineering a solution of hazards, enforcing the solution, and public relations as affected by fire prevention. Other focuses include building construction, fire suppression, fire detection, fire alarm systems, code enforcement, fire and life safety, as well as fire department services. Successful completion of this course and FIRE 204A fulfills the fire prevention requirements for California State Fire Officer Certification. (CSU)

FIRE 210A (2)  
FIRE INSTRUCTOR 1A  
2 Hrs. Lab.  
Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency. Course is designed to provide fire service personnel with the instructional terms and concepts associated with vocational education. It will provide a variety of methods and techniques for training their subscribes in accordance with the latest concepts in vocational education. Preparation techniques will be presented on how to select, develop, organize, and utilize instructional materials appropriate for teaching management and technical lessons. An opportunity to apply major principles of learning through teaching demonstrations will be provided. Successful completion of this course will satisfy one of the requirements to become a State Fire Marshal/Registered Fire Instructor. (CSU)

FIRE 220A (2)  
FIRE COMMAND 1A  
2 Hrs. Lab.  
Prerequisite: FIRE 220A. A course designed for the initial response company officer involved in hazardous materials incidents. Includes hazardous materials simulations, notification of other agencies, protectionive actions for firefighters, and containment techniques. This course will satisfy one of the prerequisites for Fire Command 2B presented through the State Fire Academy. (CSU)

FIRE 220B (2)  
FIRE COMMAND 2B  
2 Hrs. Lab.  
Prerequisite: FIRE 220A. A course designed for the initial response company officer involved in hazardous materials incidents. Includes hazardous materials simulations, notification of other agencies, protective actions for firefighters, and containment techniques. This course will satisfy one of the prerequisites for Fire Command 2B presented through the State Fire Academy. (CSU)

FRENCH

High School Foreign languages courses may be used for the purpose of placement in the college courses and may be counted toward meeting the foreign language requirement in various majors. These high school courses are accepted as college credit toward graduation. The IVC Counseling Center for further information.

The last year course taken by a student in the high school language sequence may be repeated in college for graduation credit, not to exceed five units of repeated foreign language work. Students with high school language credit are strongly advised to see the instructor before enrolling.

Students who have recently studied French for three years in high school are recommended to take the third semester of the college level course.
FREN 1 (5)
ELEMENTARY FRENCH
5 Hrs. Lec.
This course stresses the basic skills of listening comprehension, speaking, reading, and writing. Preparation: Completion of Fren 1A and 1B will be equivalent to Fren 1, and the total of 5 units. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 1A (2.5)
ELEMENTARY FRENCH
2.5 Hrs. Lec.
This course is one-half the content of the regular Fren 1 course. Completion of Fren 1A and 1B will be equivalent to Fren 1, and the total of 5 units. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 1B (2.5)
ELEMENTARY FRENCH
2.5 Hrs. Lec.
This course is one-half the content of the regular Fren 1 course. Completion of Fren 1A and 1B will be equivalent to Fren 1, and the total of 5 units. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 2A (2.5)
ELEMENTARY FRENCH
2.5 Hrs. Lec.
Students must plan for one week per quarter of required language laboratory practice by individual study arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 2B (2.5)
ELEMENTARY FRENCH
2.5 Hrs. Lec.
Students must plan for one week per quarter of required language laboratory practice by individual study arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 2 (5)
ELEMENTARY FRENCH
5 Hrs. Lec.
Continued development of all language skills. Vocabulary building, increasing fluency, and correct pronunciation. Preparation: Completion of Fren 1A and 1B will be equivalent to Fren 1, and the total of 5 units. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 3 (4)
INTERMEDIATE FRENCH
4 Hrs. Lec.
Continued development of all language skills. Practice in listening comprehension and application of knowledge in highly functional language situations. Students must plan for one hour per week of required language laboratory practice by individual study arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 4 (4)
INTERMEDIATE FRENCH
4 Hrs. Lec.
Continued development of all language skills. Practice in listening comprehension and application of knowledge in highly functional language situations. Students must plan for one hour per week of required language laboratory practice by individual study arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 5 (5)
INTERMEDIATE FRENCH READING AND WRITING
5 Hrs. Lec.
Continued development of all language skills. Preparation: Completion of Fren 1A and 1B will be equivalent to Fren 1, and the total of 5 units. Students must plan for one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 6 (10)
INTERMEDIATE CONVERSATIONAL FRENCH
10 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Fren 3. Practical conversational skills are developed through directed discussions on assigned readings from newspaper and magazine articles, current topics, simple dialogues and plays. Preparation: Completion of Fren 1A and 1B will be equivalent to Fren 1, and the total of 5 units. Students must plan for one additional hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 10 (3)
INTERMEDIATE CONVERSATIONAL FRENCH
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Fren 3. Practical conversational skills are developed through directed discussions on assigned readings from newspaper and magazine articles, current topics, simple dialogues and plays. Preparation: Completion of Fren 1A and 1B will be equivalent to Fren 1, and the total of 5 units. Students must plan for one additional hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 11 (3)
INTERMEDIATE CONVERSATIONAL FRENCH
3 Hrs. Lec.
Recommended Preparation: Concurrent enrollment in Fren 4. Preparation: Completion of Fren 10. Students must plan for an additional hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

FREN 60AC (1-1)
LANGUAGE LABORATORY
2 Hrs. Lab.
Students must plan for an additional one-half hour of individual language laboratory arrangement. (CSU) (UC credit limited. See a counselor.)

GERM 1 (4)
ELEMENTARY GERMAN
4 Hrs. Lec. 1 Hr. Lab.
Recommended Preparation: Concurrent enrollment in Fren 2. Preparation: Practice in speaking, introduction to reading and writing, basic grammar of the German language. Preparation: Completion of Fren 1A and 1B will be equivalent to Fren 1, and the total of 5 units. Students must plan for an additional one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

GERM 1A (2)
ELEMENTARY GERMAN
2 Hrs. Lec. 1/2 Hr. Lab.
Recommended Preparation: Concurrent enrollment in Fren 1. Preparation: Practice in speaking, introduction to reading and writing, basic grammar of the German language. Preparation: Completion of Fren 1A and 1B will be equivalent to Fren 1, and the total of 5 units. Students must plan for an additional one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

GERM 1B (2)
ELEMENTARY GERMAN
2 Hrs. 1/2 Hr. Lab.
Recommended Preparation: Concurrent enrollment in Fren 1A. Preparation: Practice in speaking, introduction to reading and writing, basic grammar of the German language. Preparation: Completion of Fren 1A and 1B will be equivalent to Fren 1, and the total of 5 units. Students must plan for an additional one-half hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)
HA 16 (1.5) HOME HEALTH AIDE
1 Hr. Lab. (1.5 Hrs. Lab.
Prerequisite: Certification as a Health Assistant. This course will prepare the student for certification by the State of California as a home health aide. The curriculum is structured to provide the theory and practical skills needed to care for individuals in the home environment. (Nontransferable, AA/AS degree only)

HA 17 (5) HOME HEALTH CARE ATTENDANT
4 Hrs. Lab. 3 Hrs. Lab.
This course will prepare the student for certification by the State of California as a home health aide. The curriculum is structured to provide the theory and practice skills needed to care for individuals in the home environment. (Nontransferable, AA/AS degree only)

HA 18 (4.5) ADMINISTRATIVE MEDICAL ASSISTANT I
4.5 Hrs. Lab.
Prerequisite: HT3. Courses of study designed to prepare for entry-level positions in clinics and doctors' offices. Medical-legal aspects, history of medicine, interpersonal communications, confidentiality, reception environment, appointment control, records management, professionalism and telephone communications are emphasized. (Nontransferable, AA/AS degree only)

HA 19 (4.5) ADMINISTRATIVE MEDICAL ASSISTANT II
4.5 Hrs. Lab.
Prerequisite: HA 18. This course is designed to prepare students to function in office management equipment, prepare the patient's medical records, understand medical care expenses, credit arrangements, bookkeeping procedures, collection on overdue accounts, health insurance, billing, general management. (Nontransferable, AA/AS degree only)

HA 20 (3.5) SPECIMEN COLLECTION AND LABORATORY PROCEDURES
3 Hrs. Lab. 1.5 Hrs. Lab.
Prerequisite: HA 19. This course is designed to prepare students to comply with OSHA regulations, lab safety, bio-hazard awareness, usage of the microscope and other laboratory equipment, identification of capillary and venous blood samples, bacterial cultures and cultures, urin, sperm and stool specimens. (Nontransferable, AA/AS degree only)

HA 21 (3.5) EXAM ROOM PROCEDURES
3 Hrs. Lab. 1.5 Hrs. Lab.
Prerequisite: HA 20. This course is designed to prepare students in preparing patients for various types of exams, procedures of the eyes and ear, positioning and draping, assisting physician, language of charting by use of abbreviations and symbols, instrumental identification and usage, aseptic technique, diagnostic tests and procedures, EKG, minor surgical procedures, medical emergencies, CPR, health care provider level. (Nontransferable, AA/AS degree only)

HA 22 (3.5) PHARMACOLOGY AND ADMINISTRATION OF MEDICATIONS
3 Hrs. Lab. 1.5 Hrs. Lab.
Prerequisite: HA 21. This course is designed to prepare students to understand medical-legal/ethical aspects, drug classifications, medical math, usage of PDR, abbreviations and symbols, writing prescriptions, charting, pharmacy calls, storing medications, methods of administering medications: orally, sublingual, topicaly, vaginally, and rectally. Conversion of orders to milligrams for injection, handling of and safety is using the syringe and needle, choosing correct site for injection, injection technique of intradermal, subcutaneous and intramuscular (deep and Z-track), anaphylactic reaction, considerations of drug action and interactions. (Nontransferable, AA/AS degree only)

HA 23 (4) CLINICAL EXTERNSHIP
12 Hrs. Lab.
Prerequisite: HA 22. This course is designed to enable students to put all didactic information and skills together in the work setting of clinic or doctor office. The medical assistant student is placed in a medical office, clinic, or HMO where he/she will gain hands-on experience performing Medical Assistant duties. Students are required to be available days to attend the externship. The externship hours are similar to the schedules normally available in industry. (Nontransferable, AA/AS degree only)

HA 37 (1) BASIC ARRHYTHMIA RECOGNITION
1 Hr. Lab. (Same as RNVN 37) (CSU)

HEALTH EDUCATION
BE 1 (3) HEALTH EDUCATION
3 Hrs. Lab.
Fundamentals of healthy living designed to provide scientific health information, and promote desirable attitudes and practices. Includes the study of first aid and the relationships of alcohol, narcotics, and smoking to health, and the factors involved in family and community health and safety. (CSU, UC)

BE 2 (3) FIRST AID
3 Hrs. Lab.
The immediate and temporary care given in case of accident, illness and emergency childbirth. Course shall qualify students for the Standard or Advanced Red Cross First Aid Certificate. (CSU, UC)
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HT 6 (3) MEDICAL INSURANCE 3 Hrs. Loc. Prerequisites: HT 3. Ability to type 40 words per minute. Health care facilities are dependent upon third party payers for financial solvency. Medical billing guidelines are rapidly changing as are complex issues which health care facilities must concern themselves with daily. The purpose of this course is to provide students with the practice and skill necessary so that billing of personnel can promptly and accurately submit insurance claims to a variety of carriers. 

HT 7 (2) PATIENT ADMINISTRATION SERVICES 3 Hrs. Loc. Course of study designed to prepare students for entry-level positions in hospitals, clinics or doctors' offices. Extensive exposure to various areas such as preadmissions, financial advisory services, billing, collections, and outpatient accounts is emphasized. Interdepartmental communications are stressed. 

HT 8 (2) MANAGEMENT OF PATIENT SERVICES 2 Hrs. Loc. Course is designed for persons interested in patient services in hospitals, clinics or doctors' offices. Managing the flow of intra and interdepartmental information is presented. Theory of organizational behavior is reviewed and personnel supervision is included. The role of the manager/supervisor is stressed. 

HT 11 (3) ADVANCED MEDICAL TRANSCRIPTION 2 Hrs. Loc. 3 Hrs. Lab. Prerequisites: HT 4 and Anat 6. An advanced course in study of transcribing medical data onto appropriate health facility forms. Advanced medical terminology is used and increased speed in transcription is required. Upon completion of this course, the student should be prepared to accept a position as an experienced transcriptionist. 

HT 12 (6) PHARMACY TECHNICIAN I 5 Hrs. Loc. 3 Hrs. Lab. Prerequisites: Math X, HT 3, and Anat 6. The Pharmacy Technician I course is designed to develop knowledge and skill in identifying names, dosages, strengths, and common abbreviations for drugs dispensed from the pharmacy. The student will learn to receive orders for medications, transcribe orders onto pharmacy patient profiles, and type necessary labels. Other technical and clerical functions traditionally carried out by the pharmacist will be included. 

HT 13 (6) PHARMACY TECHNICIAN II 5 Hrs. Loc. 3 Hrs. Lab. Prerequisite: HT 12. The Pharmacy Technician II course continues to build upon the knowledge and skills learned in HT 12. In addition, the student will learn to facilitate the distribution of Unit Dose medications, keep accurate records, do billing procedures, inventory control, purchasing, and financial operations. Upon successful completion of this course, the student will receive a certificate of completion from Imperial Valley College. (CSU)

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HIST 17 (1) FIRST AID AND CPR FOR TEACHERS OF YOUNG CHILDREN 1 Hr. Loc. (Same as ECE 31B) (CSU) 

HIST 18 (4) HEMODIALYSIS TECHNOLOGY I 2.5 Hrs. Loc. 4.5 Hrs. Lab. Recommended Preparation: Engl 1A and student must have an active nurse assistant certification (CNA) with a minimum of two (2) years experience in an acute care setting. Course is designed to prepare the student to understand the theory of hemodialysis therapy and to prepare the student for practical application of learned hemodialytic skills. Core curriculum includes modules which describe the history of dialysis and technological advances, the normal renal functions, causes of renal failure, treatment options, principles of hemodialysis, hemodialysis devices, hemodialysis procedures and complications in artificial dialyzer reprocessing, water treatment, and vascular access. (Nontransferable, AA/AS degree only) 

HIST 19 (6) HEMODIALYSIS TECHNOLOGY II 2.5 Hrs. Loc. 7.5 Hrs. Lab. Recommended Preparation: Engl 1A and student must have an active nurse assistant certification (CNA) with a minimum of two (2) years experience in an acute care setting. Course is designed to prepare the student to understand the theory of hemodialysis therapy and to perform the necessary skills to perform as a Hemodialysis Technician in the chronic dialysis setting. Students will learn how to successfully initiate and terminate a normal dialysis treatment. This course will prepare the student to take the State approved Hemodialysis Technician Exam. Students must pass with an 80% to receive certification. (Nontransferable, AA/AS degree only) 

HIST 44A (3) HISTORY OF WESTERN CIVILIZATION 3 Hrs. Loc. (CAN HIST 2) 

HIST 44B (3) HISTORY OF WESTERN CIVILIZATION 3 Hrs. Loc. (CAN HIST 4) 

HIST 17A (3) UNITED STATES HISTORY 3 Hrs. Loc. A survey of the political, social, and economic maturation of the United States from the end of the Civil War to the present. This course and either Hist 17A or Pol S 2 will meet graduation requirements in American Institutions. (CSU, UC) 

HIST 30 (3) MEXICO AND THE AMERICAN SOUTHWEST 3 Hrs. Loc. A one-semester survey of Mexico from the early nineteenth century, the independence movement, the Mexican American War and the development of Mexico and the American Southwest in the last century. (CSU, UC) 

HIST 33 (3) HISTORY OF IMPERIAL VALLEY 3 Hrs. Loc. A one-semester survey of the history of the Imperial Valley from the earliest times to the present. The course will stress the development of communities, water resources, agriculture, and ethnic groups. (CSU) 

HIST 35 (3) ORAL HISTORY 3 Hrs. Loc. Through tape-recorded interviews and written documentation, oral history will preserve the past as accurately and completely as possible. Course will emphasize Imperial Valley history and development. (CSU) 

HIST 45A (3) COMPARATIVE HISTORY OF THE AMERICAS 3 Hrs. Loc. Hist 45A and Hist 45B form a comparative history of the western hemisphere from ancient America to the present, focusing on relationships between Europeans, American Indians, and Africans. American cultures, institutions, and traditions. Hist 45A deals with pre-Colombian American civilizations, European exploration, and the creation of nations. (CSU, UC) 

HIST 45B (3) COMPARATIVE HISTORY OF THE AMERICAS 3 Hrs. Loc. Hist 45A and Hist 45B form a comparative history of the western hemisphere from ancient America to the present, focusing on relationships between Europeans, American Indians, and Africans. American cultures, institutions, and traditions. Hist 45B compares the nation and cultures of the Americas from independence to the present. (CSU, UC) 

HIST 50A (3) EARLY WORLD HISTORY 3 Hrs. Loc. Early World History defines and explains the interconnections of the diverse ancient civilizations that grew in Mesoamerica, Egypt, China, India, the classic West Africa, America and Oceana. A cultural overview to early modern times is included. This course covers the general education requirement for IVC and the California State University System. (CSU, UC)
The Humanities curriculum with an Associate in Arts degree has been designed to prepare students for employment as counselor aides and group counselor aides, vocational rehabilitation aides, teacher aides, eligible workers, social service technicians and other pre-professional positions in the vocational "new careers" concepts in people-to-people services. These services are used by youth and adult correctional institutions, welfare and vocational rehabilitation agencies, human and state employment centers, educational institutions, and child care centers.

H REL 8A (1) PERSONAL AND CAREER DEVELOPMENT
1 Hr. Lee.
This course examines the dynamics of self-awareness which are required when making a realistic career decision. Self-awareness will be appraised through an inventory of interests, basic skills test, and a values survey, supported by class discussions about personal interests, abilities, aptitudes, limitations, needs, and life goals. Career awareness will be facilitated by exploring the world of work in terms of occupational outlook, wages, training required, opportunities for advancement and life styles. (CSU, UC)

H REL 8B (1) PERSONAL AND CAREER DEVELOPMENT
1 Hr. Lee.
This course will provide techniques for obtaining career information through the multi-media resources of the IVC Career Center. Career awareness will be facilitated by exploring the "world of work" through publications, occupational briefs, films, and EUREKA, the computerized California Career Information System. Factors such as career opportunities, work and wages, advancement, and required training will be explored. (CSU)

H REL 8C (1) PERSONAL AND CAREER DEVELOPMENT
1 Hr. Lee.
This course examines the processes for obtaining employment in today's modern job market. Skills development in the areas of job search, employment, written and interpersonal communication techniques of interviewing, and follow-up will be developed through practical experience. (CSU)
JPN 1A (3) ELEMENTARY JAPANESE
3 Hrs. LeC. 1 Lab. Hr.
An introductory course to current Japanese, stressing the basic skills of listening comprehension, speaking, writing and reading. Essentials of grammar and pronunciation. Introduction to Japanese culture and civilization. Students must pass for one additional hour and individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

JPN 1B (3) ELEMENTARY JAPANESE
3 Hrs. LeC. 1 Lab. Hr.
Prerequisite: JPN 1A. A continuation of JPN 1A stressing the further development of the four basic skills, grammar, pronunciation, and cultural awareness. Students must pass for one additional hour of individual language laboratory by arrangement. (CSU) (UC credit limited. See a counselor.)

LEGAL ASSISTANT
LEGAL 21 (3) RESEARCH AND CRIMINAL LAW 3 Hrs. LeC.
This course consists of two modules. The first is Legal Research and the second is Criminal Law. The Legal Research module covers the traditional and basic principles of legal research, sources of applicable statutory law and case law information to include the use of Shepard's Citations, Lexis and Westlaw computerized legal search systems. The Criminal Law module covers definitions, description and discussion of crimes, criminal liability, defenses, Pre-Trial Motions, Pre-Trial Discovery, Witnesses, and Post-Trial Proceedings. (CSU)

LEGAL 22 (3) CIVIL PROCEDURES AND FAMILY LAW 3 Hrs. LeC.
Course consists of two Modules. The first is Civil Procedure and the second is Family Law. The Civil Procedure Module covers general, diversity, types of evidence, discovery, pre-trial motions, procedure for the removal of State Court Actions for transfer to the Federal Court, The Federal Rule of Civil Procedure and State Court Actions, remedies available under Law and Equity. Alternative Dispute Resolution Methods, drafting and filing Complaints, Answers, Counterclaims, Pre-Trial Motions, and In-Court Trial Procedures. The Family Law Module covers Elements of Marriage under the Law, Common Law marriage, relationships that can exist when one party enters into an agreement, state and federal agreements, dissolution of marriage, child-support, rights, division of Community Property in Community and Non-Community Property States, and the Uniform Child Custody Jurisdiction Act. (CSU)

LEGAL 23 (3) CIVIL DISCOVERY AND TORTS 3 Hrs. LeC.
This course consists of two Modules. The first is Civil Discovery and the second is Torts. The Civil Discovery Module discusses the purpose of Discovery, Devices used in Discovery, Scope of Discovery, Deposition Processes, Categories of Information that can be obtained through Interrogatories, drafting Interrogatories, addressing objections, handling answers to Interrogatories, and how Discovery Rights can be enforced. The second Module covers Categories of Torts, Definition of words, phrases, and terms related to Tort Law, the nature of Negligence, Tort Actions is survival and wrongful death, causes of action of Product Liability,Defenses that can be raised in Product Liability Cases, Warranties, Intentional Torts, Torts connected with Land, Business Torts, Doctrine of strict Liability, and Privilege, Immunity, and Consent in Reference to Tort Liability. (CSU)

LEGAL 24 (3) CORPORATIONS AND BANKRUPTCY 3 Hrs. LeC.
Course consists of two Modules. The first is Corporations and the second is Bankruptcy. The Corporations Module covers the characteristics, classification, advantages and disadvantages of Corporations, the statutes related to Close Corporations, nature of Sub-Chapters S Corporations, purpose of a Professional Corporation, legal process of incorporation, the various types of corporation stock. Also discussed are partnership, syndicates, and joint ventures, procedures for forming a partnership, limited partnership, nature and advantages and disadvantages of a Limited Liability Company. The Bankruptcy Module covers the nature and purpose of Bankruptcy, basic differences between Federal Bankruptcy and State Debtor-Creditor Law. Bankruptcy Code, various chapters of the Bankruptcy Code, general forms of Bankruptcy relief, duties of the Bankruptcy Trustee in keeping with the various chapters. Also covered are the initiation, filing and technical aspects of voluntary bankruptcy, initiation and technical aspects of an involuntary bankruptcy under Chapter 7 and 11, exempt property, setoffs, fraudulent transfers, property transfers after filing bankruptcy, the effect of Bankruptcy on unsecured claims claims, executory contracts, obligations that are discharged by bankruptcy, Chapter 11 and 13 Bankruptcy proceedings and Bankruptcy documentation. (CSU)

LEGAL 25 (3) REAL ESTATE LAW FOR LEGAL ASSISTANTS 3 Hrs. LeC.
Course consists of one Module. It covers origins of Property Law, source to Law, definitions of technical terms in reference to Law, taxes and mortgages that are available under Law and Equity, Federal and State Court Systems, definition of terms in reference to Property, Property Rights, components that are part of land, classification of Estates, elements of Real Estate Contracts, Role and compensation of Real Estate Brokers, technical aspects of a Real Estate Purchase Contract and Receipt for Deposit, Agency Law, methods of acquiring and selling Real Property, types and forms of Deeds, purpose and use of escrows, duties and responsibilities of Escrow Agent, creation and types of Liens, Homesteads, purpose of Title Insurance, Records, proving ownership on land use, technical description of land, investment regulation affecting real property, easements, Encroachments, Nuisances, and the technical aspects of leases. (CSU)

LIBRARY TECHNICIAN
LIBRARY 51 (3) INTRODUCTION TO LIBRARY SERVICE 3 Hrs. LeC.
Recommended Preparation: Eligibility for Engl 2A and Engl 12A and CIS 23 or familiarity with the use of a personal computer. An introduction to all types of libraries and their organization. This course is designed for students interested in employment in library technical, basic library technical services. Includes discussion of techniques, tools, techniques, and services and current trends in today's library will be covered. (CSU)

LIBRARY 52 (3) LIBRARY TECHNICAL SERVICES 3 Hrs. LeC.
Recommended Preparation: Eligibility for Engl 2A and Engl 12A and completion of LIBRARY 51. An introduction to the various tasks in the technical services area of a library, including the acquisition and processing of new library materials, cataloging and classification of materials, and the impact of computers and networking on technical services. (Nontransferable, AAAS degree only)
LIBRARY 53 (3)  
LIBRARY PUBLIC SERVICES  
3 Hrs. Lect.  
Recommended Preparation: Eligibility for Engl 2A and Engl 12A and completion of LIBRY 51. This course covers the role and philosophy of public services in a library environment. Topics will include the public service function in different types of libraries, computers and the library, library instruction, interlibrary loan, circulation services, reserve services, special collections, serials services, government information, public relations, and security issues. (Nontransferable, AA/AS degree only)

LIBRARY 54 (3)  
INTRODUCTION TO MEDIA SERVICES  
3 Hrs. Lect.  
Recommended Preparation: Eligibility for Engl 2A and Engl 12A and completion of LIBRY 51. This course will cover the provision and utilization of media services in the library setting. Included will be the history and philosophy of media services, operation of various types of media equipment, scheduling, tracking, troubleshooting and the minor repair of media equipment. Acquisition of rental material will also be covered. (Nontransferable, AA/AS degree only)

LIBRARY 56 (3)  
INFORMATION AND REFERENCE SERVICES  
3 Hrs. Lect.  
Recommended Preparation: Eligibility for Engl 2A and Engl 12A and completion of LIBRY 51. This course will cover the range of information and reference services offered in libraries. Topics will include the reference interview, bibliographic control, organization of information, search strategies, electronic reference services, trends in reference, library instruction, staff training and development, evaluation of reference services, organization and management of reference and information services, various types of reference materials and a philosophy of service. (Nontransferable, AA/AS degree only)

MATH X (3)  
BEGINNING ALGEBRA  
3 Hrs. Lect.  
Recommended Preparation: Appropriate placement recommendation or Math 51 with a grade of "C" or higher. A one-semester course which covers the material generally included in a full year high school algebra course. (Nontransferable, AA/AS degree only)

SPECIAL NOTE: Mathematics courses 51, X, and A are treated by some universities and state colleges at high school subjects. It is the responsibility of the student to check the catalog of that institution to which he/she expects to transfer to identify deficiencies which must be removed or to plan the sequence of courses which must be completed.

MATH 2 (3)  
ADVANCED ALGEBRA AND TRIGONOMETRY  
5 Hrs. Lect.  
Prerequisite: Math A or equivalent. This is a course intended for students who have had a thorough foundation before attempting calculus. Included will be the study of the real number system, exponential, logarithmic, and trigonometric functions, the complex numbers, theory of equations, and systems of equations. (CSU, UC credit limited. See a counselor.)

MATH 3A (3)  
ANALYTIC GEOMETRY AND CALCULUS  
5 Hrs. Lect.  
Prerequisite: Math 2 or equivalent. Concepts dealing with limits, continuity, differentiation and applications, integration and applications, exponential and logarithmic functions, and other transcendental functions. (CSU, UC credit limited. See a counselor.)

MATH 3B (3)  
CALCULUS AND DIFFERENTIAL EQUATIONS  
5 Hrs. Lect.  
Prerequisite: Math 3A. Concepts dealing with integration, plane analytic geometry, polar coordinates, vectors and parametric equations, and infinite series. (CSU, UC)

MATH 4 (3)  
CALCULUS AND DIFFERENTIAL EQUATIONS  
5 Hrs. Lect.  
Prerequisite: Math 3B. Concepts dealing with partial differentiation, multiple integration, vector analysis and differential equations. (CSU, UC)

MATH 5 (3)  
ELEMENTARY DIFFERENTIAL EQUATIONS  
3 Hrs. Lect.  
Prerequisite: Math 3B. First order differential equations with applications. Linear differential equations of higher order. Applications of second order differential equations, differential equations with variable coefficients, LaPlace transforms. (CSU, UC)

MATH 6 (3)  
INTRODUCTION TO LINEAR ALGEBRA WITH APPLICATIONS  
3 Hrs. Lect.  
Prerequisite: Math 3A. A first course in linear algebra intended for students majoring in mathematics, the physical sciences, engineering or business. Topics included are: systems of linear equations, matrices and determinants, vector spaces, linear transformations, eigenvalues and eigenvectors, and selected applications. (CSU, UC)

MATH 10A (3)  
MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS  
3 Hrs. Lect.  
Prerequisite: Math A. Recommended for students who are working towards a teaching credential in elementary education. Topics discussed are sets and relations, development of the number system from the natural numbers including whole, rational and real numbers, number theory, ratio and proportion. (CSU, UC credit limited. See a counselor.)

MATH 10B (3)  
MATHEMATICS FOR ELEMENTARY SCHOOL TEACHERS  
3 Hrs. Lect.  
Prerequisite: Math A. Recommended for students who are working towards a teaching credential in elementary education. Topics discussed are decimals and percents, geometry, geometric constructions, transformations, translations, measurements and problem solving. Math 10B may be taken before Math 10A. (CSU, UC credit limited. See a counselor.)

MATH 12 (3)  
INTRODUCTORY STATISTICS WITH APPLICATIONS  
3 Hrs. Lect.  
Prerequisite: Math A. Recommended Preparation: Engl 1A or Engl 11. Graphical representation of statistical data, calculations and interpretation of various averages, measures of variability, introduction to probability, probability distributions, confidence intervals, sample size determination and hypothesis testing, ANOVA, linear regression and Chi-square analysis. (CSU, UC)

MATH 15 (4)  
INTERMEDIATE CALCULUS WITH APPLICATIONS  
4 Hrs. Lect.  
Prerequisite: Math A. To prepare for courses for which calculus is recommended and/or required. To study the ideas and concepts of advanced mathematics as applied to a modern computerized society. Topics covered include precalculus concepts, functions, differentiation, integration, differential equations, and functions of several variables. (CSU, UC credit limited. See a counselor.)

MATH 47 (3)  
PROGRAMMING IN FORTRAN  
3 Hrs. Lect.  
Recommended Preparation: Math A. A practical course covering the fundamentals of FORTRAN Programming Language as adapted to a variety of different applications. (CSU, UC)
MUS 9A (3)  
BEGINNING HARMONY  
3 Hrs. Lect.  
Sight-singing, dictation and keyboard harmony. Traditional diatonic harmony, four-voice writing, analysis. (CSU, UC)  

MUS 9B (3)  
BEGINNING HARMONY  
3 Hrs. Lect.  
A continuation of Mus 9A. (CSU, UC)  

MUS 9C(3)  
BEGINNING SIGHT-SINGING, DICTATION AND KEYBOARD HARMONY  
Traditional creative experiences (CSU, UC)  

MUS 9D(3)  
A continuation of Mus 9C. (CSU, UC)  

MUS 10A (1)  
BEGINNING GROUP PIANO I  
1 Hr. Lab.  
2 Hrs. Lab.  
A course structured to correlate those musical skills, techniques and understandings which are basic to comprehensive keyboard musicianship at the early level of study. (CSU, UC)  

MUS 10B (1)  
BEGINNING GROUP PIANO II  
1 Hr. Lab.  
2 Hrs. Lab.  
A continuation of Mus 10A. (CSU, UC)  

MUS 11A (1)  
INTERMEDIATE GROUP PIANO I  
1 Hr. Lab.  
2 Hrs. Lab.  
A course structured for those students who have attained the performance skill competencies required in Beginning Group Piano. (CSU, UC)  

MUS 11B (1)  
INTERMEDIATE GROUP PIANO II  
1 Hr. Lab.  
2 Hrs. Lab.  
A continuation of Mus 11A. (CSU, UC)  

MUS 12 (1)  
BEGINNING CLASS GUITAR  
1 Hr. Lect.  
2 Hrs. Lab.  
A basic course on how to accompany the guitar. Stress will be placed on tuning, chording, different types of strums and elementary transportation. (CSU, UC)  

MUS 13 (1)  
INTERMEDIATE CLASS GUITAR  
1 Hr. Lect.  
1 Hr. Lab.  
A continuation of Mus 12 with the following additions: 1. Reading music (standard musical notation); 2. A thorough presentation of bar chords including 7th, 9th, minor, diminished, and various altered chords; 3. Advanced picking techniques. (CSU, UC)  

MUS 15A (1)  
BEGINNING CLASS VOICE  
1 Hr. Lect.  
1 Hr. Lab.  
The student receives guidance in the performance and appreciation of the various types of solo songs while acquiring the facilities for good vocal technique. Principles are applied through group and individual singing. (CSU, UC)  

MUS 15B (1)  
BEGINNING CLASS VOICE  
1 Hr. Lect.  
2 Hrs. Lab.  
A continuation of Mus 15A. (CSU, UC)  

MUS 15C (1)  
INTERMEDIATE CLASS VOICE  
1 Hr. Lect.  
2 Hrs. Lab.  
A continuation of Mus 15B. (CSU, UC)  

MUS 15D (1)  
INTERMEDIATE CLASS VOICE  
1 Hr. Lect.  
2 Hrs. Lab.  
A continuation of Mus 15C. (CSU, UC)  

MUS 17ABCD (1-1-1-1)  
CHAMBER ORCHESTRA  
2 Hrs. Lab.  
1 Hr. Lab.  
A study and performance representative of music of all styles, sacred and secular, a cappella, and accompanied. A minimum of six outside performances required each semester. (CSU, UC)  

MUS 18ABCD (1-1-1-1)  
CHAMBER-SINGERS  
2 Hrs. Lect.  
1 Hr. Lab.  
A study and performance representative of music of classical styles for the wind band. Students will be afforded the opportunity to develop the musical skills and understanding necesssary for the highest levels of expressive ensemble performance. Scheduled public performances are a part of the course obligations. (CSU, UC)  

MUS 19ABCD (1-1-1-1)  
COLLEGE-COMMUNITY CHORUS  
2 Hrs. Lab.  
1 Hr. Lab.  
Open to all students who have an interest in learning to sing and who enjoy music. Breath control, tone placement, articulation and coarticulation, choral diction, performance and study of choral literature. Introduction to music theory as a means of learning to read music rather than learning by rote. (CSU, UC)  

MUS 20 (3)  
HISTORY AND LITERATURE OF MUSIC  
3 Hrs. Lect.  
The historical development of music with a study of various types of music from stylistic periods as a medium of cultural development. Intended as a background toward further studies in music for the music major and persons interested in a thorough background for enjoying music. (CSU, UC)  

MUS 20B (3)  
HISTORY AND LITERATURE OF MUSIC  
3 Hrs. Lect.  
A continuation of Mus 20A. (CSU, UC)  

MUS 21ABCD (1-1-1-1)  
BRASS, WOODWIND AND PERCUSSION METHODS  
1 Hr. Lect.  
2 Hrs. Lab.  
In-depth study and performance of literature for brass, woodwind, string, and percussion instruments. (CSU, UC)  

MUS 25ABCD (1-1-1-1)  
STAGE BAND  
2 Hrs. Lect.  
1 Hr. Lab.  
A performance ensemble specializing in the literature of the stage and jazz band tradition. Students will be provided ensemble experiences necessary for developing and refining improvisation techniques and performance practices appropriate to jazz, rock, blues, and swing music traditions. (CSU, UC)  

MUS 26ABCD (1-1-1-1)  
REHEARSAL AND PERFORMANCE  
3 Hrs. Lab.  
Enrollment contingent upon participation in campus major musical productions. Maximum credit will be 1 unit per semester for four semesters. Hours to be arranged. (CSU, UC)  

MUS 27ABCD (1-1-1-1)  
CONCERT BAND  
2 Hrs. Lect.  
1 Hr. Lab.  
A performance organization specializing in literature for the wind band. Emphasis will be placed upon the opportunity to develop the musical skills and understanding necessary for the highest levels of expressive ensemble performance. Scheduled public performances are a part of the course obligations. (CSU, UC)  

MUS 28ABCD (1-1-1-1)  
COLLEGE-COMMUNITY BAND  
2 Hrs. Lab.  
1 Hr. Lab.  
Open to all students who have an interest in learning to play and who enjoy music. Breath control, tone placement, articulation and coarticulation, musical diction, choral performance and study of choral literature. Introduction to music theory and a means of learning to read music rather than learning by rote. (CSU, UC)  

MUS 30 (3)  
INTRODUCTION TO MUSIC LITERATURE AND LISTENING  
3 Hrs. Lab.  
An introduction to music literature with emphasis on the listening experience. Students study the expressive materials of music and the major forms of music literature. Emphasis placed on the skills and understanding necessary for lifelong music listening experiences. (CSU, UC)  

MUS 31 (3)  
INTRODUCTION TO TWENTIETH-CENTURY MUSIC  
3 Hrs. Lect.  
An introduction to contemporary music. Study includes twentieth-century art music, country western, and popular music with emphasis on the social and artistic factors that influence the development of each. (CSU, UC)  

MUS 32ABCD (1-1-1-1)  
APPLIED MUSIC  
1 Hr. Lect.  
1 Hr. Lab.  
To be arranged.  
A course designed to provide students with a concentrated sequence of private instruction in music with a particular performing medium. One section meeting per week on campus, in addition to private instruction. As required conditions, the student must: 1. Secure a teacher approved by the College. 2. Take a minimum of one 30 minute lesson per week. 3. Meet one hour of class per week on campus for performance as scheduled and turn in weekly lesson attendance form. (CSU, UC)  

MUS 33ABCD (1-1-1-1)  
SYMPHONY ORCHESTRA  
2 Hrs. Lect.  
1 Hr. Lab.  
The study and performance of literature for full symphony orchestra in a wide variety of styles. Performances in local communities and on campus are required. (CSU, UC)  

MUS 34ABCD (1-1-1-1)  
PEP BAND  
4 Hrs. Lab.  
This course will provide music students with an understanding of the ways music fills symbolic and ceremonial needs of society together with procedures and processes appropriate to maintaining music organizations focused on meeting those needs. (CSU, UC)  

MUS 64ABCD (1-1-1-1)  
COLLEGE-COMMUNITY BAND  
2 Hrs. Lab.  
1 Hr. Lab.  
A performance organization specializing in a wide range of literature for the wood band. The primary objective will be to provide the continuing music performing experiences needed by community adults, music educators, and advanced high school students. (CSU, UC)  

NATURAL SCIENCE  

N SCI 51 (3)  
SURVEY OF THE EARTH SCIENCES  
3 Hrs. Lect.  
A junior college general education course to acquaint the student with some principles of the earth sciences including sections on astronomy, meteorology, oceanography, geology, and physical geography. Not open to students with credit in Geol 1, Geol 2, Geol 1A, or Aste 1. (Nontransferable, AAS degree only)  

NURSING  

Imperial Valley College offers a career ladder nursing program. Students entering the program currently have two options:  

1. Vocational Nurse - the student is eligible to write the state board examination for licensure as a vocational nurse upon completion of Semester 1, II, III, and IV of the nursing curriculum as outlined on pages 132 and 133 of the catalog.  

2. Associate Degree Nurse - the student is eligible to write the state board examination for licensure as a registered nurse upon successful completion of the designated prerequisites and Semesters I, II, III and IV of the nursing curriculum as outlined on page 131 of the catalog.
students who complete the Vocational Nurse requirements, including prerequisites and general education courses, will be granted a Certificate of Completion from the college. Students who complete the total program, including prerequisites and general education courses, will be granted an Associate in Science degree in Nursing from the college.

The Imperial Valley College Nursing Program is fully accredited by the California Board of Registered Nursing and the Board of Vocational Nurse and Psychiatric Technician Examiners.

Admission to the Program

All students who have completed the academic prerequisites with a grade of "C" or better and are in good health are eligible for admission. Admission requirements for beginning students are as follows:

1. Graduation from an accredited high school or the equivalent.
2. Admission to the college.
3. Completion of English 1A.
4. A minimum GPA of 2.0 is all prerequisite course work.
5. Prior to the beginning nursing classes, students are expected to have a physical examination which includes a tuberculin skin test, X-ray when needed, and current immunizations. Forms and information are available in the Nursing Office.

Students are responsible for prerequisite requirements for general education courses, transportation to class and to clinical laboratory is the responsibility of the student.

Application Procedure

1. Apply for admission to the college.
2. Make an appointment with the counselor to take the college placement test in Math and English.
3. Submit two transcripts from high school and previous college work. Send one copy to the college admission office and one to the nursing office.
4. Apply for admission to the nursing program.

Students will be admitted to the program each semester. Applications will be accepted until March 1 prior to Fall admission and until April 1 for Spring admission. All students will be notified by mail approximately six weeks later.

Advanced Placement

Applicants who have had previous nursing education or nursing work experience in the following areas will be considered for advanced placement:

1. Accredited Vocational or Practical Nursing Program
2. Nurse's Aide or accredited Vocational Nursing Program
3. Accredited Professional Nursing Courses
4. Accredited Psychiatric Technician Courses
5. Armed Services Nursing Courses
6. Certified Nurse Assistant Courses

Eligibility for transfer/challenge credit and/or advanced placement is determined on an individual basis by the Division of Nursing. Courses in natural sciences, taken within five years, that meet program requirements will be accepted. Behavioral and social science courses will be evaluated for relevance on an individual basis.

Licensed Vocational Nurses who seek advanced placement in the registered nurse curriculum have two alternatives: 1. complete the degree program, or 2. complete selected courses which meet the California Board of Registered Nurses thirty (30) unit option requirements. Specific details are available in the Nursing Office. Preference will be given to students who have completed applications on file in the Nursing Office two months prior to starting nursing courses.

Progression Policies

1. The required nursing and general education courses outlined on pages 131 - 133 of the catalog must be taken in the sequence listed. Students may take some or all general education courses before entering the program but may not complete them later than the semester indicated on those pages of the catalog. The Nursing Department's English and Math requirements must be met prior to graduation.
2. A grade point average of 2.0 must be maintained in every course required by the nursing curriculum. A student who makes a grade lower than a 2.0 in any course required by the nursing program must repeat the course.
3. Required courses in Microbiology and Anatomy/Physiology taken more than five years prior to enrollment must be repeated. Other courses are evaluated on an individual basis. Psych 1A and Psych 2A may be taken more than ten years ago must be repeated.
4. - Nursing courses may be repeated one time. If a student is unsuccessful a second time, he/she must reapply to the program.

All Nursing (NURS) classes except NURS 2C & NURS 3C are nine-week classes. NURS 2C & NURS 3C are semester classes. In addition, students are expected to schedule skills laboratory practice time.

NURS 1A (R) (4)
INTRODUCTION TO PATIENT CARE I
2 Hrs. Lect. 6 Hrs. Lab.
Prerequisites: HT 3, Anat 10, Psych 1A, admission to the Nursing Program. Theory and skills basic to the provision of safe nursing care are introduced in the classroom and the skills laboratory. Components of the nursing process are studied. Parameters of health are defined and the physical and psychological needs of the normal individual explored. (CSU)

NURS 1A (Y) (4)
INTRODUCTION TO PATIENT CARE I
2 Hrs. Lect. 6 Hrs. Lab.
Prerequisites: HT 3, Anat 10, Psych 1A, admission to the Nursing Program. Theory and skills basic to the provision of safe nursing care are introduced in the classroom and the skills laboratory. Components of the nursing process are studied. Parameters of health are defined and the physical and psychological needs of the normal individual explored. (CSU)

NURS 1B (R) (4)
INTRODUCTION TO PATIENT CARE II
2 Hrs. Lect. 6 Hrs. Lab.
Prerequisite: NURS 1A(R), NURS 1C(R) or permission of the instructor. Communication skills are presented in this course. Basic psychological and physiological concepts related to stress that cause disruptions in the individual's ability to adapt to his/her environment are presented in the classroom. Concurrently in clinical sessions, the student relates learned skills and theory to the care of patients with well-defined commonly occurring illnesses in the hospital setting. (CSU)

NURS 1B (Y) (4)
INTRODUCTION TO PATIENT CARE II
2 Hrs. Lect. 6 Hrs. Lab.
Prerequisites: NURS 1A(V), NURS 1C(V) or permission of the instructor. Communication skills are presented in this course. Basic psychological and physiological concepts related to stress that cause disruptions in the individual's ability to adapt to his/her environment are presented in the classroom. Concurrently in clinical sessions, the student relates learned skills and theory to the care of patients with well-defined commonly occurring illnesses in the hospital setting. (CSU)

NURS 1C (R) (1.5)
PHARMACOLOGY I
1.5 Hrs. Lect.
Prerequisite: Admission to the Nursing Program or permission of the instructor. An introductory course in Pharmacology designed to assist the student to acquire basic skills in drug dosage calculations and the administration of medications. A skills laboratory requirement is included. Clinical application will be integrated into NURS 1B (R). (CSU)

NURS 1C (Y) (1.5)
PHARMACOLOGY I
1.5 Hrs. Lect.
Prerequisite: Admission to the Nursing Program or permission of the instructor. An introductory course in Pharmacology designed to assist the student to acquire basic skills in drug dosage calculations and the administration of medications. A skills laboratory requirement is included. Clinical application will be integrated into NURS 1B (V). (CSU)

NURS 2A (R) (5.5)
The Maternity Cycle
2.5 Hrs. Lect. 9 Hrs. Lab.
Prerequisites: NURS 1B (R), NURS 3C (R) or permission of the instructor. The nursing process is used to assess the needs of and devise a plan of care for the pregnant woman through the maternity cycle. Consideration is given to the physiological, psychosocial, cultural, and economic factors which have impact on the mother, infant, and the family as a whole. Concurrent classroom and clinical experience are provided. (CSU)

NURS 2A (Y) (5.5)
The Maternity Cycle
2.5 Hrs. Lect. 9 Hrs. Lab.
Prerequisites: NURS 1B (V), NURS 3C (V) or permission of the instructor. The nursing process is used to assess the needs of and devise a plan of care for the pregnant woman through the maternity cycle. Consideration is given to the physiological, psychosocial, cultural, and economic factors which have impact on the mother, infant, and the family as a whole. Concurrent classroom and clinical experience are provided. (CSU)

NURS 2B (R) (5.5)
COMMON HEALTH PROBLEMS I
2.5 Hrs. Lect. 9 Hrs. Lab.
Prerequisite: NURS 2A (R) or permission of the instructor. The first of three nine-week courses designed to provide a progressive and sequential study of common, well-defined health problems of the respiratory, reproductive and special senses systems are presented. Transition from wellness to illness is emphasized. Concepts acquired in previous courses are applied with increasing complexity to caring for individuals of all ages. Physiological, psychological, emotional, cultural and social concepts are integrated into the planning and implementation of nursing care. Concurrent classroom and clinical experience are provided. (CSU)

NURS 2B (Y) (5.5)
COMMON HEALTH PROBLEMS I
2.5 Hrs. Lect. 9 Hrs. Lab.
Prerequisite: NURS 2A (V) or permission of the instructor. The first of three nine-week courses designed to provide a progressive and sequential study of common, well-defined health problems of the respiratory, reproductive and special senses systems are presented. Transition from wellness to illness is emphasized. Concepts acquired in previous courses are applied with increasing complexity to caring for individuals of all ages. Physiological, psychological, emotional, cultural and social concepts are integrated into the planning and implementation of nursing care. Concurrent classroom and clinical experience are provided. (CSU)

NURS 2C (R) (2)
PHARMACOLOGY II
2 Hrs. Lect.
Prerequisite: NURS 1B (R), NURS 1C (R) or permission of the instructor. This course focuses on those components of pharmacology related to safe nursing care. It includes information about the general classification of drugs and principles of therapy related to the effects, actions, and therapeutic use of each drug. The nursing actions and rationale for nursing actions are covered. Clinical application is integrated into the clinical nursing courses. (CSU)

NURS 2C (Y) (2)
PHARMACOLOGY II
2 Hrs. Lect.
Prerequisite: NURS 1B (V), NURS 1C (V) or permission of the instructor. This course focuses on those components of pharmacology related to safe nursing care. It includes information about the general classification of drugs and principles of therapy related to the effects, actions, and therapeutic use of each drug. The nursing actions and rationale for nursing actions are covered. Clinical application is integrated into the clinical nursing courses. (CSU)

NURS 3A (R) (6.5)
COMMON HEALTH PROBLEMS II
2.5 Hrs. Lect. 12 Hrs. Lab.
Prerequisites: NURS 2A (R), NURS 2C (R), and NURS 2B (R) or permission of the instructor. The second of three nine-week courses designed to provide a progressive and sequential study of common, well-defined health problems is presented. Emphasis is placed on the immune system, endocrine, dermatological, cardiovascular, and musculo- skeletal systems. Concepts acquired in previous courses are applied with increasing complexity in caring for individuals of all ages. Physiological, psychological, emotional, cultural and social aspects are integrated into the planning and implementation of
nursing care. Concurrent clinical experiences are provided whenever possible. In conjunction, appropriate nursing skills are learned in the classroom. (CSU)

NURS 2A (V) (6.5)
COMMON HEALTH PROBLEMS II
2.5 Hrs. Lec. 12 Hrs. Lab.
Prerequisite: NURS 2A (V), NURS 2C (V), and NURS 2B (V), or permission of the instructor. The second of three nine-week courses designed to provide a progressive and sequential study of common, well-defined health problems is presented. Emphasis is placed on the integration of pathophysiology, behavioral, and musculoskeletal systems. Concepts acquired in previous courses are applied with increasing complexity in caring for individuals of all ages. Physiological, psychological, emotional, cultural and social aspects are integrated into the planning and implementation of nursing care. Concurrent clinical experiences are provided whenever possible. In conjunction, appropriate nursing skills are learned in the classroom. (CSU)

NURS 2B (V) (6.5)
COMMON HEALTH PROBLEMS III
2.5 Hrs. Lec. 12 Hrs. Lab.
Prerequisite: NURS 2A (R), NURS 2C (R), NURS 2B (R), and NURS 3A (R), or permission of the instructor. The final nine-week course designed to provide a progressive and sequential study of common, well-defined health problems is presented in Nursing 3B. The concepts from previous courses are applied with increasing complexity to the caring of individuals throughout the lifespan. The pathophysiology, treatment, and nursing management of common disorders involving the neurological, integumentary, gastrointestinal, and renal systems are studied in a progressive sequence across the lifespan. Principles of growth and development are reinforced. The nursing process is utilized by the student to identify the problems and nursing interventions needed for selected patients in the clinical setting. (CSU)

NURS 3B (V) (6.5)
COMMON HEALTH PROBLEMS III
2.5 Hrs. Lec. 12 Hrs. Lab.
Prerequisite: NURS 2A (V), NURS 2C (V), NURS 2B (V), and NF 3A (V), or permission of the instructor. The final nine-week course designed to provide a progressive and sequential study of common, well-defined health problems is presented in Nursing 3B. The concepts from previous courses are applied with increasing complexity to the caring of individuals throughout the lifespan. The pathophysiology, treatment, and nursing management of common disorders involving the neurological, integumentary, gastrointestinal, and renal systems are studied in a progressive sequence across the lifespan. Principles of growth and development are reinforced. The nursing process is utilized by the student to identify the problems and nursing interventions needed for selected patients in the clinical setting. (CSU)

NURS 2C (V) (2.5)
PATIENT CARE MANAGEMENT AND CRITICAL THINKING
2.5 Hrs. Lab.
Prerequisite: Admissions to the nursing program or permission of the instructor. To be taken concurrently with NURS 1A (R). As overview of the leadership and management process as it relates to management of patient care is presented. Clinical application is integrated into NURS 3A (R), NURS 3B (R) and all subsequent nursing courses. (CSU)

NURS 2C (V) (2.5)
PATIENT CARE MANAGEMENT AND CRITICAL THINKING
2.5 Hrs. Lab.
Prerequisite: Admissions to the nursing program or permission of the instructor. To be taken concurrently with NURS 1A (V). An overview of the leadership and management process as it relates to management of patient care is presented. Clinical application is integrated into NURS 3A (V), NURS 3B (V) and all subsequent nursing courses. (CSU)

NURS 4A (R) (3.5)
COMMON HEALTH PROBLEMS IV
2 Hrs. Lec. 4.5 Hrs. Lab.
Prerequisite: NURS 3A (R), NURS 3B (R) or permission of the instructor. This course is concerned with an individual’s response to stress and crisis. The promotion of mental health, into factors that influence the development of maladaptive disorders, and the rehabilitation of chronic disorders is presented in concurrent classroom and clinical settings. Cultural and social attitudes toward behavior which deviates from accepted norms is discussed. (CSU)

NURS 4B (R) (5.5)
ADVANCED NURSING
2 Hrs. Lec. 10.5 Hrs. Lab.
Prerequisite: NURS 4A (R), NURS 4C (R) or permission of the instructor. In-depth study of patients with increasingly complex health problems is presented. The nursing process is used to plan and implement nursing care for a group of patients. Concurrent clinical experience in geriatric and advanced medical-surgical nursing is arranged. (CSU)

NURS 4C (R) (1)
NURSING TRENDS
1 Hr. Lab.
Prerequisite: NURS 3A (R), NURS 3B (R) or permission of the instructor. Current issues affecting nursing are discussed. Legislation, health care delivery system, and legal and ethical aspects of health care are integrated into the clinical component of NURS 4B. Upon successful completion of NURS 4B and NURS 4C, the student is eligible to write the examinations for Registered Nurse. (CSU)

NURS 5 (1-3)
NURSING: TRANSITION COURSE
1-3 Hrs. Lab.
Prerequisite: Completion of advanced placement requirements or permission of the instructor. This course is designed to prepare the advanced placement student to enter the appropriate level of the Associate Degree Nursing program. Students may take variable units from one to three, according to their placement status. Content includes the nursing process and health promotion and prevention. The student will be given the opportunity to learn how to make rapid, accurate patient assessments. They will identify and discuss common findings, observe assessment techniques and do return demonstrations. Individuals who wish to improve their physical assessment skills are the focus of this course. (CSU)

Vocational Nursing
Prospective students are advised to check with the college previous to each semester concerning continuing education courses to be offered. New courses are offered periodically as community health agency and health personnel needs are identified. An enrollment fee will be charged. All courses have been approved by the California Board of Vocational Nurse and Psychiatric Technician Examiners, BUNPY Provider No. 00294, and meet the requirements for relicensure.

RN 37 (1)
BASIC ARRHYTHMIA RECOGNITION
1 Hr. Lab.
Prerequisite: Permission of the instructor. A basic program using a systematic approach to interpretation and recognition of cardiac arrhythmias in the monitored hospital patient and the appropriate treatment and/or nursing intervention required. Suitable for the ICU/CCU nurse or nursing assistant, beginning cardiac/cardiopulmonary technician, the med/surg nurse who cares for the patient on telemetry, or for inactive nurses who wish to update their knowledge and maintain their competency. (Same as HA/RN 37) (CSU)

RN 38 (3)
HOME HEALTH NURSING
1.5 Hrs. Lab. 4.5 Hrs. Lab.
Prerequisite: ADN grade of C or licensed RN. Addresses opportunities and challenges in home care through didactic and clinical experiences. Topics include current issues of reimbursement and regulations, roles and responsibilities of the home health nurse, documentation, quality assurance, insurernces aspects, risk management and future trends in home health nursing. (CSU)

RN 40 (2)
INTRAVENTRIOUS THERAPY TECHNIQUE
2 Hrs. Lab.
Prerequisite: Permission of the instructor. A course of instruction in intravenous therapy which includes fluid solutions of electrolytes, nutrients, vitamins, blood and blood products. (Same as VN 40) (CSU)

RN 41 (3)
PHYSICAL ASSESSMENT SKILLS
3 Hrs. Lab.
Prerequisite: Permission of the instructor. Class is limited to fifteen (15) students. This course is designed to delineate assessment parameters and values for the adult patient. Students will be given the opportunity to learn how to make rapid, accurate
MILITARY 2000

NUTRITION

NUTR 1 (3)
SANITATION AND SAFETY CONTROL
3 Hrs. Lab.
Prerequisite: Permission of the instructor. This course includes the basic principles of sanitation and safety, and the application of these principles to a food service operation including OSHA regulations. Emphasis will be on the principles of food preparation and storage; safety procedures and programs and fire prevention and control. (CSU)

NUTR 2 (3)
FOUNDATIONS OF NUTRITION
3 Hrs. Lab.
Prerequisite: Permission of the instructor. Scientific concept of nutrition relating to the function of nutrients in the basic life processes. Examines the major aspects of nutritional services within a health care facility, community or school food services program. The course includes child and adult nutrition application to basic food and food service programs. (CSU)

NUTR 3 (3)
FOOD PRODUCTION MANAGEMENT
2 Hrs. Loc. 2 Hrs. Lab.
Prerequisite: Permission of the instructor. Organization and management of food service operations, occupational levels and responsibilities. Quantity food preparation with an emphasis on food production management, effective management of time and equipment, and the responsibilities of the production supervisor. (Nontransferable, AA/AS degree only)

NUTR 4 (3)
SUPERVISION FOR FOOD SERVICES
2 Hrs. Loc. 2 Hrs. Lab.
Prerequisite: Permission of the instructor. This course includes procedures and problems met by food service operations in developing labor management relationships. It includes the responsibility of selection, placement, orientation, training, counseling, rating and promotion of employees and understanding human behavior as it relates to personal settings. (Nontransferable, AA/AS degree only)

NUTR 5 (3)
MODIFIED DIETS
3 Hrs. Loc.
Prerequisite: Permission of the instructor and completion of core courses. The principles of nutrition as they relate to special and abnormal physical conditions including the effect of proper nutrition. Current knowledge and information on modified diets used in the treatment of abnormal physical conditions. Emphasis on rationals for the diet and how these modifications will improve the patient's condition. (CSU)

NUTR 6A (3)
FIELD EXPERIENCE-DIETARY MANAGER
1 Hr. Loc. 4 Hrs. Lab.
Prerequisites: NUTR 1, 2, 3, and 4. Permission of the instructor. Supervised field experience in a dietary-on-the-job setting at a health care facility. (Nontransferable, AA/AS degree only)

PHIL 1A (3)
INTRODUCTION TO PHILOSOPHY
3 Hrs. Loc.
Man's interpretation of the nature and meaning of reality. Emphasis placed upon the existence of God, free will, and mind-body problems. (CSU, UC)

PHIL 1B (3)
INTRODUCTION TO PHILOSOPHY
3 Hrs. Loc.
The place of philosophy in intelligent living and the methods and significance of philosophical inquiry. Emphasis is placed upon problems of value and human nature. Phil 1B may be taken before Phil 1A. (CSU, UC)

PHIL 10 (3)
LOGIC
3 Hrs. Loc.
An introduction to deductive and inductive logic. Attention focused upon the relationship between logic and language fallacies, and the use of logic in everyday life. (CSU, UC)

PHIL 11 (3)
ETHICS
3 Hrs. Loc.
An introduction to significant and typical value theories and systems, and of the concrete problems such theories seek to explain. Emphasis placed upon teaching students to critically analyze their own value systems. (CSU, UC)

PE 24 (3)
FIELD EXPERIENCE-SCHOOL FOOD SERVICES MANAGER
1 Hr. Loc. 4 Hrs. Lab.
Prerequisites: NUTR 1, 2, 3, and 4. Permission of the instructor. Supervised field experience in a dietary-on-the-job setting at a school food facility. (Nontransferable, AA/AS degree only)

NUTR 7
INTRODUCTION TO HOSPITALITY INDUSTRY
2 Hrs. Loc. 2 Hrs. Lab.
Prerequisites: Permission of the instructor and completion of core courses. Principles and practices of hospitality as it relates to food hotel services for the private and public sector. Personnel relations, public relations and community relation issues are explored. (CSU)

NUTR 8 (3)
MENUPLANNING AND PURCHASING
3 Hrs. Loc.
Prerequisites: Permission of the instructor and completion of core courses. The principles of menu planning and purchasing of food services including family and child nutrition. Nutrition manager will learn to analyze information and examine issues and options so that they will be better able to plan menus that meet nutritional requirements, follow menu design principles, comply with budgetary constraints, and to plan menus that are acceptable. (Nontransferable, AA/AS degree only)

PHIL 25 (3)
RELIGIONS OF THE MODERN WORLD
3 Hrs. Lab.
An introduction to the various contemporary religions of the world with an emphasis on their historical development. Study of basic beliefs of each religion as Hinduism, Buddhism, Taoism, Zen. (CSU, UC)

PHYSICAL EDUCATION

PHYSICAL EDUCATION

PHOT 1A (3)
PHOTOGRAPHY
2 Hrs. Loc. 2 Hrs. Lab. TBA
The basic theory, techniques, and skills of photography. An in-depth study of the camera, black and white film processing, printing, lighting techniques, presentation, and exhibition. Emphasis is placed on control of universally used processes, tools and materials with self-determination in choice of subject matter. For the assignments the students will provide an adjustable camera, film, paper and basic processing equipment. (CSU)

PHYSICAL EDUCATION

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PHYSICAL EDUCATION
Tennis offers training in the basic fundamentals of the game including history, rules, and etiquette. Social etiquette of the game is stressed along with the worthy use of leisure time. Tournament competition in singles and doubles is emphasized. (CSU) (UC credit limited. See a counselor.)

**Recommended Preparation:**

- **PE 12ABCD (1-1-1-1)**
  - ADVANCED GOLF, COED
  - 2 Hrs. Lab.
  - Recommended Preparation: PE 11AB. Advanced training in strokes with irons, woods, and putters; includes rules and etiquette of the game. Actual participation upon a golf course and the worthy use of leisure time are emphasized. (CSU) (UC credit limited. See a counselor.)

- **PE 19ABCD (1-1-1-1)**
  - MODERN DANCE, COED
  - 2 Hrs. Lab.
  - Participation and instruction in rhythmic fundamentals, factors related to movement, movement fundamentals and dance skills, creative expression, and evaluation. Designed to develop the student's ability to use expressive body movements in a creative art form. More complex individual dance sketches and small dance group dances. (CSU, UC credit limited. See a counselor.)

- **PE 20ABCD (1-1-1-1)**
  - SOFTBALL, COED
  - 2 Hrs. Lab.
  - This course is designed to emphasize the fundamentals, knowledge of rules, coaching techniques, and basic knowledge of the game of softball. (CSU) (UC credit limited. See a counselor.)

- **PE 21ABCD (2-2-2-2)**
  - ADVANCED SPORTS ACTIVITY, COED
  - 1 Hr. Lab. 2 Hrs. Lab.
  - Recommended Preparation: Prior competitive background. This course is designed for students with previous experience in the sports of volleyball, softball, and basketball. The course will cover basic fundamentals as well as advanced team strategies found in competitive situations. A minimum of fifteen hours per semester for each student is required in outside activities such as community sports and recreational programs. (CSU) (UC credit limited. See a counselor.)

- **PE 22ABCD (1-1-1-1)**
  - RACQUETBALL and HANDBALL, COED
  - 2 Hrs. Lab.
  - Instruction and development of the handball skills. Presentation of singles and doubles play, including basic shots and strategy. (CSU) (UC credit limited. See a counselor.)

- **PE 23ABCD (1-1-1-1)**
  - BASEBALL FOR WOMEN
  - 2 Hrs. Lab.
  - Designed for women students interested in baseball. To offer basic and advanced fundamentals, team play, and strategy. (CSU) (UC credit limited. See a counselor.)

- **PE 24ABCD (1-1-1-1)**
  - BASEBALL FOR MEN
  - 2 Hrs. Lab.
  - An introduction to the fundamental skills and strategy of the game. Rules and class competition are included in the course. (CSU) (UC credit limited. See a counselor.)

- **PE 25 (2)**
  - LIFETIME EXERCISE SCIENCE
  - 1 Hr. Lab. 2 Hrs. Lab.
  - This course is designed to emphasize a comprehensive understanding of the entire scope of the fitness for life process. The student will be equipped to assess their present fitness status; with the ability to write a personalized fitness program; and engage in that fitness program. The course will focus on five areas: cardiovascular endurance, weight control, strength, flexibility, and relaxation. (CSU, UC)

- **PE 26ABCD (1-1-1-1)**
  - INTERCOLLEGIATE BASEBALL AND P.E.
  - 10 Hrs. Lab.
  - Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. Theory and practice of basketball. Limited to students trying out for varsity team. The student must schedule for a minimum of 10 hours per week. (CSU) (UC credit limited. See a counselor.)

- **PE 34ABCD (2-2-2-2)**
  - INTERCOLLEGIATE VOLLEYBALL AND P.E.
  - 10 Hrs. Lab.
  - Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. Theory and practice of volleyball. The course will focus on five areas: cardiovascular endurance, weight control, strength, flexibility, and relaxation. (CSU, UC)

- **PE 41ABCD (2-2-2-2)**
  - INTERCOLLEGIATE VOLLEYBALL AND P.E.
  - 10 Hrs. Lab.
  - Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. Theory and practice of volleyball. The course will focus on five areas: cardiovascular endurance, weight control, strength, flexibility, and relaxation. (CSU, UC)

- **PE 42ABCD (2-2-2-2)**
  - INTERCOLLEGIATE SOCCER AND P.E.
  - 10 Hrs. Lab.
  - Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. Theory and practice of soccer. Limited to students trying out for varsity team. The student must schedule for a minimum of 10 hours per week. (CSU) (UC credit limited. See a counselor.)
INTERCOLLEGIATE SOFTBALL AND P.E. 43AB (2-3) 10 Hrs. Lab.
Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. The memory and practice of women’s softball. Limited to students trying out for varsity team. The student must schedule for a minimum of 10 hours per week. (CSU) (UC credit limited. See a counselor.)

SELF-DEFENSE 44ABCD (1-1-1-1) 2 Hrs. Lab.
A study of the art of self-defense through boxing, wrestling and elements of martial arts. View the video series and relate to self-defense. (CSU) (UC credit limited. See a counselor.)

INDIVIDUAL SPORTS FOR THE PHYSICALLY LIMITED 45ABCD (2-2) 2 Hrs. Lab.
This course is designed to promote individual skill development for the physically limited student. (CSU) (UC credit limited. See a counselor.)

INTRODUCTION TO PHYSICAL EDUCATION 50 (2) 2 Hrs. Lab.
Principles and organization of physical education and areas of specialization within the field. (CSU, UC)

STRUCTURING INTRAMURALS 51 (2) 1 Hr. Lab. 3 Hrs. Lab.
Recommended Preparation: Basic knowledge and/or experience in competitive sports and recreational games. The course is designed to provide students experience in structuring various types of sports and recreation tournaments through assisting in the IVC intramural program. (CSU)

THEORY OF BASEBALL 52AB (2-2) 2 Hrs. Lab.

PSYCHOLOGY OF COACHING 58 (2) 2 Hrs. Lab.
A course covering all the aspects of the psychology of coaching sports. This course will provide an introduction to the theories, principles, and problems of modern psychology as they relate to physical education and coaching. (CSU)

SPORTS OFFICIATING, MEN 59AB (3-3) 2 Hrs. Lab.
Theory and practice of the techniques of officiating in highly organized games and sports such as basketball, football, wrestling, baseball, track, and tennis. Students must plan for an additional three hours per week to officiate at elementary schools. (CSU) (UC credit limited. See a counselor.)

SPORTS OFFICIATING, WOMEN 60AB (3-3) 2 Hrs. Lab.
To familiarize prospective physical education majors and minors with the rules of team and individual sports for women. (CSU) (UC credit limited. See a counselor.)

PHYSICAL EDUCATION IN THE ELEMENTARY SCHOOL 61 (3) 3 Hrs. Lab.
This course is designed to prepare the elementary school teacher to teach the whole child through physical education. (CSU)

THEORY OF VOLLEYBALL 56 (2) 2 Hrs. Lab.
This course is recommended for physical education majors, recreation majors, and potential coaches. History of the game, roles, coaching techniques, offensive and defensive strategies, practice organization, and possible future trends in volleyball will be offered. (CSU) (UC credit limited. See a counselor.)

THEORY OF SOFTBALL 55 (2) 2 Hrs. Lab.
This course is recommended for physical education majors, recreation majors, and potential coaches. History of the game, roles, coaching techniques, practice organization, strategies and theories, and possible future trends in softball will be offered. (CSU) (UC credit limited. See a counselor.)

THE HISTORY AND APPRECIATION OF DANCE 56 (2) 3 Hrs. Lab.
Foundations of dance in western civilization. Dance as art, therapy, ritual and social discourse. Analysis of dance in film, video, and live performance. Appreciation for artistic intent, technique and style. (Same as Hum 21) (CSU, UC)

PHYSICS 44A (5) GENERAL PHYSICS 3 Hrs. Lab. 4 Hrs. Lab.
Prerequisite: Credit for or concurrent enrollment in Math 3A. This course is designed to give an understanding of the fundamental principles of physics in the areas of mechanics. (CSU, UC)

PHYSICS 44B (5) GENERAL PHYSICS 3 Hrs. Lab. 4 Hrs. Lab.
Prerequisite: Phys 4A and credit or concurrent enrollment in Math 3B. This course is designed to give an understanding of the fundamental principles of physics in the areas of electricity, magnetism, atomic, and nuclear physics. (CSU, UC)

PHYSICS 44G (5) GENERAL PHYSICS 3 Hrs. Lab. 4 Hrs. Lab.
Prerequisite: Phys 4A and credit or concurrent enrollment in Math 3B. This course is designed to give an understanding of the fundamental principles of physics in the areas of waves, heat, light, relativity, quantum mechanics and atomic physics. (CSU, UC)

INTRODUCTION TO PHYSICS FOR HEALTH PROFESSIONS 50 (2) 3 Hrs. Lab.
Elementary mechanics, fluids, sound, electricity, and optics. For students requiring physics for health professions. Does not apply toward a major in general science or physical science. (CSU)

HUMAN PHYSIOLOGY 45 (3) 3 Hrs. Lab.
Prerequisites: One year each of high school chemistry and biology or one semester each at the college level. The functions of the human body: emphasis on the circulatory, muscular, and nervous system. (CSU) (UC credit limited. See a counselor.)
POL S 14 (3) INTRODUCTION TO INTERNATIONAL RELATIONS 3 Hrs. Lec. An introductory course stressing the techniques of analysis of the basic factors making for conflict and adjustment in contemporary international relations. Problems of nationalism and imperialism, elements of national power, causes of war, methods of seeking peace, the role of international organizations, and the foreign policies of the major powers will be considered. Emphasis will be upon contemporary developments. (CSU, UC)

PSYCHOLOGY

PSYCH 1A (3) (CAN PSY 2) INTRODUCTION TO PSYCHOLOGY 3 Hrs. Lec. Recommended Preparation: Twelfth grade reading level highly recommended. An introduction to the study of human behavior and cognition. Includes consideration of many of the major topics in psychology including, but not limited to, the biology of behavior, learning, human development, sleep and consciousness, personality, mental disorders and therapy, and social processes. (CSU, UC)

PSYCH 1B (3) (CAN PSY 10) BIOLOGICAL PSYCHOLOGY 3 Hrs. Lec. Recommended Preparation: Successful completion of Psych 1A strongly recommended and the twelfth grade reading level highly recommended. This course will explore the role of learning in the adaptation of humans and other animals to their changing environment. Research methodology, Pavlovian and operant theories, applications and implications, and higher cognitive processes will be examined. (CSU, UC)

PSYCH 1B (1) INTRODUCTION TO PSYCHOLOGY - HONORS 1 Hr. Lec. Prerequisite: Current test grades of B or better in Psych 1A. Coursework: Concurrent enrollment in Psych 1A. This course involves supervised research in the field of psychology. The research may be library research on a topic approved by the instructor or it may be done in a laboratory or field situation. The experiment or survey must be presented in an organized and formal manner as explained by the instructor. The research paper is to be in addition to any written work required in Psych 1A. (CSU, UC)

PSYCH 2 (3) (CAN PSY 10) BIOLOGICAL PSYCHOLOGY 3 Hrs. Lec. Recommended Preparation: Successful completion of Psych 1A strongly recommended and twelfth grade reading level highly recommended. An exploration of the biological basis of human behavior. The development, structure and functions of the nervous system is thoroughly examined to provide insight into its complex relationship with human behavior, thought, and feelings. The history of neuroscience and methods of scientific inquiry are reviewed. (CSU, UC)

PSYCH 3 (3) PSYCHOLOGY OF ADJUSTMENT 3 Hrs. Lec. Recommended Preparation: Twelfth grade reading level strongly recommended. A study of the development of effective behaviors. Focuses on individual behavior such as self-control, stress and emotional reactions; self-image, motivation, self-deception, lifespan development and psychological theories, which address these behaviors. Effective group behaviors including interpersonal relationships, marriage, sex, and society are also examined. (CSU, UC)

PSYCH 4 (3) PSYCHOLOGY OF HUMAN SEXUALITY 3 Hrs. Lec. A study of the psychology of Human Sexuality. Includes anatomy and physiology of sexual functions, sexual dysfunctions, sexually transmitted diseases, infertility, contemporary sexual attitudes and behaviors, sexual deviations, and controversies and implications for the individual and the society. (CSU, UC)

PSYCH 5 (3) PSYCHOLOGY OF EFFECTIVE BEHAVIOR 3 Hrs. Lec. A survey of some of the relevant psychological factors, principles, and concepts involved in the experience and problems of everyday living. An experiential approach, including emphasis upon effective behavioral alternatives in parenting, interpersonal relations, values clarification, methods for successful study, and the art of taking responsibility for one's own life. (CSU)

PSYCH 6 (3) CURRENT ISSUES IN PSYCHOLOGY 3 Hrs. Lec. Recommended Preparation: Psych 1A and Engli 12B. A detailed examination of recent research and publications in the areas of psychology as a science, the biological bases of behavior, psychological bases and psychological disorders and therapeutic processes. An up-to-date examination of selected topics in the field of psychology. (CSU, UC)

PSYCH 9 (3) INTRODUCTION TO COUNSELING 3 Hrs. Lec. A study of the theory, process, and practice of interviewing and counseling. Emphasis is placed on community service and other counseling situations. The course is designed to assist the student to gain knowledge and develop skills in order to help a client or interviewee in counseling situations. Theories of counseling and basic helping skills will be presented, demonstrated, and practiced. (Same as ADS 9) (CSU)

PSYCH 11A (3) PRACTICUM 1 Hr. Lec. 6 Hrs. Lab. Field experience per week (Same as ADS/H REL 11A) (CSU)

PSYCH 11B (3) PRACTICUM 1 Hr. Lec. 6 Hrs. Lab. Field experience per week (Same as ADS/H REL 11B) (CSU)

PSYCH 14 (3) ABNORMAL PSYCHOLOGY 3 Hrs. Lec. Recommended Preparation: Twelfth grade reading level highly recommended, Psych 1A. Psych 2 and Psych 3 recommended. Covers the major categories of mental disorders listed in the latest version of the Diagnostic and Statistical Manual of Mental Disorders (DSM). Draws upon important contributions from various disciplines and theoretical stances. Case studies and research-based explanations are examined. Controversial topics related to mental disorder are explored. (CSU, UC)

PSYCH 15 (3) SOCIAL AND PSYCHOLOGICAL DYNAMICS OF DRUG USE 3 Hrs. Lec. Recommended Preparation: Psych 1A, Psych 1B, Soc 1 or Soc 17. This course views drug use behavior from a sociological and psychological perspective. It includes an analysis of factors contributing to drug use; societal influence (peer group and the family), and personal psychodynamics and development. It examines illegal drug use as well as legal drug use, particularly of alcohol. Potential solutions and preventive methods which could be of practical value to parents and various professional and semi-professional workers will be addressed. (Same as ADS/SoC 15) (CSU)

PSYCH 16 (3) THE PSYCHOLOGY OF INTERPERSONAL RELATIONSHIPS 3 Hrs. Lec. An exploration of the dynamics of interpersonal relationships. Starting, developing, understanding, and improving one's relationships with self and others will be the focus of this course. Topics will include love, jealousy, acceptance, listening skills, communication skills, perception of self and others, and self-disclosure. The course involves lecture, discussion, and experiential techniques. (CSU)

PSYCH 17 (3) SOCIAL PSYCHOLOGY 3 Hrs. Lec. The study of how personality and behavior are influenced by the social environment. The conceptual and research focus is on the relationship between the individual and society. This course includes such topics as: self-concept and social identity, group behavior and group membership. (Same as Soc 17) (CSU, UC)

PSYCH 18 (3) RESEARCH METHODS IN PSYCHOLOGY 3 Hrs. Lec. Recommended Preparation: Successful completion of Psych 1A strongly recommended. This course introduces students to psychological research reports, as well as methods and critical analysis techniques that may be applied to diverse research studies and issues. (CSU, UC)
RECREATION

REC 70 (3)
INTRODUCTION TO LEISURE
3 Hrs. Lec.
A theory and activity course designed to present instruction, material, and information necessary to effectively conduct social recreation in clubs, playgrounds, recreation centers, churches, and camps. Emphasis is on the social development and integration of individuals into group programs, including planning, programming, and conducting social recreation activities. (CSU)

REC 71 (3)
SOCIAL RECREATION
3 Hrs. Lec.
An introductory course to the study of society, major ideas, concepts, and methods in the study of society to include culture, social structure, social stratification, deviance and social control, social change, and marriage in the family. (CSU, UC)

SOC 1 (3)
INTRODUCTORY SOCIOLOGY
3 Hrs. Lec.
This course includes the study of the theories of prejudice and discrimination of different groups within American society. It will cover an historical analysis of the problems of these groups and typical areas will include racism, sexism, agism, and ethnic and religious discrimination. (Same as ADS 10) (CSU, UC)

SOC 10 (3)
SOCIOLOGY OF MINORITY GROUPS
3 Hrs. Lec.
This course is designed to introduce the student to the understanding and study of America's minority groups and the social institutions that affect these groups. (CSU)

SOC 15 (3)
SOCIAL AND PSYCHOLOGICAL DYNAMICS OF DRUG USE
3 Hrs. Lec.
(Same as PSYCH 15) (CSU)

SOC 17 (3)
SOCIAL PSYCHOLOGY
3 Hrs. Lec.
(Same as PSYCH 17) (CSU, UC)

SOC 20 (3)
CRIMINOLOGY
3 Hrs. Lec.
(Same as AJ 30) (CSU)

SOC 32 (3)
MARRIAGE AND THE FAMILY
3 Hrs. Lec.
An introductory course to marriage and the family. Major ideas and concepts include: the history of love and marriage, myths and hidden realities, sex roles, singleness and pairing, communication and conflict resolution, separation and divorce, remarriage. (CSU)

SOC 49 (3)
COMPUTERS AND SOCIETY
3 Hrs. Lec.
A general course designed to acquaint students with computers and their related social issues, such as: privacy, computer crime, the Internet, on-line terrorism, and social change resulting from computer information systems. (CSU, UC)

SOC 50 (3)
HUMAN SERVICES IN A CHANGING SOCIETY
3 Hrs. Lec.
(Same as ADS 50) (CSU)

SPANISH
High School Foreign language courses may be used for the purpose of placement in the college courses and may be counted toward meeting the foreign language requirement in various majors. These high school courses will not count as college credit toward graduation. Contact the IVC Counseling Center for further information.

The last year course taken by a student in the high school language sequence may be repeated in college for graduation credit, not to exceed units of repeated foreign language work. Students with high school language credits are strongly advised to see the instructor before enrolling.

Students who have recently studied Spanish for three years in high school are recommended to take the third semester of the college level course.

SPAN 11 (1)
ELEMENTARY SPANISH
5 Hrs. Lec.
Prerequisite: The student must have ability to speak and read English. The student can study in Spanish 3 only after having achieved all of the minimal performance objectives specified for both Span 1 and Span 2. This course is a one-year course in the regular high school Spanish course with good retention should the student wish to succeed in Span 3. A continuation of Span 2 covering the uses of all Spanish tenses and the equivalent of one year's advanced course in the equivalent of Span 3. This course is a continuation of Span 2A. (CSU, UC credit limited. See a counselor.)

SPAN 3 (3)
INTERMEDIATE SPANISH
5 Hrs. Lec.
Prerequisite: The student must be able to speak and read English. The student can study in Spanish 3 only after having achieved all of the minimal performance objectives specified for both Span 1 and Span 2. This course is a one-year course in the regular high school Spanish course with good retention should the student wish to succeed in Span 3. A continuation of Span 2 covering the uses of all Spanish tenses and the equivalent of one year's advanced course in the equivalent of Span 3. This course is a continuation of Span 2A. (CSU, UC credit limited. See a counselor.)

SPAN 4 (5)
INTERMEDIATE SPANISH
5 Hrs. Lec.
Prerequisite: The student must be able to speak and read English. The student can study in Spanish 3 only after having achieved all of the minimal performance objectives specified for both Span 1 and Span 2. This course is a one-year course in the regular high school Spanish course with good retention should the student wish to succeed in Span 3. A continuation of Span 2 covering the uses of all Spanish tenses and the equivalent of one year's advanced course in the equivalent of Span 3. This course is a continuation of Span 2A. (CSU, UC credit limited. See a counselor.)

SPAN 5A (3)
BEGINNING CONVERSATIONAL SPANISH AND CULTURE
2.5 Hrs. Lec.
A course designed to give the student a basic ability in everyday Spanish. The course will emphasize vocabulary building, conversational skills, listening and comprehension, and culture. (CSU)

SPAN 5B (2.5)
BEGINNING CONVERSATIONAL SPANISH AND CULTURE
2.5 Hrs. Lec.
A continuation of Span 5A. (CSU)
SPAN 20A (5)
BILINGUAL SPANISH
5 Hrs. LeC.
Prerequisite: Spanish speaking fluency, native or near-native of 3 years of high school Spanish. The course is designed to develop in the student the four basic language skills of listening, speaking, reading, and writing with a constant comparison between Spanish and English usage. Emphasis will be on the indicative tenses: present, preterit, imperfect, and future. These skills will be explored through reading in the contemporary culture of Spain, Latin America, and the Spanish speaking communities in the United States - Mexican, Cuban, Puerto Rican, and Hispanic. (CSU) (UC credit limited. See a counselor.)

SPAN 20B (5)
BILINGUAL SPANISH
5 Hrs. LeC.
Continuation of Span 20A. Emphasis on the conditional and the subjective forms. (CSU) (UC credit limited. See a counselor.)

SPAN 23 (3)
BILINGUAL ORAL SPANISH
3 Hrs. LeC.
An intensive course in oral Spanish for students who have learned Spanish as a native language. It is intended for students who may read and write Spanish well and have a good grammar but need more practice in oral structures. This course will include a brief grammar review and discussion of relevant everyday topics of social concern. Concurrent enrollment in Span 20B is recommended, but not required. (CSU, UC)

SPAN 25 (3)
INTRODUCTION TO SPANISH AMERICAN LITERATURE
3 Hrs. LeC.
Introductory survey of representative movements, authors, and works of Spanish American literature from the Spanish Discovery to the present. Course conducted in Spanish. (CSU, UC)

SPAN 26 (3)
INTRODUCTION TO TRANSLATION AND INTERPRETATION
3 Hrs. LeC. 2 Hrs. Lab.
This course is designed to give students an introduction to theory and practice in translating and interpreting. There will be intensive vocabulary building and ear training exercises; extensive and intensive reading on current events; cross-cultural training and research on career possibilities in these areas. (CSU)

SPAN 28A (3)
The MEXICAN AMERICAN IN LITERATURE
3 Hrs. LeC.
(Same as Engl 44A) (CSU, UC)

SPAN 28B (3)
The MEXICAN AMERICAN IN LITERATURE
3 Hrs. LeC.
(Same as Engl 46B) (CSU, UC)

SPAN 42 (3)
INTRODUCTION TO MEXICAN AMERICAN STUDIES
3 Hrs. LeC.
An interdisciplinary survey of the historical role, culture, values, and artistic contributions of the Mexican Americans to the United States. From 1836 to the present. Course conducted in English. (CSU, UC)

SPAN 60ABC (1-1-2)
LANGUAGE LABORATORY
2 Hrs. Lab.
Individualized language laboratory practice with prepared taped materials and texts in the language laboratory. Practice in listening comprehension and pronunciation. Supplementary course for beginning, intermediate, and advanced levels in Spanish. (Nontransferable; A/AAS degree only)

SPECIAL STUDIES

SPEC 51-87 COURSE DESCRIPTION
Course content, prerequisites, and unit credit to be determined by the Division and the Office of Instruction in relation to community student interest and available staff. Not offered every semester. Courses numbered 51-55 are (CSU) (UC credit limited. See a counselor.) Courses numbered 61-87 are (Nontransferable, nondegree applicable).

SPEC 51 or 81 (1-3)
VOCATIONAL EDUCATION
Hours by arrangement

SPEC 52 or 82 (1-3)
HUMANITIES
Hours by arrangement

SPEC 53 or 83 (1-3)
ENGLISH
Hours by arrangement

SPEC 54 or 84 (1-3)
NATURAL SCIENCE
Hours by arrangement

SPEC 55 or 85 (1-3)
BEHAVIORAL SCIENCE & SOCIAL SCIENCE
Hours by arrangement

SPEC 56 or 86 (1-3)
BUSINESS
Hours by arrangement

SPEC 57 or 87 (1-3)
EXERCISE SCIENCE, WELLNESS & SPORT
Hours by arrangement
COOPERATIVE WORK EXPERIENCE

Cooperative Work Experience is a program of on-the-job learning experiences for students placed in a job setting. It is an approved program with goals and activities formulated with industry under the direction of the College Work Experience Coordinator and instructors assigned to teach work experience. Employers provide work locations (work stations) and on-the-job training which has educational value for the student. The college provides the instructional component, class facilities and personnel to coordinate the program. Sixteen units of work experience education may be allowed toward graduation with the Associate Degree.

There are two kinds of Work Experience as outlined.

Occupational Work Experience is a program for students who are in a vocational major or certificate program.

General Work Experience is a program for students in any major and need not be related to a vocational major.

Employment may be on or off campus; the student may or may not receive pay. The Cooperative Education Coordinator will assist the student in obtaining job placements.

GENERAL AGRICULTURAL EXPERIENCE

The General Cooperative Work Experience Education Program is designed to give job information and experience to those students employed in jobs not related to coursework in school. Employment may be on or off campus; the student may or may not receive pay. The Cooperative Education Coordinator will assist students in obtaining job placements.

Student qualifications: In order to participate in Cooperative Work Experience Education, students shall meet the following requirement:

1. Complete no less than seven units (summer session, one course) including Cooperative Work Experience Education.
2. Have approval of the Cooperative Work Experience Education Coordinator.
3. Have occupational or education goals to which, in the opinion of the Coordinator, the Cooperative Work Experience Education will contribute.
4. Pursue a planned program of Cooperative Work Experience Education which, in the opinion of the Coordinator, includes new or expanded responsibilities or learning opportunities beyond those experienced during the previous employment.

A maximum of six units may be earned in general cooperative work experience, not to exceed three units each semester.

The number of units received each semester for on-the-job experience will be based on the number of hours worked each semester or summer session as follows:

- 4.5 Hrs of Lab/week for 4 units - 75 hrs per semester or session
- 3.5 Hrs of Lab/week for 3 units - 52.5 hrs per semester or session
- 2.5 Hrs of Lab/week for 2 units - 38 hrs per semester or session
- 1.5 Hrs of Lab/week for 1 unit - 25 hrs per semester or session

Paid Work

Volunteer Work

Volunteer Work: 3.5-17.5 Hrs. Lab.

WEOCC 90ABCD (1, 4, 1, 4, 1, 4)

OCCUPATIONAL WORK EXPERIENCE (Parallel Plan)

Paid Work: 4.5-17.5 Hrs. Lab.

WEOCC 90ABCD (1, 4, 1, 4, 1, 4, 1, 4)

ZOOLOGY

ZOOL 1A (4)

GENERAL ZOOLOGY

3 Hrs. Lab. 6 Hrs. Lab.

Recommended Preparation: One year of a high school laboratory science. Zool 1B may be taken before Zool 1A. Introduction to basic principles of animal biology with reference to structure, functions, classification, heredity, and the environment of animals in general with special emphasis on the invertebrates. (CSU, UC)

ZOOL 1B (4)

GENERAL ZOOLOGY

2 Hrs. Lab. 6 Hrs. Lab.

Recommended Preparation: One year of a high school laboratory science. Introduction to comparative anatomy and physiology, development of vertebrate forms and their interrelationships. (CSU, UC)
MAJORS

Generally, 18 units of specified course work will satisfy the requirement for the major. However, some majors will require more than 18 units. Please note the specified number of required units at the beginning of each major description.

The following definitions apply to the major descriptions shown in this catalog:

1. Required courses are the specific courses which must be taken to fulfill the requirements in an area of study.
2. Acceptable courses are those from which the student may select in order to meet the total units requirement. The total number of units from the required course list, plus the number of units selected by the student from the acceptable course list, must equal at least the total unit count required for the major.
3. Courses recommended as electives are beyond the major's requirement. These courses are suggested by the student’s individual desire and the total number of electives available within his or her own program.

Students may satisfy the major requirements in the following fields of study:

ADMINISTRATION OF JUSTICE 
(MAJOR CODE: 0162)

Twenty-one units required for the major

I. Required courses for the major
AJ 21 Intro to the Admin of Justice .................................................. 3
AJ 23/CSI 23 Concepts of Criminal Law ........................................... 3
AJ 25 Legal Aspects of Evidence ...................................................... 3
AJ 26 Prin & Proct of the Justice System ........................................... 3
AJ 28 Police Community Relations ................................................... 3

II. Acceptable courses for the major (6 units from the following courses)
AJ 30/Soc 30 Criminalology ............................................................. 3
AJ 32 Police Field Operations ............................................................ 3
AJ 34 Criminal Investigation ............................................................. 3
AJ 36 Traffic Accident Investigation & Reporting .................................. 3
AJ 39/CSI 22 Report Write for Admin of Justice ............................... 3
AJ 41 Arson & Firearms .................................................................... 3.5
AJ 51 Security Guard (Armes) ........................................................... 0.5
CSI 21 Intro to Corrections ................................................................ 3
CSI 31 Concepts of Probation & Parole .............................................. 3

AGRICULTURAL BUSINESS MANAGEMENT/TRANSFER
(MAJOR CODE: 0002)

The Agricultural Business Management major is the application of business concepts to the agricultural industry and emphasizes training in management for careers in agriculture. These careers may include the management and operation of farms as well as in the management of firms that supply the services to farms and by those engaged in processing, marketing, distribution, and sales of farm products.

Twenty-four units required for the major

I. Required courses for the major
Ag 22 Intro to Agricultural Economics .............................................. 3
Ag 25/Bus 3 Ag Business Management .............................................. 3
Ag 26 Agricultural Bus Organization ................................................ 3
Ag 27 Agri Sales & Bus Management ................................................ 3
CIS 1 Intro to Information Systems .................................................... 3
Econ 1 Principles of Economics ........................................................ 3

II. Acceptable courses for the major (select a minimum of 6 units)
Ag 15 Pesticide Safety ................................................................. 1.5
Ag 20 Animal Science ................................................................. 3
Ag 28 Food & Fiber in a Changing World ....................................... 3
Ag 40 Soils ................................................................................. 3
Bus 1A Prin of Financial Accounting ............................................ 4
Bus 1B Prin of Managerial Accounting ........................................... 4
Bus 5 Bus & the Legal Environment ............................................. 4
Chem 2A Introduction to Chemistry ............................................... 4

AGRICULTURAL ENGINEERING TECHNOLOGY 
(MAJOR CODE: 0015)

Provides the student with technical knowledge and the basic skills needed to succeed in production agriculture or one of the hundreds of agriculture support services in the Imperial Valley.

Twenty-one units required for the major

I. Required courses for the major
Agr 28 Power Equip Op & Maint .................................................... 4
Agr 34 Power Transmission Systems ............................................. 4
Agr 35/ Agri T 57 Fluid Power ........................................................ 3
Agr 37/ Agri T 59 Small Gasoline Engines .................................... 3
Agr 39 Fundamentals of Diesel Power ........................................... 4

ALCOHOL AND DRUG STUDIES
(MAJOR CODE: 0145)

Twenty-seven units required for the major

I. Required courses for the major
ADS 9/ Psych 9 Introduction to Counseling .................................... 3
ADS/MA Rel/Psych 11A or 11B Practicum ..................................... 3
ADS 15B/ 15C Psych 15 Social & Psychological Dynamics of Drug Use 3

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#### Art

- **IMPERIAL VALLEY COLLEGE**

- **Twenty-seven units required for the major**
  - **I. Required courses for the major**
    - Art 20A* Drawing .................................................. 3
    - Art 20B Drawing .................................................. 3
    - Art 22A Design ................................................... 3
    - Art 3A History & Apprec of Art .................................. 3
    - Art 3B History & Apprec of Art .................................. 3
  
- **II. Acceptable courses for the major (select a minimum of 9 units from the following courses)**
  - Art 4 History & Apprec of Mod Art .................................. 3
  - Art 5 Women Artists .................................................. 3
  - Art 10A Watercolor Painting ........................................ 3
  - Art 21A Painting .................................................... 3
  - Art 21B Painting .................................................... 3
  - Art 22B Design ........................................................ 3
  - Art 23A Ceramics ..................................................... 3
  - Art 23B Ceramics ..................................................... 3
  - Art 24A Life Drawing .................................................. 3
  - Art 24B Life Drawing .................................................. 3
  - Art 30A Beginning Sculpture .......................................... 3
  - Art 33A/B/C/G Gallery Display ...................................... 3
  - Art 41 Art Fund for Educators ...................................... 3
  - Art 50A Advertising/Graphic Design ................................ 3

  *Should be taken first semester, if possible, to allow for sequence of Art 20B, Art 21/B, and Art 25AB.*

#### Automotive Technology

- **IMPERIAL VALLEY COLLEGE**

- **General Catalog 1999-2000**

- **ART**

- **Maj or Code: 1001***

- **Automotive Technology**

- **Thirty-three units required for the major**
  - **I. Required courses for the major**
    - Auto T 5/5/11 Engine Technology .................................... 4
    - Auto T 5/5 Manual Trans & Power Trains ......................... 3
    - Auto T 5/3 Body & Suspension ..................................... 3
    - Auto T 5/4 Carb. Fuel Inject & Exhaust Systems ............... 3
    - Auto T 5/6 Diagnostics .............................................. 3
    - Auto T 5/8 Automotive Air-Conditioning ........................... 3
    - Auto T 6/1A Automatic Transmissions ................................ 4
    - Auto T 6/2 Automatic Electronics ................................... 3
    - Auto T 6/3 Automatic Electronics Fuel Injection ................ 3

- **II. Recommended courses for the major (not required for the major)**
  - Auto T 5/5/11/12 Automotive Machine Shop .......................... 4
  - Auto T 5/4 Small Gasoline Engines .................................. 3
  - Auto T 6/1B/12 Adv Automatic Transmissions ........................ 4
  - Auto T 6/4 Auto Computer Command Control Purch 1.5 .......... 3
  - Auto T 6/5 Basic Machine Shop Technology ........................... 3
  - Weld 31 Basic Welding ................................................ 5

- **III. Acceptable courses for the major (select 1)**
  - Bus 7 Human Relations in Management .............................. 3
  - Bus 14 Practical Salesmanship ....................................... 3
  - Bus 39 Office Procedures ............................................ 3
  - CIS 22 Microcomputer Accounting .................................... 3

- **BANKING: ADMINISTRATION**

- **Major Code: 0263***

- **Twenty-seven to twenty-eight units required for the major**
  - **I. Required courses for the major**
    - Bus 1A Principles of Financial Accounting ..................... 4
    - Bus 3 Principles of Sales Management ............................ 3
    - Bus 5 Bus & the Legal Environment .................................. 3
    - Bus 25 Machine Development ......................................... 3
    - Bus 29A Word Processing ............................................. 3
    - Bus 40 Business English ............................................. 3
    - Bus 41 Crut. & Basic Business Communications .................. 3
    - CIS 1 Intro to Information Systems .................................. 3
    - COECC 80ABED Work Exp Coop Class 1 ............................. 1
    - COECC 82ABCD Occupational Work Experience ..................... 1

- **II. Acceptable courses for the major (select 1)**
  - Bus 17 Principles of Managerial Accounting ...................... 4
  - Bus 2 Principles of Salesmanship .................................... 3
  - Bus 3 Principles of Management ..................................... 3
  - Bus 4 Principles of Marketing ....................................... 3
  - Bus 14 Practical Salesmanship ....................................... 3
  - Bus 25A Principles of Managerial Accounting ...................... 4
  - Bus 5 Business Management .......................................... 3
  - Bus 6 Car & Auto Technology .......................................... 3
  - Bus 39 Office Procedures ............................................. 3

- **III. Required skill level**
  - Pro. of Financial Accounting ....................................... 4
  - Bus 5 Principles of Sales Management .............................. 3
  - Bus 25 Machine Development ......................................... 3
  - Bus 29A Word Processing ............................................. 3
  - Bus 40 Business English ............................................. 3
  - Bus 41 Crut. & Basic Business Communications .................. 3
  - CIS 1 Intro to Information Systems .................................. 3
  - COECC 80ABED Work Exp Coop Class 1 ............................. 1
  - COECC 82ABCD Occupational Work Experience ..................... 1

- **Behavioral Science**

- **Major Code: 0889***

- **The requirement for a major in Behavioral Science may be satisfied by taking 18 units from the following list. There units in each discipline are recommended. No more than 12 units may be taken in any discipline.**

- **I. Required courses for the major**
  - Anthropology
    - Anth 1 Physical Anthropology ..................................... 3
  - Anthropology
    - Anth 2 Cultural Anthropology .................................. 3
  - Psychology
    - Psych 1A/1B General Psychology ................................ 3
    - Psych 1A/1B General Psychology ................................ 3
    - Psych 2 Biological Psychology .................................... 3
    - Psych 3 Psychology of Adjustment ................................. 3
    - Psych 4a Psych of Human Sexuality ............................... 3
    - Psych 5 Psych of Effective Behavior .............................. 3
  - AOS 9 Intro to Counseling ......................................... 3

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- **III. Required skill level**
  - Principles of Financial Accounting ................................ 4
  - Bus 5 Principles of Management .................................... 3
  - Bus 6 Car & Auto Technology .......................................... 3
  - Bus 1 Principles of Managerial Accounting ...................... 4
  - Bus 25A Principles of Managerial Accounting ...................... 4
  - Bus 39 Office Procedures ............................................. 3
  - COE 1 Principles of Economics ...................................... 3
  - COE 3 Principles of Economics ...................................... 3

- **Sociology**

- **Recommended as electives (do not fulfill major requirements)**
  - Bio 3 Principles of Biological Science ............................ 3
  - Psych 15 Principles of Psychology .................................. 3
  - ADS 15 Social Psychology ............................................ 3
  - ECE 21 Early Childhood Education .................................. 3
  - Soc 35 Principles of Parenting ..................................... 3
  - Soc 38 Principles of Parenting ..................................... 3
  - Soc 40 Principles of Parenting ..................................... 3
  - Soc 45 Principles of Parenting ..................................... 3

- **Transfer students planning to major in these disciplines should take the IVC General Major and complete requirements listed in the catalog of the school to which they anticipate transferring.**

- **BUSINESS ADMINISTRATION**

- **Major Code: 0214***

- **Provides a program to prepare students for transfer. Since requirements vary at each four-year school, transfer students should consult with a counselor to develop a program for the specific school they wish to attend.**

- **Twenty units required for the major**

- **ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C", "C" OR BETTER**

- **I. Required courses for the major**
  - Anth 1 Physical Anthropology ..................................... 3
  - Anth 2 Cultural Anthropology .................................. 3
  - Psychology
    - Psych 1A/1B General Psychology ................................ 3
    - Psych 1A/1B General Psychology ................................ 3
    - Psych 2 Biological Psychology .................................... 3
    - Psych 3 Psychology of Adjustment ................................. 3
    - Psych 4a Psych of Human Sexuality ............................... 3
    - Psych 5 Psych of Effective Behavior .............................. 3
  - AOS 9 Intro to Counseling ......................................... 3
I. Required courses for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 2A</td>
<td>Principles of Financial Accounting</td>
</tr>
<tr>
<td>Bus 2B</td>
<td>Machine Calculation</td>
</tr>
<tr>
<td>Bus 2C</td>
<td>Business Communications</td>
</tr>
<tr>
<td>Bus 2D</td>
<td>Concept of Criminal Law</td>
</tr>
</tbody>
</table>

II. Required level for the major

Keyboarding skill level 50 wpm. (Bus 25AB, Keyboarding Speed & Accuracy, may be helpful in obtaining this speed level.)

BUSINESS OFFICE TECHNOLOGIES: ADMINISTRATIVE ASSISTANT (MAJOR CODE: 0207)

Thirty units and skill level required for the major

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER

I. Required courses for the major

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 23</td>
<td>Machine Calculation</td>
</tr>
<tr>
<td>Bus 24</td>
<td>Business Communications</td>
</tr>
<tr>
<td>Bus 29</td>
<td>Work Experience Course</td>
</tr>
</tbody>
</table>

II. Acceptable courses for the major (select 3 units)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 25</td>
<td>Principles of Financial Accounting</td>
</tr>
<tr>
<td>Bus 10</td>
<td>Introduction to Business</td>
</tr>
<tr>
<td>Bus 11</td>
<td>Business Communications</td>
</tr>
</tbody>
</table>

III. Required level for the major

Keyboarding skill level 50 wpm. (Bus 25AB, Keyboarding Speed & Accuracy, may be helpful in obtaining this speed level.)
ECE 29  Infant/Toddler Development .................................................. 3
ECE 32  Multilingual & Multicultural Curriculum for Young Children .......... 3
ECE 33  Adv Management Functions for the Oper of an Early Child Ctr ........ 3
ECE 34  Adult Supervision in Early Childhood Programs ......................... 3

EARLY CHILDHOOD EDUCATION INFANT/TODDLER (MAJOR CODE: 6108)

Thirty units required for the major

I. Required courses for the major

ECE 20/Psych 20  Develop Psych of Children .................................. 3
ECE 21  Early Child Social: Children, Family & Community .................... 3
ECE 22  Adv Develop Psych & Obs ..................................................... 3
ECE 25  Early Childhood Curriculum I .............................................. 3
ECE 26  Principles of Parenting ....................................................... 3
ECE 28  Admin & Supervision in ECE .................................................. 3
ECE 29  Infant/Toddler Development ................................................. 3
ECE 30  Infant/Toddler Curriculum ................................................... 3
ECE 31A  Health, Safety & Nutrition for Teachers of Young Children ......... 2
ECE 31B/ HT 17  First Aid & CPR for Teachers of Young Children ............ 1

II. Acceptable course for the major

ECE 34  Adult Supervision in Early Childhood Programs ......................... 3

All courses used for ECE Infant/Toddler Major program must be completed with a grade of “C” or better.

EMERGENCY MEDICAL SERVICES (MAJOR CODE: 6410)

Successful completion of application process. Acceptance into program by EMT Training Coordinator and EMT Training Medical Director. Contact Nursing Division for specifics.

 Forty-five and one-half units required for the major

I. Required courses for the major

EMT-P D1  EMT Med Tech - Para Didactic 1 ........................................ 8
EMT-P D2  EMT Med Tech - Para Didactic 2 ........................................ 8
EMT-P C1  EMT Med Tech - Para Clinical 1 .......................................... 3
EMT-P C2  EMT Med Tech - Para Clinical 2 .......................................... 3
EMT-P F1  EMT Med Tech - Para Field 1 .............................................. 9.5
EMT-P F2  EMT Med Tech - Para Field 2 .............................................. 8
Bus 6  Management Concepts & Supv .................................................... 3
Bus 7  Human Relations in Management .............................................. 3

II. Recommended

**200 courses for personnel already employed in Fire Technology or for students who have completed at least 12 units at the 100 level.

ENGLISH (MAJOR CODE: 6510)

Eighteen units required for the major

I. Required courses for the major

Engl 1A  Read & Composition .......................................................... 3
Engl 1B  Intro to Literature .................................................................. 3
Engl 42A*  Read & Composition ........................................................ 3
Engl 43A*  Survey of American Literature ......................................... 3

II. Acceptable courses for the major (3 units from the following courses)

Engl 41  Survey of American Literature ........................................... 3
Engl 42AB*  Survey of World Literature .......................................... 3
Engl 43AB*  Survey of English Literature ........................................ 3
Engl 46A  The Mexican Americans in Lt ........................................... 3
Engl 46B  The Mexican Americans in Lt ........................................... 3
Engl 47  Intro to the Bible as Literature ............................................ 3
Engl 52  Intro to Linguistics .............................................................. 3
Engl 53AB  Creative Writing .............................................................. 3
Engl 54  Intro to Film Hist & Criticism ............................................. 3

*Engl 42A or 43B or 43A or 43B if not used for required courses under I. above.

ENVIRONMENTAL TECHNOLOGY (MAJOR CODE: 6715)

Thirty-one to forty units required for the major

I. Required courses for the major

Env T 100  Intro to Environmental Tech ........................................... 4
Env T 101  Hazard Waste Generations/Reduction Treatmnt ................... 3
Env T 105  Hazard Materials Mgmt Appl ............................................ 3
Env T 107  Hazard Waste Mgmt Appl ................................................ 3
Env T 109  Health Effects of Hazard Materials ................................... 3
Env T 113  Safety & Emergency Response ......................................... 5

OR

Env T 113A/Fire 120  Safety & Emergency Response, Fundamentals of Hazard Materials for the First Responder (3) 4
Env T 113B  Safety & Emergency Response Haz Mat ................................ 4

AND

Bio 3*  Principles of Biological Science ........................................... 4
Chem 1A  General Inorganic Chemistry ........................................... 5
Chem 2A*  Introduction to Chemistry ............................................... 4

*See a counselor if taken in high school

IMPERIAL VALLEY COLLEGE

ENGLISH (MAJOR CODE: 6510)

Eighteen units required for the major

I. Required courses for the major

Engl 1A  Read & Composition .......................................................... 3
Engl 1B  Intro to Literature .................................................................. 3
Engl 42A*  Read & Composition ........................................................ 3
Engl 43A*  Survey of American Literature ......................................... 3

II. Acceptable courses for the major (3 units from the following courses)

Engl 41  Survey of American Literature ........................................... 3
Engl 42AB*  Survey of World Literature .......................................... 3
Engl 43AB*  Survey of English Literature ........................................ 3
Engl 46A  The Mexican Americans in Lt ........................................... 3
Engl 46B  The Mexican Americans in Lt ........................................... 3
Engl 47  Intro to the Bible as Literature ............................................ 3
Engl 52  Intro to Linguistics .............................................................. 3
Engl 53AB  Creative Writing .............................................................. 3
Engl 54  Intro to Film Hist & Criticism ............................................. 3

*Engl 42A or 43B or 43A or 43B if not used for required courses under I. above.

ENVIRONMENTAL TECHNOLOGY (MAJOR CODE: 6715)

Thirty-one to forty units required for the major

I. Required courses for the major

Env T 100  Intro to Environmental Tech ........................................... 4
Env T 101  Hazard Waste Generations/Reduction Treatmnt ................... 3
Env T 105  Hazard Materials Mgmt Appl ............................................ 3
Env T 107  Hazard Waste Mgmt Appl ................................................ 3
Env T 109  Health Effects of Hazard Materials ................................... 3
Env T 113  Safety & Emergency Response ......................................... 5

OR

Env T 113A/Fire 120  Safety & Emergency Response, Fundamentals of Hazard Materials for the First Responder (3) 4
Env T 113B  Safety & Emergency Response Haz Mat ................................ 4

AND

Bio 3*  Principles of Biological Science ........................................... 4
Chem 1A  General Inorganic Chemistry ........................................... 5
Chem 2A*  Introduction to Chemistry ............................................... 4

*See a counselor if taken in high school

IMPERIAL VALLEY COLLEGE

FRENCH (MAJOR CODE: 6666)

Twelve units required for the major

I. Required courses for the major

Fren 1*  Elementary French .............................................................. 5
Fren 2*  Elementary French .............................................................. 5
Fren 3  Intermediate French ............................................................ 4

II. Acceptable courses for the major (select a minimum of one-course from the following courses)

Fren 5  Int French Read & Write ....................................................... 3
Fren 10  Int Conversational French .................................................... 3
Fren 11  Int Conversational French .................................................... 3

GENERAL MAJOR (MAJOR CODE: 0222)

Minimum 18 units required for the major.

A General Major is used for a student at Imperial Valley College who plans to transfer to a specific four year college with a specific major. A General Major is appropriate when no Imperial Valley College major exists that matches the preparation for the major requirements of the transfer institution.

A General Major will be developed between a counselor and a student to meet preparation requirements for a specific major at a selected college.

GENERAL SCIENCE (MAJOR CODE: 0709)

Successful completion of all courses offered in one subject field (Anatomy, Biology, Botany, Chemistry, Math, Physics, Physiology, and Zoology) may be combined with courses from at least two other subject fields (within the general area of Natural-Physical Science) to accumulate 18 hours for the General Science Major.

The most reliable guide for appropriate course combinations in this major will be the catalog from the specific college to which the student will transfer.

Natural Science

Astr 1  Human Anatomy ................................................................. 4
Astr 10  Human Anatomy & Physiology ........................................... 5
Biol 3  Print of Biological Science ................................................... 4
Biol 21  General Microbiology ....................................................... 5
Env S 5A  Man & His Environment ................................................ 3
Phys 1  Human Physiology .............................................................. 4
Zool 1A  General Zoology ............................................................... 4
Zool 1B  General Zoology ............................................................... 4

IMPERIAL VALLEY COLLEGE

FRENCH (MAJOR CODE: 6666)

Twelve units required for the major

I. Required courses for the major

Fren 1*  Elementary French .............................................................. 5
Fren 2*  Elementary French .............................................................. 5
Fren 3  Intermediate French ............................................................ 4

II. Acceptable courses for the major (select a minimum of one-course from the following courses)

Fren 5  Int French Read & Write ....................................................... 3
Fren 10  Int Conversational French .................................................... 3
Fren 11  Int Conversational French .................................................... 3

GENERAL MAJOR (MAJOR CODE: 0222)

Minimum 18 units required for the major.

A General Major is used for a student at Imperial Valley College who plans to transfer to a specific four year college with a specific major. A General Major is appropriate when no Imperial Valley College major exists that matches the preparation for the major requirements of the transfer institution.

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The most reliable guide for appropriate course combinations in this major will be the catalog from the specific college to which the student will transfer.

Natural Science

Astr 1  Human Anatomy ................................................................. 4
Astr 10  Human Anatomy & Physiology ........................................... 5
Biol 3  Print of Biological Science ................................................... 4
Biol 21  General Microbiology ....................................................... 5
Env S 5A  Man & His Environment ................................................ 3
Phys 1  Human Physiology .............................................................. 4
Zool 1A  General Zoology ............................................................... 4
Zool 1B  General Zoology ............................................................... 4
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**Graphic Arts** *(Major Code: 92080)*

Twenty-two units required for the major

1. Required courses for the major
   - Graphic Communication I .................................. 2
   - Graphic Communication II ................................ 3
   - Composition, Layout & Paste-Up .......................... 3
   - Offset Printing I .......................................... 2
   - Offset Printing II ........................................ 3
   - Photography & Retouching .................................. 2
   - Bindery, Cutting & Distrib ................................. 2
   - Graphics Plant Operations & Management ............... 3

**Humanities** *(Major Code: 1111)*

Twenty-four units required for the major

1. Three units required from the following:
   - Hum 1A The Humanities in West Cult: .......................... 3
   - Hum 25 Intro to the Humanities .............................. 3
   - Hum 26 The Humanities ..................................... 3

2. Must select six units from the following:
   - Art 3A Hist & Appreciation of Art .......................... 3
   - Art 3B Hist & Appreciation of Art .......................... 3
   - Art 4 Hist & Appre of Mod Art .............................. 3
   - Mus 20A Hist & Lit of Music ................................ 3
   - Mus 20B Hist & Lit of Music ................................ 3

3. Must select six units from the following:
   - Art 3A Hist & Appreciation of Art .......................... 3
   - Art 3B Hist & Appreciation of Art .......................... 3
   - Art 4 Hist & Appre of Modern Art .......................... 3
   - Women Artists ............................................. 3
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**JOURNALISM** *(8515)*

Twenty-one units required for the major

| I. Required courses for the major |  |
| - Jm 1 Introduction to Journalism | 3 |
| - Jm 2ABC Newspaper Production | 4 |
| II. Acceptable courses for the major (minimum of 6 units from the following courses) |  |
| - Econ 1 Principles of Economics | 3 |
| - Econ 2 Principles of Economics | 3 |
| - Engl 1B Intro to Literature | 3 |
| - Soc 1 Introductory Sociology | 3 |
| - Soc 2 Contemporary Social Problems | 3 |
| - Pol 5 Intro to Political Science | 3 |
| - Pol 23 Police and Society | 3 |
| - Bus 20 Beginning Keyboarding | 3 |
| - Spech Oral Communication | 3 |
| - Engl 53AB Creative Writing | 3 |
| - Engl 54 Intro to Film Hist & Criticism | 3 |

*If not used to satisfy the American Institutions requirements for graduation.

**LEGALASSISTANT** *(Major Code: 60201)*

Twenty-one units required for the major

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER

| I. Required courses for the major |  |
| - Bus 5 Bus & the Legal Environment | 3 |
| - Legal 21 Research & Criminal Law | 3 |
| - Legal 22 Civil Procedures & Family Law | 3 |
| - Legal 23 Civil Discovery & Torts | 3 |
| - Legal 24 Corporations & Bankruptcy | 3 |
| - Legal 25 Real Estate Law for Legal Assistants | 3 |
| - Legal 26 Will's Trusts-Probate | 3 |

**LIBERAL STUDIES** *(Major Code: 6015)*

A Minimum of 55 Units Distributed as follows

The Liberal Studies Major, offered at Imperial Valley College, prepares students for the requirements for the Associate Degree, and answers the question of what is expected of a liberal education. The Liberal Studies Major is designed primarily for students who intend to transfer to a four-year college, even if they do not intend to major in the humanities. The Liberal Studies Major requires the completion of 9 separate disciplines, as defined by the California State University, and is the recommended major for students who plan to major in this field.
I. PREPARATION FOR THE MAJOR
(As it pertains to San Diego State University ONLY. For other institutions please see a Counselor.)

LANGUAGES AND LITERATURE
1. Engl 1A Reading and Composition ............... 3 or Engl 42A Survey of World Literature ........... 3
2. Engl 1B Introduction to Literature ............... 3 or Engl 42B Survey of World Literature ........... 3
3. Spch 1 Oral Communication ........................ 3
4. Engl 42A Survey of World Literature ........... 3 or
5. Spch 1 Oral Communication ........................ 3

MATHEMATICS
5. MATH 10A Math for Elem School Teachers .... 3 (Grade of "C" or better required for entrance into SDSU Multiple Subject Credential Programs)
6. MATH 10B Math for Elem School Teachers .... 3

SCIENCE
7. Biol 3 Principles of Biological Science with Lab .... 4 or Chem 2A Intro to Chemistry with Lab .... 4
or Zool 1A General Zoology with Lab .............. 4 or
or Chem 2A Intro to Chemistry with Lab .... 4
or Geog 1 Elementary Geography ................. 3 or
or Bio 1B Introduction to Biology ................. 3 or
or Geog 1 Elementary Geography ................. 3 or
9. Lab Laboratory requirement (required) from each category 7 or 8

SOCIAL SCIENCE AND HISTORY
10. Anth 2 Cultural Anthropology .................... 3 or
or Geog 2 Cultural Geography ...................... 3 or
or Soc 1 Introduction to Sociology ............... 3 or
11. Hist 4A History of Western Civilization ...... 3 or

II. FOREIGN LANGUAGE REQUIREMENT
Competency (successfully completing the third college semester of fifth college quarter) is required in one foreign language as part of the preparation for the major.

NOTE: Conversation courses may NOT be used in satisfying this requirement.

III. AREA OF SPECIALIZATION: An area of specialization will be required for students seeking the multiple subject credential to teach in the elementary schools. The area of specialization may also require selection of lower division prerequisites. Check the catalog of the transfer university and select the areas that best meets your needs.

Prerequisite(s):

LIFESCIENCE
(MAJOR CODE: 0710)

Eighnteen units required for the major

I. Required courses for the major (minimum of 18 units from the following courses)

II. Acceptable courses for the major (minimum of six units from the following courses)

CHEMISTRY
(MAJOR CODE: 0602)

Twenty seven units required for the major

I. Required courses for the major

II. Acceptable courses for the major (minimum of six units from the following courses)

GENERAL CATALOG 1999-2000

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MATHS

MAKING - SALES TECHNOLOGY
(MAJOR CODE: 0211)

Twenty-one to twenty-three units required for the major

I. Required courses for the major

II. Acceptable courses for the major

MATHS

(MAJOR CODE: 0602)
II. PERFORMANCE ENSEMBLES (minimum of 4 units involving courses)

Mus 27 ABCD Concert Band ................................................. I
Mus 80 ........................................................ 2
Mus 8C ........................................................ 2
Mus 90 ........................................................ 2
Mus 9C ........................................................ 2
Mus 9D ........................................................ 2

Note: Music 8A and 9A must be taken concurrently and the sequence followed through 80 and 90.

b. Applied Music (minimum of 5 units from the following courses) (Requirement may be waived through proficiency examination.)

Mus 10A Beginning Group Piano I ...................................... I
Mus 32ABCBC Applied Music ........................................... I

II. RECOMMENDED AS ELECTIVES (DO NOT FULLFILL MAJOR REQUIREMENTS)

Mus 10B Beginning Group Piano II ...................................... I
Mus 11A Intermediate Group Piano I .................................. I
Mus 11B Intermediate Group Piano II .................................. I
Mus 12 Beginning Class Guitar .......................................... I
Mus 13 Intermediate Class Guitar ...................................... I
Mus 15A Beginning Class Voice ......................................... I
Mus 15B Beginning Class Voice ......................................... I
Mus 16 Intermediate Class Voice ...................................... I
Mus 19ABCBC Instrumental Ensemble .................................. I
Mus 20A History & Literature of Music ................................ I
Mus 20B History & Literature of Music ................................ I
Mus 21ABCBC Brass, Woodwind & Percussion Methods ......... I
Mus 22ABCBC Stage Band ................................................ I
Mus 22ABCBC Rehearsal & Performance ......................... I
Mus 29ABCBC Ensembles ................................................ I
Mus 31 Intro to 20th Century Music .................................. I
Mus 64ABCBC College-Community Band ............................ I

Note: All music majors are required to perform in at least one of the above college music organizations every semester enrolled.

I. REQUIRED COURSES FOR THE MAJOR (MINIMUM OF 25 UNITS FROM THE FOLLOWING COURSES)

2000

IMPERIAL VALLEY COLLEGE

MUSIC
(MAJOR CODE: 6516)

Twenty-nine units required for the major.

A. Academic courses (minimum of 20 units from the following courses)

Mus 8A Beginning Musicianship ........................................ 2
Mus 8B Beginning Musicianship ........................................ 2
Mus 8C Intermediate Musicianship .................................... 2
Mus 8D Intermediate Musicianship .................................... 2
Mus 9A Beginning Harmony ............................................. 3
Mus 9B Beginning Harmony ............................................. 3
Mus 9C Intermediate Harmony ......................................... 3
Mus 9D Intermediate Harmony ......................................... 3

Note: Music 8A and 9A must be taken concurrently and the sequence followed through 8D and 9D.

B. Performance Ensembles (minimum of 4 units from the following courses)

Mus 10A Beginning Group Piano I ...................................... I
Mus 32ABCBC Applied Music ........................................... I

C. Performance Ensembles (minimum of 4 units from the following courses)

Mus 17ABCBC Chamber Singers ....................................... I
Mus 18ABCBC Chamber Orchestra ..................................... I
Mus 27ABCBC Concert Band ............................................. I
Mus 28ABCBC College-Community Chorus .......................... I
Mus 33ABCBC Symphony Orchestra ................................... I
Mus 34ABCBC Pep Band .................................................. I

Note: All music majors are required to perform in at least one of the above college music organizations every semester enrolled.

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NURSING
Associate Degree Nursing (MAJOR CODE: 0403)

Fifty-eight units of nursing required for the major. Fifteen support course units required to complete the vocational nursing program.

Pre-Admission Requirements

Engr 1A Reading & Composition ...................................... 3

TOTAL 3

Pre-Clinical Requirements

HT 3 Medical Terminology ................................................ 3
Psych 1A Intro to Psychology .......................................... 3
Anat 6 Human Anatomy & Physiology ......................... 3

TOTAL 9

Fifteenth support course units required to complete the vocational nursing program.

Pre-Clinical Requirements

HT 3 Medical Terminology ................................................ 3
Psych 1A Intro to Psychology .......................................... 3
Anat 6 Human Anatomy & Physiology ......................... 3

TOTAL 9

Fifteen support course units required to complete the vocational nursing program.

Pre-Clinical Requirements

HT 3 Medical Terminology ................................................ 3
Psych 1A Intro to Psychology .......................................... 3
Anat 6 Human Anatomy & Physiology ......................... 3

TOTAL 9

Fifteen support course units required to complete the vocational nursing program.

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First Semester

- PsyC 25 Develop PsyC: Conception to Death .......... 3
- NURS 1B (V) Intro to Patient Care I .................. 4
- NURS 4C (V) Pharmacology I ........................ 1.5
- NURS 3C (V) Patient Care Mgmt & Crit Think .......... 2.5

TOTAL 15

Second Semester

- NURS 2A (V) The Maternity Cycle .................. 5.5
- NURS 2B (V) Common Health Problems I .......... 5.5
- NURS 2C (V) Pharmacology II ....................... 2

TOTAL 13

Third Semester

- NURS 3A (V) Common Health Problems II ............ 6.5
- NURS 3B (V) Common Health Problems III ............ 6.5

TOTAL 13

PATIENT SERVICES ADMINISTRATION (MAJOR CODE: 0219)

Thirty-three units required for the major

I. Required courses for the major

- Anat 6 Anat & Phys for Health Occupations ........ 3
- Bus 6 Mgmt Concepts & Supervision ................... 3
- Bus 10 Practical Accounting ......................... 3
- CIS 1 Intro to Information Systems ..................... 3
- CIS 22 Microcomputer Accounting ..................... 3
- Bus 40 Business English ............................. 3
- HT 3 Medical Terminology .................. 3
- HT 4 Medical Transcription ...................... 3
- HT 6 Medical Insurance ............................ 3
- HT 7 Patient Administrative Services ............. 3
- HT 11 Advanced Transcription ....................... 3

II. Recommended courses for the major (not required)

- Bus 7 Human Relations in Management ............... 3
- Bus 41 OR Bus 42 Business Communications ........ 3

PHYSICAL EDUCATION (MAJOR CODE: 0311)

Nineteen units required for the major

I. Required courses for the major

- HCI 1 Health Education .......................... 3
- HE 2 First Aid and CPR ............................ 3
- PE 6ABC CDC LifeGuard Training/ Advanced Lifesaving 2
- PE 50 Intro to Physical Education .................... 2
- PE 61 PE in the Elementary School ............... 3

II. Select six (6) units from the following courses:

- PE 3ABC D Physical Fitness, Women .................. 1
- PE 4ABC D Badminton, Coed ....................... 1
- PE 5ABC D Swimming, Coed .................... 1
- PE 6ABC D Water Safety Instructor Training ......... 1
- PE 9ABC D Adapted Physical Exer, Coed ............ 1
- PE 10ABC D Team Sports ............................ 1
- PE 11ABC D Volleyball, Coed ................... 1
- PE 12ABC D Tennis, Coed ..................... 1
- PE 13ABC D Advanced Tennis, Coed ............ 1
- PE 17ABC D Physical Fitness, Men .......... 1
- PE 18ABC D Golf, Coed .......................... 1
- PE 20ABC D Softball, Coed ..................... 1
- PE 22ABC D Racquet & Handball, Coed ............ 1
- PE 23ABC D Basketball for Women ............. 1
- PE 24ABC D Basketball for Men ............ 1
- PE 26ABC D Modern Dance, Coed ............... 1
- PE 28ABC D Dance Theater, Coed .................. 2
- PE 29ABC D Jazz Dance, Coed .................... 2
- PE 30ABC D Song & Cheer ....................... 2
- PE 32ABC D Intercollegiate Basketball & PE ...... 2
- PE 34ABC D Intercollegiate Baseball & PE ....... 2
- PE 38ABC D Intercollegiate Tennis & PE ..... 2
- PE 40ABC D Synchronized Swimming .......... 2
- PE 41ABC D Intercollegiate Volleyball & PE .... 2
- PE 42ABC D Intercollegiate Soccer & PE ...... 2
- PE 43ABC D Intercollegiate Softball & PE ..... 2
- PE 44 D Self-defense ................................ 1
- PE 51 D Structuring Intruments .................. 1
- PE 52AB D Theory of Baseball .................. 2
- PE 53AB D Theory of Basketball, Coed ........ 2
- PE 56 D Care & Prevent of Athiet Injuries .... 2
- PE 58 D Psychology of Coaching .............. 2
- PE 59AB D Sports Officiating, Men .......... 1
- PE 60AB D Sports Officiating, Women .......... 1
- PE 62AB D PE for Special Olympics ............ 2
- Anat 8 D Human Anatomy ........................ 4
- Anat 10 D Human Anatomy & Physiology ....... 5

PHYSICAL SCIENCE (MAJOR CODE: 0720)

Thirty-six units required for the major

I. Required courses for the major

- Chem 1A D General Inorganic Chemistry ....... 5
- Chem 1B D General Inorganic Chemistry ....... 5
- Chem 12A D Organic Chemistry .................. 5
- Phys 4A D Principles of Physics .................. 5
- Phys 4B D Principles of Physics .................. 5
- Phys 4C D Principles of Physics .................. 5

II. Acceptable courses for the major (select a minimum of 6 units from the following courses)

- Astr 21 D Principles of Astronomy ............... 3
- Chem 5 D Quantitative Analysis .................. 4
- Chem 12B D Organic Chemistry .................. 4
- CIS 15 D Programming in C .................... 3
- Phys 5A D Man & His Environment .............. 5
- Geog 1 D Physical Geography .................... 5
- Math 3A D Analytic Geometry & Calculus ...... 5
- Math 3B D Analytic Geometry & Calculus ...... 5
- Math 4 D Calculus & Differential Equations ... 5
- Math 5 D Elements Differential Equations ..... 5
- Math 6 D Intro to Linear Algebra with Applications 3
- Math 47 D Programming in FORTRAN .......... 3
- Math 58 D Computer Programming in Pascal .... 3

REAL ESTATE (MAJOR CODE: 0212)

Eighteen units required for the major

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "CR," "C" OR BETTER

I. Required courses for the major

- Bus 90 D Real Estate Principles .................. 3
- Bus 92A D Real Estate Principles ............... 2
- Bus 93 D Real Estate Finance ..................... 3
- Bus 94A D Real Estate Appraisal ................. 3
- Bus 95 D Real Estate Economics ................ 3

RECREATION (MAJOR CODE: 0312)

Eighteen units required for the major

I. Required courses for the major

- Rec 70 D Introduction to Leisure ............... 3
- Rec 71 D Social Recreation ..................... 3
- Rec 72 D Outdoor Recreation .................... 3
- Rec 73 D Recreation for Special Groups .... 4
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### Two or 3 units to be selected from the following courses:

- Act 22A Design ..................................................... 3
- PE 4A2CD Lifeguards Training/Advisement .................. 3
- PE 644AB Lifesaving .............................................. 2
- PE 9AB Sports Officiating ........................................ 3
- PE 644AB Sports Officiating, Women .......................... 3
- PE 61 PE in the Elementary School ............................. 3
- PE 62AB PE for Special Olympics .............................. 3

### Acceptable courses for the major (2 or 3 units to be selected from the following courses):

- PE 3ABC Physical Fitness, Women ............................. 1
- PE 4ABC Badminton, Coed ....................................... 1
- PE 5ABC Swimming, Coed ...................................... 1
- PE 10ABC Team Sports ........................................... 1
- PE 11ABC Volleyball, Coed ...................................... 1
- PE 12ABC Tennis, Coed .......................................... 1
- PE 14ABC Adv Volleyball, Coed .................................. 1
- PE 17ABC Basketball, Men ....................................... 1
- PE 20ABC Softball, Coed ........................................ 1
- PE 21ABC Basketball for Women ............................... 1
- PE 22ABC Basketball ............................................ 1
- PE 29ABC Jazz Dance, Coed .................................... 1

### REHABILITATION/TECHNICIAN/FOR THE PHYSICALLY LIMITED

(MAJOR CODE: 1103)

Eighteen units required for the major

#### I. Required courses for the major

- DSFS 1/ ECE 27 Understanding Exceptional Students ........ 3
- DSFS 2A Practicum Exper with the Physically Limited Person 2
- Psych 1A OR Intro to Psychology ................................. 3
- Psych 5 Psych of Effective Behavior ............................ 3

#### II. A minimum of 6 units must be taken from Section II

- DSFS 10 American Sign Language 1 ............................. 4
- DSFS 11 American Sign Language 2 ............................. 4
- DSFS 12 American Sign Language 3 ............................. 4
- DSFS 13 American Sign Language 4 ............................. 4
- DSFS 14 American Sign Language 5 ............................. 4
- DSFS 15 Interpreting American Sign Lang 1 .................... 3
- DSFS 16A Interpreting Ame Sign Lang 2 ......................... 3
- DSFS 33 Intro to Audiology ....................................... 3
- DSFS 34 Audiology & Hearing Conservation .................... 3
- DSFS 40 Intro to Residen Svs Spclst ............................ 3
- DSFS 41 Tech for Residen Svs Spclst ............................ 3
- HIA 15 Health Assistant ......................................... 3

### III. Additional units to complete the major may be utilized from the courses under Section III

- PE 62AB PE for Special Olympics .............................. 3
- DSFS 2B Practicum Exper to Work with the Physically Limited Person 2
- Psych 3 Psych of Adjustment .................................... 3

### SMALL BUSINESS MANAGEMENT

(MAJOR CODE: 6225)

Twenty-six units required for the major

**ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C", "C" OR BETTER**

#### I. Required courses for the major

- Bus 1A Prin of Financial Accounting ............................ 4
- Bus 2 Intro to Business .......................................... 3
- Bus 4 Principles of Marketing ................................... 3
- Bus 5 Bus & the Legal Environment ............................ 3
- Bus 6 Mgmt Concepts of Supervision ............................ 3
- Bus 14 Practical Small Businessmanship ....................... 3
- Bus 16 Small Business Management ............................ 3
- CIS 1 Intro to Information Systems .............................. 3
- CIS 21ABC Computer Applications ............................. 3

### SOCIAL SCIENCE

(MAJOR CODE: 6900)

#### I. Required courses for the major

The requirements for a major in Social Science may be satisfied by taking 18 units from the following list to include at least one course from three of the seven fields:

- Anthropology
  - Anth 1 Physical Anthropology .................................. 3
  - Anth 2 Cultural Anthropology .................................. 3
  - Anth 3A Intro to Arch Site Surveying ......................... 3
  - Anth 3B Intro to Arch Excavations ............................ 3
  - Anth 4 California Indians ...................................... 3
  - Anth 6 Indians of North America .............................. 3

- Economics
  - Econ 1 Principles of Economics ................................ 3
  - Econ 2 Principles of Economics ................................ 3

- Geography
  - Geog 1 Physical Geography .................................... 3
  - Geog 2 Cultural Geography .................................... 3

- History
  - Hist 4A List of Western Civilization ......................... 3
  - Hist 4B List of Western Civilization ......................... 3
  - Hist 17A United States History ................................ 3
  - Hist 17B United States History ................................ 3
  - Hist 30 Mexico & the American Southwest ................... 3
  - Hist 33 History of Imperial Valley .......................... 3

### SPANISH: NATIVE SPEAKER

(MAJOR CODE: 6668)

Nineteen units required for the major

#### I. Required courses for the major

- Span 20A Bilingual Spanish ...................................... 5
- Span 20B Bilingual Spanish ...................................... 5
- Span 20C Bilingual Oral Spanish ................................ 5
- Span 25 Intro to Spanish American Lit ....................... 3

#### II. Acceptable courses for the major (select a minimum of 3 units from the following courses)

- Span 26 Intro to Trans & Inter ..................................... 3
- Span 28A The Mexican American in Lit ....................... 3
- Span 23B The American Mexican in Lit ....................... 3
- Span 28B The Mexican American in Lit ....................... 3
- Span 28C The Mexican American in Lit ....................... 3
- Span 28D The American Mexican in Lit ....................... 3

### SPANISH: NON-NATIVE SPEAKER

(MAJOR CODE: 6079)

Twenty-two units required for the major

#### I. Required courses for the major

- Span 1* Elementary Spanish ..................................... 5
- Span 2* Elementary Spanish ..................................... 5
- Span 3 Intermediate Spanish ..................................... 5

### IMPERIAL VALLEY COLLEGE

**GENERAL CATALOG 1999 - 2000**

#### II. Acceptable courses for the major (select a minimum of 5 units from the following courses)

- Span 4 Intermediate Spanish ................................... 5
- Span 23 Intro to American Spanish ............................ 3
- Span 25 Intro to Spanish American Lit ....................... 3
- Span 26 Intro to Trans & Inter ................................. 3
- Span 28A The Mexican American in Lit ....................... 3
- Span 28B The Mexican American in Lit ....................... 3
- Span 28C The Mexican American in Lit ....................... 3
- Span 28D The American Mexican in Lit ....................... 3
- Mus 29ABCD Ethnomusicology .................................. 1

**TRANSFER STUDIES**

(MAJOR CODE: 6218)

This major is a program of course work selected from courses transferable to the University of California system (UC), California State University system (CSU), and other colleges and universities.

Transfer programs are designed to help the student complete the first two years of a four-year college program. The associate degree will be granted to students who meet ALL the following requirements:

- Complete all Imperial Valley College graduation requirements
- Complete 60 transferable units
- Complete requirements for one of the following: CSU General Education, IGETC, or approved TAG contract for UCSD

**MUST SEE A COUNSELOR TO COMPLETE THIS MAJOR**

(If it is strongly recommended that the student complete as much lower division major preparation as possible for the college or university to which he/she plans to transfer.)

**COMPLETION OF THIS MAJOR DOES NOT GUARANTEE ADMISSION TO ANOTHER COLLEGE OR UNIVERSITY**

### WATER TREATMENT TECHNOLOGY

(MAJOR CODE: 1608)

Twenty-two units required for the major

#### I. Required courses for the major

- WFT 1 Water Treat Plant Oper I .................................. 4
- WFT 2 Water Treat Plant Oper II ................................ 4
- WFT 6 Computation Tool for Treatment ....................... 1
- Plant Oper I ....................................................... 1
- Plant Oper I ....................................................... 1

#### II. Recommended courses for the major

- Bus 3/Ag 25 Business Management ............................. 3
- Chem 3 Mgmt Concepts of Supervision ........................ 3
- Bus 7 Human Relations in Management ....................... 3
- Chem 1A General Inorganic Chemistry ....................... 3
- Bus 2A Intro to Chemistry ....................................... 4
WELDING TECHNOLOGY
(MAJOR CODE: 1007)

The practice of joining metals by welding is becoming more of a science every day. Imperial Valley College recognizes this and consequently has instituted a two-year Associate Degree program in Welding Technology. This program is designed to train technicians by giving the student ample laboratory welding practice along with related theory, thus furnishing a firm background in associated subjects such as mechanics and metal-fabricating techniques.

The welding laboratory consists of an indoor, air-conditioned lab equipped with oxy-acetylene, arc welders, Tig welders, Mig welders, and resistance welders.

Graduates from this program will find many opportunities for employment with aircraft industries, shipbuilding companies, construction crews, etc. The future is almost unlimited for the student with interests along these lines.

Twenty units required for the major

### AGRICULTURAL BUSINESS MANAGEMENT
(CERTIFICATE CODE: 5946)

<table>
<thead>
<tr>
<th>Twenty-five units required for the certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 15</td>
</tr>
<tr>
<td>Ag 22</td>
</tr>
<tr>
<td>Ag 25/Bus 3</td>
</tr>
<tr>
<td>Ag 26</td>
</tr>
<tr>
<td>Ag 27</td>
</tr>
<tr>
<td>Ag 30</td>
</tr>
<tr>
<td>Ag 40</td>
</tr>
<tr>
<td>CIS 1</td>
</tr>
</tbody>
</table>

Select one course from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 14</td>
<td>Entomology</td>
<td>3</td>
</tr>
<tr>
<td>Bus 4</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Bus &amp; the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 10</td>
<td>Practical Accounting</td>
<td>3</td>
</tr>
</tbody>
</table>

### AGRICULTURAL ENGINEERING TECHNOLOGY
(CERTIFICATE CODE: 5945)

Provides the student with the technical knowledge of mechanization and the basic skills needed to succeed in production agriculture or one of the hundreds of agriculture support services in the Imperial Valley.

### CERTIFICATE PROGRAMS

#### ADMINISTRATION OF JUSTICE
(CERTIFICATE CODE: 5220)

Twenty-one to 34.5 units required for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 21</td>
<td>Intro to Admin of Justice</td>
<td>3</td>
</tr>
<tr>
<td>AJ 23/CSt 23</td>
<td>Concepts of Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>AJ 25</td>
<td>Legal Aspects of Evidence</td>
<td>3</td>
</tr>
<tr>
<td>AJ 26</td>
<td>Police &amp; Procedure of Justice System</td>
<td>3</td>
</tr>
<tr>
<td>AJ 28</td>
<td>Police Community Relations</td>
<td>3</td>
</tr>
<tr>
<td>AJ 37</td>
<td>Juvenile Control</td>
<td>3</td>
</tr>
<tr>
<td>Eng 22B</td>
<td>Basic English Composition</td>
<td>3</td>
</tr>
<tr>
<td>Eng 128B</td>
<td>Reading 3: Inter-Disciplinary</td>
<td>3.5</td>
</tr>
</tbody>
</table>

*Demonstrated reading and writing competencies which meet graduation requirements

#### AUTOMOTIVE TECHNOLOGY
(CERTIFICATE CODE: 5929)

Thirty-three units required for the certificate

Each course must be completed with a minimum grade of "C" for each course in the certificate program.

I. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 51</td>
<td>Basic Welding</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 53</td>
<td>Brake Systems</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 54</td>
<td>Carburetor, Emission Systems</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 56</td>
<td>Diagnostics</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 58</td>
<td>Automotive Air-Conditioning</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 60</td>
<td>Electrical, Brakes, Ignition</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 62</td>
<td>Automatic Transmissions</td>
<td>4</td>
</tr>
<tr>
<td>Auto T 63</td>
<td>Automatic Transmission</td>
<td>3</td>
</tr>
</tbody>
</table>

II. Recommended courses for the certificate (do not fulfill requirement for the certificate)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psych 3</td>
<td>Psychology of Adjustment</td>
<td>3</td>
</tr>
<tr>
<td>Psych 4</td>
<td>Psychology of Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>Psych 16</td>
<td>The Psych of Interpersonal</td>
<td>3</td>
</tr>
<tr>
<td>Psych 30</td>
<td>Psychology of Adolescence</td>
<td>3</td>
</tr>
<tr>
<td>Psych 35</td>
<td>Develop Psych: Concept to Death</td>
<td>3</td>
</tr>
</tbody>
</table>

#### BANKING ADMINISTRATION
(CERTIFICATE CODE: 5930)

Twenty-five units required for the certificate

All required courses for this certificate must be completed with a grade of "C" or "C" or better

I. Required courses for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 1A</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Bus &amp; the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 7</td>
<td>Human Relations in Management</td>
<td>3</td>
</tr>
<tr>
<td>Bus 10</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>CIS 1</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

*Students must satisfy the Imperial Valley College mathematics competency requirements for the certificate.

### AGRICULTURAL BUSINESS MANAGEMENT
(CERTIFICATE CODE: 5946)

<table>
<thead>
<tr>
<th>Forty-five units required for the certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 15</td>
</tr>
<tr>
<td>Ag 22</td>
</tr>
<tr>
<td>Ag 25/Bus 3</td>
</tr>
<tr>
<td>Ag 26</td>
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<tr>
<td>Ag 27</td>
</tr>
<tr>
<td>Ag 30</td>
</tr>
<tr>
<td>Ag 40</td>
</tr>
<tr>
<td>CIS 1</td>
</tr>
</tbody>
</table>

Select one course from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag 14</td>
<td>Entomology</td>
<td>3</td>
</tr>
<tr>
<td>Bus 4</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Bus &amp; the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 10</td>
<td>Practical Accounting</td>
<td>3</td>
</tr>
</tbody>
</table>

#### AGRICULTURAL ENGINEERING TECHNOLOGY
(CERTIFICATE CODE: 5945)

Provides the student with the technical knowledge of mechanization and the basic skills needed to succeed in production agriculture or one of the hundreds of agriculture support services in the Imperial Valley.

#### AUTOMOTIVE BODY REPAIR AND PAINTING
(CERTIFICATE CODE: 5910)

Twenty-five units required for the certificate

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 70</td>
<td>Auto Body Repair &amp; Painting</td>
<td>5</td>
</tr>
<tr>
<td>Auto T 71</td>
<td>Auto Body Repair &amp; Paint</td>
<td>5</td>
</tr>
<tr>
<td>Auto T 72</td>
<td>Auto &amp; Light Truck Major</td>
<td>5</td>
</tr>
<tr>
<td>Auto T 73</td>
<td>Auto Body Custom Refinishing &amp; Shop Management</td>
<td>5</td>
</tr>
<tr>
<td>Auto T 53</td>
<td>Brakes &amp; Suspension</td>
<td>4</td>
</tr>
<tr>
<td>Weld 31</td>
<td>Basic Welding</td>
<td>5</td>
</tr>
</tbody>
</table>

The following courses may be substituted for any of the above required courses except Auto T 70 & T 71:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto T 54</td>
<td>Carb., Fuel Injection, &amp; Exhaust Systems</td>
<td>3</td>
</tr>
<tr>
<td>Auto T 58</td>
<td>Automotive Air-Conditioning</td>
<td>3</td>
</tr>
</tbody>
</table>

#### BANKING ADMINISTRATION
(CERTIFICATE CODE: 5930)

Twenty-five units required for the certificate

All required courses for this certificate must be completed with a grade of "C" or "C" or better

I. Required courses for the certificate

<table>
<thead>
<tr>
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<th>Description</th>
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<tbody>
<tr>
<td>Bus 1A</td>
<td>Principles of Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Bus &amp; the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 7</td>
<td>Human Relations in Management</td>
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<tr>
<td>Bus 10</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>CIS 1</td>
<td>Intro to Information Systems</td>
<td>3</td>
</tr>
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*Students must satisfy the Imperial Valley College mathematics competency requirements for the certificate.

#### AGRICULTURAL BUSINESS MANAGEMENT
(CERTIFICATE CODE: 5946)

<table>
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<tr>
<td>Ag 30</td>
</tr>
<tr>
<td>Ag 40</td>
</tr>
<tr>
<td>CIS 1</td>
</tr>
</tbody>
</table>

Select one course from the following:

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<tr>
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<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
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<td>3</td>
</tr>
<tr>
<td>Bus 4</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>Bus 5</td>
<td>Bus &amp; the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Bus 10</td>
<td>Practical Accounting</td>
<td>3</td>
</tr>
</tbody>
</table>
BUSINESS OFFICE TECHNOLOGIES: ACCOUNTING TECHNICIAN (CERTIFICATE CODE: 565B)

Business Office Technologies: Accounting Technician

All required courses for this certificate must be completed with a grade of "CR", "C" or better

I. Required courses for the certificate

Bus 1A* Principles of Financial Accounting 4
Bus 2 Introduction to Business 3
Bus 5 Business and the Legal Environment 3
Bus 7 Human Relations in Management 3
Bus 22 Microcomputer Accounting 3
Bus 23 Machine Calculations 3
Bus 29A Word Processing I 3
Bus 29B Word Processing 2 3
Bus 30 Technology for the Modern Office 3
Bus 32 Office Transcriptions 1
Bus 39 Office Procedures 3
Bus 42 Business Communications 3
CIS 1 Intro to Information Systems 3
WECC 80ABC* Work Exp Coord Class 1
WECC 82ABC* Work Exp Coord Class 1

*It is recommended that the course experience session be taken after completion of at least 12 units in the certificate.

II. Required skill level for the certificate

Keyboarding skill level 40 wpm. (Bus 25AB, Keyboarding Speed & Accuracy, may be helpful in obtaining this speed level.)

BASIC COMPUTER SKILLS (CERTIFICATE CODE: 5657)

BASIC COMPUTER SKILLS

Six units required for the certificate

Bus 29A Word Processing I 3
Bus 51 Microcomputer Keyboarding 1
CIS 23 Computer Literacy 1
CIS 37A Spreadsheet Excel 1

All courses used for the Basic Computer Skills Certificate program must be completed with a grade of "C" or better.

IMPERIAL VALLEY COLLEGE

CORRECTIONAL SCIENCE (CERTIFICATE CODE: 5232)

Correctional Science

Twenty-four units required for the certificate

I. Required courses for the certificate

CIS 21 Intro to Corrections 3
CIS 23A/23B Correctional Interviewing & Counseling 3
CIS 25 Control & Supervision of Inmates 3

II. Select nine units from the following courses

AJ 21 Intro to Admin of Justice 3
AJ 28 Police Community Relations 3
AJ 34 Criminal Investigation 3
AJ 37 Juvenile Control 3
AJ 41 Arrest & Firearms 3.5
AJ 51 Security Guard (Arrest) 0.5
CIS 31 Concepts of Probation & Parole 3
Engl 1A Reading & Composition 3
Thirty-five units required for the certificate.

Ag 14 Entomology ........................................ 3
Ag 15 Pesticide Safety .................................... 3
Ag 30 Food & Fiber in a Chang World ............... 3
Ag 40 Irrigation & Drainage ........................... 3
Ag 41 Weeds & Weed Control .......................... 3
Ag 42 Intro to Crop Science ................................ 4
Ag 43 Field & Cereal Crops .............................. 4
Ag 45 Vegetables Production ............................ 3
Age 28 Power Equip Oper & Maint ..................... 5

Early Childhood Education (CERTIFICATE CODE: 5110)

Eighteen units required for the certificate

ECE 20/ Psych 20 Develop Psych of Children ............... 3
ECE 21 Early Childhood Social: Children, Family & Community 3
ECE 22 Adv Dev Psych & Observation .................. 3
ECE 23 Early Childhood Curriculum ........................ 3
ECE 25 Field Experience ................................ 3
ECE 31A Health, Safety, & Nutrition for Teachers of Children 3
ECE 31B/ HT 17 First Aid & CPR for Teachers of Young Children ..... 3

Early Childhood Education certificate students can apply for the Emergency Children’s Center Permit upon completion of the certificate. Students must achieve a minimum grade of "C" or better in each of the required courses. This requires an employer statement that no Regular Children's Center Permit applicant is available. The application for the Emergency Children’s Center Permit can be made through the credentialing office at Imperial County Office of Education through California Teacher Preparation and Licensing, State Department of Education.

Early Childhood Education Infant/Toddler (CERTIFICATE CODE: 5112)

Twenty-four units required for the certificate

ECE 20/PsyCh 20 Develop Psych of Children .......... 3
ECE 21 Early Childhood Social: Children, Family & Community 3
ECE 22 Adv Dev Psych & Observation .................. 3
ECE 25 Field Experience ................................ 3
ECE 29 Infant/Toddler Development .......................... 3
ECE 30 Infant/Toddler Curriculum ........................ 3
ECE 31A Health, Safety, & Nutrition for Teachers of Young Children 3
ECE 31B/ HT 17 First Aid & CPR for Teachers of Young Children 3

All courses used for the Early Childhood Education Infant/Toddler program must be completed with a grade of "C" or better.
# General Catalog 1999-2000

## Imperial Valley College

### Health Assistant

**Certificate Code:** 5190

Five units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HA 15</td>
<td>Health Assistant</td>
<td>5</td>
</tr>
</tbody>
</table>

### Hemodialysis Technician

**Certificate Code:** 5192

Ten units required for certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 18</td>
<td>Hemodialysis Technician I</td>
<td>4</td>
</tr>
<tr>
<td>HT 19</td>
<td>Hemodialysis Technician II</td>
<td>6</td>
</tr>
</tbody>
</table>

### Human Relations

**Certificate Code:** 5210

Areas of emphasis: Community Mental Health Worker, Counseling, School Social Services, Personnel, Employment Counseling and Supervision

## Twenty-four units required for the certificate

### Required courses for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psych 1A</td>
<td>Intro to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Psych 3</td>
<td>Psychology of Adjustment</td>
<td>3</td>
</tr>
<tr>
<td>Psych 9/ADS</td>
<td>Intro to Counseling</td>
<td>3</td>
</tr>
<tr>
<td>Soc/ADS 15</td>
<td>Social &amp; Psychological</td>
<td>3</td>
</tr>
</tbody>
</table>

### Specialized courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soc/ADS 15</td>
<td>Social &amp; Psychological</td>
<td>3</td>
</tr>
<tr>
<td>Psych 16</td>
<td>The Psych of Interpersonal Relation</td>
<td>3</td>
</tr>
<tr>
<td>Psych 17</td>
<td>Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Psych 18</td>
<td>Research Methods in Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Psych/ECE 20</td>
<td>Develop Psych of Children</td>
<td>3</td>
</tr>
<tr>
<td>Psych 30</td>
<td>Psychology of Adolescence</td>
<td>3</td>
</tr>
<tr>
<td>Psych 35</td>
<td>Developmental Psychology:</td>
<td>3</td>
</tr>
<tr>
<td>Soc 40</td>
<td>Intro to Crisis Counseling</td>
<td>3</td>
</tr>
<tr>
<td>Soc 2</td>
<td>Contemporary Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

### Legal Assistant

**Certificate Code:** 5230

Twenty-one units required for the certificate

### All required courses for this certificate must be completed with a grade of "C" or better

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 5</td>
<td>Bus &amp; the Legal Environment</td>
<td>3</td>
</tr>
<tr>
<td>Legal 21</td>
<td>Research &amp; Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>Legal 22</td>
<td>Civil Procedures &amp; Family Law</td>
<td>3</td>
</tr>
<tr>
<td>Legal 23</td>
<td>Criminal Discovery &amp; Tests</td>
<td>3</td>
</tr>
<tr>
<td>Legal 24</td>
<td>Corporations &amp; Bankruptcy</td>
<td>3</td>
</tr>
<tr>
<td>Legal 25</td>
<td>Real Estate Law for Legal Assistants</td>
<td>3</td>
</tr>
<tr>
<td>Legal 26</td>
<td>Wills, Trusts, Probate</td>
<td>3</td>
</tr>
</tbody>
</table>

### Library Technician

**Certificate Code:** 5240

Fifteen units required for the certificate

### Required courses for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIBR 51</td>
<td>Intro to Library Science</td>
<td>3</td>
</tr>
<tr>
<td>LIBR 52</td>
<td>Library Technical Services</td>
<td>3</td>
</tr>
<tr>
<td>LIBR 53</td>
<td>Library Public Services</td>
<td>3</td>
</tr>
<tr>
<td>LIBR 54</td>
<td>Introduction to Media Services</td>
<td>3</td>
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<tr>
<td>LIBR 56</td>
<td>Information and Reference Services</td>
<td>3</td>
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</table>

### Suggested additional courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
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<tbody>
<tr>
<td>Bus 7</td>
<td>Human Relations in Management</td>
<td>3</td>
</tr>
<tr>
<td>CIS 23</td>
<td>Computer Literacy</td>
<td>3</td>
</tr>
<tr>
<td>WECC 3960</td>
<td>Work Exp Coord Class</td>
<td>3</td>
</tr>
<tr>
<td>WECC 3962</td>
<td>Occupational Work Exp Work</td>
<td>3</td>
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</table>

### Marketing - Sales Technology

**Certificate Code:** 5250

Twenty-one to twenty-three units required for the certificate

### All required courses for this certificate must be completed with a grade of "C" or better

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>Bus 2</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>Bus 4</td>
<td>Principles of Marketing</td>
<td>3</td>
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</tbody>
</table>
REHABILITATION TECHNICIAN FOR THE PHYSICALLY LIMITED (CERTIFICATE CODE: 5280)

Eighteen units required for the certificate

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>DPS 1/</td>
<td>Understanding Excep Students</td>
<td>3</td>
</tr>
<tr>
<td>DPS 2A/</td>
<td>Practicum Exper to Work with the Physically Limited Person</td>
<td>2</td>
</tr>
<tr>
<td>Psych 1A/</td>
<td>Intro to Psychology (3)</td>
<td></td>
</tr>
<tr>
<td>Psych 5/</td>
<td>Psych of Effective Behavior</td>
<td></td>
</tr>
<tr>
<td>DPS 10/</td>
<td>American Sign Language I</td>
<td>4</td>
</tr>
<tr>
<td>DPS 11/</td>
<td>American Sign Language II</td>
<td>4</td>
</tr>
<tr>
<td>DPS 12/</td>
<td>American Sign Language III</td>
<td>3</td>
</tr>
<tr>
<td>DPS 13/</td>
<td>American Sign Language IV</td>
<td>3</td>
</tr>
<tr>
<td>DPS 14/</td>
<td>American Sign Language V</td>
<td>3</td>
</tr>
<tr>
<td>DPS 16A/</td>
<td>Interpreting Amer Sign Lang I</td>
<td></td>
</tr>
<tr>
<td>DPS 16B/</td>
<td>Interpreting Amer Sign Lang II</td>
<td></td>
</tr>
<tr>
<td>DPS 33/</td>
<td>Introduction to Audiology</td>
<td></td>
</tr>
<tr>
<td>DPS 34/</td>
<td>Audimetry &amp; Hearing Conserv</td>
<td></td>
</tr>
<tr>
<td>DPS 40/</td>
<td>Intro to Residen Svs Spctst</td>
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</tr>
<tr>
<td>DPS 41/</td>
<td>Tech for Residen Svs Spctst</td>
<td></td>
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<tr>
<td>HA 15/</td>
<td>Health Assistant</td>
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</table>

II. Additional courses to complete the major may be utilized from the courses under Section III

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>PE 62/</td>
<td>PE for Special Olympics</td>
<td></td>
</tr>
<tr>
<td>Psych 3/</td>
<td>Psych of Adjustment</td>
<td></td>
</tr>
<tr>
<td>Psych 9/</td>
<td>Psych of Adjustment</td>
<td></td>
</tr>
<tr>
<td>Ads 9/</td>
<td>Intro to Counseling</td>
<td></td>
</tr>
<tr>
<td>Psych 17/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Soc 16/</td>
<td>Social Psychology</td>
<td></td>
</tr>
<tr>
<td>BCSP/</td>
<td>Develop Phys of Children</td>
<td></td>
</tr>
<tr>
<td>Rec 73/</td>
<td>Recreation for Special Groups</td>
<td></td>
</tr>
<tr>
<td>Soc 1/</td>
<td>Introductory Sociology</td>
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</tr>
<tr>
<td>Soc 2/</td>
<td>Custome Social Problems</td>
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</table>

SMALL BUSINESS MANAGEMENT (CERTIFICATE CODE: 5068)

Twenty-six units required for the certificate

<table>
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<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>PE 3A/</td>
<td>Physical Fitness, Women</td>
<td>1</td>
</tr>
<tr>
<td>PE 4A/</td>
<td>Brazilian, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 5A/</td>
<td>Swimming, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 10A/</td>
<td>Team Sports</td>
<td>1</td>
</tr>
<tr>
<td>PE 11A/</td>
<td>Volleyball, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 12A/</td>
<td>Tennis, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 14A/</td>
<td>Aer Volleyball, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 17A/</td>
<td>Physical Fitness, Men</td>
<td>1</td>
</tr>
<tr>
<td>PE 20A/</td>
<td>Softball, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 23A/</td>
<td>Basketball for Women</td>
<td>1</td>
</tr>
<tr>
<td>PE 24A/</td>
<td>Basketball for Men</td>
<td>1</td>
</tr>
<tr>
<td>PE 28A/</td>
<td>Jazz Dance, Coed</td>
<td>1</td>
</tr>
</tbody>
</table>

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<tr>
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<td>1</td>
</tr>
<tr>
<td>PE 5A/</td>
<td>Swimming, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 10A/</td>
<td>Team Sports</td>
<td>1</td>
</tr>
<tr>
<td>PE 11A/</td>
<td>Volleyball, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 12A/</td>
<td>Tennis, Coed</td>
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</tr>
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<td>Aer Volleyball, Coed</td>
<td>1</td>
</tr>
<tr>
<td>PE 17A/</td>
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<td>Basketball for Men</td>
<td>1</td>
</tr>
<tr>
<td>PE 28A/</td>
<td>Jazz Dance, Coed</td>
<td>1</td>
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</table>

VOCATIONAL NURSING (CERTIFICATE CODE: 5300)

Fifty-three units required for the certificate

Pre-Admission Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psych 35/</td>
<td>Develop Psych: Conception to Death</td>
<td>3</td>
</tr>
<tr>
<td>NURS 1A/</td>
<td>Intro to Patient Care I</td>
<td>4</td>
</tr>
<tr>
<td>NURS 1B/</td>
<td>Intro to Patient Care II</td>
<td>4</td>
</tr>
<tr>
<td>NURS 1C/</td>
<td>Pharmacology I</td>
<td>1.5</td>
</tr>
<tr>
<td>NURS 3C/</td>
<td>Patient Care Mgmt &amp; Crit Think</td>
<td>2.5</td>
</tr>
</tbody>
</table>

TOTAL 15

Pre-Clinical Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 3/</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>Psych 1A/</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Anst 6/</td>
<td>Anst &amp; Physiology for Health Occ</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 9

First Semester

<table>
<thead>
<tr>
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<td>Patient Care Mgmt &amp; Crit Think</td>
<td>2.5</td>
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</table>

TOTAL 13

Second Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>NURS 2A/</td>
<td>(V)Maternity Cycle</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 2B/</td>
<td>(V)Common Health Problems I</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 2C/</td>
<td>Pharmacology II</td>
<td>2</td>
</tr>
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TOTAL 13

WASTE WATER TECHNOLOGY (CERTIFICATE CODE: 5515)

Fourteen units required for the certificate

<table>
<thead>
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<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WT 6/</td>
<td>Comp Proc for Treatment</td>
<td>3</td>
</tr>
<tr>
<td>WT 7/</td>
<td>Comp Proc for Treatment</td>
<td>3</td>
</tr>
<tr>
<td>WT 9/</td>
<td>Waste Water Treatment I</td>
<td>3</td>
</tr>
<tr>
<td>WT 10/</td>
<td>Waste Water Treatment II</td>
<td>3</td>
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</table>

TOTAL 13

Part-Time Program Sequence

Fifty-three units required for the certificate

Pre-Admission Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>Psych 35/</td>
<td>Develop Psych: Conception to Death</td>
<td>3</td>
</tr>
<tr>
<td>NURS 1A/</td>
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</tr>
<tr>
<td>NURS 1B/</td>
<td>Intro to Patient Care II</td>
<td>4</td>
</tr>
<tr>
<td>NURS 1C/</td>
<td>Pharmacology I</td>
<td>1.5</td>
</tr>
<tr>
<td>NURS 3C/</td>
<td>Patient Care Mgmt &amp; Crit Think</td>
<td>2.5</td>
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TOTAL 15

Pre-Clinical Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HT 3/</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>Psych 1A/</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Anst 6/</td>
<td>Anst &amp; Physiology for Health Occ</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 9

First Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
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</tr>
<tr>
<td>NURS 1B/</td>
<td>Intro to Patient Care II</td>
<td>4</td>
</tr>
<tr>
<td>NURS 1C/</td>
<td>Pharmacology I</td>
<td>1.5</td>
</tr>
<tr>
<td>NURS 3C/</td>
<td>Patient Care Mgmt &amp; Crit Think</td>
<td>2.5</td>
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TOTAL 13

Second Semester

<table>
<thead>
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<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 2A/</td>
<td>(V)Maternity Cycle</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 2B/</td>
<td>(V)Common Health Problems I</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 2C/</td>
<td>Pharmacology II</td>
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</tr>
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</table>

TOTAL 13

WATER TREATMENT TECHNOLOGY (CERTIFICATE CODE: 5310)

Fourteen units required for the certificate

<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>WT 1/</td>
<td>Water Treat Plant Oper I</td>
<td>4</td>
</tr>
<tr>
<td>WT 2/</td>
<td>Water Treat Plant Oper II</td>
<td>4</td>
</tr>
<tr>
<td>WT 6/</td>
<td>Comp Proc for Treatment</td>
<td>3</td>
</tr>
<tr>
<td>WT 7/</td>
<td>Comp Proc for Treatment</td>
<td>3</td>
</tr>
<tr>
<td>WT 8/</td>
<td>Waste Water Treatment I</td>
<td>3</td>
</tr>
<tr>
<td>WT 9/</td>
<td>Waste Water Treatment II</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 13

First Semester

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psych 35/</td>
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<tr>
<td>NURS 1B/</td>
<td>Intro to Patient Care II</td>
<td>4</td>
</tr>
<tr>
<td>NURS 1C/</td>
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<td>NURS 3C/</td>
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</tr>
</tbody>
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TOTAL 15

Pre-Clinical Requirements

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
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<td>HT 3/</td>
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<tr>
<td>Psych 1A/</td>
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<tr>
<td>Anst 6/</td>
<td>Anst &amp; Physiology for Health Occ</td>
<td>3</td>
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TOTAL 9

Second Semester

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>NURS 2A/</td>
<td>(V)Maternity Cycle</td>
<td>5.5</td>
</tr>
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<td>(V)Common Health Problems I</td>
<td>5.5</td>
</tr>
<tr>
<td>NURS 2C/</td>
<td>Pharmacology II</td>
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TOTAL 13


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WELDING TECHNOLOGY
(CERTIFICATE CODE: 5320)
One of the following four patterns of study will fulfill requirements for a certificate in Welding Technology.

Pattern One
(Recommended for Agriculture and Agricultural Services)

Twenty units required for the Pattern One certificate

Weld 31 OR Basic Welding ........................................ 5
Weld 31A & Oxy-Acetylene Welding (2) .................. 2
Weld 36A & Oxy-Acetylene Welding (3) ............... 3
Weld 36A Advanced Welding ................................ 5
Weld 38 Sheet Metal Fundamentals ......................... 2
Eight units selected from agriculture courses ........... 8

Pattern Two
(Recommended for air-conditioning mechanics and construction personnel)

Eighteen units required for the Pattern Two certificate

Weld 36A Advanced Welding ................................ 5
Weld 36B Advanced Welding ................................ 5
Weld 38 Sheet Metal Fundamentals ......................... 2
Ag 36 Agricultural Construction ................................ 3
Ag 38 Power Electricity ........................................ 2

Pattern Three
(Recommended for welders with a future in general service industries)

Twenty-one units required for the Pattern Three certificate

Weld 31 OR Basic Welding ........................................ 5
Weld 31A & Oxy-Acetylene Welding (2) .................. 2
Weld 31B Arc Welding (3) ..................................... 3
Weld 36A Advanced Welding ................................ 5
Auto Tech 65 Basic Machine Shop Tech .................. 3
Eight units selected from agriculture and/or automotive technology courses ........... 8

Pattern Four
(Recommended for the experienced welder who wishes to advance to higher general capabilities in welding and fabrication processes.)

Twelve units required for the Pattern Four certificate

Weld 36B Advanced Welding ................................ 5
Weld 36C Adv Weld - Welder Certification & Blueprint Reading .................. 5
Weld 38 Sheet Metal Fundamentals ......................... 2

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*At times some of the above listed majors and certificates become inactive. If you wish to earn a degree/certificate in any of the above, please check with your counselor to be sure you will be able to earn the desired degree/certificate.

**No new students are being added to this program.
**LISTA DE CARRERAS Y CERTIFICADOS**

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*Hay ocasiones en las que estas carreras o certificados no se ofrecen.
Si usted desea graduarse en cualquiera de estas carreras o certificados, por favor vea a su consejero para que esté seguro de que podrá obtener el título o certificado.

**No se admitiran mas estudiantes en el programa.