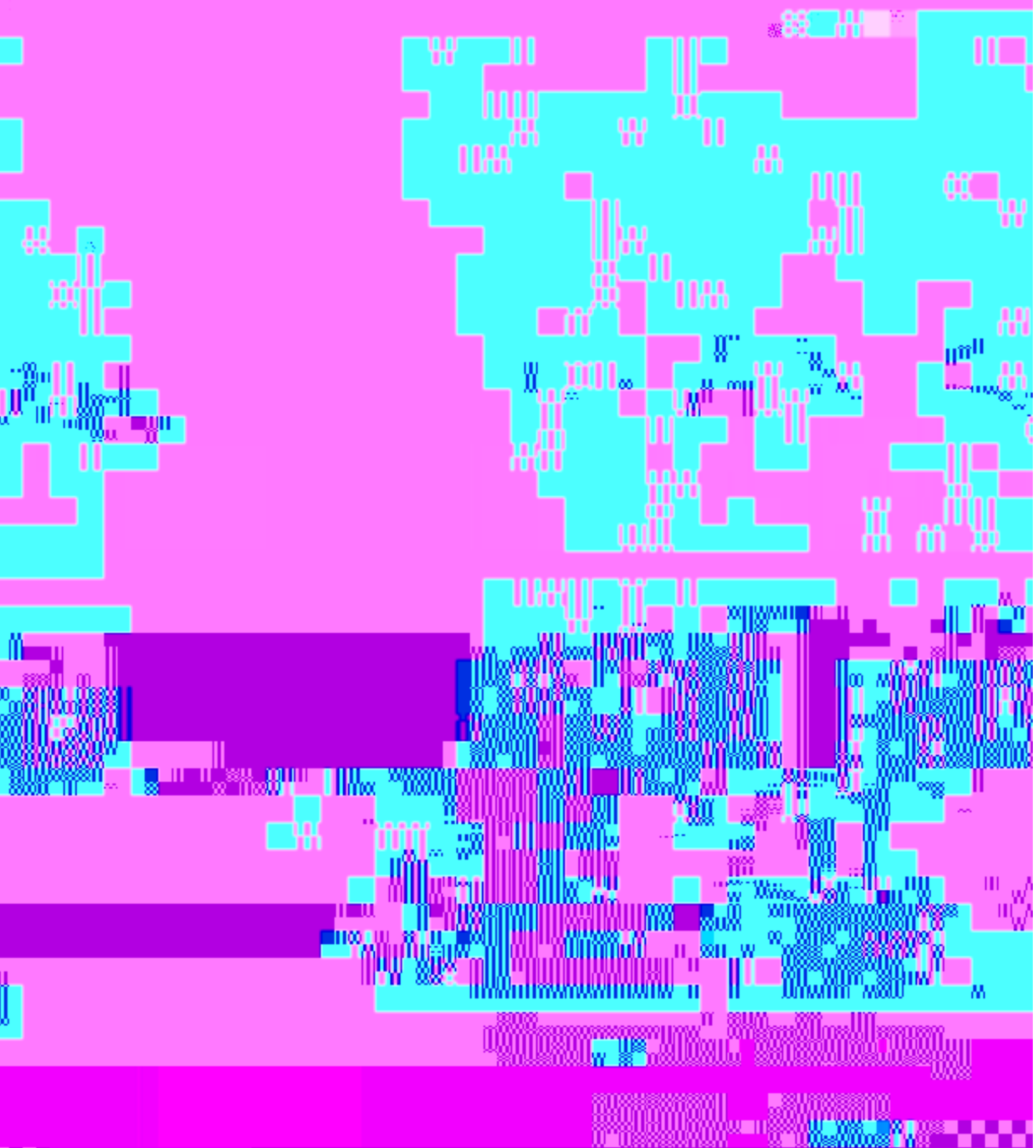


IMPERIAL VALLEY COLLEGE



**IMPERIAL VALLEY
COLLEGE
2004-2005**



IMPERIAL VALLEY COLLEGE

ACCREDITED

by the

Accrediting Commission for Community and Junior Colleges of the
Western Association of Schools and Colleges

10 Commercial Boulevard, Ste. 204

Novato, CA 94949

(415) 506- 0234

an institutional accrediting body recognized by the Commission on Recognition of
Postsecondary Accreditation and the U.S. Department of Education

American Welding Society

California Association of Alcohol and Drug Educators

California Board of Registered Nursing

California Board of Vocational Nurse and Psychiatric Examiners

Commission on Accreditation of Allied Health Education Programs

Commission on Peace Officers Standards and Training

California State Department of Education

National Academy of Early Childhood Programs

A

MEMBER

of

Association of California Community College Administrators

Association of Community College Trustees

California Association of Community Colleges

California Community Colleges Academic Senate

Community College League of California

Hispanic Association of Colleges and Universities

Imperial County School Boards' Association

International Consortium for Educational and Economic Development

San Diego and Imperial Counties Community Colleges Association

APPROVED

for

The Veterans Administration



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Imperial Valley College Welcomes You

Opening the IVC Catalog is like opening the window to a chance for a lifetime. You will find a variety of programs and services of higher learning, rich in both breadth and depth. Recently, we made a promise to offer more programs to address the economic diversification of our community.

Our faculty, staff, administration, as well as Board of Trustees are interested in providing you an excellent education to assist you in achieving your educational and career goals. Ask for programs that will address your specific need and we will do everything possible to provide you access.

You will find our faculty members are excellent teachers who are sensitive to your needs, our main campus and extended campus centers are convenient and neat. The cost is affordable and a variety of financial aids are available. The application process is easy. If you have not come on to the IVC Campus before, please visit us at your earliest convenience. The campus is just beautiful and people here are friendly.

Our catalog is our contract with you. Please read and use it wisely to optimize your enrollment here at IVC. We want you to be thrilled for your experiences here.

Paul Pai, Ed.D
Superintendent/President

**THE BOARD OF TRUSTEES
IMPERIAL COMMUNITY COLLEGE DISTRICT**

MR. RUDY CARDENAS, JR.

Trustee from area which includes Brawley Union High School District

MR. CARLOS ACUÑA

Trustee from area which includes Central Union High School District

MR. KELLY KEITHLY

Trustee from area which includes Holtville Unified School District

MRS. MARIAN A. LONG

Trustee from area which includes Imperial Unified School District

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MS. REBECCA L. RAMIREZ

Trustee from area which includes San Pasqual Unified School District

MR. LOUIS WONG

Trustee from area which includes Calexico Unified School District

ADMINISTRATION

PAUL PAI, Ed.D.
Superintendent/President

MARION BOENHEIM, Ph.D
Acting Vice President for Academic Services

VICTOR JAIME, Ed.D.
Vice President for Student Services

TOM HUDSON
Dean of Business Services

GONZALO HUERTA
Dean of Instruction for Applied Sciences

JAN MAGNO
Dean of Financial Aid and State Programs

VACANT
Dean of Instruction for Extended Campus

EILEEN BUCKEL
Dean of Learning Services

KATHIE WESTERFIELD
Director of Admissions and Records

KATHY BERRY
Director of Nursing Education and Health Technologies

MARION BOENHEIM, Ph.D.
Director of Human Resources/EEO

TED CEASAR
Director of Disabled Student Programs & Services

INSTRUCTIONAL DIVISIONS

KRISTA BYRD
Division of Behavioral Science and Social Science

VALERIE RODGERS
Division of Business

**IMPERIAL VALLEY COLLEGE
2004-2005 CALENDAR**

2004

August	14 Saturday	Fall Semester Begins
	16 Monday	Orientation (Non-Instructional/Service Day)
	17 Tuesday	First Day of Classes
September	6 Monday	Holiday (Labor Day)
November	12 Friday	Holiday (Veterans Day)
	25-26 Thursday/Friday	Recess (Thanksgiving)
December	11 Saturday	Final Exams Begin
	17 Friday	Last Day of Final Exams
	20 Monday	Recess (Winter Break)

2005

January	7 Friday	Last Day of Recess (Winter Break)
	10-14 Monday-Friday	Instructional Flex Days
	15 Saturday	Spring Semester Begins (First Day of Classes)
	17 Monday	Holiday (Martin Luther King's Birthday)

THE COLLEGE



THE COLLEGE

HISTORY OF IMPERIAL VALLEY COLLEGE

More than 40 years ago, a small group of students gathered for the first day of classes on a 160-acre plot of land at the Intersection of Highway 111 and Aten Road. It was the culmination of years of hard work by the citizens of this county to finance and build a freestanding Imperial Valley College.

Construction of the campus had been approved two years before when community college district residents set an all-time state record, voting thirteen to one in favor of bonds to finance the new IVC campus.

But even though the grand opening of the main campus in 1962 signaled a new era for higher education in the Imperial Valley, IVC's roots run even deeper into the county's heritage.

The student is authorized attendance at a community college as a special part-time student pursuant to this section and shall receive credit for community college courses completed in the same manner as if regularly enrolled at the community college.

Admittance 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

7. Nursing-Associate Degree (ADN)

As of Fall 2004 a major nursing curriculum change will be implemented. Continuing students will complete their course of study utilizing course progression as defined in the 2003-2004 Catalog. New students entering the nursing programs as of Fall 2004 will be required to meet all requirements of the new nursing curriculum.

General Information

The Registered Nursing (RN) program is accredited by the California Board of Registered Nursing. The program prepares graduates to give direct nursing care to patients and/or clients in a variety of health care agencies on a staff nurse level. The curriculum consists of course work in nursing, general education, and clinical nursing practice in local hospitals, health

30-Unit Option LVN-RN Students: are eligible to apply to take the National Council Licensure Examination for Registered Nursing (NCLEX-RN) as a **NON-DEGREE candidate**, and if successful, will be licensed as an RN by the California Board of Registered Nursing. Endorsement of a non-degree RN in other states is questionable.

Course of Study	
BIOL 092	4.0 Units
BIOL 206	4.0 Units
NURS 3AR	5.5 Units
NURS 3BR	5.5 Units
NURS 4BR	5.5 Units
NURS 4AR	4.5 Units
NURS 4CR	1.0 Units
Total Units	30.0 Units

8. Reserve Officer Program (P.O.S.T)

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 Standard and Training (P.O.S.T)

Reserve Officer Level III- Upon successful completion the student is eligible to be hired by a law enforcement agency to perform specified limited support duties; traffic control, security 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- 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 P.O.S.T. Regular Basic Course. The Level II Reserve Officer also perform limited support duties authorized for Level III officer, without immediate supervision.

Admission to the Program- The program is sequential and AJ 141 or a current Arrest and Firearms certification is required to enter into Level III, AJ 143. 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 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.

ENGL 098 is required for AJ 141, Level III, and AJ 144, Level II.

Progression Policies-After successful completion of Reserve Officer Level III, the student may take Reserve Officer Level II. 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 meet with 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.

All Reserve Officer classes require some Saturday meetings. Students are expected to schedule accordingly as attendance and grades are strictly mandated.

9. Vocational Nursing

The Vocational Nursing Program is accredited by the California Board of Vocational Nurse and Psychiatric Technician Examiners. The program prepares graduates to provide basic bedside nursing care to clients under the direction of physician or registered nurse. The LVN utilizes scientific and technical expertise and manual skills. Duties within the scope of practice of an LVN typically include, but are not limited to, provision of basic hygienic and nursing care; measurement of vital signs; basic client assessment; medicated intravenous therapy and blood withdrawal (requires separate Board certification.)

Admission to the Vocational Nursing Program is by special application. (Applications are available in the Nursing Office or on the College's Web Site). To be eligible for consideration, applicants must: (1) Be eligible for admission to Imperial

Valley College; (2) Submit proof of high school graduation or equivalency or higher; (3) Maintain a 2.0 GPA in Pre-application courses: English Composition (ENGL 101); (4) Maintain a 2.0 GPA in Pre-Clinical courses: Medical Terminology (3.0 Units); Introduction to Psychology (3.0 Units); and BIOL 090. Current American Heart Associate BLS Healthcare Provider card. Students who have met the requirements and are in good health are eligible for admission.

SELECTION: Applicants are considered by a selection committee once all pre-admission and pre-clinical requirements have either been met or in progress. Students are encouraged to complete all course work before submitting an application to the program. Selections are based on a point system and points are issued for: (1) GPA; (2) residency; (3) previous nursing paid experience; (4) current nurse assistant, EMT or equivalent certification and; (5) previous Degree.

LICENSURE: Upon successful completion of the Vocational Nursing (VN) program, students will be eligible to apply to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN) and, if performance on the examination is successful, will be licensed as a Licensed Vocational Nurse. Vocational Nursing graduates must submit a transcript demonstrating completion of all course work leading to a Certificate or Associate Degree in Vocational Nursing prior to sitting for the National Board of Nursing-PN exam.

CREDIT BY EXAMINATION OR TRANSFER: The Nursing Program follows College policy regarding credit by examination and/or transfer for the Vocational Nursing Program.

PROGRESSION POLICY: All courses must be taken in sequence. Each course within the major must be completed with a "C" or better to progress to the next level. All Skills and Clinical components of each course must be completed with a satisfactory to progress to the next level. All supporting courses must be completed in the semester indicated on the major sheet with a grade of "C" or better prior to progression to the next level of nursing.

VOCATIONAL NURSING CURRICULUM**Pre-clinical Nursing**

ENGL 101	3.0 Units
AHP 100 (formerly HT 3) Vocab in Health Science	3.0 Units
PSY 101 General Psychology	3.0 Units
BIOL 090 Human Anatomy & Physiology for Health Occupations	3.0 Units

Semester One (1)

VN 110 Intro to Patient Care I	5.0 Units
VN 112 Intro to Patient Care II	5.0 Units
VN 114 Pharmacology I	1.5 Units
VN 116 Patient Care Mgmt & Critical Thinking	2.5 Units

Semester Two (2)

VN 122 Common Health Problems I	5.5 Units
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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 and to extend and enrich vocabulary skills.

WORKFORCE DEVELOPMENT CENTER

The Workforce Development Center (WDC) offers a variety of resources and services designed to enhance the learning process and assist the student in the transition to the workplace. General resources and services include job search assistance, a computer lab featuring software programs to assist individualized study, Internet access, one-on-one tutoring, computerized tutoring, study materials, and learning videos. Workforce development resources include CalJOBS, EUREKA, labor market data, resume programs, job search workshops, and a job board featuring employment postings. WDC also houses the IVC Satellite One Stop Business and Employment Services Center in conjunction with the Workforce Investment Board of Imperial County. The Satellite hosts partner agencies on a rotating basis that provide in-depth job search assistance to IVC students at no cost. The Center is located in building 1700.

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 articulate with 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 (SEP).

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 (SEP).
- * 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 requested to (1) ensure that an official transcript of all work taken in high school and/or institutions of higher education are 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 to 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. A student may request the foreign transcript be evaluated by:

International Education Research Foundation, Inc.
P.O. Box 66940
Los Angeles, CA 90066
www.ierf.org

By student petition, Imperial Valley College may accept lower division course work recommended by I. 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. They 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.

Students should submit to the Director of Admissions and Records written requests that identify the record(s) they wish to inspect. The Director of Admissions and Records 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.

2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write 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.

If the College decides not to amend the record as requested by the student, the College will notify the student of the 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) 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 education interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

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, 1990 and in 1994. 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 Human Resources office.

NONDISCRIMINATION POLICY

Imperial Valley College does not discriminate in the admission nor in the offering of programs and activities because of race, color, religion, age, marital status, national origin, sex, or disability.

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

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

The coordinator for Imperial Valley College's compliance with Section 504 of the Rehabilitation Act of 1973 is Dr. Marion Boenheim, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 212, TTY (760) 355-4174. The Title IX officers for Imperial Valley College are Mr. Lincoln Davis Ext. 289 and Ms. Olga Artechchi Ext. 264, P.O. Box 158, imperial, CA 92251, (760) 352-8320.

RESIDENCE REQUIREMENTS

Under the Education Code, the general rule is that a student must pay nonresident tuition unless the student can qualify 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 that 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.

6. 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 under 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

Music	3,4,5	Five (5) semester units
Music-Listening/Lit	3,4,5	Three (3) semester units
Physics B	3,4,5	Six (6) semester units
C(Mech)	3,4,5	Five (5) semester units
C (Elec/Mag)	3,4,5	Five (5) semester units
Political Science		
Govt/Pol Am	3,4,5	Six (6) semester units
Govt/Pol Comp	3,4,5	Six (6) semester units
Govt/Pol Am & Comp	3,4,5	Six (6) semester units
Psychology	3,4,5	Three (3) semester units
Spanish Lang	3,4,5	Six (6) semester units

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 your transfer institution will do the same.

10. 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

2. Allegations of discrimination based on race, color, national origin, sex (including sexual harassment), disability, or age in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color or national origin), Title IX of the Education Amendments of 1972 (pertaining to disability) and the Age Discrimination Act 1975 (pertaining to age). For complaints of this nature, please refer to Discrimination Complaint Form.

For a clarification regarding student conduct issues of discrimination issues, the student may contact the Director of Admissions and Records, Director of Disabled Student Programs and Services or Title IX Officer.

INFORMAL RESOLUTION

A complaint must be initiated within twenty (20) instructional days of the alleged act or decision. If the alleged circumstance or act occurs during the last twenty (20) instructional days of the Spring semester, the complaint must be made prior to the end of the third Friday of the Fall semester.

Step 1 Discuss the problem with the individual involved or his/her counselor.

Step 2 If a mutually satisfactory understanding has not been reached with the other person, the student may, within five (5) days, present the complaint to the immediate supervisor.

<u>If Complaint is About:</u>	<u>Contact:</u>
Faculty	Division Chair/Director
Division Chair	Vice President for Academic Services
Administrator	Dean/Vice President or President
Another Student	Director of Admissions and Records

The supervisor must respond orally within ten (10) instructional days of the complaint.

FORMAL RESOLUTION

Step 3 If an informal resolution does not occur within ten (10) instructional days of the supervisor’s response, a student may submit a complaint form (form may be found at the back of the handbook) to the Vice President for Academic Services regarding academic matters of the Director of Admissions and Records regarding non-academic matters.

The Vice President for Academic Services or the Director of Admissions and Records will respond in writing to the complaint within ten (10) instructional days of receipt of complaint.

Students’ Complaint forms are available from:

Director of Admissions Ext. 201

The President/Superintendent may approve, reject or modify the Hearing Committee's recommendation within (5) instructional days after the appeal is received.

If the student is not satisfied with the decision of the President/Superintendent, he/she may make a final appeal to the Board of Trustees.

In order for this appeal to be placed on the Board agenda, a request must be submitted at least ten (10) instructional days prior to the next Board meeting. The Board shall then notify the student (s) of its decision within (5) instructional days of the meeting.

Definitions:

A "**Student**" is a person enrolled at Imperial Valley College within 30 days of the alleged act or decision.

"**Instructional Days**" are those when the college is in session and classes are being held, excluding Saturdays and Sundays.

CAMPUS REGULATIONS

A speed of 10 mph on campus must be strictly observed. Smoking is prohibited in all buildings at Imperial Valley College. All nondistrict, self-propelled and/or any motor driven means of movement, other than wheelchairs, are prohibited from using campus sidewalks and playing courts.

ACADEMIC PROBATION

Academic Probation is a system of monitoring student progress in order to identify students who are experiencing difficulty in making 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 (student wJ ref 1wprogref(h0d guidimSa, ade i0.0001 s)n, semester)57.7(. Summer s

the close of registration have exceeded the number of class hours which the class meets per week. Further, an instructor may drop any student judged to be a disturbing element in the class.

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).
- B. Additional military credit will be considered by petition and presentation of proper documentation.
- C. Total number of units of military credit is not to exceed 16.

Veteran/Dependent Student Lack-of-Scholastic Progress

Students will not be certified for enrollment if placed on Scholastic or Lack-of-Progress Dismissal status. If you have previously been placed on Scholastic Probation and have a cumulative grade point average of less than 2.0 in the last two consecutive semesters of enrollment and are eligible for certification of Veteran Benefits, you will be dismissed at the end of each semester as a veteran student (lose veteran certification) as required under Veterans Administration approval criteria regulations.

Students who have previously been placed on Lack-of-Progress Probation and have 50% or more enrollment grades of "W", "I", or "NC" recorded in the last two consecutive semesters of enrollment will be dismissed at the end of each semester as a veteran student (lose veteran certification) as required under Veterans Administration approval criteria regulations.

Disabled Veterans

Veterans who qualify for educational benefits as disabled veterans may be entitled to special educational benefits. Veterans should visit the DVA Regional Office, 2022 Camino del Rio North, San Diego, CA 92108 to determine their eligibility for disabled status.

DVA Service Connected Disability Benefits Programs

Veterans with disabilities are encouraged to investigate services offered through Disabled Students Programs and Services.

Veterans' Dependents - War Orphans

Students who are children or widows of veterans who died as a result of military service or are dependents of veterans who were totally disabled as a result of war service (or peacetime military service since September 16, 1940) may be eligible for assistance from the Veterans Administration or the State of California. Inquiries regarding these benefits should be made through the DVA Regional Office at 2022 Camino del Rio North, San Diego, CA 92108.

Student's Liability

The veteran/dependent student assumes full liability for any overpayment of veterans educational allowance benefits.

Tutorial Services

Tutorial services are available to all veterans who meet established VA criteria. Veterans with disabilities are encouraged to investigate services offered through Disabled Students Programs and Services.

Transcripts

All official transcripts of prior college work and military schools must be on file in the Records Office by the end of the first semester of attendance at this college. Certification for benefits for the second semester will be withheld if transcripts are not received. See the Veterans Assistant for necessary forms.

Units Required for Entitlement of Benefits

The following number of units are required each semester to qualify eligible students for educational and training allowances:

12 units or more	full allowance
9 - 11.5 units	three-fourths allowance
6 - 8.5 units	one-half allowance
2 - 5.5 units	one-fourth allowance*

Short-term courses are computed proportionately for payment purposes.

*Chapters 32 and 106 only.

Repeated Classes

By district policy, the veteran is eligible to repeat courses in which a "D" grade has been received; however, the course may be certified for benefits only if a grade of "C" or better is earned towards a degree or other necessary prerequisites are met.

Summer Sessions

Veteran benefits are also available for the summer sessions. Contact the Veterans Assistant for more information.

Withdrawal/Change of Classes

Veterans are required to notify the campus Veterans Assistant's Office when they stop attending class, withdraw from the college or add or drop a class. Such changes should be reported immediately after filing an official withdrawal or an add/drop card in the Admissions Office. Failure to comply with this regulation will be grounds for decertification.

CHANGES IN THE CATALOG

Any regulation adopted by the administration of Imperial Valley College shall have the same force as a printed regulation in the catalog and shall supersede, upon appropriate public announcement, any ruling on the same subject which may appear in the printed catalog or official bulletins of the college.

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).

III. INSTITUTIONAL REQUIREMENTS**A. American Institutions** (Select One Option):

Option 1: Political Science 102 (Formerly Political Science 2)

AND

One course selected from: History 120
(Formerly History 17A)

OR

History 121 (Formerly History 17B)

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 which the student expects to transfer. These are as follows:

1. The completion of the specified requirements for junior standing in the proposed 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 to the California State University system and/or the University of California system are indicated 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 its 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 BREADTH REQUIREMENTS

A. ENGLISH COMMUNICATION & CRITICAL THINKING (9 semester or 12 quarter units)

1. **Oral Communication** (One (1) course required)
 SPCH 100 (3)
2. **Written Communication** (One (1) course required)
 ENGL 101 (3)
3. **Critical Thinking** (One (1) course required)
 ENGL 111 (3.5) PHIL 106 (3)
 ENGL 201 (3) SPCH 180 (3)

B. PHYSICAL UNIVERSE AND ITS LIFE FORMS

(9 semester or 12 quarter units with at least one lab course marked with an L)

1. **Physical Science** (One (1) course required)

AG/ENV S 110 (3)	CHEM 206 (L) (4)
AG 120 (L) (3)	CHEM 208 (L) (4)
ASTR 100 (3)	GEOG 100 (3)
CHEM 100 (L) (4)	PHYS 100 (L) (4)
CHEM 200 (L) (5)	PHYS 200 (L) (5)
CHEM 202 (L) (5)	PHYS 202 (L) (5)
CHEM 204 (L) (5)	PHYS 204 (L) (5)
2. **Life Science** (One (1) course required)

AG 170 (L) (3)	BIOL 200 (L) (4)
ANTH 100 (L) (4)	BIOL 202 (L) (4)
BIOL 100 (L) (4)	BIOL 204 (L) (4)
BIOL 120 (L) (4)	BIOL 206 (L) (4)
BIOL 122 (L) (4)	BIOL 220 (L) (5)
	PSY 200 (3)
3. **Math/Quantitative Reasoning (One (1) course required)**

MATH 110 (3)	MATH 192 (5)
MATH 112 (3)	MATH 194 (5)
MATH 120 (3)	MATH 210 (5)
MATH 122 (3)	MATH 220 (3)
MATH 124 (4)	MATH 230 (3)
MATH 190 (5)	MATH 240 (3)

C. ARTS, LITERATURE, PHILOSOPHY, AND FOREIGN LANGUAGE

(9 semester or 12 quarter units) Three (3) courses must be completed with at least one (1) course from the Arts category and one (1) course from the Humanities category.

Arts Category

ART 100 (3)	MUS 102 (3)
ART 102 (3)	MUS 104 (3)
ART 104 (3)	MUS 106 (3)
ART 106 (3)	MUS 108 (3)
HUM/PE 212 (3)	THEA 100 (3)
MUS 100 (3)	

Humanities Category

AMSL 100 (4)	PHIL 100 (3)
AMSL 102 (4)	PHIL 102 (3)
AMSL 200 (3)	PHIL 104 (3)
ENGL 102 (3)	PHIL 108 (3)
ENGL 222 (3)	SPAN 100 (5)
ENGL 223 (3)	SPAN 101 (2.5)
ENGL 224 (3)	SPAN 102 (2.5)
ENGL 225 (3)	SPAN 110 (5)
ENGL 228 (3)	SPAN 111 (2.5)
ENGL 260 (3)	SPAN 112 (2.5)
ENGL 261 (3)	SPAN 200 (5)
FREN 100 (5)	SPAN 210 (5)
FREN 110 (5)	SPAN 220 (5)
FREN 200 (4)	SPAN 221 (5)
FREN 210 (4)	SPAN 222 (3)
FREN 220 (3)	SPAN 225 (3)
FREN 230 (3)	SPAN 260 (3)
FREN 232 (3)	SPAN 261 (3)
HIST 100 (3)	SPAN 262 (3)
HIST 101 (3)	
HIST 110 (3)	
HIST 111 (3)	

Students pursuing majors which require extensive lower-division major preparation may not find the IGETC option to be advantageous. There are other limitations. All courses used for IGETC must be passed with a **minimum grade C**. (C minus is not acceptable.) A *credit* or *pass* is acceptable providing either is equivalent to a grade "C" or better.

Please make a counseling appointment to determine the most appropriate general education program for you.

Certification: All GE requirements must be completed before IGETC can be certified. Certification must take place *prior* to transfer to UC and/or CSU. The Admissions Office will complete the certification. To request certification, the student should file a request at the Registrar's Office. As a general rule, the IGETC can be certified for California community college transfers who have also completed transfer units at a CSU, UC, or independent college *provided that the student has completed most of the transfer units at one or more California community colleges.*

Restrictions: A student who has been registered at a UC campus and wishes to return to the same UC campus is **NOT** eligible for IGETC. This restriction does not apply to students who have taken UC summer session or Extension classes only.

1. ENGLISH COMMUNICATION

CSU 3 courses required, 1 course from group A, 1 course from group B and 1 course from group C.

UC 2 courses required, 1 course from group A and 1 course from group B.

A. English Composition - 3 semester/4-5 quarter units.

ENGL 101 (3)

B. Critical Thinking/English Composition - 3 semester/4-5 quarter units.

ENGL 201 (3)

C. Oral Communication - 3 semester/4-5 quarter units. **(CSU ONLY).**

**SPCH 100 (3)

SPCH 180 (3)

2. MATHEMATICAL CONCEPTS/QUANTITATIVE REASONING

- 3 semester/4-5 quarter units.

MATH 12TIVtioTIVts.

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.

ARTS COURSES

ANTH 114	(3)	MUS 120	(3)
ANTH 214	(3)	MUS 122	(3)
ART 100	(3)	MUS 200	(3)
ART 102	(3)	MUS 202	(3)
ART 104	(3)	MUS 220	(3)
ART 106	(3)	MUS 222	(3)
**MUS 100	(3)	THEA 100	(3)
MUS 102	(3)		
MUS 104	(3)		

HUMANITIES COURSES

ENGL 102	(3)	*HIST 132	(3)
ENGL 222	(3)	HUM 100	(3)
ENGL 223	(3)	PHIL 100	(3)
ENGL 224	(3)	PHIL 102	(3)
ENGL 225	(3)	PHIL 104	(3)
ENGL 228	(3)	PHIL 108	(3)
ENGL 260	(3)	**SPAN 110	(5)
ENGL 261	(3)	+**SPAN 111	(2.5)
ENGL 270	(3)	+**SPAN 112	(2.5)
FREN 110	(5)	**SPAN 200	(5)
FREN 200	(3)	**SPAN 210	(5)
FREN 210	(4)	**SPAN 220	(5)
FREN 220	(4)	**SPAN 221	(5)
*HIST 100	(3)	SPAN 225	(3)
*HIST 101	(3)	SPAN 260	(3)
*HIST 110	(3)	SPAN 261	(3)
*HIST 111	(3)	SPAN 262	(3)
*HIST 130	(3)		
*HIST 131	(3)		

4. **SOCIAL & BEHAVIORAL SCIENCES** - 9 semester/
12-15 quarter units. At least 3 courses from at least 2 disciplines.

ANTH 102	(3)	*HIST 131	(3)
ANTH 104	(3)	*HIST 132	(3)
ANTH 106	(3)	POLS 101	(3)
ANTH 108	(3)	*POLS 102	(3)
**CFCS/PSY 106	(3)	POLS 104	(3)
ECON 101	(3)	POLS 106	(3)
ECON 102	(3)	PSY 101	(3)
GEOG 100	(3)	**PSY 106	(3)
GEOG 102	(3)	PSY 146	(3)
GEOG 104	(3)	*PSY 200	(3)
*HIST 100	(3)	PSY 202	(3)
*HIST 101	(3)	PSY 204	(3)
*HIST 110	(3)	**PSY 206	(3)
*HIST 111	(3)	PSY 208	(3)
*HIST 120	(3)	SOC 101	(3)
*HIST 121	(3)	SOC 102	(3)
*HIST 130	(3)	SOC 150	(3)
		SOC 206	(3)

5. **PHYSICAL and BIOLOGICAL SCIENCES**
7-9 semester/9-12 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

AG 110	(3)	CHEM 208	(4)
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Certificates are offered in the following areas:

Administration of Justice

Agricultural Business Management

Agricultural Crop Science

Air Conditioning and Refrigeration Technology

DISTINCION ACADEMICA**Graduación con Honores**

El reconocimiento “**Con Distinción**” es otorgado a el estudiante, que en el curso de sus estudios en el colegio a obtenido un promedio de calificaciones de 3.5 o mejor en clases aplicables para el título.

El reconocimiento “**Condecoraciones**” es otorgado a el estudiante que obtiene un promedio de calificaciones de 3.0 en clases aplicables para el título.

Lista de Distinciones del Presidente del Colegio

El presidente del colegio da un reconocimiento especial a todo alumno que recibió durante el semestre previó un promedio de 3.0 o mejor en calificaciones que se obtuvieron al terminar 12 o más unidades.

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 le 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 cívicos, 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 cobros y cuota de inscripción se tienen que pagar cuando usted se inscribe. Su inscripción en los cursos **NO SE FINALIZARA** hasta que la oficina de Inscripción halla recibido el total del pago.

Cuotas

Cuota de Inscripción (Propensa a cambiar)	\$18.00 por unidad
Cuota para Extranjeros o No residentes	\$149.00 por unidad
Cuota por el permiso de estacionamiento	
Primer vehículo	\$15.00 por vehiculo
(después de las ultimas inscripciones)	\$20.00 por vehiculo
Vehiculo Adicional	\$15.00 por vehiculo
Cuota por Representación Estudiantil	\$ 1.00 por semestre

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

RESPONSIBILIDADES FINANCIERAS

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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. Los estudiantes deben de enviar al Decano de Admisiones un escrito que identifique el expediente(s) que ellos deseen inspeccionar. El Decano de Admisiones hará los arreglos necesarios para el acceso y notificará a los estudiantes del tiempo y lugar donde los expedientes 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 quien es el oficial a quien debe dirigirse la solicitud.
2. El derecho de solicitar enmienda a las expedientes académicos que el estudiante cree que están equivocados o extraviados. Los estudiantes pueden solicitar al Colegio la enmienda del expediente académico que ellos consideran que están equivocados o extraviados. Ellos deben escribir a oficial del Colegio responsable del expediente, claramente identificar la parte del expediente que ellos quieren cambiar y especificar por que esto esta equivocado o extraviado. Si el Colegio

decide no enmendar el expediente solicitado por el estudiante, el Colegio notificará al estudiante de la decisión y avisará al estudiante de su derecho para tener una audiencia relacionada con la solicitud de enmienda.

Información adicional respecto al procedimiento de la audiencia será proporcionada al estudiante cuando le notifiquen su derecho de audiencia.

3. El derecho de consentimiento para divulgar información personal contenida en el expediente académico del estudiante, excepto para extender lo que FERPA autoriza divulgar sin consentimiento.

Una excepción que permite a los oficiales escolares divulgar sin consentimiento, es divulgar con legítimo interés académico. Un oficial escolar es una persona empleada por el Colegio en una posición administrativa, supervisión, académica, investigación, personal de apoyo, (incluyendo la unidad de personal de reforzamiento de la ley y el personal de salud); una persona o compañía con la cual el Colegio ha contratado (como un abogado, auditor o agente de colección); una persona sirviendo en la Mesa Directiva Escolar; o un estudiante sirviendo a un Comité oficial, tal como los comites de disciplina y de quejas; o un oficial invitado de otra escuela en desarrollo de su trabajo.

Un oficial escolar que tiene legítimo interés académico si el oficial necesita revisar un expediente académico para cumplir su responsabilidad profesional Bajo solicitud, el colegio divulgará el expediente académico sin consentimiento de oficiales de otra escuela en la cual un estudiante busca o intenta inscribirse.

4. El derecho de queja con el Departamento de Educación de Estados Unidos, relacionado con fallas del Colegio del Valle Imperial para conformarse con los requerimientos de FERPA. El nombre y domicilio de la oficina que administra FERPA es:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Ave., SW
Washington, D.C. 20202-4605

La siguiente información estará disponible en las oficinas de Admisiones y de Consejeros para cada uno de los estudiantes inscritos: nombre, domicilio, teléfono, fecha y lugar de nacimiento, materias y unidades en las cuales el estudiante se inscribió, fecha de asistencia, matrícula y fecha de terminación/baja, actividades y deportes que participan, campo de estudio, peso y estatura de los atletas, lo más reciente 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 llenar una solicitud requiriendo que se borre de la lista antes de la apertura del término escolar.

Para información adicional o una copia de la ley, contacte la oficina de Registro en el edificio Administrativo.

PLAN DE ACCION DE NO-DISCRIMINACION

El Distrito adoptó un Plan de Acción de No-Discriminación en 1973. El plan fué revisado en 1979, 1981, 1985, y 1990. La adopción y desarrollo del plan demostró el esfuerzo del distrito de ejercer la apegiación al plan de no-discriminación e igualdad en oportunidades de empleo. El plan esta a disposición en la Biblioteca Spencer, Oficina del Superintendente, y en la Oficina del Representante de Acción de No-Discriminación.

ACTA DE NO-DISCRIMINACION

El colegio no discrimina en la admisión ni al 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 limitado inglés.)

La persona encargada de llevar a cabo la apegiación de la Sección 504 de la Acta de Rehabilitación de 1973 (Section 504 of the Rehabilitation Act of 1974) es la Sra. Marion Boenheim, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 312, TTY (760) 355-4174. La representante del Título IX en el colegio es el Sr. Lincoln Davis y la Sra. Olga Artech, P.O. Box 158, Imperial, CA 92251, (760) 352-8320, Ext. 289 ó 264.

REQUISITOS DE RESIDENCIA LEGAL

Bajo el Código de Educación, un estudiante tiene que pagar por la instrucción que recibe a menos que justifique su residencia como estudiante, o que reúna los requisitos de cierto programa especial.

Toda persona inscrita o que este solicitando admisión a un colegio comunitario, con el propósito expreso de ser admitido o matriculado es clasificado como "residente" o "no-residente".

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.

1. Un "residente" es una persona que ha residido legalmente en California por lo menos un año y un día antes de matricularse.
2. Un "no-residente" es una persona que no ha residido legalmente en California por más de un año y un día antes de matricularse.

La "Fecha de Determinación de Residencia" tendrá que ser el mismo día que precede al primer día de clases ya sea en el semestre o al

El máximo de unidades que puede tomar un estudiante es de 19, incluyendo un curso de educación física. Hay excepciones en cuanto al número de unidades que un estudiante puede tomar siempre y cuando la administración (a través de una petición) otorge un permiso especial debido a que tienen pruebas que el estudiante ha 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) tendrán que reportar tal inscripción a la Oficina de Inscripción. No se podrá exceder el número de 19 unidades por semestre.

CLASES DE CORTA DURACION

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

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

El símbolo "IP" es usado solamente cuando el término de alguna clase se extiende más allá de lo de un término académico normal. La calificación será asignada al terminar la clase.

2. Grado de Crédito Solamente (Credit Grade)

Ciertos cursos designados por la división apropiada pueden tomarse para obtener calificación de crédito solamente. Los estudiantes que deseán la calificación de "Cr" deberán notificarle al maestro dentro de la sexta semana del semestre:

- a. La calificación de "CR" refleja una calificación de "C" o mas alto.
- b. La calificación de "NC" indica la 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 apegarse al 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 antemano 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 llevar 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 una clase 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:

Primer 75% de la clase Calificación de "W" Ultimo 25% de la clase Otra calificación en lugar de "W" 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 será procesada con la firma o sin la firma del maestro. El maestro sera informado de la solicitud de abandono de clases del estudiante.

En casos de fuerza mayor al estudiante se le perref estu1733 TD número 14 o menos del 75% dell semestre entregandr unaaefación después

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Inscripción Cursos (Pr Polal mene)

cn una calificación ceptable, n o pndr e tomar ur cursoe

U l e s t u d i a n t e o n o d e s p u é s d e h a e b e a p r b d r e p s o v o i c a c i o a l e s . e)



Prueba Escolastica

Cualquier estudiante que termine más de seis unidades en el semestre de otoño o primavera y obtenga un promedio menor de 2.0 se le pondrá bajo Prueba Escolástica (Scholastic Probation). El estudiante permanecerá bajo Prueba Escolástica hasta que obtenga un promedio de 2.0 o mejor en el siguiente semestre regular. Sesiones de verano no cambian la prueba escolastica.

Bajo Prueba por Falta de Progreso

Al final de cada semestre, cualquier estudiante que se halla inscrito en 12 unidades o más y que halla obtenido calificaciones de W's, I's y NC's en el 50 por ciento o más de esas unidades, será puesto bajo-prueba por falta de progreso (Lack-of-progress-probation). Un estudiante que está bajo-prueba por falta de progreso, no será removido de esa prueba hasta que el porcentaje de unidades en W's, I's, y NC's ya terminadas sean de un 50 por ciento o más de la inscripción registrada del estudiante. Sesión de verano no cambian la prueba escolastica.

ESTADO PROVISIONAL

Un estudiante nuevo que esta inscrito en más de seis unidades y que está en una de las siguientes categorías será admitido bajo estado provisional:

1. El promedio de calificaciones en la preparatoria (High School) fué menos de un 2.0, se excluye solamente educación física y ciencia militar.

A = 4.0 B = 3.0 C = 2.0 D = 1.0 F = 0

2. Si el estudiante no es un graduado de preparatoria.

El estudiante en estado provisional tendrá que planear con un asesor académico, un programa de estudios al nivel de su habilidad. Es recomendable que el estudiante tenga conferencias periodicas con el asesor para así regularizar su programa de estudios de acuerdo a su aptitud y logros académicos. El estado provisional se termina cuando el estudiante a terminado exitosamente 12 unidades de trabajo académico.

PETICIONES Y PROCESO DE AUDIENCIAS

El estudiante que ya no asiste o que aún está asistiendo al colegio tiene el derecho de buscar y recibir respuestas a cualquier pregunta relacionada a su programa de estudios de acuerdo con la filosofía educativa del Distrito del Colegio Comunitario del Valle Imperial.

Proceso Para Hacer Una Petición

COURSES OF INSTRUCTION



CURSOS DE INSTRUCCION

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

Para hacer posible que se ofrezca un mayor número de clases para los estudiantes del Valle Imperial, muchos de los cursos en áreas especializadas se ofrecen en forma alterna. El estudiante debe considerar esto cuando hace planes de estudio a largo plazo.

Los números de las clases seguidos por una secuencia AB indican que la clase se puede tomar más de una vez, y se cubrirá el mismo material, para así obtener destreza en la materia. Los números de clase que tienen secuencia de una A o B con una descripción de curso diferente indican que nuevo material será presentado durante la clase.

Las descripciones de cursos seguidos por una anotación de (CSU, UC) indican que la clase es transferible a ese sistema universitario, o en algunos casos a los dos sistemas.

El estudiante deberá comunicarse con su asesor para determinar cuáles clases aplican a su carrera.

PREREQUISITO, COREQUISITO, CONSULTAS EN LA PREPARACION RECOMENDADA Y LIMITACIONES PARA INSCRIBIRSE

Para obtener información detallada sobre la poliza de prerrequisitos consulte con un asesor académico.

SESION DE VERANO

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

CALIFORNIA ARTICULATION NUMBER (CAN)

California Articulation Number (CAN) identifica cursos transferibles, de bajo nivel, y de introducción (preparatorios) que se enseñan 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 ECON 101 en un colegio será aceptado en otro colegio como CAN ECON 101.

Para obtener una lista de cursos designados como CAN consulte a 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.

Course numbers followed by an AB sequence indicate that the course may be taken more than once, covering the same materials, to gain proficiency in the subject matter. Course numbers which have an A and B sequence with different course descriptions indicate that new or advanced materials are to be covered.

Course descriptions followed by the notation (CSU, UC) indicate that the course is transferable to the California State University system, to the University of California system, or both. A student should contact his/her counselor to determine which courses 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, if these prerequisites, corequisites, advisories, and limitations are established unnecessarily or inappropriately, they constitute unjustifiable obstacles to student access and success and, therefore, the board adopts this policy which calls for caution and careful scrutiny in establishing them. Nonetheless, the board also recognizes that it is as important to have prerequisites in place where they are a vital factor in maintaining academic standards as it is to avoid establishing prerequisites where they are not needed. For these reasons, the board has sought to establish a policy that fosters the appropriate balance between these two concerns. (See Board Resolution 10665 for the complete policy)

Definitions:

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

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

Advisory on Recommended Preparation means a condition of enrollment that a student is

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 requirements. 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 his or her educational plan 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 class or, if the student is not enrolled in the class but space is available 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 was available in the course when the challenge was 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 Director of Admissions and Records for institutional approval and filing in the student's permanent record.

Unless specifically exempted by statute, every course, section or class, the average daily attendance of which is to be reported for state aid, wherever offered and maintained by Imperial Community 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

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. For example: CAN ECON 2 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

CAN AG 14
 CAN AJ 2
 CAN ANTH 2
 CAN ANTH 4
 CAN ART 2&710.27.9(T)10.2(-)-50.6633

IVC COURSE

AG 120
 AJ 100
 ANTH 100
 ANTH 102

IMPERIAL VALLEY COLLEGE

OLD NO.		NEW NO.		OLD NO.		NEW NO.		OLD NO.		NEW NO.	
AG	26	AG	134	ANTH	4	ANTH	104	AUTO T	52	AU T	180

OLD NO.		NEW NO.		OLD NO.		NEW NO.		OLD NO.		NEW NO.	
BUS	90	BUS	190	CIS	31B	TERMINATE		EMT	10R	TERMINATE	
BUS	91	BUS	191	CIS	32A	CIS	120	EMT-P	C1	EMTP	220
BUS	92A	INACTIVE		CIS	32B	CIS	121	EMT-P	C2	EMTP	230
BUS	93	INACTIVE		CIS	37A	CIS	124	EMT-P	D1	EMTP	200
BUS	94A	INACTIVE		CIS	37B	CIS	125	EMT-P	D2	EMTP	210
BUS	95	INACTIVE		CIS	41A	CIS	128	EMT-P	F1	EMTP	240
NEW	COURSE	BUS	062	CIS	34	CIS	130	EMT-P	F2	EMTP	250
NEW	COURSE	BUS	090	CIS	42	CIS	132	ENGL	1A	ENGL	101
NEW	COURSE	BUS	091	NEW	COURSE	CIS	050	ENGL	1B	ENGL	102
NEW	COURSE	BUS	092	CSI	21	CSI	100	ENGL	2A	ENGL	098
CHEM	1A	CHEM	200	CSI	22	CSI	120	ENGL	2B	ENGL	100
CHEM	1B	CHEM	202	CSI	23	CSI	102	ENGL	3A	ENGL	096
CHEM	2A	CHEM	100	CSI	24	CSI	106	ENGL	3B	ENGL	097

OLD NO.		NEW NO.		OLD NO.		NEW NO.		OLD NO.		NEW NO.	
ENV T	107	ENV T	107	GERM	1B	TERMINATE		H REL	63C	HREL	064
ENV T	109	ENV T	109	GERM	2	TERMINATE		H REL	65ABCD	HREL	065
ENV T	113	TERMINATE		HA	15	AHP	060	INDST	40	TERMINATE	
ENV T	113A	ENV T	120	HA	16	AHP	062	INDST	41	TERMINATE	
ENV T	113B	ENV T	121	HA	17	TERMINATE		INDST	42	TERMINATE	
FIRE	17	TERMINATE		HA	18	AHP	070	INDST	43	TERMINATE	
FIRE	25	TERMINATE		HA	19	AHP	072	INDST	44	TERMINATE	
FIRE	64	TERMINATE		HA	20	AHP	080	INDST	45	TERMINATE	
FIRE	88	FIRE	117	HA	21	AHP	082	INDST	46	TERMINATE	
INDST	48AB	TERMINATE		MUS	9C	MUS	220	NURS	3B (V)	TERMINATE	
INDST	49ABCD	TERMINATE		MUS	9D	MUS	222	NURS	3BV	VN	132
INDST	80	TERMINATE		MUS	10A	MUS	140	NURS	3C (R)	NURS	3CR
INDST	81	TERMINATE		MUS	10B	MUS	142	NURS	3C (V)	VN	116
INDST	82	TERMINATE		MUS	11A	MUS	240	NURS	4A (R)	TERMINATE	
INDST	83	TERMINATE		MUS	11B	MUS	242	NURS	4AR	NURS	4AR
INDST	84	TERMINATE		MUS	12AB	MUS	160	NURS	4B (R)	NURS	4BR
INDST	85	TERMINATE		MUS	13AB	MUS	162	NURS	4CR	NURS	4CR
INDST	86	TERMINATE		MUS	15A	MUS	150	NURS	4C (R)	NURS	230
INDST	88AB	TERMINATE		MUS	15B	MUS	152	NURS	5	NURS	204
INDST	89ABCD	TERMINATE		MUS	16	MUS	250	NURS	6	TERMINATE	
JRN	1	JRN	100	MUS	17ABCD	MUS	154	RN	37	NURS	214
JRN	2ABC	JRN	102	MUS	18ABCD	MUS	171	RN	38	NURS	238
JRN	10	JRN	104	MUS	19ABCD	MUS	175	RN	40	TERMINATE	
NEW	COURSE	JRN	106	MUS	20A	MUS	200	RN	41	NURS	126
LEGAL	21	LEGL	121	MUS	20B	MUS	202	VN	37	VN	214
LEGAL	22	LEGL	122	MUS	21ABCD	TERMINATE		VN	40	TERMINATE	
LEGAL	23	LEGL	123	MUS	25ABCD	MUS	177	NEW	COURSE	NURS	110
LEGAL	24	LEGL	124	MUS	26ABCD	MUS	176	NEW	COURSE	NURS	111
LEGAL	25	LEGL	125	MUS	27ABCD	MUS	173	NEW	COURSE	NURS	112
LEGAL	26	LEGL	126	MUS	28ABCD	MUS	156	NEW	COURSE	NURS	114
LIBRY	51	LBRY	151	MUS	29ABCD	MUS	174	NEW	COURSE	NURS	120
LIBRY	52	LBRY	152	MUS	30	MUS	102	NEW	COURSE	NURS	121
LIBRY	53	LBRY	153	MUS	31	MUS	104	NEW	COURSE	NURS	122
LIBRY	54	LBRY	154	MUS	32ABCD	MUS	179	NEW	COURSE	NURS	200
LIBRY	55	LBRY	155	MUS	33ABCD	MUS	178	NEW	COURSE	NURS	202
LIBRY	56	LBRY	156	MUS	34ABCD	TERMINATE		NEW	COURSE	NURS	210
MATH	040	MATH	040	MUS	40AB	MUS	180	NEW	COURSE	NURS	211
MATH	060AD (Math 60)	MATH	060	MUS	42A	MUS	182	NEW	COURSE	NURS	212
MATH	070 (Math 51)	MATH	070	MUS	42B	MUS	184	NEW	COURSE	NURS	220
MATH	070S	MATH	071	MUS	64ABCD	MUS	172	NEW	COURSE	NURS	221
MATH	080 (Math X)	MATH	080	NEW	COURSE	MUS	252	NEW	COURSE	NURS	222
MATH	080S	MATH	081	NEW	COURSE	MUS	260	NUTR	2	NUTR	100
MATH	090 (Math A)	MATH	090	NEW	COURSE	MUS	262	NUTR	1	TERMINATE	
MATH	090S	MATH	091	NURS	1A (R)	TERMINATE		NUTR	3	TERMINATE	
MATH	092	MATH	092	NURS	1AR	TERMINATE		NUTR	4	TERMINATE	
MATH	110 (Math 10A)	MATH	110	NURS	1A (V)	TERMINATE		NUTR	5	TERMINATE	
MATH	112 (Math 10B)	MATH	112	NURS	1AV	VN	110	NUTR	6A	TERMINATE	
MATH	114	MATH	114	NURS	1B (R)	TERMINATE		NUTR	6B	TERMINATE	
MATH	120 (Math 12)	MATH	120	NURS	1BR	TERMINATE		NUTR	7	TERMINATE	
MATH	122 (Math 14)	MATH	122	NURS	1B (V)	TERMINATE		NUTR	8	TERMINATE	
MATH	124 (Math 15)	MATH	124	NURS	1BV	VN	112	PHIL	1A	PHIL	100
MATH	130 (Math 47)	MATH	130	NURS	1C (R)	TERMINATE		PHIL	1B	PHIL	102
MATH	190 (Math 2)	MATH	190	NURS	1C (V)	VN	114	PHIL	10	PHIL	106
MATH	192 (Math 3A)	MATH	192	NURS	2A (R)	NURS	2AR	PHIL	11	PHIL	104
MATH	194 (Math 3B)	MATH	194	NURS	3C (V)	VN	116	PHIL	25	PHIL	108
MATH	210 (Math 4)	MATH	210	NURS	2A (V)	VN	120	PE	1	PE	110
MATH	220 (Math 5)	MATH	220	NURS	2B (R)	NURS	2BR	PE	2ABCD	PE	141
MATH	230 (Math 6)	MATH	230	NURS	2B (V)	VN	122	PE	3ABCD	PE	103
MATH	240	MATH	240	NURS	2C (R)	NURS	2CR	PE	4ABCD	TERMINATE	
MUS	7	MUS	100	NURS	2C (V)	VN	124	PE	5ABCD	PE	121
MUS	8A	MUS	110	NURS	3A (R)	TERMINATE		PE	6ABCD	PE	122
MUS	8B	MUS	112	NURS	3AR	NURS	3AR	PE	7ABCD	PE	123

ADMINISTRATION OF JUSTICE

AJ 080 (3 UNITS) **SECURITY GUARD (ARREST)** **.5 Hrs. Lec**

The purpose of this course is to assist the student in understanding the roles and responsibilities of a security guard. It is designed to satisfy the guidelines described by the California Department of Consumer Affairs "Power to Arrest Training Manual." (Nontransferable, AA/AS degree only) (Formerly AJ 51)

AJ 100 (3 UNITS) **INTRODUCTION TO THE ADMINISTRATION OF JUSTICE** **3 Hrs. Lec**

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly ENGL 12B) with a grade of "C" or better. The course will cover the philosophy of Administration of Justice in America and identify its various sub-systems. It will examine the roles and role expectations of criminal justice agents and their interrelationship in society. The concepts of crime causations, punishment and rehabilitation are introduced. This basic course provides a better understanding of the criminal justice system and orients the students to career opportunities. Ethics, education and training for professionalism in the system are discussed. (CSU, UC) (CAN AJ 2) (Formerly AJ 21)

AJ 102 (3 UNITS) **CONCEPTS OF CRIMINAL LAW** **3 Hrs. Lec**

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly ENGL 12B) with a grade of "C" or better.

The course covers the historical development of law and constitutional provisions; definitions and the classification 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 102/Formerly CSI 23) (CSU, UC) (Formerly AJ 23)

AJ 104 (3 UNITS) **LEGAL ASPECTS OF EVIDENCE** **3 Hrs. Lec**

Recommended Preparation: AJ 100 (Formerly AJ 21); and, completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly ENGL 12B) with a grade of "C" or better.

Origin, development, and 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) (Formerly AJ 25)

AJ 106 (3 UNITS) **PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM** **3 Hrs. Lec**

Recommended Preparation: Completion on ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly 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) (Formerly AJ 26)

AJ 110 (3 UNITS) **POLICE COMMUNITY RELATIONS** **3 Hrs. Lec**

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly 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 the 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) (Formerly AJ 28)

AJ 120 (3 UNITS) **REPORT WRITING** **3 Hrs. Lec**

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly 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 120/Formerly CSI 22) (CSU) (Formerly AJ 39)

AJ 121 (3 UNITS) **POLICE FIELD OPERATIONS** **3 Hrs. Lec**

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly 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 re-

AJ 122 (3 UNITS)**CRIMINAL INVESTIGATION****3 Hrs. Lec**

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly ENGL 12B) with a grade of a "C" or better.

Fundamentals of investigation; techniques or crime scene recording and search; collection and preservation of physical evidence; modus operandi processes; sources of information; interview and interrogation; follow-up and case preparation. (CSU) (Formerly AJ 34)

AJ 123 (3 UNITS)**JUVENILE CONTROL****3 Hrs. Lec**

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 0089 (Formerly ENGL 12B) with a grade of "C" or better.

Techniques of handling juvenile offenders and victims, prevention and repression of delinquency, diagnosis and referral, organization of community resources, juvenile law and juvenile procedure. (CSU) (Formerly AJ 37)

AJ 124 (3 UNITS)**CRIMINOLOGY****3 Hrs. Lec**

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly ENGL 12B) with a grade of "C" or better.

This course explores the nature of crime, measurement 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 124/Formerly SOC 30) (CSU) (Formerly AJ 30)

AJ 125 (3 UNITS)**WILDLIFE LAW ENFORCEMENT****3 Hrs. Lec**

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly 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) (Formerly AJ 38)

AJ 126 (3 UNITS)**TRAFFIC ACCIDENT INVESTIGATION AND REPORTING****3 Hrs. Lec**

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly 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

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Formerly ENGL 12B) with a grade of

AJ 150 (.5 - 3 UNITS)
ADVANCED OFFICERS COURSE

**AIR CONDITIONING
AND REFRIGERATION**

ADS 150 (3 UNITS)

SOCIOLOGY OF MINORITY GROUPS

3 Hrs. Lec

This course includes the study of the theories of prejudice and dis-

AHP 070 (4.5 UNITS)**ADMINISTRATIVE MEDICAL ASSISTANT I****4.5 Hrs. Lec**

Prerequisite: AHP 100 (Formerly HT 3).

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) (Formerly HA 18)

AHP 072 (4.5 UNITS)**ADMINISTRATIVE MEDICAL ASSISTANT II****4.5 Hrs. Lec**

Prerequisite: AHP 070 (Formerly 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, and general management. (Nontransferable, AA/AS degree only.) (Formerly HA 19)

AHP 074 (2 UNITS)**CLINICAL EXTERNSHIP I****6 Hr. Lab**

Prerequisite: AHP 072 (Formerly HA 19).

Course is designed to enable the student to put all didactic information and skills together in the work setting of the "front office" of a clinic or doctor's office. The medical assistant student is placed at a medical office, clinic, or HMO where he/she will gain hands-on experience performing "front office" 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) (Formerly HA 23A)

AHP 080 (3.5 UNITS)**SPECIMEN COLLECTION AND LABORATORY****3 Hrs. Lec 1.5 Hr. Lab**

Prerequisite: AHP 072 (Formerly HA19).

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, obtainment of capillary and venous blood samples, bacterial smears and cultures, urine, sputum, and stool specimens. (Nontransferable, AA/AS degree only) (Formerly HA 20)

AHP 082 (3.5 UNITS)**EXAM ROOM PROCEDURES****3 Hrs. Lec 1.5 Hr. Lab**

Prerequisite: AHP 080 (Formerly 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 physician, 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) (Formerly HA 21)

AHP 084 (3.5 UNITS)**PHARMACOLOGY AND ADMINISTRATION OF MEDICATION****3 Hrs. Lec 1.5 Hr. Lab**

Prerequisite: AHP 082 (Formerly 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.

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AHP 110 (6 UNITS)
PHARMACY TECHNICIAN I
5 Hrs. Lec 3 Hr. Lab

Prerequisite: AHP 100 (Formerly HT 3), BIOL 090 (Formerly ANAT 6), and MATH 080 (Formerly MATH X).

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. (CSU) (Formerly HT 12)

AHP 112 (6 UNITS)
PHARMACY TECHNICIAN II
5 Hrs. Lec 3 Hr. Lab

Prerequisite: AHP 110 (Formerly HT 12).

The Pharmacy Technician II course continues to build upon the knowledge and skills learned in AHP 110. In addition, the student will learn to facilitate the distribution of Unit Dose medications, keep accurate records, do billing procedures, inventory control, drug purchasing and parenteral admixture operations. Upon successful completion of this course, the student will receive a certificate of completion from Imperial Valley College. (CSU) (Formerly HT 13)

AMERICAN SIGN LANGUAGE

AMSL 100 (4 UNITS)
AMERICAN SIGN LANGUAGE 1
3 Hrs. Lec 2 Hr. Lab

An introduction to American Sign Language and Signed English designed to provide basic communication skill and increased awareness of the psychology of an individual with a severe hearing impairment. This course will include definitions of hearing loss, history of deaf education and culture, communication issues, and legal rights, as well as emphasizing vocabulary development, syntax and idiomatic expressions used by the "typical" deaf adult. (CSU, UC) (Formerly AMSL 10)

AMSL 102 (4 UNITS)
AMERICAN SIGN LANGUAGE 2
3 Hrs. Lec 2 Hr. Lab

Recommended Preparation: AMSL 100 (Formerly AMSL 10).
Sign language vocabulary enrichment and finger spelling drill to increase speed, accuracy and rhythm in expressive and receptive ability. 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) (Formerly AMSL 11)

AMSL 200 (3 UNITS)
AMERICAN SIGN LANGUAGE 3
3 Hrs. Lec

Recommended Preparation: AMSL 102 (Formerly AMSL 11).
Continues development of interpreting/transliterating skills. Students will have directed practice in interpreting in a variety of communication situations. Techniques of facial expression, body movement, and spatialization as it relates to American Sign Language will be studied. (CSU, UC) (Formerly AMSL 12)

AMSL 202 (3 UNITS)
AMERICAN SIGN LANGUAGE 4
3 Hrs. Lec

Recommended Preparation: AMSL 200 (Formerly AMSL 12).

The course is a continuation of the American Sign Language skills and fluency developed in AMSL 200. The course increases or strengthens students' expressive and receptive vocabulary compe-

ART 220 (3 UNITS)**DRAWING****2 Hrs. Lec 4 Hr. Lab**

A continuation of Art 122 with a focus on developing drawing as a terminal medium. (CSU, UC) (Formerly ART 20C)

ART 222 (3 UNITS)**DRAWING****2 Hrs. Lec 4 Hr. Lab**

A continuation of Art 220 with a focus on advanced techniques to develop drawing as a terminal medium. (CSU, UC) (Formerly ART 20D)

ART 224 (3 UNITS)**PAINTING****2 Hrs. Lec 4 Hr. Lab**

A continuation of Art 126. Advanced studio problems in painting. (CSU, UC) (Formerly ART 21C)

ART 226 (3 UNITS)**PAINTING****2 Hrs. Lec 4 Hr. Lab**

A continuation of Art 224. Advanced studio problems in painting. (CSU, UC) (Formerly ART 21D)

ART 228 (2 UNITS)**EXPLORATION OF PAINTING TECHNIQUES****1 Hrs. Lec 2 Hr. 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) (Formerly ART 40)

ART 230 (3 UNITS)**LIFE DRAWING****1 Hrs. Lec 5 Hr. Lab**

A continuation of Art 130 with a focus on developing a personal figure style in drawing. Maximum credit six units. (CSU, UC) (Formerly ART 25C)

ART 240 (3 UNITS)**CERAMICS****2 Hrs. Lec 4 Hr. Lab**

A continuation of Art 140 with special emphasis on glaze formulating and decorating techniques. (CSU, UC) (Formerly ART 23C)

ART 242 (3 UNITS)**CERAMICS-TECHNICAL****2 Hrs. Lec 3 Hr. Lab**

A study of the raw materials used in compounding clay bodies and glazes. Specific problems of glaze calculations and techniques of glaze application. (CSU, UC) (Formerly ART 28)

ART 260 (3 UNITS)**ADVERTISING/GRAPHIC DESIGN****3 Hrs. Lec**

Emphasis on advanced techniques and individualized studies relative to the preparation of a portfolio for use in admittance to a university or professional school or in seeking employment. (CSU) (Formerly ART 50C)

ART 262 (3 UNITS)**GALLERY DISPLAY****1 Hrs. Lec 4 Hr. Lab**

Theories, techniques and practices of art gallery exhibition including experience in care and preservation of art and seeing an exhibition from beginning to end; methods of locating shows, booking shows, communicating with artists, unpacking and returning exhibitions. Maximum credit nine units. (CSU) (Formerly ART 33AD)

ART 270 (3 UNITS)**INTERMEDIATE PHOTOGRAPHY****2 Hrs. Lec 3 Hr. Lab**

Recommended Preparation: ART 110 (Formerly ART 22A) and ART 170 (Formerly ART 10AB).

This course emphasizes the continued instruction and practice required for understanding and improving B/W film exposure and development procedures, and improving the student's B/W printing skills. It covers various techniques for enhancing B/W negative and print quality. B/W composition and visual communication skills are stressed, as are the understanding and use of light and lighting control, both in the studio and on location. (CSU)

ART 280 (3 UNITS)**CAREER PREPARATION IN THE VISUAL ARTS****2 Hrs. Lec 3 Hr. Lab**

Recommended Preparation: Students should have completed two semesters from any one of the major disciplines within the art major (i.e. painting, photography, ceramics, design, sculpture).

This is a course for the art majors, or those students who are planning on a career in the fine arts, graphic design, photography or other applied arts field. Students will prepare a written resume, artist's statement, a photographic portfolio of their ongoing creative work, research and prepare a marketing/exhibition plan for their creative work, approach a minimum of three venues (galleries, museums, non-profit arts' organization) with their portfolio package, and create an on-line web site portfolio of their work. It is recommended that students take this course during the last year of their art studies at IVC. Maximum credit six units. (CSU) (Formerly ART 42AB)

ART 282 (3 UNITS)**ART FUNDAMENTALS FOR EDR (3 U to eT*AR)**

AUTOMOTIVE BODY AND PAINT**AU B 120 (5 UNITS)****AUTOMOTIVE COLLISION REPAIR****3 Hrs. Lec 6 Hr. Lab**

Recommended Preparation: WELD 130 (Formerly 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) (Formerly AUTO 70)

AU B 140 (5 UNITS)**FRAME/UNDERCARRIAGE REPAIR****3 Hrs. Lec 6 Hr. Lab**

Prerequisite: AU B 120 (Formerly AUTO 70).

Covers auto body repairing and repaiaBo Uhe use ofTw(ern tools0.)JTJT*0.0003 Tc61.0009 and equip,(Thep-by-Thep and procedures for handling typiint jos. (

A2 B 120 (5 UNITS)

AU T 155 (4 UNITS)
SUSPENSION AND WHEEL ALIGNMENT

3 Hrs. Lec 3 Hr. Lab

Recommended Preparation: MATH 070 (Formerly MATH 51) or equivalent and AU T 125 (Formerly AUTO T 53A).

This course covers the principles and construction of passenger vehicle and light truck steering, chassis, and suspension system. Emphasis is placed on the skill required in the diagnosis repair and adjustment of wheel alignment including two and four wheel alignment angles. Complete suspension and overhaul will be done in laboratory activities, as well as alignment using either two or four wheel sensors. Upon successful completion of this course, students are prepared to take the Automotive Service Excellence (ASE) certification examination in steering wheel suspension. (CSU) (Formerly AUTO T 53B)

AU T 160 (3 UNITS)
ENGINE PERFORMANCE TUNE-UP

2 Hrs. Lec 3 Hr. Lab

Recommended Preparation: AU T 150 (Formerly AUTO T 62) or passing of Automotive Service Excellence (ASE) electrical test or one year trade experience in engine tune-up.

This course provides operating theory and hands-on experience in the operation, diagnosis, and repair of automotive fuel systems with carburetors, basic throttle body and part fuel injection systems. Students learn to use the four gas analyzers. (CSU) (Formerly AUTO T 54A)

AU T 170 (3 UNITS)
ENGINE DIAGNOSIS AND REPAIR

2 Hrs. Lec 3 Hr. Lab

Recommended Preparation: AU T 160 (Formerly AUTO T 54A) or one year in automotive trade with drivability experience.

This course provides advanced operation and hands-on experience of electronic injection systems and their sub-assemblies. Students will learn operation and repairs of sensors and actuators or injection systems. This class emphasizes diagnostic procedure and techniques using basic and sophisticated test equipment. (CSU) (Formerly AUTO T 54B)

AU T 180 (4 UNITS)
MANUAL TRANSMISSIONS AND POWER TRAINS

3 Hrs. Lec 3 Hr. Lab

This course discusses modern manual transmissions, driveline and differential theory of method of repair, service equipment operation, and techniques of problem diagnosis procedures for import and domestic vehicles. Upon successful completion of this course, students are prepared to take the Automotive Service Excellence (ASE) certification examination in manual transmissions. (CSU) (Formerly AUTO T 52)

AU T 210 (3 UNITS)
AUTOMOTIVE AIR CONDITIONING

2 Hrs. Lec 3 Hr. Lab

Recommended Preparation: AU T 130 (Formerly AUTO T 60).

The course is designed to impart knowledge and information needed by the student to enter and make progress in employment on productive basis in the automotive air conditioning service industry. The use of charging station and systems will be part of A/C course. Upon successful completion of this course, students are prepared to take the Automotive Service Excellence (ASE) certification examination in air conditioning. (CSU) (Formerly AUTO T 58)

AU T 220 (4 UNITS)
MECHANICAL AUTOMATIC TRANSMISSIONS

2 Hrs. Lec 6 Hr. Lab

Design, construction, mechanical, and hydraulic function and repairs of the automatic transmission. (CSU) (Formerly AUTO T 61A)

AU T 230 (3 UNITS)
EMISSIONS CONTROL AND COMPUTER SYSTEMS

2 Hrs. Lec 3 Hr. Lab

Recommended Preparation: AU T 170 (Formerly AUTO T 54B) or two years experience in an automobile trade with drivability experience.

This is an advanced engine computer and drivability course. It emphasizes diagnostic procedure and techniques using all types of equipment and procedures. This class brings together all knowledge from AU T 160 and AU T 170, and allows students to diagnose all systems of the automobile. Upon successful completion of this course students are prepared to take the Automotive Service Excellence (ASE) certification examination in electronics, engine performance, and advanced engine performance. (CSU) (Formerly AUTO T 54C)

AU T 240 (3 UNITS)
DIESEL ENGINE TUNE-UP

2 Hrs. Lec 3 Hr. Lab

Prerequisite: AU T 110 (Formerly AUTO T 51).

This course covers the principles of tune-up and the procedures for servicing the diesel engine. Practical emphasis is placed on proper disassembling, diagnosis calibrating, and testing different types of pumps and injectors. Proper servicing procedures will be followed in servicing, testing, and analyzing the fuel system and electrical circuits. (CSU) (Formerly AUTO T 80)

AU T 250 (4 UNITS)
ELECTRONIC AUTOMATIC TRANSMISSIONS

2 Hrs. Lec 6 Hr. Lab

Prerequisite: AU T 220 (Formerly AUTO T 61A).

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) (Formerly AUTO T 61B)

BIOLOGY

BIOL 090 (3 UNITS)
ANATOMY AND PHYSIOLOGY FOR HEALTH OCCUPATIONS

3 Hrs. Lec

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 BIOL 204 (Formerly ANAT 8) or ANAT 10 or equivalent with a grade of "C" or better. (Nontransferable, AA/AS degree only) (Formerly ANAT 6)

BUS 060 (3 UNITS)**ESSENTIALS IN WORKPLACE COMMUNICATION****3 Hrs. Lec**

Emphasizes the basic elements and skills necessary for effective workplace communications, business vocabulary-pronunciation, spelling, meaning, and punctuation - together with standard letter writing styles will be stressed. (Nontransferable, AA/AS degree only) (Formerly BUS 41)

BUS 061 (3 UNITS)**BUSINESS ENGLISH****3 Hrs. Lec**

Recommended Preparation: Concurrent enrollment in BUS 060 (Formerly BUS 41) and/or ENGL 100 (Formerly ENGL 2B).

This course will provide comprehensive instruction in the correct 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 and effective techniques for writing in today's work world. (Non-transferable, AA/AS degree only) (Formerly BUS 40)

BUS 062 (3 UNITS)**INTERCULTURAL BUSINESS COMMUNICATION****3 Hrs. Lec**

In this course, the most significant issues pertaining to cross-cultural interaction are covered: culture, intercultural communication (both verbal and nonverbal), and cultural shock. In addition, the course contains practical guidelines and information on how to resolve conflicts and write business documents in a multicultural workplace as well as other general do's and do not's in business. (Nontransferable, AA/AS degree only)

BUS 080 (.5 UNITS)**CUSTOMER SERVICE****.5 Hrs. Lec**

This course is designed to provide the student with certain key skills and attitudes in order to effectively meet the needs of customers. The student will be introduced to the concept of internal and external customers, customer satisfaction and customer retention. Topics will also include communicating with customers, developing a positive attitude, handling complaints and sales skills. Offered Credit/No Credit only. (Nontransferable, AA/AS degree only) (Formerly BUS 070A)

BUS 081 (.5 UNITS)**COMMUNICATING WITH PEOPLE****.5 Hrs. Lec**

This course is designed to introduce the student to key elements in communication within business organizations. Topics will include verbal and nonverbal communication, listening skills and specific supervisory communication skills. Offered Credit/No Credit only. (Nontransferable, AA/AS degree only) (Formerly BUS 70B)

BUS 082 (.5 UNITS)**TEAM BUILDING****.5 Hrs. Lec**

This course is designed to provide the student with an understanding of how teams work together/supervisory communication skills. Offered Credit/No Credit only. (Nontransferable, AA/AS degree only) (Formerly BUS 061)

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BUS 142 (3 UNITS)
PRACTICAL SALESMANSHIP
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) (Formerly BUS 14)

BUS 144 (3 UNITS)
PRINCIPLES OF MARKETING
3 Hrs. Lec

A course of study designed to introduce students to the organization and operation of marketing activities, including the study of the marketing mix, markets, promotion and strategic planning. (CSU) (Formerly BUS 4)

BUS 146 (3 UNITS)
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; explains 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 production management and quality control. (CSU) (Formerly BUS 16)

BUS 148 (3 UNITS)
PERSONAL FINANCE
3 Hrs. Lec

This course is an introduction to planning and managing personal finances. An emphasis on real world situations such as budgeting, credit and borrowing, money management and tax strategies, risk and insurance analysis, consumer purchasing strategies, investment instruments and alternatives to retirement and estate planning. (CSU) (Formerly BUS 12)

BUS 152 (1 UNIT)
BASIC KEYBOARDING
1 Hrs. Lec 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 by touch. The course will also include the basic commands needed to format documents. (CSU) (Formerly BUS 51)

BUS 154 (3 UNITS)
BEGINNING KEYBOARDING
2 Hrs. Lec 3 Hr. Lab

Designed to teach the fundamental skills and knowledge of keyboarding. The student is introduced to the basic concepts of keyboarding production. (CSU) (Formerly BUS 20)

BUS 156 (3 UNITS)
KEYBOARDING: SPEED AND ACCURACY
2 Hrs. Lec 2 Hr. Lab

Recommended Preparation: Ability to keyboard 20 nwpm. An individualized diagnostic, prescriptive method of developing accuracy and speed. Emphasis is placed on development of keyboarding speed and accuracy ratings between 20-90 nwpm. Maximum credit three units. (CSU) (Formerly BUS 25AC)

BUS 164 (3 UNITS)
WORD PROCESSING
2 Hrs. Lec 2 Hr. Lab

Recommended Preparation: Ability to keyboard 20 nwpm. The course is designed to teach students to use word processing software on the microcomputer and to develop office technology skills. (CSU) (Formerly BUS 29A)

BUS 166 (3 UNITS)
MACHINE CALCULATION
2 Hrs. Lec 3 Hr. Lab

Recommended Preparation: MATH 070 (Formerly MATH 51). Develop skills required for rapid and accurate operation of calculating machines. (CSU) (Formerly BUS 23)

BUS 168 (3 UNITS)
RECORDS MANAGEMENT
3 Hrs. Lec

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) (Formerly BUS 24)

BUS 172 (3 UNITS)
OFFICE PROCEDURES
3 Hrs. Lec

Prerequisite: Completion of 12 units in BUS and CIS courses. "Finishing" course which covers all business skills and stresses those competencies required of the office worker in today's business environment. (CSU) (Formerly BUS 39)

BUS 174 (3 UNITS)
DOCUMENT PROCESSING FOR BUSINESS
2 Hrs. Lec 3 Hr. Lab

Recommended Preparation: Skills acquired in BUS 164 (Formerly 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) (Formerly BUS 29B)

BUS 176 (1.5 UNITS)
OFFICE TRANSCRIPTION
1 Hrs. Lec 1 Hr. Lab

Recommended Preparation: BUS 164 (Formerly BUS 29A). This course is designed to teach students to develop office technology skills using machine transcription equipment. (CSU) (Formerly BUS 32)

BUS 178 (3 UNITS)**BUSINESS COMPUTER APPLICATIONS****2 Hrs. Lec 3 Hr. Lab**

Recommended Preparation: Skills acquired in BUS 164 (Formerly 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, 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) (Formerly BUS 30)

BUS 190 (3 UNITS)**REAL ESTATE PRINCIPLES****3 Hrs. Lec**

An analysis of the principles of real estate in California; history of California real estate, property, contractors, agency, 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) (Formerly BUS 90)

BUS 191 (3 UNITS)**REAL ESTATE PRACTICES****3 Hrs. Lec**

Course of study 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, 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) (Formerly BUS 91)

BUS 210 (4 UNITS)**PRINCIPLES OF FINANCIAL ACCOUNTING****4 Hrs. Lec 1 Hr. Lab**

Recommended Preparation: MATH 080 (Formerly MATH X) or equivalent.

Theory and practice of accounting applicable to recording 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) (CAN BUS 2) (CAN BUS SEQ A = BUS 210 and BUS 220) (Formerly BUS 1A)

BUS 220 (4 UNITS)**PRINCIPLES OF MANAGERIAL ACCOUNTING****4 Hrs. Lec 1 Hr. Lab**

Prerequisite: BUS 210 (Formerly BUS 1A).

Selection and analysis of accounting information for internal use by managers. Using financial information for planning and control purposes. (CSU, UC) (CAN BUS 4) (CAN BUS SEQ A = BUS 210 and BUS 220) (Formerly BUS 1B)

BUS 260 (3 UNITS)**BUSINESS COMMUNICATIONS****3 Hrs. Lec**

Recommended Preparation: ENGL 100 (Formerly ENGL 2B) and word processing skills.

This course will teach the principles of effective communication applied to business letters, memos, and analytical reports. It includes the organization, writing, and presentation of business documents and incorporates the basic principles of speaking effectively for business. (CSU) (Formerly BUS 42)

CHEMISTRY**CHEM 100 (4 UNITS)****INTRODUCTION TO CHEMISTRY****3 Hrs. Lec 3 Hr. Lab**

Prerequisite: MATH 080 (formerly Math X) with a grade of "C" or better or 1 year of high school algebra with a "C" or better.

Elementary principles of general and inorganic chemistry with an introduction to organic and biochemistry. 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 a paramedical and allied health fields, and industrial applications such as power plants. This course will satisfy the prerequisites for CHEM 200 (Formerly CHEM 1A). (CSU) (UC credit limited. See a counselor.) (CAN CHEM 6) (Formerly CHEM 2A)

CHEM 200 (5 UNITS)**GENERAL INORGANIC CHEMISTRY****3 Hrs. Lec 6 Hr. Lab**

Prerequisite: CHEM 100 (Formerly CHEM 2A) with a grade of "C" or better.

Recommended Preparation: MATH 090 (Formerly MATH A) with a grade of "C" or better.

Basic principles and calculations of chemistry with emphasis on stoichiometry and dimension analysis applied to various problem types. Fundamental principles and theory of atomic and molecular structure as related to bonding and molecular geometry. Study of kinetic

CHEM 204 (5 UNITS)
ORGANIC CHEMISTRY
3 Hrs. Lec 6 Hr. Lab



CIS 106 (3 UNITS)
PC MAINTENANCE, REPAIR AND UPGRADING
2 Hrs. Lec 2 Hr. Lab

Recommended Preparation: CIS 101 (Formerly CIS 1).
 A practical course in installing and upgrading common PC hardware, software and peripherals. The student learns computer troubleshooting and repair techniques, other topics include electrical principles, safety and customer relation skills. (CSU) (Formerly CIS 8)

CIS 108 (3 UNITS)
COMPUTER ACCOUNTING
2 Hrs. Lec 2 Hr. Lab

Prerequisite: BUS 210 (Formerly BUS 1A) or BUS 010.
 Recommended Preparation: CIS 101 (Formerly CIS 1).
 A practical course in which students will have an opportunity to utilize computerized 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 computer skills. (CSU) (Formerly CIS 22)

CIS 110 (1 UNIT)
WINDOWS OPERATING SYSTEM
1 Hrs. Lec

Designed to familiarize computer users with the Windows operating system environment that controls the computer. This course covers commands and menus used by Windows to do proper file management, customize the desktop interface, and use the Windows accessories. (CSU) (Formerly CIS 26)

CIS 120 (1 UNIT)
MICROSOFT WORD
1 Hrs. Lec

Hands-on practice with the Microsoft Word word processing software using a windows environment. The course is designed for beginners and will focus on document creation including multipage documents; basic editing and text enhancement; line and page formatting; cut, copy, and paste, spell check and thesaurus. (CSU) (Formerly CIS 32A)

CIS 121 (1 UNIT)
MICROSOFT WORD
1 Hrs. Lec

Recommended Preparation: CIS 120 (Formerly CIS 32A) or CIS 101 (Formerly CIS 1).
 Hands on practice with the Microsoft Word word processing software using a windows environment. The course is a continuation of CIS 120, Microsoft Word, and will focus on editing and formatting features including multiple windows and documents, managing files, tables, columns, merge, labels, sort, and graphics. (CSU) (Formerly CIS 32B)

CIS 124 (1 UNIT)
EXCEL
1 Hrs. Lec

A beginning course in the creation and use of spreadsheet applications including templates, spreadsheets, and beginning graphic presentation. (CSU) (Formerly CIS 37A)

CIS 125 (1 UNIT)
EXCEL
1 Hrs. Lec

A sequence to the CIS 124 (Formerly CIS 37A) course. The course develops expertise in worksheet applications, teaches use of graphic presentations, develops data base use and includes macros. (CSU) (Formerly CIS 37B)

CIS 128 (1 UNIT)
ACCESS
1 Hrs. Lec

A course designed to present the basic data base concepts. The student will become acquainted with a windows based business database application and its implementation. (CSU) (Formerly CIS 41A)

CIS 130 (1 UNIT)
POWERPOINT
1 Hrs. Lec

A beginning course in PowerPoint including text formatting, slides, charts, slide shows, embedded and linked objects and hyperlinks. (CSU) (Formerly CIS 34)

CIS 132 (1 UNIT)
FRONTPAGE
1 Hrs. Lec

A beginning course in WebPage design including using lists, hyperlinks, pictures, tables, frames, shared borders, themes, maintenance, and publishing. (CSU) (Formerly CIS 42)

CIS 200 (3 UNITS)
PROGRAMMING IN BASIC
3 Hrs. Lec

Recommended Preparation: CIS 101 (Formerly CIS 1).
 A practical course covering the fundamentals of BASIC programming language as adapted to a variety of different applications. (CSU, UC) (Formerly CIS 12)

CIS 202 (3 UNITS)
PROGRAMMING IN VISUAL BASIC
3 Hrs. Lec

Recommended Preparation: CIS 101 (Formerly CIS 1).
 This course introduces event driven computer programming using the Visual Basic Programming language. Topics include building an interface with objects, modular design, programming structures, working with files, and other related topics. (CSU, UC) (Formerly CIS 13)

CIS 204 (3 UNITS)
PROGRAMMING IN C
3 Hrs. Lec

Recommended Preparation: Knowledge of a computer programming language.
 A course in programming using C. Syntax of the language will be emphasized; and operating systems, comparative programming languages, data structures, graphics, numerical analysis, programming methodology, and scientific and business applications will also be covered. (CSU, UC) (Formerly CIS 15)

CIS 206 (3 UNITS)
PROGRAMMING IN COBOL
3 Hrs. Lec

Recommended Preparation: CIS 101 (Formerly CIS 1).
 A beginning course in programming in COBOL to prepare programmers 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) (Formerly CIS 10)

CIS 208 (3 UNITS)
PROGRAMMING IN JAVA
3 Hrs. Lec

Recommended Preparation: CIS 101 (Formerly CIS 1) and knowledge of a computer programming language.

A course in programming using JAVA. Syntax of the language will be emphasized. Operating systems, comparative programming languages data, structures, graphics, numerical analysis; programming methodology, and specific and business applications will also be covered. (CSU, UC) (Formerly CIS 16)

CORRECTIONAL SCIENCE

CSI 100 (3 UNITS)
INTRODUCTION TO CORRECTIONS
3 Hrs. Lec

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly ENGL 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) (Formerly CSI 21)

CSI 102 (3 UNITS)
CONCEPTS OF CRIMINAL LAW
3 Hrs. Lec

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly ENGL 12B) with a grade of "C" or better.

The course covers the historical development of law and constitutional provisions; definitions and the classification 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 AJ 102/Formerly AJ 23) (CSU, UC) (Formerly CSI 23)

CSI 104 (3 UNITS)
CONCEPTS OF PROBATION AND PAROLE
3 Hrs. Lec

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly 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 probation and parole laws and procedures. (CSU) (Formerly CSI 31)

CSI 106 (3 UNITS)
CORRECTIONAL INTERVIEWING AND COUNSELING
3 Hrs. Lec

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly 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 theories in confidence building which may be used by the correctional employee in client interviews and counseling. A basic course for students planning to enter or already employed within the Correctional Science Field. (CSU) (Formerly CSI 24)

CSI 108 (3 UNITS)
CONTROL AND SUPERVISION OF INMATES
3 Hrs. Lec

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly 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) (Formerly CSI 25)

CSI 120 (3 UNITS)
REPORT WRITING
3 Hrs. Lec

Recommended Preparation: Completion of ENGL 100 (Formerly ENGL 2B) and ENGL 089 (Formerly 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 AJ 120/Formerly AJ 39) (CSU) (Formerly CSI 22)

DISABLED STUDENT PROGRAMS AND SERVICES

DSPS 010 (1 UNIT)
**PERSONAL AND SOCIAL ADJUSTMENTS FOR THE
PHYSICALLY LIMITED**

1 Hrs. Lec

This course is designed to help the disabled students who have difficulty in adjusting to the educational complexities encountered in college level classes because of deficiencies in their educational backgrounds. Maximum credit sixteen units. (Nontransferable, nondegree applicable) (Formerly DSPS 6AD)

DSPS 012 (1 UNIT)
ACADEMIC SUPPORT SERVICES
2 Hr. Lab

This course is designed to provide academic support services to the disabled students who are taking classes in the areas of natural science and math; behavioral and social sciences; humanities, fine arts and foreign language; English and speech; and vocational-occupational programs. In addition, the course is designed to assist students in developing their basic skills. Maximum credit sixteen units. (Nontransferable, nondegree applicable) (Formerly DSPS 7AD)

DSPS 014 (1 UNIT)
COUNSELING AND GUIDANCE SUPPORT SERVICES
1 Hr. Lab

This course is designed to provide counseling and guidance support services to disabled 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. Maximum credit sixteen units. (Nontransferable, nondegree applicable) (Formerly DSPS 8AD)

DSPS 016 (2 UNITS)
LIVING WITH A HEARING LOSS
2 Hrs. Lec

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 lip reading 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. Maximum credit four units. (Nontransferable, nondegree applicable) (Formerly DSPS 4AB)

DSPS 020 (3 UNITS)
MATH FOR STUDENTS WITH LEARNING DIFFERENCES
3 Hrs. Lec

This course will teach adults with Learning Differences to understand the number system used in the United States and to solve problems involving addition and subtraction of whole numbers. Emphasis will be placed on reading and writing whole numbers of all amounts, writing words for whole numbers, demonstrating an understanding of place value, and using addition and subtraction of whole numbers to solve simple, everyday-type problems. (Nontransferable, nondegree applicable) (Formerly DSPS 50A)

DSPS 022 (3 UNITS)
MATH FOR STUDENTS WITH LEARNING DIFFERENCES
3 Hrs. Lec

Recommended Preparation: DSPS 020 (Formerly DSPS 50A). This course will teach adults with Learning Differences to solve problems involving multiplication of whole numbers and division of whole numbers. (Nontransferable, nondegree applicable) (Formerly DSPS 50B)

DSPS 024 (3 UNITS)
MATH FOR STUDENTS WITH LEARNING DIFFERENCES
3 Hrs. Lec

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

DSPS 026 (3 UNITS)
MATH FOR STUDENTS WITH LEARNING DIFFERENCES
3 Hrs. Lec

Recommended Preparation: DSPS 024 (Formerly DSPS 50C). This course will teach adults with Learning Differences to solve problems involving decimals and percents. (Nontransferable, nondegree applicable) (Formerly DSPS 50D)

DSPS 030 (4 UNITS)
READING AND SPELLING FOR STUDENTS WITH LEARNING DIFFERENCES

4 Hrs. Lec 1 Hr. Lab

Prerequisite: Need for basic instruction based on placement tests and individual interview.

This course will teach adults with learning differences to read and to spell phonetically regular words in the context of written sentences with an emphasis on one- and two-syllable words having only short vowels, 40 sight words and the spelling rule dealing with doubling the final consonant in one-syllable words. (Nontransferable, nondegree applicable) (Formerly DSPS 15A)

DSPS 032 (4 UNITS)
READING AND SPELLING FOR STUDENTS WITH LEARN DIFFERENCES

4 Hrs. Lec 1 Hr. Lab

This course is a continuation of DSPS 030 (Formerly DSPS 15A) with an emphasis on one-syllable words with a silent final e, words with diagraphs, 50 sight words, two-syllable words with 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) (Formerly DSPS 15B)

DSPS 034 (4 UNITS)
READING AND SPELLING FOR STUDENTS WITH LEARNING DIFFERENCES

4 Hrs. Lec 1 Hr. Lab

This course is a continuation of DSPS 032 (Formerly DSPS 15B) with an emphasis on various sounds of consonants, diphthongs, and various suffixes. (Nontransferable, nondegree applicable) (Formerly DSPS 15C)

DSPS 036 (4 UNITS)
READING AND SPELLING FOR STUDENTS WITH LEARNING DIFFERENCES

4 Hrs. Lec 1 Hr. Lab

This course is a continuation of DSPS 034 (Formerly 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) (Formerly DSPS 15D)

DSPS 040 (2 UNITS)
TACTILE ART FOR DISABLED
4 Hr. Lab

This course is designed to enrich the aesthetic experience of the disabled. Students will explore various art media and methods. Maximum credit eight units. (Nontransferable, nondegree applicable) (Formerly DSPS 23AD)

DSPS 042 (1 UNIT)
GENERAL AND APPLIED MUSIC FOR THE VISUALLY HANDICAPPED
2 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. Maximum credit four units. (Nontransferable, nondegree applicable) (Formerly DSPS 24AD)

DSPS 044 (2 UNITS)**CURRENT ISSUES****2 Hrs. Lec**

This course develops a set of skills that will improve the ability to comprehend, analyze and apply conversational techniques to current issues. Maximum credit eight units. (Nontransferable, nondegree applicable) (Formerly DSPS 27AD)

DSPS 050 (2 UNITS)**ADAPTED KEYBOARDING****2 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 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 to dsca(T-nt)Tj0 -1.1467 T002 Tc111028 Twtudes whont musuursadaptirovlearnrdinl tecologiicee f
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EMTP 220 (3 UNITS)**EMT - PARAMEDIC CLINICAL 1****5.3 Hr. Lab**

Prerequisites: Successful completion of EMTP 200 (Formerly EMT-P D1) and EMTP 210 (Formerly EMT-P D2). May enter EMTP 220 up to 1 year after completion of EMTP 200 and EMTP 210 with EMS Training Coordinator and EMS Training Medical Director approval. Recommendation of the EMT Training Coordinator and EMT Training Medical Director.

This course is the first phase of the clinical training of the paramedic program. This portion of training enables the student to put all didactic and skills training together within the hospital setting. The student will be able to perform total patient assessment and care, using state and county guidelines for the paramedic. Instruction and supervised practice at the paramedic level will be performed in the critical care unit, the emergency dept., the OB unit, the newborn nursery, the pediatric unit, the lab, and the operating room. The hospital practice shall not be limited to the development of practical skills alone, but shall include knowledge and techniques regarding patient evaluations, pathophysiology of medical 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) (Formerly EMT-P C1)

EMTP 230 (3 UNITS)**EMT - PARAMEDIC CLINICAL 2****4.7 Hr. Lab**

Prerequisites: Successful completion EMTP 200 (Formerly EMT-P D1), EMTP 210 (Formerly EMT-P D2) and EMTP 220 (Formerly EMT-P C1). Applicant may petition for exemption from this course providing: Applicant is currently certified as an EMT II with a minimum of one year experience. Applicant demonstrates completion of an EMT II program with training and training hours equivalent to IVC's EMT II program. Applicant completes all other paramedic training program application requirements. Applicant passes EMT II 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 overall administration of advanced life support treatment in the clinical hospital setting. It enables the paramedic student to put all advanced didactic and skills training together in the clinical setting. The student will be able to 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) (Formerly EMT-P C2)

EMTP 240 (9.5 UNITS)**EMT - PARAMEDIC FIELD 1****15.8 Hr. Lab**

Prerequisites: Successful completion of EMTP 200 (Formerly EMT-P D1), EMTP 210 (Formerly EMT-P D2), EMTP 220 (Formerly EMT-P C1), EMTP 230 (Formerly EMT-P C2). May enter EMTP 240 up to one year after completion of EMTP 200, EMTP 210, EMTP 220 and EMTP 230. Recommendation 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 in 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) (Formerly EMT-P F1)

EMTP 250 (8 UNITS)**EMT - PARAMEDIC FIELD 2****13.3 Hr. Lab**

Prerequisites: Successful completion of EMTP 200 (Formerly EMT-P D1), EMTP 210 (Formerly EMT-P D2), EMTP 220 (Formerly EMT-P C1), EMTP 230 (Formerly EMT-P C2), and EMTP 240 (Formerly EMT-P F1). Applicant may petition for exemption from this course providing: Applicant is currently certified as an EMT II with a minimum of one year experience. Applicant demonstrates completion of an EMT II program with training and training hours equivalent to IVC's EMT II program. Applicant completes all other paramedic training program requirements. Applicant has approval of EMS Train-

EMERGENCY MEDICAL TECHNICIAN**EMT 010 (1 UNIT)****EMT TRANSITIONAL PROGRAM****1 Hrs. Lec .5 Hr. Lab**

Prerequisite: Current EMT certification.

This course provides a format for the presentation of assessment-based patient care and interventions. Recognizing the knowledge base of existing EMT's, this course provides the transitional material needed to gain a functional understanding of an assess-



ENGL 066 (3 UNITS)**ADVANCED PUBLIC SPEAKING FOR BILINGUALS****3 Hrs. Lec**

Recommended Preparation: ENGL 065 (Formerly ENGL 33).

This course is designed to bring ENGL 065 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. Emphasis will be given to use of the library

ENGL 096 (3 UNITS)

WRITING FUNDAMENTALS, FIRST SEMESTER

3 Hrs. Lec

Recommended Preparation: Appropriate multiple measure place-

ENGL 222 (3 UNITS)**SURVEY OF WORLD LITERATURE****3 Hrs. Lec**

Prerequisite: ENGL 101 (Formerly ENGL 1A) with a grade of "C" or better. Recommended Preparation: ENGL 102 (Formerly ENGL 1B). Study of selected literature of the Greeks, Romans, the Middle Ages, and the Renaissance. Emphasis is placed on literature of western culture. (CSU, UC) (Formerly ENGL 42A)

ENGL 223 (3 UNITS)**SURVEY OF WORLD LITERATURE****3 Hrs. Lec**

Prerequisite: ENGL 101 (Formerly ENGL 1A) with a grade of "C" or better. Recommended Preparation: ENGL 102 (Formerly ENGL 1B).

Study of selected literature of the Enlightenment, Romanticism, Naturalism and Realism, Symbolism and modern/contemporary schools. Emphasis on placed on a diversity of global cultures. (CSU, UC) (Formerly ENGL 42B)

ENGL 224 (3 UNITS)**SURVEY OF ENGLISH LITERATURE****3 Hrs. Lec**

Prerequisite: ENGL 101 (Formerly ENGL 1A) with a grade of "C" or better. Recommended Preparation: ENGL 102 (Formerly ENGL 1B).

Close study of works of major English writers up to the end of the 18th century, with consideration of the more important aspects of English literary history. (CSU, UC) (CAN ENGL 8) (CAN ENGL SEQ B = ENGL 224 and ENGL 225) (Formerly ENGL 43A)

ENGL 225 (3 UNITS)**SURVEY OF ENGLISH LITERATURE****3 Hrs. Lec**

Prerequisite: ENGL 101 (Formerly ENGL 1A) with a grade of "C" or better. Recommended Preparation: ENGL 102 (Formerly ENGL 1B).

Close study of works of major English writers of the 19th and 20th centuries, with consideration of the more salient aspects of English literary history. May be taken before ENGL 224. (CSU, UC) (CAN ENGL 10) (CAN ENGL SEQ B = ENGL 224 and ENGL 225) (Formerly ENGL 43B)

ENGL 228 (3 UNITS)**INTRODUCTION TO THE BIBLE AS LITERATURE****3 Hrs. Lec**

Prerequisite: ENGL 101 (Formerly ENGL 1A) with a grade of "C" or better. Recommended Preparation: ENGL 101 (Formerly ENGL 1A).

A study of literature and history of the Bible. (CSU, UC) (Formerly ENGL 47)

ENGL 230 (3 UNITS)**INTRODUCTION TO FILM HISTORY AND CRITICISM****2 Hrs. Lec 2 Hr. 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) (Formerly ENGL 54)

ENGL 240 (3 UNITS)**INTRODUCTION TO TECHNICAL AND REPORT WRITING****3 Hrs. Lec**

Recommended Preparation: ENGL 100 (Formerly ENGL 2B) or ENGL 101 (Formerly ENGL 1A) or permission of instructor.

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) (Formerly ENGL 55)

ENGL 250 (3 UNITS)**CREATIVE WRITING****3 Hrs. Lec**

Prerequisite: ENGL 101 (Formerly ENGL 1A) with a grade of "C" or better. Recommended Preparation: ENGL 102 (Formerly 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. The student may elect to specialize in one of the genres in order to achieve maximum progress. Maximum credit six units. (CSU, UC) (CAN ENGL 6) (Formerly ENGL 53AB)

ENGL 260 (3 UNITS)**THE MEXICAN AMERICAN IN LITERATURE****3 Hrs. Lec**

Recommended Preparation: Eligibility for ENGL 1A (Formerly ENGL 1A).

FIRE SCIENCE**FIRE 100 (3 UNITS)****FIRE PROTECTION ORGANIZATION****3 Hrs. Lec**

This course provides an introduction to 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 UNITS)**FIRE PREVENTION TECHNOLOGY****3 Hrs. Lec**

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, detection and suppression systems. This is one of six CORE courses required for an associate degree in Fire Technology. (CSU)

FIRE 102 (3 UNITS)



FIRE 200 (2 UNITS)
DRIVER/OPERATOR-DRIVING
2 Hrs. Lec

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 a 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) (Formerly FIRE 200A)

FIRE 201 (2 UNITS)
DRIVER/OPERATOR-PUMPING
2 Hrs. Lec

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 pumpers 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 hydraulics, application of mental hydraulics 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) (Formerly FIRE 200B)

FIRE 202 (2 UNITS)
FIRE INVESTIGATION 1A
2 Hrs. Lec

Prerequisite: Completion of 12 units in Fire Technology at the 100 level or current affiliation with a fire agency.

An introduction into fire investigation. This intense course will include principles of determining cause, recognizing and preserving evidence, interviewing witnesses and suspects, arrests 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 a Fire Investigator I. (CSU) (Formerly FIRE 201A)

FIRE 203 (2 UNITS)
FIRE INVESTIGATION 1B
2 Hrs. Lec

Prerequisite: FIRE 202 (Formerly FIRE 201A).

This course provides the participant with information to achieve a deeper understanding of fire investigation. The course builds on Fire Investigation 202 and adds topics of discussion including the juvenile fire setter, in-depth report writing, evidence collection and preservation procedures. Successful completion will satisfy one of the State Fire Marshal's training requirements for certificates as a Fire Investigator I. (CSU) (Formerly FIRE 201B)

FIRE 204 (2 UNITS)
FIRE MANAGEMENT I
2 Hrs. Lec

Recommended Preparation: Completion of 12 units of Fire Technology courses at the 100 level.

A course designed for the transition from Fire Fighter to Fire Officer by presenting the skills and responsibilities required of first level supervisors. This course provides an overview of supervision, management, and leadership concepts, practices and theories. (CSU) (Formerly FIRE 202)

FIRE 205 (2 UNITS)
FIRE PREVENTION 1A
2 Hrs. Lec

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 prevention requirements for California State Officer Certification. (CSU) (Formerly FIRE 204A)

FIRE 206 (2 UNITS)
FIRE PREVENTION 1B
2 Hrs. Lec

Prerequisite: FIRE 205 (Formerly 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, calculations of occupant load, smoke proof enclosures, sprinkler system design, electrical hazards, fire alarm and detection systems and devices. Successful completion of this course and FIRE 208 fulfills the fire prevention requirements for California State Officer Certification. (CSU) (Formerly FIRE 204B)

FIRE 207 (2 UNITS)
FIRE INSTRUCTOR 1A
2 Hrs. Lec

Prerequisite: Completion of 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 terms and concepts associated with vocational

FIRE 209 (2 UNITS)**FIRE COMMAND 1A****2 Hrs. Lec**

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 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) (Formerly FIRE 220A)

FIRE 210 (2 UNITS)**FIRE COMMAND 1B****2 Hrs. Lec**

Prerequisite: FIRE 209 (Formerly FIRE 220A).

A course designed for the initial response company officer involved in hazardous materials incidents. Involves hazardous materials incidents and sizes and cold expts, notivola12 unitssoialr66.9(ies, thestiveof)12xps initht- coresetechutem3(fies

**GEOG 102 (3 UNITS)
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 100. (CSU, UC) (CAN GEOG 4) (Formerly GEOG 2)

**GEOG 104 (3 UNITS)
ECONOMIC GEOGRAPHY****3 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) (Formerly GEOG 3)

GEOLOGY**GEOL 100 (4 UNITS)
GENERAL GEOLOGY****3 Hrs. Lec 1 Hr. Lab**

This course is designed as an introduction to Earth's physical processes, structures and composition, and includes coverage of Earth's internal processes, such as those that cause earthquakes, volcanoes and mountain building; surface processes, such as rivers and waves, wind, glaciers and the landforms that result from these processes; the nature and origin of rocks and minerals that form the Earth's crust; and structures related to folding and faulting, will be studied. (CSU)

**GEOL 110 (3 UNITS)
EARTH AND SPACE SCIENCE****3 Hrs. Lec**

This introductory earth and space science course covers basic principles from the fields of geology, astronomy, oceanography, and meteorology. Minerals and rocks, natural processes acting at the earth's surface and within the Earth, plate tectonics, geologic time and dating, composition and motions of the Earth, solar system, phases of the moon, origin and life cycles of stars, galaxies, water movements, ocean floor, weather and climate, along with other related topics, will be studied. (CSU)

HEALTH EDUCATION**HE 100 (2 UNITS)
HEALTH EDUCATION - MILITARY SERVICE****Hrs. Lec**

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 document to the Veterans Assistant and register for the credit. 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 100 (Formerly HE 3) does not count for units toward VA, Financial Aid, or full-time student status. These are not contact hours. May receive credit only once. (CSU) (Formerly HE 3)

**HE 102 (3 UNITS)
HEALTH EDUCATION****3 Hrs. Lec**

Fundamentals of healthful living designed to provide scientific health information, and promote desirable attitudes and practices. Includes the study of first aid and the relationship of alcohol, narcotics, and smoking to health, and the factors involved in family and community health and safety. (CSU, UC) (Formerly HE 1)

**HE 104 (3 UNITS)
FIRST AID****3 Hrs. Lec**

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) (Formerly HE 2)

HISTORY**HIST 100 (3 UNITS)
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. (CSU, UC) (Formerly HIST 50A)

**HIST 101 (3 UNITS)
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. (CSU, UC) (Formerly HIST 50B)

**HIST 110 (3 UNITS)
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) (CAN HIST 2) (CAN HIST SEQ A = HIST 110 and HIST 111) (Formerly HIST 4A)

**HIST 111 (3 UNITS)
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 110. (CSU, UC) (CAN HIST 4) (CAN HIST SEQ A = HIST 110 and HIST 111) (Formerly HIST 4B)

HIST 120 (3 UNITS)**UNITED STATES HISTORY****3 Hrs. Lec**

This course is a survey of American history from the pre-Columbian era to the end of the Civil War. In particular, the course will cover the major political, economic, social, gender, racial, cultural and intellectual transformations of the colonial and early American eras. At the conclusion of the course, each student will have a broad understanding of the pre-Columbian period, the colonial era, the early republic, the antebellum period, and the Civil War. (CSU, UC) (CAN HIST 8) (CAN HIST SEQ B = HIST 120 and HIST 121) (Formerly HIST 17A)

HIST 121 (3 UNITS)**UNITED STATES HISTORY****3 Hrs. Lec**

This course is a survey of American history from Reconstruction to the present. This course will cover the major social, racial, class, gender, economic, political, and environmental transformations of this era. Of special note will be an examination of America's rise to global power. At the completion of this course students will have a broad understanding of the most important ideas, personalities, movement, and events in the modern period. (CSU, UC) (CAN HIST 10) (CAN HIST SEQ B = HIST 120 and HIST 121) (Formerly HIST 17B)

HIST 122 (3 UNITS)

HREL 064 (1 UNIT)

LEGL 122 (3 UNITS)**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 theory, concept, rules, types of evidence, proving Prima Facie Cases, rules governing witness testimony, federal and state court systems, procedure for the removal of State Courts Actions for transfer of the Federal Court System, initiation of Federal 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 invalid marriage, ante nuptial 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) (Formerly LEGAL 22) Course consists of two Modules. The first is Civil Procedure and the second is Family Law. The Civil Procedure Module covers theory, concept, rules, types of evidence, proving Prima Facie Cases, rules governing witness testimony, federal and state court systems, procedure for the removal of State Courts Actions for transfer of the Federal Court System, initiation of Federal 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 invalid marriage, ante nuptial 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) (Formerly LEGAL 22)

LEGL 123 (3 UNITS)**CIVIL DISCOVERY AND**

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LEGL 1235 (3 UNITS)

LIBRARY TECHNICIAN

LBRY 151 (3 UNITS)

MATH 070 (3 UNITS)**BASIC MATHEMATICS****3 Hrs. Lec**

Brief review of arithmetic including fractions, decimals, percent, square root, and an introduction to algebra. This course is not open to students having satisfactory scores on mathematics placement tests. (Nontransferable, nondegree applicable) (Formerly MATH 51)

MATH 071 (3 UNITS)**BASIC MATHEMATICS (SELF-PACED COURSE)****2 Hr. Lab**

Recommended Preparation: Basic knowledge of computer usage. This is the same content as MATH 070 (Formerly MATH 51) offered in a self-paced format. The student will have two consecutive semesters to complete the course. This course is intended specifically for self-directed

MATH 122 (3 UNITS)
FINITE MATHEMATICS

3 Hrs. Lec

Prerequisite: MATH 090 (Formerly MATH A) with a grade of "C" or better.

Finite mathematics is a course designed to introduce interesting, rel-

MUSIC

MUS 100 (3 UNITS)

INTRODUCTION TO MUSIC FOUNDATIONS

3 Hrs. Lec

An introduction to basic concepts of music. The development of the skills and knowledge needed to read music, to hear music, and to use some instrument (including the voice) with skill. (CSU) (UC credit limited. See a counselor.) (Formerly MUS 7)

MUS 102 (3 UNITS)

INTRODUCTION TO MUSIC LITERATURE AND LISTENING

3 Hrs. Lec

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) (Formerly MUS 30)

MUS 104 (3 UNITS)

INTRODUCTION TO TWENTIETH-CENTURY MUSIC

3 Hrs. Lec

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) (Formerly MUS 31)

MUS 110 (2 UNITS)

BEGINNING MUSICIANSHIP I

2 Hrs. Lec

Required of all music majors. A course designed to present basic skills and theory of music for persons interested in a background for appreciation of or further studies in music. Skills to be studied and developed are sight-singing, ear-training, keyboard harmony, and basic piano skills. (CSU, UC) (Formerly MUS 8A)

MUS 112 (2 UNITS)

BEGINNING MUSICIANSHIP II

2 Hrs. Lec

Continuation of MUS 110. (CSU, UC) (Formerly MUS 8B)

MUS 120 (3 UNITS)

BEGINNING HARMONY I

3 Hrs. Lec

Sight-singing, dictation and keyboard harmony. Traditional diatonic harmony, four-voice writing, analysis. (CSU, UC) (Formerly MUS 9A)

MUS 122 (3 UNITS)

BEGINNING HARMONY II

3 Hrs. Lec

A continuation of MUS 120. (CSU, UC) (Formerly MUS 9B)

MUS 140 (1 UNIT)

BEGINNING GROUP PIANO I

1 Hrs. Lec 2 Hr. Lab

A course structured to correlate those musical skills, techniques and understanding which are basic to comprehensive keyboard musicianship at the early level of study. (CSU, UC) (Formerly MUS 10A)

MUS 142 (1 UNIT)

BEGINNING GROUP PIANO II

1 Hrs. Lec 2 Hr. Lab

A continuation of MUS 140. (CSU, UC) (Formerly MUS 10B)

MUS 150 (1 UNIT)

BEGINNING VOICE I

1 Hrs. Lec 2 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) (Formerly MUS 15A)

MUS 152 (1 UNIT)

BEGINNING VOICE II

1 Hrs. Lec 2 Hr. Lab

A continuation of MUS 150. (CSU, UC) (Formerly MUS 15B)

MUS 154 (1 UNIT)

CHAMBER SINGERS

2 Hrs. Lec 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. Maximum credit four units. (CSU, UC) (Formerly MUS 17AD)

MUS 156 (1 UNIT)

COLLEGE-COMMUNITY CHORUS

2 Hrs. Lec 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 enunciation. Rehearsal, performance and study of choral literature. Introduction to music theory as a means of learning to read music rather than learning by rote. Maximum credit four units. (CSU, UC) (Formerly MUS 28AD)

MUS 160 (1 UNIT)

BEGINNING GUITAR I

1 Hrs. Lec 2 Hr. Lab

A basic course on how to accompany with the guitar. Stress will be placed on tuning, chording, different types of strums and elementary transposition. Maximum credit two units. (CSU, UC) (Formerly MUS 12AB)

MUS 162 (1 UNIT)

BEGINNING GUITAR II

1 Hrs. Lec 2 Hr. Lab

A continuation of MUS 160 with the following additions: 1. Reading music (standard musical notation); 2. A thorough presentation of bar chords including sevenths, ninths, diminished, augmented, and various altered chords; 3. Advanced picking techniques. Maximum credit two units. (CSU, UC) (Formerly MUS 13AB)

MUS 171 (1 UNIT)

CHAMBER ORCHESTRA

2 Hrs. Lec 1 Hr. Lab

A study and performance of literature for a small orchestra. Performances in local communities and on campus are required. Fieldtrips to other musical events will be included to help performers develop efficient listening and evaluating practices. Solo and ensemble rehearsals and performances are included. Maximum credit four units. (CSU, UC) (Formerly MUS 18AD)

MUS 172 (1 UNIT)**COLLEGE-COMMUNITY BAND****2 Hrs. Lec 1 Hr. Lab**

A performance organization specializing in a wide range of literature for the wind band. The primary objective will be to provide the continuing music performing experiences needed by community adults, music educators, and advanced high school students. Maximum credit four units. (CSU, UC) (Formerly MUS 64AD)

MUS 173 (1 UNIT)**CONCERT BAND****2 Hrs. Lec 1 Hr. Lab**

A performance organization specializing in literature for the wind band. Students will be afforded 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. Maximum credit four units. (CSU, UC) (Formerly MUS 27AD)

MUS 174 (1 UNIT)**ESTUDIANTINA****2 Hrs. Lec 1 Hr. Lab**

A performance organization that is open to all students who wish to perform traditional and popular music of Spanish and Latin origin. Songs are sung in both Spanish and English. The ensemble is for singers and instrumentalists who play guitar, piano, bass or percussion. Maximum credit four units. (CSU, UC) (Formerly MUS 29AD)

MUS 175 (1 UNIT)**INSTRUMENTAL ENSEMBLE****2 Hrs. Lec 1 Hr. Lab**

A performance organization specializing in literature for string, brass, woodwind, and percussion ensembles, or any combination thereof. Designed for musicians who wish to explore, rehearse, and perform literature of all styles and periods. Maximum credit four units. (CSU, UC) (Formerly MUS 19AD)

MUS 176 (1 UNIT)**REHEARSAL AND PERFORMANCE****3 Hr. Lab**

Enrollment contingent upon participation in campus major musical production. Maximum credit, one unit per semester for four semesters. Hours to be arranged. Maximum credit four units. (CSU, UC) (Formerly MUS 26AD)

MUS 177 (1 UNIT)**STAGE BAND****2 Hrs. Lec 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. Maximum credit four units. (CSU, UC) (Formerly MUS 25AD)

MUS 178 (1 UNIT)**SYMPHONY ORCHESTRA****2 Hrs. Lec 1 Hr. Lab**

The study and performance of literature for full symphony orchestra

and jazz band tradi09oblig(ial recordon topem022 Tt foc022userHEAdigiial audio/sequng ca-softw[(pressive 21 1 TfwaTUS 29AD/F1 1 Tf0 -2.4 TD42A11

**MUS 210 (2 UNITS)
INTERMEDIATE MUSICIANSHIP I****2 Hrs. Lec**

A continuation of MUS 110 (Formerly MUS 8A) and MUS 112 (Formerly MUS 8B) to increase skills in sight-singing, ear-training, and keyboard harmony. (CSU, UC) (Formerly MUS 8C)

**MUS 212 (2 UNITS)
INTERMEDIATE MUSICIANSHIP II****2 Hrs. Lec**

A continuation of MUS 210 (Formerly MUS 8C). (CSU, UC) (Formerly MUS 8D)

**MUS 220 (3 UNITS)
INTERMEDIATE HARMONY I****3 Hrs. Lec**

A comprehensive study of the theory of music to include skills and creative experiences in traditional harmony. An introduction to 20th century harmonic and melodic systems. (CSU, UC) (Formerly MUS 9C)

**MUS 222 (3 UNITS)
INTERMEDIATE HARMONY II****3 Hrs. Lec**

A continuation of MUS 220 (Formerly MUS 9C). (CSU, UC) (Formerly MUS 9D)

**MUS 240 (1 UNIT)
INTERMEDIATE GROUP PIANO I****1 Hrs. Lec 2 Hr. Lab**

A course structured for those students who have attained the performance skill competencies required in Beginning Group Piano. (CSU, UC) (Formerly MUS 11A)

**MUS 242 (1 UNIT)
INTERMEDIATE GROUP PIANO II****1 Hrs. Lec 2 Hr. Lab**

A continuation of MUS 240 (Formerly MUS 11A). (CSU, UC) (Formerly MUS 11B)

**MUS 250 (1 UNIT)
INTERMEDIATE VOICE I****1 Hrs. Lec 2 Hr. Lab**

A continuation of MUS 152 (MUS 15B). (CSU, UC) (Formerly MUS 16)

**MUS 252 (1 UNIT)
INTERMEDIATE VOICE II****1 Hrs. Lec 2 Hr. Lab**

A continuation of MUS 250 (Formerly MUS 16). (CSU)

**MUS 260 (1 UNIT)
INTERMEDIATE GUITAR I****1 Hrs. Lec 2 Hr. Lab**

A continuation of MUS 162. Maximum credit two units. (CSU)

**MUS 262 (1 UNIT)
INTERMEDIATE GUITAR II****1 Hrs. Lec 2 Hr. Lab**

A continuation of MUS 260. Maximum credit two units. (CSU)

NURSING**NURS 110 (4.5 UNITS)
NURSING PROCESS I****4.5 Hrs. Lec**

Prerequisite(s): Demonstration of Math Competency; Demonstration of English Competency; ENGL 101 (Formerly ENGL 1A); PSY 101 (Formerly PSYCH 1A); BIOL 200 and 202 (Formerly BIOL 110 and 112) OR BIOL 204 and 206 (Formerly ANAT 8 and PHYSIO 1); BIOL 220 (Formerly BIOL 21) with grades of "C" or better and admission to the Nursing program.

Corequisite (s): NURS 111; NURS 112; NURS 114; and, SOC 101 or ANTH 102.

This course is designed as the introductory course in the nursing program and incorporates previous science, psychology, and communication theory. Theoretical concepts basic to the provision of safe nursing practice are introduced. The Scope of Practice of the Registered Nurse and other members of the health care team are examined. Components of the nursing process are reviewed. Through utilization of developmental theories (primarily Erikson) and the Roy Adaptation Model, this course focuses on the nursing role as communicator, provider of care, and client teacher for individuals experiencing adaptation problems across the lifespan in the physiologic mode, psychologic mode, and selected adaptation problems. Parameters of health are defined and philosophies of nursing are investigated. The aging process is introduced. The physical and psychological needs of the normal and ill individual are explored. Pain assessment, interventions, and evaluation are discussed. Basic nutrition is introduced as one of the caring practices involved in client care. Stress, adaptation, and communication skills are stressed as important nursing roles. Variations in nursing care for individuals of different socio-economic and cultural backgrounds will be considered. (CSU)

**NURS 111 (1.5 UNITS)
NURSING SKILLS LABORATORY I****4.5 Hr. Lab**

Prerequisite(s): Demonstration of Math Competency; Demonstration of English Competency; ENGL 101 (Formerly ENGL 1A); PSY 101 (Formerly PSYCH 1A); BIOL 200 and 202 (Formerly BIOL 110 and 112) OR BIOL 204 and 206 (Formerly ANAT 8 and PHYSIO 1); and 112Hbackg

NURS 114 (3 UNITS)
PHARMACOLOGY AND MEDICATION ADMINISTRATION

3 Hrs. Lec

Prerequisite(s): Demonstration of Math Competency; Demonstration of English Competency; ENGL 101 (Formerly ENGL 1A); PSY 101 (Formerly PSYCH 1A); BIOL 200 and 202 (Formerly BIOL 110 and 112) OR BIOL 204 and 206 (Formerly ANAT 8 and PHYSIO 1); BIOL 220 (Formerly BIOL 21) with grades of "C" or better and admission to the Nursing program.

Corequisite (s): NURS 111; NURS 112; NURS 114; and, SOC 101 or ANTH 102.

Recommended Preparation: MATH 080 with a grade of "C" or better or higher level course.

This course focuses on those components of pharmacology related to safe nursing care. The course includes information about the general classifications of drugs and principles of therapy related to the effects, actions, and therapeutic use of each drug. The course includes principles relating to drug dosage calculations and the administration of medications. Nursing actions and rationale for nursing actions are explored. Clinical application is integrated into the clinical nursing courses. (CSU)

NURS 120 (4.5 UNITS)
NURSING PROCESS II

4.5 Hrs. Lec

Prerequisite (s): NURS 110; NURS 111; NURS 112; NURS 114; and, SOC 101 or ANTH 102.

Corequisites (s): NURS 121 and NURS 122

This course is designed to integrate previous science and nursing course theory. This course provides a theoretical perspective, science-based knowledge and principles needed by students to guide their application of the nursing process and choice of nursing interventions for individuals with common physiological alterations. Professional, legal, and ethical issues are explored. Through utilization of developmental theories (primarily Erikson) and the Roy Adaptation Model, this course focuses on the nursing role as communicator, provider of care, and client teacher for individuals experiencing adaptation problems across the lifespan in the physiologic mode, psychologic mode, and selected adaptation problems for a person with common and/or chronic medical and/or surgical conditions related to surgery, respiratory system, reproductive system, and integumentary system. Maternal nursing care is presented, including antenatal, intrapartum, and postpartum normal and abnormal adaptation. Nor intrapar1f7, and I SKILLS LABORAs c6(TlizatiO)6s5(Rand 90Y)28 90TD-001 Tc-0.0.0069 Tw(admiss Tw(2s (s T0 ab.2133 TD0 Tc0.0953 Tw(Corequi Tc0.T*0.00126URSING PRec

s): NURS 121 and NURS 122

NURS 204 (3 UNITS)
NURSING TRANSITION COURSE
3 Hrs. Lec

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, fluids and electrolytes, pharmacology, maternity nursing, and nursing interventions for selected health conditions. (CSU) (Formerly NURS 5)

NURS 210 (4.5 UNITS)
NURSING PROCESS III
4.5 Hrs. Lec

Prerequisite (s): NURS 120; NURS 121; and NURS 122.
 Corequisite(s): NURS 211 and NURS 212

This course is designed to integrate previous science and nursing course theory. This course provides theoretical perspective, science-based knowledge and principles needed by students to guide their application of the nursing process and choice of nursing interventions for individuals with common physiological alterations. Professional, legal, and ethical issues are explored. Through utilization of developmental theories (primarily Erikson) and the Roy Adaptation Model, this course focuses on the nursing role as communicator, provider of care, and client teacher for individual experiencing adaptation problems across the lifespan in the physiologic mode, psychologic mode, and selected adaptation problems for persons with common and/or chronic medical and/or surgical conditions related to the Cardiac, Gastrointestinal, Musculoskeletal, Endocrine, and Renal Systems. Variations in nursing care for individuals of different socio-economic and cultural backgrounds will be considered. Theories of leadership and management as related to nursing in the acute care setting is introduced. (CSU)

NURS 211 (1 UNIT)
NURSING SKILLS LABORATORY III
3 Hr. Lab

Prerequisite (s): NURS 120; NURS 121; and NURS 122.
 Corequisite(s): NURS 210 and NURS 212

Tactile skills essential to safe nursing practice will be demonstrated in the nursing skills laboratory. Students will have the opportunity for supervised and individual practice followed by skills checkoff by the instructor. Mastery of previous learned skills will be assessed. Skills theory will be part of the demonstration. (CSU)

NURS 212 (4 UNITS)
NURSING PROCESS APPLICATION III
12 Hr. Lab

Prerequisite (s): NURS 120; NURS 121; and NURS 122.
 Corequisite(s): NURS 210 and NURS 211

This course involves clinical application of both theoretical concepts and tactile skills taught in Nursing Process III, II, I, Nursing Skills Laboratory III, II, and I, Psychiatric Nursing and Pharmacology. All aspects of the nursing process will be applied to client situations. (CSU)

NURS 214 (1 UNIT)
BASIC ARRHYTHMIA RECOGNITION
1 Hrs. Lec

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 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. (CSU) (Formerly RN 37)

NURS 220 (4.5 UNITS)
NURSING PROCESS IV
4.5 Hrs. Lec

Prerequisite (s): NURS 210; NURS 211; and, NURS 212.
 Corequisite(s): NURS 221; NURS 222 and NURS 230

This course is designed to integrate previous science and nursing course theory into an in-depth study of patients with increasingly complex health problems. Complex, multi system, acute and emergency nursing theory is presented. This course provides theoretical perspective, science-based knowledge and principles needed by students to guide their application of the nursing process and choice of nursing interventions for individuals. Professional, legal, and ethical issues are explored. Through utilization of developmental theories (primarily Erikson) and the Roy Adaptation Model, this course focuses on nursing care for individuals experiencing adaptation problems across the lifespan in the physiologic mode, psychologic mode, and selected adaptation problems for persons with acute, complex medical and/or surgical conditions related to neurologic system adaptation, adaptation problems of special senses, complex cardiac, complex respiratory, complex endocrine, complex integumentary, and complex immunology/hematology systems. Multi-system stressors are presented. Community nursing and home health nursing are discussed. The nurse as a leader of the nursing team and case management in nursing is explored. (CSU)

NURS 221 (1 UNIT)
NURSING SKILLS LABORATORY IV
3 Hr. Lab

Prerequisite (s): NURS 210; NURS 211; and, NURS 212.
 Corequisite(s): NURS 220; NURS 222 and NURS 230

Tactile skills essential to safe nursing practice will be demonstrated in the nursing skills laboratory. Students will have the opportunity for supervised and individual practice followed by skills checkoff by the instructor. Mastery of all previous learned skills will be assessed. Skills theory will be part of the demonstration. (CSU)

NURS 222 (4 UNITS)
NURSING PROCESS APPLICATION IV
12 Hr. Lab

Prerequisite (s): NURS 210; NURS 211; and, NURS 212.
 Corequisite(s): NURS 220; NURS 221; NURS 222 and NURS 230

This course involves clinical application of both new and previous theoretical concepts and tactile skills taught in Nursing Process IV, III, II, I, Nursing Skills Laboratory IV, III, II, and I, Psychiatric Nursing, and Pharmacology. All aspects of the nursing process will be applied to client situation. (CSU)

NURS 4BR (5.5 UNITS)**ADVANCED NURSING****2 Hrs. Lec 10.5 Hr. Lab**

Prerequisite: NURS 3B(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 4CR (1 UNIT)**NURSING TRENDS****1 Hrs. Lec**

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 Nursing 4B. Upon successful completion of Nursing 4B and 4C, the student is eligible to write the licensure examination for Registered Nurse. (CSU)

NUTRITION**NUTR 100 (3 UNITS)****FOUNDATIONS OF NUTRITION****3 Hrs. Lec**

PE 110 (2 UNITS)**PHYSICAL EDUCATION ACTIVITY - 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 document to the Veterans Assistant and register for the credit. If the student registers for the class for military credit and does not submit verification of service, he/she will be dropped as a No-Show and will not receive credit. PE 110 does not count for units toward VA, Financial Aid, or full-time student status. These are not contact hours. May receive credit only once. (CSU) (Formerly PE 1)

PE 111 (1 UNIT)**AEROBICS - STEP****2 Hr. Lab**

Step aerobics involves stepping up and down from a 4 to 12 inch bench, while performing various upper body movements to the accompaniment of music. This course is a simple introduction to basic steps, leading to simple patterns of step choreography. Offers cardiovascular conditioning and strength training. Maximum credit four units.

PE 123 (2 UNITS)
WATER SAFETY INSTRUCTOR TRAINING

PE 151 (2 UNITS)**INTERCOLLEGIATE BASKETBALL AND PE****10 Hr. 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. Maximum credit eight units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 32AD)

PE 152 (2 UNITS)**INTERCOLLEGIATE SOCCER AND PE****10 Hr. 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. Maximum credit four units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 42AB)

PE 153 (2 UNITS)**INTERCOLLEGIATE SOFTBALL AND PE****10 Hr. Lab**

Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. Theory 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. Maximum credit four units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 43AB)

PE 154 (2 UNITS)**INTERCOLLEGIATE TENNIS AND PE****10 Hr. Lab**

Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. Open to both men and women. Maximum credit four units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 38AB)

PE 155 (2 UNITS)**INTERCOLLEGIATE VOLLEYBALL AND PE****10 Hr. Lab**

Eligibility will be determined by Conference rules; IVC guidelines in the AS Handbook for athletics will also apply. This course is designed to give the individual a well-rounded knowledge in volleyball. The course should help develop a relationship of athletics to other matters such as exercise, recreation, sportsmanship, and competition. The student must schedule for a minimum of 10 hours per week. Maximum credit four units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 41AB)

PE 161 (1.5 UNITS)**PRE-SEASON CONDITIONING FOR ATHLETES****3 Hr. Lab**

This course is designed to prepare athletes for the competitive season. Emphasis will be placed on the development of speed, cardiovascular endurance, strength, and flexibility. A wide variety and combination of activities will be utilized to help athletes to work out with sport specific exercise programs. Maximum credit six units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 36AD)

PE 162 (1.5 UNITS)**IN SEASON CONDITIONING FOR ATHLETES****3 Hr. Lab**

This course is designed to help athletes maintain top physical condition throughout the competitive season. Emphasis will be placed on sustaining high levels of speed, cardiovascular endurance, strength, and flexibility. A wide variety and combination of activities will be utilized to help athletes avoid injuries and perform at optimum levels. Maximum credit six units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 35AD)

PE 163 (2 UNITS)**SONG AND CHEER****4 Hr. Lab**

Practice and performance class for songleaders and cheerleaders. Satisfies physical education activity class requirement. Maximum credit eight units. (CSU) (Formerly PE 30AD)

PE 200 (2 UNITS)**THEORY OF BASEBALL****2 Hrs. Lec**

A history of the game, knowledge of rules, current and possible future trends in the game, coaching techniques, and scouting. Recommended for physical education majors, potential coaches, and recreation majors. Maximum credit four units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 52AB)

PE 201 (2 UNITS)**THEORY OF BASKETBALL****2 Hrs. Lec**

This course is designed for physical education majors, recreation majors, and potential coaches. Coaching techniques and theories, history rules and current possible future trends in the game will be offered. Maximum credit four units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 53AB)

PE 202 (2 UNITS)**THEORY OF SOFTBALL****2 Hrs. Lec**

This course is recommended for physical education majors, recreation majors, and potential coaches. History of the game, rules, coaching techniques, practice organization, strategies and theories, and possible future trends in softball will be offered. Maximum credit four units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 55AB)

PE 203 (2 UNITS)**THEORY OF VOLLEYBALL****2 Hrs. Lec**

This course is recommended for physical education majors, recreation majors, and potential coaches. History of the game, rules, coaching techniques, offensive and defensive strategies, practice organization, and possible future trends in volleyball will be offered. Maximum credit four units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 54AB)

PE 210 (2 UNITS)

PE 211 (3 UNITS)
PHYSICAL EDUCATION IN THE ELEMENTARY SCHOOL

3 Hrs. Lec

This course is designed to prepare the elementary school teacher to teach the whole child through physical education. (CSU) (Formerly PE 61)

PE 212 (3 UNITS)
THE HISTORY AND APPRECIATION OF DANCE

3 Hrs. Lec

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 100/Formerly HUM 21) (CSU, UC) (Formerly PE 63)

PE 220 (2 UNITS)
INTRODUCTION TO ATHLETIC TRAINING

2 Hrs. Lec

Introductory course in recognition, assessment, management, care and prevention of injuries in physical activities. Includes techniques of applying supportive materials, rehabilitation of injuries, and use of therapeutic modalities. (CSU, UC) (Formerly PE 56)

PE 221 (2 UNITS)
PSYCHOLOGY OF COACHING

2 Hrs. Lec

A course covering all the aspects of the psychology of coaching sports. Includes certain guides to show how teaching and learning may be applied to the coaching of sports, and to bring out the relationship of meaningful learning to successful athletic coaching. (CSU) (Formerly PE 58)

PE 222 (3 UNITS)
SPORTS OFFICIATING

2 Hrs. Lec 3 Hr. Lab

This course is designed to provide for the study and interpretation of rules for various men's and women's sports, and the philosophies, procedures, practices, and mechanics of officiating games including football, basketball, baseball softball, soccer, tennis, track, volleyball and wrestling. (CSU) (UC credit limited. See a counselor.) (Formerly PE 59)

PE 223 (2 UNITS)
STRUCTURING INTRAMURALS

1 Hrs. Lec 2 Hr. 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) (Formerly PE 51)

PE 224 (3 UNITS)
PHYSICAL EDUCATION FOR SPECIAL OLYMPICS

2 Hrs. Lec 4 Hr. Lab

A course designed to train college students to condition and prepare retarded persons for competition in Special Olympics. Maximum credit 6 units. (CSU) (UC credit limited. See a counselor.) (Formerly PE 62AB)

PHYSICAL SCIENCE

PHSC 110 (3 UNITS)
PHYSICAL SCIENCE

3 Hrs. Lec

Recommended Preparation: MATH 090 with a grade of "C" or better.

This course is designed to give an understanding of the fundamental principles of physics and chemistry as they relate to the structure and properties of matter and the principles of motion and energy, for the liberal studies student. (CSU)

PHYSICS

PHYS 100 (4 UNITS)
INTRODUCTION TO PHYSICS FOR HEALTH PROFESSIONALS

3 Hrs. Lec 3 Hr. Lab

Elementary mechanics, fluids, sound, electricity, and optics. For students requiring physics for health professions. Does not apply to-

POLITICAL SCIENCE**PSYCHOLOGY****POLS 052 (3 UNITS)**

Unnd

INTRODUCTION TO AMERICAN GOVERNMENT**3 Hrs. Lec**

An introduction to the foundations and major characteristics of the governments of the United States and California, stressing the political habits of the American people within an historical setting. This course will meet the graduation requirement in American Institutions at Imperial Valley College, but is offered to students who do not intend to transfer to senior institutions. Not open to students with credit in HIST 120 (Formerly HIST 17A), HIST 121 (Formerly HIST 17B), POLS 100 (Formerly POL S 1) or POLS 102 (Formerly POL S 2). (Nontransferable, AA/AS degree only) (Formerly SSCI 52)

POLS 100 (3 UNITS)**INTRODUCTION TO POLITICAL SCIENCE****3 Hrs. Lec**

An introduction to the theories, principles, and problems of modern political life and the methods of studying and acquiring political knowledge. Illustrative materials drawn primarily from the American experience. (CSU/UC) (Formerly POL S 1)

POLS 102 (3 UNITS)**AMERICAN GOVERNMENT AND POLITICS****3 Hrs. Lec**

The origin, development and operation of local, state and national political institutions within the United States emphasizing the contemporary operations of the American political system. (CSU, UC) (CAN GOV 2) (Formerly POL S 2)

POLS 104 (3 UNITS)**COMPARATIVE POLITICS****3 Hrs. Lec**

Recommended Preparation: POLS 100 (Formerly POL S 1) or POLS 102 (Formerly POL S 2).

A comparative study of modern political systems. Emphasis upon patterns of political action and problems of decision-making in various cultural contexts. (CSU, UC) (Formerly POL S 3)

POLS 106 (3 UNITS)**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) (Formerly POL S 14)

POLS 800 (1 UNIT)**AMERICAN CITIZENSHIP****1 Hrs. Lec**

This course will enable the student to learn the basic facts about the United States Constitution, famous Americans, and important events in American history. Emphasis is in the privileges, duties and responsibilities of citizenship. (Nontransferable, nondegree applicable) (Formerly SPEC 85)

PSY 144 (3 UNITS)
THE PSYCHOLOGY OF INTERPERSONAL RELATION-
SHIPS
3 Hrs. Lec

SOC 160 (3 UNITS)**HUMAN SERVICES IN A CHANGING SOCIETY****3 Hrs. Lec**

History, philosophy and the development of thought in social work. A content 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 ADS 160/Formerly ADS 50) (CSU) (Formerly SOC 50)

SOC 206 (3 UNITS)**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 PSY 206/Formerly PSYCH 17) (CSU, UC) (Formerly SOC 17)

SPANISH**SPAN 100 (5 UNITS)****ELEMENTARY SPANISH****5 Hrs. Lec**

Prerequisites: The student must have completed

SPCH 180 (3 UNITS)**ARGUMENTATION AND DEBATE****3 Hrs. Lec**

Recommended Preparation: SPCH 100 (Formerly SPCH 1).

An introduction to the problems of evidence and inference, with emphasis on the application of logic to rational discussion of social problems. (CSU, UC) (CAN SPCH 6) (Formerly SPCH 10)

THEATRE ARTS

M

**AGRICULTURAL BUSINESS MANAGEMENT
(MAJOR CODE: 0002)**

The Agricultural Business Management major is the application of business concepts to the agricultural industry and emphasizes train-

**ALCOHOL AND DRUG STUDIES
(MAJOR CODE: 0415)**

Thirty-three (33) units required for the major

I. Required courses for the major

ADS 101	Alcoholism: Intervention, Treatment & Recovery	3
ADS 110	Physiological Effects of Alcohol & Drug Use	3
ADS/PSY 120	Introduction to Counseling	3
ADS/PSY 130	Group Leadership & Group Process	3
ADS 200	Family Counseling Approach to Alcohol & Drug Abuse	3
ADS/ PSY 210	Crisis Intervention & Referral Techniques	3
ADS/ PSY 220	Practicum	3
ADS/PSY 221	Practicum	3
ADS 230	Alcohol and Drug Prevention & Education ...	3

Minimum of 6 units from any two of the following courses

ADS/SOC 150	Sociology of Minority Groups	3
ADS/SOC 160		

**BUSINESS ADMINISTRATIVE ASSISTANT
(MAJOR CODE: 0207)**

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Thirty-one and one-half (31.5) units and skill level required for the major

I. Required courses for the major

BUS 126	Business and the Legal Environment	3
BUS 136	Human Relations in Management	3
BUS 166	Machine Calculation	3
BUS 172	Office Procedures	3
BUS 174	Document Processing for Business	3
BUS 166	Machine Calculation	3
BUS 172	Office Procedures	3
BUS 174	Document Processing for Business	3
BUS 178	Technology for the Modern Office	3
BUS 176	Office Transcription	1.5
BUS 210	Principles of Financial Accounting	4
BUS 260	Business Communications	3
CIS 101	Intro to Information Systems	3
WE 201*	Employment Readiness	1
WE 220*	Internship	1

*It is recommended that the work experience courses be taken after completion of at least 12 units in the major.

** It is recommended that BUS 010 (formerly BUS 10) be taken in preparation for BUS 210 (formerly BUS 1A).

II. Required skill level for the major

Keyboarding skill level 50 nwpm. (BUS 156 (formerly BUS 25AC), Keyboarding Speed & Accuracy may be helpful in obc7

BUS 088	Decision Making & Problem Solving	0.5
BUS 089	Ethics and Values	0.5
BUS 220	Prin of Managerial Accounting	4
BUS 124	Intro to Business	3
BUS 134	Management Concepts of Supervision	3
BUS 136	Human Relations in Management	3
BUS 140	Business Retailing	3
BUS 142	Practical Salesmanship	3
BUS 146	Small Business Management	3
BUS 148	Personal Finance	3
BUS 220	Prin of Managerial Accounting	4
CIS 108	Computer Accounting	3
CIS 124	Excel	1
CIS 125	Excel	1
ECON 101	Intro to Microeconomics	3
ECON 102	Intro to Macroeconomics	3
WE 201	Employment Readiness	1
WE 220	Internship	1
BUS 166	Machine Calculation	3
BUS 172	Office Procedures	3
BUS 174	Document Processing for Business	3
BUS 178	Technology for the Modern Office	3
BUS 176	Office Transcription	1.5
BUS 210	Principles of Financial Accounting	4
BUS 260	Business Communications	3
CIS 101	Intro to Information SystE5Office	4

BU2.....2of M.....p0*-0.0274 o.Q

II. Acceptable courses for the major

(select 3 units)

BUS 010	Practical Accounting	3
BUS 060	Essentials in Workplace Correspondence	3
BUS 080	Customer Service	0.5
BUS 081	Communication	0.5
BUS 082	Team Building	0.5
BUS 083	Time Management	0.5
BUS 084	Stress Management	0.5
BUS 085	Conflict Management	0.5

Select One Sequence
ENGL 220-221 Survey of

**FIRE TECHNOLOGY
(MAJOR CODE: 1003)**

**GENERAL MAJOR
(MAJOR CODE: 0222)**

Twenty-nine and one-half (29.5) units required for the major

Minimum 18 units required for the major.....f11) un4e..35for the b-vanc

I. Required courses for the major

FIRE 100	Fire Protection Organization	3
FIRE 101	Fire Prevention Technology	3
FIRE 102	Fire Protec Equip & Systems	3
FIRE 103	Building Construction for Fire Protection	3
FIRE 104	Fire Behavior and Combustion	3
FIRE/EMT105	Emergency Medical Technician I	7.5
CIS 101	Intro to Information Systems	3

II. Select 4 units from the following acceptable courses for the major

AJ/CSI 120	Report Writing for Admin of Just	3
FIRE110	Intro to Fire Technology	3
FIRE 111	Streams, Nozzles, Hose & Appliance	2.5
FIRE 112	Ground Entry & Rescue	2.5
FIRE 113	Ventilation & Fire Control	2
FIRE 114	Basic Fire Technology - Advanced	3.5
FIRE 116	Fire Hydraulics	2
FIRE/ENVT 120	Haz Materials 4/the 1st Responder	3
FIRE 200**	Driver/Operator - Driver	2
FIRE 201**	Driver/Operator - Pumping	2
FIRE 202**	Fire Investigation 1A	2
FIRE 203**	Fire Investigation 1B	2
FIRE 205**	Fire Prevention 1A	2
FIRE 206**	Fire Prevention 1B	2
FIRE 207**	Fire Instructor Training 1A	2
FIRE 208**	Fire Instructor Training 1B	2
FIRE 209**	Fire Command 1A	2
FIRE 210**	Fire Command 1B	2

*Recommended

**200 courses for personnel already employed in Fire Technology or for students who have completed at least 12 units at the 100 level.

**FRENCH
(MAJOR CODE: 0666)**

Twenty-one (21) units required for the major

I. Required courses for the major

FREN 100	Elementary French	5
FREN 110	Elementary French	5
FREN 200	Intermediate French	4
FREN 210	Intermediate French	4

II. Acceptable courses for the major

(select a minimum of one course from the following courses)

FREN 220	Inter French Read & Writ	3
FREN 230	Inter Conversational French	3
FREN 232	Inter Conversational French	3

**HUMANITIES
(MAJOR CODE: 1111)**

Twenty-four (24) units required for the major

I. Three units (3) required from the following

**JOURNALISM
(MAJOR CODE: 0515)**

Twenty-one (21) units required for the major

- I. Required courses for the major**
 - JRN 100 Introduction to Journalism 3
 - JRN 102 Newspaper Production 3
 - JRN 104 Career Journalism 3
- II. Acceptable courses for the major**
(minimum of 12 units from the following courses)
 - BUS 154 Beginning Keyboarding 3
 - COMM 120 Intro to Video & TV Production 3
 - COMM 122 Intermediate Video & TV Production 3
 - ECON 101 Intro to Microeconomics 3
 - ECON 102 Intro to Macroeconomics 3
 - ENGL 102 Intro to Literature 3
 - ENGL 230 Intro to Film Hist & Criticism 3
 - ENGL 250 Creative Writing 3
 - JRN 106 Photojournalism 3
 - POLS 100 Intro to Political Science 3
 - POLS 102* Amer Government & Politics 3
 - SOC 101 Introductory Sociology 3
 - SOC 102 Contemporary Social Problems 3
 - SPCH 100 Oral Communication 3

*If not used to satisfy the American Institutions requirement for graduation.

**LEGAL ASSISTANT
(MAJOR CODE: 0201)**

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Twenty-four (24) units required for the major

- I. Required courses for the major**
 - AJ/CSI 106 Concepts of Criminal Law 3
 - BUS 126 Bus & the Legal Environment 3
 - LEGAL 121 Legal Research 3
 - LEGAL 122 Civil Procedures & Family Law 3
 - LEGAL 123 Civil Discovery & Torts 3
 - LEGAL 124 Corporations & Bankruptcy 3
 - LEGAL 125 Real Estate Law for Legal Assistants 3
 - LEGAL 126 Wills, Trusts, Probate and Estate Admin 3

**LIBERAL STUDIES
(MAJOR CODE: 0517)**

The Liberal Studies Major, offered at Imperial Valley College, is designed primarily for students who intend to teach at the elementary school level. The goal of the program is to provide an educational experience which prepares liberal education students to thinking critically, write clearly and effectively, analyze evidence, and

appreciate the differences between subject areas. Students who complete the major should find opportunities in a variety of careers, in addition to teaching, if they so choose.

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Required courses for the degree

- A. English Communication and Critical Thinking (nine (9) units)**
 - SPCH 100 Oral Communication 3
 - ENGL 101 Reading and Composition 3

Select one course from (minimum 3.0 units)

 - ENGL 111 Reading 3.5
 - ENGL 201 Advanced Composition 3
 - PHIL 106 Logic 3
 - SPCH 180 Argumentation and Debate 3
- B. Science and Mathematics (thirteen (13) units)**
 - BIOL 100 Principles of Biological Science w/lab 4
 - GEOL 110 Earth and Space Science 3
 - PHSC 110 Physical Science 3
 - MATH 110 Number Sys in Elem Math 3
- C. Arts and Humanities**
 - ENGL 102 Intro to Literature 3
 - HIST 100 Early World History 3

Select one course from (minimum 3.0 units)

 - ART 100 History and Appreciation of Art 3
 - ART 102 History and Appreciation of Art 3
 - MUS 102 Intro to Music Literature & Listening 3
 - THEA 100 Intro to Theatre 3
- D. Social, Political, and Economic Institutions (9 units)**
 - GEOG 102 Cultural Geography 3
 - HIST 120 U.S. History 3
 - POLS 102 American Gov't & Politics 3
- E. Lifelong Understanding and Self Development (3.0 units)**
 - CFCS/PSY 106 Developmental Psychology of Children 3

**LIBRARY TECHNICIAN
(MAJOR CODE: 0310)**

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Twenty-four (24) units is required for the major

- I. Required courses for the major**
 - BUS 136 Human Relations in Management 3
 - CIS 101 Introduction to Information Systems 3
 - LBRY 151 Introduction to Library Services 3
 - LBRY 152 Library Technical Services 3
 - LBRY 153 Library Public Services 3
 - LBRY 154 Introduction to Media Services 3
 - LBRY 155 Introduction to Cataloging & Classification .. 3
 - LBRY 156 Information and Reference Services 3
- II. Suggested Additional Courses**
 - WE 201 Employment Readiness 1
 - WE 220 Internship 1-4

MUSIC
(MAJOR CODE: 0516)

Twenty-nine (29) units required for the major

- I. Required courses for the major
(minimum of 25 units from the following courses)
 - a. Academic courses (minimum of 20 units from the following courses)

MUS 110	Beginning Musicianship	2
MUS 112	Beginning Musicianship	2
MUS 120	Beginning Harmony	3
MUS 122	Beginning Harmony	3
MUS 210	Intermediate Musicianship	2
MUS 212	Intermediate Musicianship	2
MUS 220	Intermediate Harmony	3
MUS 222	Intermediate Harmony	3

Note: Music 110 and 120 (formerly MUS 8A and 9A) must be taken concurrently and the sequence followed through MUS 212 and 222 (formerly MUS 8AD AND 9D).

- b. Applied Music (minimum of 5 units from the following courses)
(Requirement may be waived through proficiency examination.)

MUS 140	Beginning Group Piano I.....	1
MUS 179	Applied Music	1
 - c. Performance Ensembles (minimum of 4 units from the following courses)

MUS 154	Chamber Singers	1
MUS 156	College-Community Chorus	1
MUS 171	Chamber Orchestra	1
MUS 173	Concert Band	1
MUS 178	Symphony Orchestra	1

Note: All music majors are required to perform in at least one of the above college music organizations every semester enrolled.

II. Recommended as electives

**NURSING-ASSOCIATE DEGREE (R.N.)
(MAJOR CODE: 0402)**

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Pre-Application Requirements

ENGL 101	Reading & Composition	3
BIOL 220	General Microbiology	5
BIOL 200	Human Anatomy & Physiology I	4
AND		
BIOL 202	Human Anatomy & Physiology II	4
OR		
BIOL 204	Human Anatomy	4
BIOL 206	Human Physiology	4

Pre-Admission Requirements

Demonstration of Math Competency: A score of 35 or higher on the Elementary Algebra Test or Math 080 (formerly Math X) with a grade of "C" or better or a higher level of Math with a grade of "C" or better.

Demonstration of Reading Competency: A score of 64 or higher on the Degrees of Reading Power (DRP) or ENGL 089 (formerly ENGL 12B) or ENGL 111 (formerly ENGL 11) with a grade of "C" or better.

PSY 101	Intro to Psychology	3
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* *The Nursing Department recommends that students complete PSY 204 (formerly PSYCH 35), Developmental Psychology: Conception to Death, prior to entering the nursing program. (Students wishing to complete a Bachelor's of Science in Nursing Program [BSN] may be required to complete such a course.*

NURSING REQUIREMENTS

Semester One (1)

NURS 110	Nursing Process I	4.5
NURS 111	Nursing Skills Laboratory I	1.5
NURS 112	Nursing Process Application I	4
NURS 114	Pharmacology & Medication Admin	3
SOC 101	Introductory Sociology	3
ANTH 102	Cultural Anthropology	3

Semester Two (2)

NURS 120	Nursing Process II	4.5
NURS 121	Nursing Skills Laboratory II	1
NURS 122	Nursing Process Application II	4

Summer Session

NURS 200	Psychiatric Nursing	2.5
NURS 202	Psychiatric Nursing Application	2

Semester Three (3)

NURS 210	Nursing Process III	4.5
NURS 211	Nursing Skills Laboratory III	1
NURS 212	Nursing Process Application III	4

Semester Four (4)

NURS 220	Nursing Process III	4.5
NURS 221	Nursing Skills Laboratory III	1
NURS 222	Nursing Process Application III	4
NURS 230	Nursing Trends	1

Additional Degree Requirements Include

SPCH 100	Oral Communication	3
	American Institutions Requirement	3-6
	Humanities Elective	3
PE 100	Lifetime Exercise Science	2
	PE Activity Course	1

UNIT BREAKDOWN FOR ASSOCIATE DEGREE

Total Nursing Units	50
Total General Education/Support Courses	34-37
Total Units for Degree	84

**PATIENT SERVICES ADMINISTRATION
(MAJOR CODE: 0219)**

Twenty-four (24) units required for the major

I. Required courses for the major

AHP 100	Medical Terminology	3
AHP 102	Medical Insurance	3
BIOL 090	Anat & Phys for Health Occupations	3
BUS 010	Practical Accounting	3
BUS 061	Business English	3
BUS 134	Mgmt Concepts & Supervision	3
CIS 101	Intro to Information Systems	3
CIS 108	Computer Accounting	3

II. Recommended courses for the major (not required)

BUS 136	Human Relations in Management	3
BUS 060	Essen in Workplace Correspondence	3
OR		
BUS 260	Business Communications	3

**PHYSICAL EDUCATION
(MAJOR CODE: 0311)**

Nineteen (19) units required for the major

I. Required courses for the major

HE 100	Health Education	3
HE 104	First Aid	3
PE 122	Lifeguard Training/Advanced Lifesaving	2
PE 210	Intro to Physical Education	2
PE 211	PE in the Elementary School	3

II. Select six (6) units from the following courses

BIOL 204	Human Anatomy	4
PE 102	Physical Fitness	1
PE 103	Physical Fitness-Women	1
PE 112	Basketball - Men	1
PE 113	Basketball -Women	1
PE 114	Dance Theater	2
PE 121	Swimming	1
PE 115	Dance-Jazz	1
PE 116	Dance-Modern	1
PE 117	Golf	1
PE 119	Self-defense	1
PE 120	Softball	1
PE 121	Swimming	1
PE 123	Water Safety Instructor Train	2
PE 124	Team Sports	1
PE 126	Tennis	1
PE 127	Tennis-Advanced	1
PE 128	Volleyball	1
PE 130	Advanced Physical Exercises	1
PE 150	Intercollegiate Baseball & PE	2
PE 151	Intercollegiate Basketball & PE	2
PE 152	Intercollegiate Soccer & PE	2
PE 153	Intercollegiate Softball & PE	2
PE 154	Intercollegiate Tennis & PE	2
PE 155	Intercollegiate Volleyball & PE	2
PE 163	Song & Cheer	2
PE 200	Theory of Baseball	2
PE 201	Theory of Basketball	2
PE 220	Introduction to Athletic Training	2
PE 221	Psychology of Coaching	2
PE 222	Sports Officiating	3
PE 224	PE for Special Olympics	3

**PSYCHOLOGY
(MAJOR CODE: 0103)**

Twenty-one (21) units required for the major

- I. Required courses for the major**
- PSY 101 Intro to Psychology 3

II. Acceptable Courses1747.1. 5-1g2 TwJ/F661kg....E Tw-0.x 1o56 TwS1 0 9WATER TREATMENT TECHNOLOGY
(MAJOR CODE: 1008)

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Twenty-two (22) units required for the major

I. Required courses for the major

WT 100	Water Treat Plant Oper I	4
WT 120	Computational Proeced for Treatment Plant Oper I	3
WT 130	Wastewater Treatment I	4
WT 210	Water Treat Plant Oper II	4
WT 220	Computational Proeced for Treatment Plant Oper II	3
WT 230	Wastewater Treatment II	4

II. Recommended courses for the major

BUS/AG 132	Business Management	3
BUS 134	Mgmt Concepts of Supervision	3
BUS 136	Human Relations in Management	3
CHEM 100	Intro to Chemistry	4
CHEM 200	General Inorganic Chemistry	5

**WELDING TECHNOLOGY
(MAJOR CODE: 1007)**

The practice of joining metals by welding is becoming more of a science every day. Imperial Valley College recognized this and consequently has 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, plus a firm background in associated subjects such as mechanics and metal-fabricating techniques.

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Twenty (20) units required for the major.

I. Required courses for the major

WELD 130	Welding Technology	5
OR		
WELD 110	Oxy-Acetylene Welding	2
AND		
WELD 120	Arc Welding	3
WELD 220	Arc Welding Processes	5
WELD 240	Pipe & Structural Welding	5
WELD 260	Welder Qual & Blueprint Reading	5

CERTIFICATE PROGRAMS

CERTIFICATE PROGRAMS

ADMINISTRATION OF JUSTICE (CERTIFICATE CODE: 5220)

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Twenty-one (21) to twenty-four and one half (24.5) units required for the certificate

AJ 100	Intro to Admin of Justice	3
AJ/CSI 102	Concepts of Criminal Law	3
AJ 104	Legal Aspects of Evidence	3
AJ 106	Prin & Proce of the Justice System	3
AJ 110	Police Community Relations	3
AJ 123	Juvenile Control	3
ENGL 100 or 101	English Composition	3
ENGL 089 or 111	* Reading	3.5

*A score of 64 or higher on the Degrees of Reading Power (DRP) will substitute.

AGRICULTURAL BUSINESS MANAGEMENT (CERTIFICATE CODE: 5046)

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Twenty-five (25) units required for the certificate

AG 080	Pesticide Safety	1
AG 120	Soil Science	3
AG 130	Agricultural Economics	3
AG/BUS 132	Business Management	3
AG 134	Agricultural Bus Organization	3
AG 136	Agri Sales & Service Management	3
AG 160	Food & Fiber in a Changing World	3
CIS 101	Intro to Information Systems	3

Select one (1) course from the following

AG 170	Entomology	3
BUS 010	Practical Accounting	3
BUS 126	Bus & the Legal Environment	3
BUS 144	Principles of Marketing	3

AGRICULTURAL CROP SCIENCE (CERTIFICATE CODE: 5048)

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Twenty-seven (27) units required for the certificate

I. Required courses for the certificate

AG 080	Pesticide Safety	1
AG 120	Soil Science	3

AG 140	Principles of Plant Science	4
AG 170	Entomology	3
AG 230	Fertilizers & Soil Amendments	3
AG 240	Field & Cereal Crops	4
AG 250	Vegetable Crops	3
AG 270	Weeds & Weed Control	3

II. Acceptable courses for the certificate

AG 160	Food & Fiber in a Changing World	3
AG 220	Irrigation & Drainage	3

AIR CONDITIONING AND REFRIGERATION TECHNOLOGY (CERTIFICATE CODE: 5360)

The Air Conditioning and Refrigeration Certificate is designed to provide instruction in manipulative skills, technical knowledge, and related trade information, which will prepare the student for employment in the Air Conditioning and Refrigeration industry.

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Seventeen (17) units required for the certificate.

I. Required courses for the certificate

ACR 101	Air Conditioning/Refrigeration Systems	3
ACR 102	Residential Air Conditioning Systems	3
ACR 103	Air Conditioning Electrical Circuits/Controls.....	3
ACR 104	Air Conditioning Heating Systems.....	3

- II. Recommended courses (do **NOT** fulfill major requirements)
 ADS290 Current Issues in Substance Abuse 1-3

**AUTOMOTIVE AIR CONDITIONING
 (CERTIFICATE CODE: 5023)**

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Six (6) units required for the certificate.

- I. Required courses for the certificate
 AU T 130 Automotive Electronics I 3
 AU T 210 Air Conditioning 3

**AUTOMOTIVE BRAKES, SUSPENSION
 AND WHEEL ALIGNMENT
 (CERTIFICATE CODE: 5022)**

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Eleven (11) units required for this certificate.

- I. Required courses for the certificate
 AU T 125 Automotive Brakes 4
 AU T 155 Suspension & Wheel Alignment 4
 MATH 070 Basic Math or equivalent 3

**AUTOMOTIVE BODY REPAIR AND
 PAINTING
 (CERTIFICATE CODE: 5010)**

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Thirty-one (31) units required for the certificate

- I. Required courses for the major
 AU B 120 Automotive Collision Repairs 5
 AU B 140 Frame/Undercarriage Repair 5
 AU B 220 Estimating and Collision Repair 5
 AU B 240 Custom Refinishing & Shop Mgt 3
 AU T 125 Automotive Brakes 4
 AU T 155 Suspension and Wheel Alignment 4
 WELD 130 Welding Technology 5

**AUTOMOTIVE ELECTRONICS
 (CERTIFICATE CODE: 5024)**

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Seven (7) units required for the certificate.

- I. Required courses for the certificate
 AU T 130 Automotive Electronics I 3
 AU T 150 Automotive Electronics II 4

**AUTOMOTIVE ENGINE MACHINIST
 (CERTIFICATE CODE: 5026)**

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Sixteen (16) units required for the certificate

- I. Required courses for the certificate
 AU T 110 Engine Technology 4
 AU T 120 Automotive Machine Shop 4
 MATH 070 Basic Math or equivalent 3
 WELD 130 Welding Technology 5

**AUTOMOTIVE ENGINE PERFORMANCE
 (CERTIFICATE CODE: 5021)**

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

TLD 130 Welding Technology 5
 Engine Performance Analysis 230 Tc 0.03 -0.0001 Tc -0.0001

**AUTOMOTIVE TECHNOLOGY
(CERTIFICATE CODE: 5020)**

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF “C” OR BETTER.

Thirty-nine (39) units required for the certificate

I. Required courses for the certificate

AU T 110	Engine Technology	4
AU T 125	Automotive Brakes	4
AU T 130	Automotive Electronics I	3
AU T 150	Automatic Electronics II	4
AU T 155	Suspension & Wheel Alignment	4
AU T 160	Engine Performance Tune-Up	3
AU T 170	Engine Diagnosis & Repair	3
AU T 180	Manual Trans & Power Trains	4
AU T 210	Automotive Air Conditioning	3
AU T 220	Mechanical Automatic Transmissions	4
AU T 230	Emissions Control & Computer Systems	3

II. Recommended courses for the certificate (NOT required)

CIS 100	Computer Literacy	1
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OR

CIS 110	Windows Operating Systems	1
MATH 070	Basic Mathematics	3
WELD 130	Welding Technology	5
WE 201	Employment Readiness Class	1

II. Select at least seven (7) elective units

(programming courses taken above may not be used to satisfy this requirement):

CIS 102	Computer Applications Lab-1 Unit Max	1
CIS 104	Intro to Telecommunications	3
CIS 106	PC Maintenance & Repair	3
CIS 108	Computer Accounting	3

**EARLY CHILDHOOD EDUCATION
INFANT/TODDLER SPECIALIZATION
CERTIFICATION
(CERTIFICATE CODE: 5115)**

The Infant/Toddler Specialization Certificate is a certificate demonstrating a completion of specialized course work above the major in infant/Toddler studies. This certificate will also meet the requirements for the specialization field in applying for the Master Teacher Permit.

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

The major plus six units in Infant/Toddler course work.

CFCS 220	Infant/Toddler Development	3
CFCS 222	Infant/Toddler Curriculum	3

**EARLY CHILDHOOD EDUCATION
SCHOOL-AGE SPECIALIZATION CERTIFICATE
(CERTIFICATE CODE: 5113)**

The School-Age Specialization Certificate is a certificate demonstrating a completion of specialized course work above the major in working with school-age children. This certificate will also meet the requirements for the specialization field in applying for the Master Teacher Permit.

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

The major plus six (6) units in School-Age course work

CFCS 230	School-Age Development	3
CFCS 232	School-Age Curriculum	3

**ELECTRONICS
(CERTIFICATE CODE: 5120)**

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Fourteen (14) units required for the certificate

ELTR 120	Electronic Devices	4
ELTR 140	Electronic Circuits & Semiconductors	4
ELTR 220	Digital Instrumentation Measurements	3
ELTR 240	Digital Logic Circuits	3

**EMERGENCY MEDICAL TECHNICIAN I
(CERTIFICATE CODE: 5130)**

Seven and one-half (7.5) units required for the certificate

EM/FIRE 105	Emergency Medical Tech 1	7.5
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**EMERGENCY MEDICAL TECHNICIAN
PARAMEDIC
(CERTIFICATE CODE: 5133)**

Successful completion of application process. Acceptance into program by EMT Training Coordinator and EMT Training Medical Director. Contact Nursing Division for specifics.

Thirty-eight and one-half (38.5) units required for the certificate

EMTP 200	EMT Paramedic - Didactic 1	8
EMTP 210	EMT Paramedic - Didactic 2	8
EMTP 220	EMT Paramedic - Clinical 1	3
EMTP 230	EMT Paramedic - Clinical 2	2
EMTP 240	EMT Paramedic - Field 1	9.5
EMTP 250	EMT Paramedic - Field 2	8

**EMPLOYMENT READINESS
(CERTIFICATE CODE: 5380)**

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Seventeen and one-half (17.5) units required for the certificate.

I. Required Courses for the certificate

BUS 060	Essentials of Workplace Communication.....	3
BUS 062	Intercultural Business Communication.....	3
BUS 082	Team Building	0.5
BUS 086	Attitude in the Workplace	0.5
BUS 089	Foundation Essentials: Values and Ethics ...	0.5
ENG 060	Practical English for the Workplace	3
HREL 100	Personal and Career Development.....	3
WE 201*	Employment Readiness	1
WE 210*	General Work Experience	1

*It is recommended that the work experience courses be taken after completion of at least 12 units in the certificate.

II. Acceptable Courses for the Certificate

CIS 100	Computer Literacy	1
CIS 120	Word	1
CIS 121.	Word	1
CIS 124	Excel	1
CIS 125	Excel	1

**ENVIRONMENTAL TECHNOLOGY
(CERTIFICATE CODE: 5137)**

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A GRADE OF "C" OR BETTER.

Thirty-one to forty (31-40) units required for the certificate

I. Required Courses for the certificate

ENVT 100	Intro to Environmental Tech	4
ENVT 103	Hazard Waste Generation/ Reduction Treatment	3
ENVT 105	Hazard Materials Mgmt. Appl.	3
ENVT 107	Hazard Waste Mgmt. Appl.	3
ENVT 109	Health Effects of Hazard Materials	3
ENVT/FIRE 120	Haz Materials 4/the 1st Responder	3
ENVT 121	Safety, Emerg Resp & Spill Control	2
BIOL 100*	Principles of Biological Science	4
CHEM 100*	Introduction to Chemistry	4
CHEM 200	General Inorganic Chemistry	5

*See a counselor if taken in high school

II. Acceptable courses for the certificate

(2 or 3 units to be selected from the following courses)

PE 102 Physical Fitness, Coed 1

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1942-1973

ANDERSON, LESLIE
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LEWIS, STANLEY H.
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FUESLER, JACK †
Music
1964-1989

MELLINGER, ELWOOD
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LOWE, JUANITA
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1961-1990

RAULSTON, JEAN †
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WASSON, HENRY
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1962-1994

DePAOLI, JOHN A. †
Superintendent/President
1965-1995

SANTOS, RAFAEL †
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1975-1999

VALENTINE, BARBARA
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THOMPSON, BLAINE
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WENDRICK, MEL
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WENDRICK, MARY
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MONTENEGRO, JEAN
English, ESL, and Exercise Science, Wellness & Sport
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CERDA, DANIEL
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CERDA, ERNESTINE
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1974-2003

VALENTINE, MARTIN
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Geography &
Political Science
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Humanities
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