

# SUMMER/FALL 2004



## CLASS SCHEDULE

- ▶ SUMMER CLASSES START 14 JUNE 2004
- ▶ FALL CLASSES START 18 AUGUST 2004

Apply and register online at  
[WWW.CANADACOLLEGE.EDU](http://WWW.CANADACOLLEGE.EDU)

HAVE ANY QUESTIONS? EMAIL US AT [CANADAANSWERS@SMCCD.NET](mailto:CANADAANSWERS@SMCCD.NET).  
PARA MAS INFORMACIÓN Y ASISTENCIA EN ESPAÑOL LLAME AL (650) 306-3427.

# SUMMER 2004

## CALENDAR

May 3	Priority registration for EOPS and DSPS continuing students
May 3 - June 13	Telephone and online registration for continuing students.
May 6	Deadline for High School Concurrent Enrollment applications.
May 10	Admission Application Deadline for <i>new &amp; former</i> students who wish to receive a Priority Registration date.
May 20 - June 13	Telephone and online registration for new and former students.
<b>June 14</b>	<b>Summer Classes begin.</b>
June 14-17	Late registration on a space available basis. (See Instructor for Authorization Code.)
June 17	Last day to ADD a 6-week or 8-week course.
June 30	Final fee payments DUE.
<b>July 5</b>	<b>Holiday - Independence Day.</b>
July 23	6-week Summer Session ends.
August 16	Final Grades available via SMART and WebSMART. Call (650) 372-3700. Grades will <u>not</u> be mailed.

The last day to withdraw from a Summer Session course with eligibility for refund is 10% of the scheduled length of the course. The last day to withdraw from a Summer Session course without it appearing on the student transcript is 30% of the scheduled length of the course.

**Final examinations for all summer classes will be held on the last meeting day of the class.**

### ***Cañada College Administration***

Rosa G. Perez, *President*  
Marilyn McBride, *Vice President, Instruction*  
Denise Swett, *Vice President, Student Services*  
Kuni Hay, *Dean, Humanities*  
Linda Hayes, *Dean, Business & Workforce Development*  
Phyllis C. Lucas-Woods, *Dean, University Center & Academic Support Services*  
Marilyn McBride, *Dean, Science & Technology*

### ***Board of Trustees***

Cañada College is part of the San Mateo County Community College District which also operates College of San Mateo and Skyline College in San Bruno. The District and its Colleges are governed by a six-member Board of Trustees, five elected at large for four-year terms by County voters and one elected by students in the District for a one-year term.

Karen Schwarz, *President*  
Patricia Miljanich, *Vice President-Clerk*  
Helen Hausman  
Richard Holober  
Dave Mandelkern  
Ashish Jha, *Student Trustee, 2003–2004*  
Ron Galatolo, *District Chancellor*

### ***Acknowledgements***

Database Technician  
José Peña  
Design/Layout/Production  
Roberta Chock

## *Community Events Calendar*

### ***SEQUOIA UNION HIGH SCHOOL DISTRICT COLLEGE NIGHT***

Students from Cañada and Sequoia Union High School District can meet with university/college representatives to obtain information about their programs and admissions process.  
Canada College Gymnasium, Building 1  
OCTOBER – date TBA

### ***CANADA COLLEGE TRANSFER DAY***

Meet with university/college representatives to obtain information about their programs and admissions process.  
Canada College Student Center  
OCTOBER – date TBA

### ***7TH ANNUAL ARTS AND OLIVE FESTIVAL***

Sunday, October 3  
10:00 a.m.–6:00 p.m.

### ***ANNUAL PROJECT READ TRIVIA BEE***

Friday, October 15  
Registration begins at 6:00 p.m.  
For more information: [www.triviabee.org](http://www.triviabee.org)

### ***ARTISTRY IN FASHION***

13th Annual Fashion Designer Sale "Artistry in Fashion"  
Saturday, October 23  
10:00 a.m.–5:00 p.m.

This exciting event features the work of more than 65 professional designers from Northern California. This is a special opportunity to meet celebrated artists and buy their original creations. The sale is a great opportunity to start your holiday shopping. Several of the participating designers are former students who developed their fashion industry skills at Cañada's Fashion Design Department.  
For more information: [www.artistryinfashion.com](http://www.artistryinfashion.com)

### ***CAÑADA COLLEGE THEATRE ARTS PRODUCTION "CRIMES OF THE HEART"***

Pulitzer Prize winning play by Beth Henley  
Date TBA.

Please check our website—  
[www.canadacollege.edu/news/events.html](http://www.canadacollege.edu/news/events.html)—for more event information as it becomes available.

# CALENDAR FALL 2004

## Para su información...

La solicitud de inscripción y la forma para la inscripción telefónica (SMART), traducidas al Español, están disponibles en la Oficina de Admisiones y Registros.

## Americans with Disabilities Act Statement

This document may be made available in alternate format as a reasonable accommodation for a person with a documented disability. To request a reasonable accommodation, please contact the Disability Resource Center at 650-306-3259 a minimum of five (5) work days prior to the date needed.

## Accuracy Statement

Cañada College and the San Mateo County Community College District have made every reasonable effort to determine that everything stated in this schedule is accurate. Courses and programs offered, together with other information contained herein, are subject to change without notice by the administration of Cañada College for reasons related to student enrollment or level of financial support, or for any other reason, at the discretion of the College. The College and the District further reserve the right to add, amend or repeal any of their rules, regulations, policies and procedures, in conformance with applicable laws.

May 3	Priority registration for EOPS and DSPS continuing students
May 3–Aug 17	Online and telephone registration for continuing students. <i>SMART phone access is limited on weekends.</i>
May 20	Priority Registration dates for new and former EOPS and DSPS students
May 20–Aug 17	Online and telephone registration for new and former students. <i>SMART phone access is limited on weekends.</i>
July 29	Admission Application Deadline for new & former students who wish to receive a Priority Registration date
July 29	Deadline for High School Concurrent Enrollment applications
Aug 18	<b>Day &amp; Evening Classes begin</b>
Aug 18–Aug 31	Late registration on a space available basis (See Instructor for Authorization Code.)
Aug 31	Last day to ADD a semester length course
Aug 31	Last day to DROP from a semester length course and be eligible for a refund
Sep 2	Final fee payment DUE
Sep 4, 5	Declared recess
Sep 6	Labor Day (Holiday)
Sep 7	Census Day
Sep 10	Last day to drop a semester length course without a "W"
Sep 10	Last day to declare CR/NC option for designated classes
Oct 1	Last day to file petitions in Admissions & Records for degrees and certificates
Oct 8	Deficiency Reports due in Matriculation, Transfer & Articulation Office
Nov 12	Veteran's Day (Observed Holiday)
Nov 16	Last day to withdraw from semester length course with a "W"
Nov 24	Declared recess for evening classes only
Nov 25	Thanksgiving (Holiday)
Nov 26, 27 & 28	Declared recess
Dec 10	Last day of instruction
Dec 11–17	Final Examinations (day & evening)
Dec 17	Day & Evening Classes Close

**WebSMART:** <https://websmart.smccd.net>

**SMART: 650-372-3700**

- WebSMART registration is available for dropping semester length courses without a refund, and for adding classes that have not yet started.
- The last day to drop a short course with eligibility for refund is 10% of the scheduled length of the course. The last day to drop a short course without it appearing on the student transcript is 30% of the scheduled length of the course.
- Grades are **not** mailed. Final grades available via SMART (650-372-3700) and WebSMART (<https://websmart.smccd.net>).



# CONTACT US

306-3226	Admissions & Records/Registration
306-3181	TDD/TTY
306-3364	Associated Students
306-3313	Bookstore
306-3396	Box Office
306-3270	Business Office/Cashier
306-3201	Business & Workforce Development Division
306-3380	Business Skills Center
306-3388	Community Based English Tutoring (CBET)
306-3367	Coop. Ed./Work Experience Program
306-3452	Counseling, Career and Transfer Services
306-3259	Disabled Student Program
306-3161	TDD/TTY
599-9307	Education & Technology Downtown Center
306-3412	English (ESL) Institute
306-3300	EOPS/CARE
306-3271	Facilities Usage/Rental
306-3307	Financial Aid
306-3309	Health Center
306-3373	Housing (Off Campus) Information
306-3336	Humanities Division
306-3444	Information Center
306-3494	International Student Program
	Learning Center
306-3348	Computer Center
306-3348	Math Lab
306-3357	Tutorial Center
306-3266	Writing Center
306-3267	Library
306-3313	Lost & Found (located in Bookstore)
306-3310	Matriculation, Transfer, Articulation
306-3201	Medical Assisting Program
325-6936	Menlo Park Center
306-3156	NESA
306-3120	Middle College
306-3270	Operations
306-3341	Physical Education Office
306-3320	Placement Tests/Assessment )
306-3341	Athletics
306-3238	President's Office
306-3340	Public Information
306-3326	Reading Lab
306-3270	Refunds (Registration Fees)/Cashier
306-3291	Science and Technology Division
306-3420	Security Office (Parking Enforcement)
599-9767	Small Business Development Center
306-3373	Student Life
306-3364	Student Government Office
306-3100	Switchboard/Directory Assistance
306-3372	Transfer Services
306-3228	Transcripts (Admissions & Records)
	Transportation:
306-3100	SAMTRANS Bus Schedules/Passes
306-3259	Rediwheels (Disabled)
306-3399	University Center
	& Academic Support Services Division
306-3332	Upward Bound Program
306-3227	Veteran's Affairs
306-3353	Vice President, Instruction
306-3234	Vice President, Student Services
306-3258	WorkAbility III

# CONTENTS

2-3	Admission & Registration
Center Insert	Application for Admission
4-7	Assessment & Orientation
Center Insert	Board of Governors Fee Waiver Application
Inside	Calendar
Front Cover	
13-42	Class Schedule Listings
24	Community-Based English Tutoring (CBET)
12	Community Events Calendar
2, 56	Concurrent Enrollment Information, Application
21	Coop Ed/Work Experience
7-8	Counseling
44	Credits & Refunds
52-53	Degree (AA/AS) Requirements
9	Disabled Student Program
46	Education & Technology Downtown Center
25-28	English Institute
10	EOPS/CARE
45	Fees
43	Final Exam Schedule
10	Financial Aid and Scholarships
Center Insert	Financial Assistance
37	Fitness Center
54	G.E. Requirements for CSU
55	G.E. Requirements for UC (IGETC)
57-58	General College Policies/Information
57	Grades
2	International Students
10, 33-34	Learning Centers
11	Library
Inside Back	Map/Building Directory
Cover	
4-8	Matriculation
43	Medical Assisting Program
47	Menlo Park Center
11	MESA
Inside Back	Off-campus Sites (including phone numbers)
Cover	
49	Online Courses
6-7	Orientation
45	Parking
57-58	Policies & Information
9-12	Programs/Services for Success
50-51	Short/Late-Start Classes
48	Telecourses
7-8	Transfer/Counseling/Career Services
10-11	Tutorial Services (Learning Centers)
13	Upward Bound
Reverse Side	University Center
Center Insert	WebSMART/SMART Registration Worksheet

## General Admissions Information

### *Who May Attend Cañada?*

All persons who are at least 18 years of age with or without a high school diploma may attend Cañada College. Students who are 16 or 17 years of age and non-high school graduates are eligible to attend if they have passed the California High School Proficiency Examination, completed the G.E.D. Examination Series with a minimum score of 50 on any one test and an average of 55 or more for all tests.

### *High School Concurrent Enrollment Program*

**Application deadline for Summer 2004 enrollment is Thursday, May 6!** Application deadline for Fall 2004 enrollment is Thursday, July 29!

By the deadlines listed above, applicants for the High School Concurrent Enrollment Program must submit completed application packets and have completed Cañada College Placement Tests if required for the college courses requested. A program application packet includes the Concurrent Enrollment Application, the College Admissions Application, and a current high school transcript. Incomplete application packets are not accepted. Application packets are available online at <http://www.canadacollege.edu/programs/high.html>, at Admissions and Records, and in high school counseling offices.

The High School Concurrent Enrollment Program is a special enrichment program designed to provide students who have completed the 10th grade or higher the opportunity to begin college while still in high school. Students must meet program eligibility requirements that indicate readiness for the academic challenge of college courses as well as the college experience. Concurrent Enrollment program applicants are not required to go through the matriculation process but must submit a completed Concurrent Enrollment Application packet, no later than the deadline listed above. Late registration is not an option for Concurrent Enrollment. In

special instances 10th graders may be considered for enrollment. Students are notified of enrollment by mail one week prior to the beginning of the semester. Submit a completed Concurrent Enrollment Program application packet as soon as possible for timely review and notification.

### *Residency*

Information provided on the Application for Admission form is the basis for determining residency status. You are a resident if you have lived in California one year and one day prior to the start of the semester and meet eligibility requirements for establishing California residency. You are a non-resident if:

- ◆ You have not lived in California one year and one day prior to the start of the semester, even though you are a U.S. citizen or legal immigrant.
- ◆ You have been approved for admission as an International Student.
- ◆ You are in the United States on a temporary visa.

### *International Students Program*

International Student Office:  
Building 8, Room 205, (650) 306-3494

Citizens of foreign countries are welcome to register as non-residents by applying for admission as F-1 Visa students. Special requirements and application deadlines apply. The deadline for Fall 2004 is April 15, 2004, the deadline for Spring 2005 is October 1, 2004. Students who are legal residents of another country and are in the United States temporarily on F-1 Visas to study at another institution may be admitted as part-time students at Cañada College with the approval of the International Student Office.

## Registration for Continuing Students

**SUMMER: MAY 3–JUNE 13:**

**FALL: MAY 3–AUGUST 17:**

**WebSMART/SMART registration for Summer and Fall 2004 classes begins May 3.** Detailed information on

registering will be mailed to you prior to that date. This information will include your Personal Identification Number, (PIN), the code needed for registration, and your APPOINTMENT DATE. You may use the online WebSMART system or the SMART telephone registration system on or after your appointment date. If you have not received your WebSMART/SMART appointment mailer by May 3 please call the Admissions & Records Office at 650-306-3226.

Fill out the Class Registration Worksheet in center insert.

WebSMART online and SMART telephone registration dates / times are:

**Summer: May 3–June 13**

**Fall: May 3–August 17**

**WebSMART hours:**

6:00 am to midnight daily

**SMART hours:**

8:00 am–8:30 pm, Mon.–Friday

### CONTINUING STUDENT

You are a continuing student if you were enrolled at Cañada, CSM and/or Skyline College during Summer 2003, Fall 2003, or Spring 2004.

## 4 Admission and Registration Procedures

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### **Admission and Registration for New Students, Former Students, and New Transfer Students**

**SUMMER: MAY 20–JUNE 13:**

**FALL: MAY 20–AUGUST 17:**

Complete the application in center insert, **or** apply online at <https://websmart.smccd.net>. The **early** application deadline is **May 10 for Summer** and July 29 for Fall.

Submit application to:

Admissions & Records  
Building 8, Room 215

**Hours:**

Mon.–Thurs. 8:00 am–8:00 pm,  
Friday 8:00 am–4:30 pm.

**or**

Mail completed application to:

Cañada Registration  
4200 Farm Hill Blvd.  
Redwood City, CA 94061

After your application is processed, you will receive further information by mail or email. Most new students are asked to take assessment tests in English or ESL and mathematics, view the College online orientation program and see a counselor before completing registration. See pages 4–7 for more information. If you are exempt from testing/orientation, your notification will also include the necessary information for registration: your Personal Identification Number (PIN) and WebSMART/SMART appointment time.

### **Late Registration in All Classes for All Students**

**SUMMER: JUNE 14–JUNE 17:**

**FALL: AUGUST 18–AUGUST 31:**

1. Attend the first class meeting and ask the instructor if space is available.
2. If space is available, the instructor will give you an *Authorization Code* number to use when accessing WebSMART or SMART. (Continue to attend and register using WebSMART or SMART the next day.)
3. If you are not currently attending Cañada, CSM or Skyline please submit a completed Application for Admission, immediately. Apply online at <https://websmart.smccd.net> or see center insert. Online applications are processed more quickly.
4. Register! Use the Class Registration Worksheet in the center insert.
5. If you need to change your program during **June 14–June 17 (Summer)**, or August 18–August 31 (Fall) go online to WebSMART or call SMART at 372-3700.

### **Registration in Late Start Classes for All Students (see pgs. 56–57)**

**AFTER AUGUST 31:**

Apply and register online through WebSMART at <https://websmart.smccd.net>, or in person at the Admissions & Records. It is suggested that you register online prior to the beginning of the class since courses that do not have an adequate number of students may be cancelled.

*or*

1. Attend the first class meeting and ask the instructor if space is available.
2. If space is available, the instructor will give you an *Authorization Code* number to use when accessing WebSMART. (Continue to attend and register using WebSMART the next day.)
3. If you are not currently attending Cañada, CSM or Skyline please submit a completed Application for Admission, immediately. Apply online at <https://websmart.smccd.net> or see center insert.

*WebSMART will be available during the entire semester to register for short-term classes that begin after the start of the semester.*

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#### **NEW STUDENT**

You are a new student if you have never registered at Cañada or CSM or Skyline College before. If you were a High School Concurrent Enrollment student you are still considered a “new” college student.

#### **FORMER STUDENT**

You are a former student if you were registered for classes at Cañada, CSM or Skyline prior to **Summer 2003 (for the Summer Session)**, or prior to Fall 2003 for the Fall 2004 semester.

#### **NEW TRANSFER STUDENT**

If you have attended a college or university other than Cañada College or CSM or Skyline College you are a *new transfer student* at Cañada College and may be eligible for exemptions from some of the matriculation requirements listed on pages 4–5.

## Matriculation Steps to Enroll in Classes for New Student, Former Students, and New Transfer Students

### MATRICULATION AT CAÑADA COLLEGE

Matriculation is a state mandated process that describes a partnership that you, the student, and Cañada College agree to form for the purpose of realizing your individual educational goals. This partnership acknowledges responsibilities of both the College and YOU, the student, to reach those goals through established programs, policies and requirements currently in place.

### WHO IS REQUIRED TO COMPLETE THE MATRICULATION STEPS?

Complete the matriculation steps prior to registration if you are considering one or more of the following educational goals:

- a vocational certificate,
- an Associate degree,
- transfer to a four-year college or university, or if you are
- undecided about your specific educational goals but are considering the above options.

### YOU ARE EXEMPT FROM MATRICULATION IF ON YOUR APPLICATION YOU HAVE INDICATED THAT

- you have completed an Associate or higher degree, or
- you are taking classes for personal enrichment only and do not intend to earn a degree or certificate, or
- you are primarily a student at another educational institution and taking courses at Cañada College to meet requirements of that institution.

If you are EXEMPT from matriculation, after your application is processed you will receive in the mail an appointment to register via WebSMART.

### STEP #1 - ADMISSIONS:

Complete the Application for Admission located in the center insert of this schedule or apply online at <https://websmart.smccd.net>.

After your Application for Admission has been processed you will receive a MATRICULATION TICKET to guide you through the following matriculation steps.

### STEP #2 – PLACEMENT TESTS/ASSESSMENT:

- Placement test results are valid for up to two years.
- Placement tests in English or English for Non-Native Speakers (ESL) and Mathematics are given to all new matriculating students.
- Placement tests are **required** for enrollment in English, English for Non-Native Speakers, and/or mathematics courses **and** any course that has an English, reading, or mathematics prerequisite;
- Placement tests are recommended for most of the Associate degree and university level courses.
- From the Placement Test Schedule select a date to complete the testing requirement.

You are automatically EXEMPT from taking the Placement Tests and may move directly to Step #3 if you fall into one of the following categories. Bring evidence of test scores or course completion to your counseling appointment, Step #4.

- You have taken the Placement Tests at Cañada College or CSM or Skyline College **within the last two years and the test results are available.**

- You are a former student or new transfer student from another accredited college in the United States and have completed course work in Mathematics and/or English with a grade of “C” or better. (Bring unofficial transcripts or other evidence of grades to your counseling appointment to verify this exemption.)
- You can show evidence of completing the College Board Advanced Placement Test (AP) in English Language or in English Literature with a score of 3, 4, or 5. You MAY be eligible for English 110 or 165 based on AP scores so speak with a Counselor regarding your English course selection.
- You can show evidence of completing the College Board Advanced Placement Test (AP) in Mathematics with a score of 3, 4, or 5.

### STEP #3 – COLLEGE ORIENTATION

The College Orientation Program is REQUIRED and provides information about registration procedures, college policies, academic expectations, educational goals, and student services. Complete the Online College Orientation: <http://canadacollege.edu/admissions/orientation.html>. Non-native speaking students who plan to enroll in English Institute classes will participate in a College Orientation through the English Institute within the first 5 weeks of school.

### PLEASE NOTE:

- ♦ La solicitud de inscripción, traducida en Español, está disponible en la Oficina de Admisiones y Registros.
- ♦ During “Late Registration,” you can register for classes that have not started yet.
- ♦ You can register for Saturday and off-campus classes at the first class meeting...you do not need to come to the Admissions & Records Office.
- ♦ If you decide not to attend your classes (whether or not fees have been paid), you must officially withdraw within the published deadline dates in order to avoid penalty grades and fee obligations!



## 6 Matriculation/Placement Testing

### STEP #4 – COUNSELING

Meet with a counselor to discuss your assessment results and select courses appropriate to your academic readiness and educational and career goals.

COUNSELING APPOINTMENTS are available through May 28, 2004. Go to the Counseling Center 5-204 or call (650) 306-3452 to schedule an appointment.

#### COUNSELING DROP-IN SERVICES

are available June 1 – August 24. HOURS & DATES are posted on the Counseling Center door or call (650) 306-3452 to hear a recording listing counseling “drop-in” hours. Counseling Services will not be available June 25 through July 9. Counseling Services frequently get heavily used during the month of July and August so please be prepared to wait since students are served on a first-come-first-served basis.

### STEP #5 – REGISTER FOR CLASSES

Return your completed MATRICULATION TICKET to the Admissions and Records Office to receive an appointment to register for your classes. Use WebSMART or SMART to register for your classes. See Class Registration Worksheet in center insert for more information regarding WebSMART/SMART. **PRINT YOUR CONFIRMATION OF REGISTRATION and SCHEDULE BILL/FEES on WebSMART.** Schedule bills are not mailed out.

After you have registered and paid for classes you are officially enrolled at Cañada College. Be sure to attend the first class meeting. Work with your professors to meet the challenges and demands of each class. Use Counseling services regularly. At least once a semester schedule an appointment to meet with a counselor to 1) discuss progress toward your academic goals, 2) develop or update your STUDENT EDUCATIONAL PLAN (SEP), and 3) learn about important student services that enhance student success.

### Schedule of Placement Tests

Complete placement tests early to secure priority registration.

You must complete a Cañada College Application for Admission prior to testing.

You must bring your student identification number (called a “G” number) to testing.

From the list below select a date to take Cañada College placement test in English or English for Non-Native Speakers (ESL) and Mathematics. You must bring with you:

1. a PHOTO IDENTIFICATION,
2. your STUDENT IDENTIFICATION NUMBER (“G” number) , and
3. a NUMBER 2 PENCIL with you the day of the test.

### Placement Tests Schedule for Summer and Fall 2004

DATE	LOCATION	ESL TEST	MATH TEST	ENGLISH
<b>First priority registration testing dates:</b>				
Saturday, March 27	2 – 10	8:00 am	10:30 am	12:00 noon
Saturday, April 24	2 – 10	8:00 am	10:30 am	12:00 noon
Saturday, May 8	2 – 10	8:00 am	10:30 am	12:00 noon
Saturday, May 15	2 – 10	8:00 am	10:30 am	12:00 noon
Tuesday, June 1	2 – 10	None	6:00 pm	None
Wednesday, June 2	2 – 10	6:00 pm	None	None
Thursday, June 3	2 – 10	None	None	6:00 pm
Saturday, June 5	2 – 10	8:00 am	10:30 am	12:00 noon
Monday, June 7	2 – 10	8:00 am	10:30 am	12:00 noon
Tuesday, June 8	2 – 10	8:00 am	10:30 am	12:00 noon
Wednesday, June 9	2 – 10	8:00 am	10:30 am	12:00 noon
Saturday, June 12	2 – 10	8:00 am	10:30 am	12:00 noon
<b>Second priority testing dates:</b>				
Saturday, July 17	2 – 10	8:00 am	10:30 am	12:00 noon
Saturday, July 24	2 – 10	8:00 am	10:30 am	12:00 noon
Tuesday, July 27	2 – 10	None	6:00 pm	None
Wednesday, July 28	2 – 10	6:00 pm	None	None
Thursday, July 29	2 – 10	None	None	6:00 pm
Saturday, July 31	2 – 10	8:00 am	10:30 am	12:00 noon
Tuesday, August 3	2 – 10	8:00 am	10:30 am	12:00 noon
Wed. August 4	2 – 10	8:00 am	10:30 am	12:00 noon
Saturday, August 7	2 – 10	8:00 am	10:30 am	12:00 noon
Monday, August 9	2 – 10	6:00 pm	None	None
Tuesday, August 10	2 – 10	None	None	6:00 pm

#### PLACEMENT TESTING FOR LATE REGISTRATION FOR FALL 2004

Wed., August 11	2 – 10	8:00 am	10:30 am	12:00 noon
Sat., August 14	2 – 10	8:00 am	10:30 am	12:00 noon

#### Fall semester begins August 18

Sat., August 21	2 – 10	8:00 am	10:30 am	12:00 noon
Monday, August 23	2 – 10	2:00 pm	None	None
Tuesday, August 24	2 – 10	None	1:30 pm	3:00 pm

(Students with disabilities who qualify for un-timed testing should contact the Disabled Student Program and Services at 306-3132 to schedule testing.)

**Reservations are not required. Arrive at the testing site at least 10 minutes prior to the test.**



**Arrive promptly as latecomers are not admitted.** Allocate 1.5 hours for completion of the mathematics test (calculators are not allowed) and 2.5 hours for completion of the English or ESL test.

**Students with disabilities who qualify for untimed testing** should contact the Disabled Student Program and Services at (650) 306-3490 to schedule testing with accommodations.

**Testing Repeat Policy:** Placement Tests are designed to assess your current academic skills and are used to determine course level placement in the areas of English, reading, and mathematics. Test results are considered current and valid for up to two years. English and reading tests and the same level math test may be repeated only once during a two year (24 month) period.

Retrieve your placement test results from WEBSMART the following workday after 10:00 am. To access WEBSMART you must have submitted an Application for Admission. Once the application is processed a WEBSMART account is generated. The WEBSMART account is your vehicle to register for classes, to view your placement test results, your student fee account, holds, grades, and transcripts, and to update your address and phone numbers. To access WEBSMART go to <https://websmart.smccd.net/>. Click in the box labeled "START HERE – LOG IN" and follow the directions given. Print a copy of your results for your records.

## **MORE ABOUT THE MATH PLACEMENT TEST:**

At the testing site you select the level of math test you want to take. You choose between four levels tests: Test 1 Algebra Readiness, Test 2 Elementary Algebra, Test 3 Intermediate Algebra, Test 4 Precalculus. If you have completed a mathematics course one year or more ago it is recommended that you do some math review prior to taking the test. Your local library or bookstore have math review books and materials or computer software is also available to facilitate

review. The following provides you some general information about what is covered within each test.

### *Math Test 1—Algebra Readiness*

Includes: Integrers, fractions, decimals, exponents, measurement of geometrical objects, percents, geometry.

### *Math Test 2—Elementary Algebra*

Includes: Arithmetic operations, polynomials, linear equations and inequalities, quadratic equations, graphing, rational expressions, exponents, square roots, geometry.

### *Math Test 3—Intermediate Algebra*

Includes: Elementary operations, rational expressions, exponents and radicals, linear equations and inequalities, quadratic polynomials, equations, and inequalities, graphing and coordinate geometry, logarithms and functions.

### *Math Test 4—Precalculus*

Includes: Polynomial, trigonometric, logarithmic and exponential functions, rational expressions, exponents and radicals, linear equations and absolute values.

## **MORE ABOUT THE ENGLISH PLACEMENT TEST:**

Cañada administers the Companion Reading Comprehension and the Companion Sentence Structure tests for placement into English, Reading, and any course with a reading or English prerequisite.

## **MORE ABOUT THE ESL (ENGLISH AS A SECOND LANGUAGE) TEST:**

Cañada administers the Secondary Level English Proficiency (SLEP) test, Section 1 – Listening Comprehension and Section 2 – Reading Comprehension for non-native speakers.

### **MATRICULATION WAIVERS/**

**EXEMPTIONS:** If you wish to request an exemption of any matriculation requirement, petitions are available in the Office of Admissions and Records. The Director of Matriculation reviews petitions and applicants are notified of the status of the petition within 72 hours.

## **STUDENTS WITH DISABILITIES**

needing assistance with any part of the matriculation process should contact the Disabled Student Service Program at (650) 306-3490, TDD: (650) 306-3161.

## **SI NECESITA AYUDA EN ESPAÑOL**

para entener el proceso de matriculation, presentese en la oficina de admission en el edificio #5 y pregunte por alguien que hable español. Sera nuestro placer servirle.

## **COMPUTER LITERACY IS A REQUIREMENT FOR ALL DEGREES AND CERTIFICATES.**

Demonstration of computer literacy is a requirement for all associate degrees and Certificate programs. To meet the requirement students may complete a course (see the College Catalog for more information regarding course choices) or take a computer literacy test that is 50% written and 50% hands-on exercises. The Computer Literacy Testing Schedule is listed below. Students must pre-register for the test. Please contact Romy Thiele at (650) 306-3211 or [thiele@smccd.net](mailto:thiele@smccd.net), one week prior to the test date. Testing takes place in Building 13, Room 217.

### *Computer Literacy Test Dates:*

September 20, Monday 1-3 p.m.

October 19, Tuesday 4-6 p.m.

November 17, Wednesday 4-6 p.m.

December 9, Thursday 1-3 p.m.

## **Prerequisite Information**

PREQUISITE is a condition of enrollment that a student is required to meet in order to demonstrate readiness for enrollment in a course or educational program. If the student has failed to meet the prerequisite, the student may be involuntarily dropped for the course.

COREQUISITE is a condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course. If the student has failed to meet the corequisite, the student may be involuntarily dropped from the course.

RECOMMENDED is advisory only. When you see the "recommended"

## 8 Counseling Center

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notation it reflects a condition of enrollment that is strongly advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.

### **PREREQUISITE CHECKING AND REGISTRATION BLOCKS**

The San Mateo County Community College District has established a procedure for enforcing certain prerequisites. The following list of courses have computerized prerequisite checking in place: English 836, English 100, English 110, and English 165. If a student has not met the prerequisite(s) through either prerequisite course completion or placement test/assessment results he/she is blocked from enrolling in these courses.

The block is in effect throughout the registration period. Even if a student secures an authorization code from the instructor the block remains and the student is unable to register if the prerequisite requirement has not been met. Prerequisites cannot be waived.

If a student believes he/she has met the prerequisite or if he/she wishes to challenge it, review the following information which is also available on the college web site. Students are reminded that ALL prerequisites continue to be enforced. If you do not meet the course prerequisite you are ineligible to enroll in the class. Students who fail to meet the prerequisite or corequisite requirements may be involuntarily dropped from the course.

### **PREREQUISITE CHALLENGE PROCEDURES**

Prerequisite challenges must be submitted to Admissions & Records on or before **Monday, June 14, 2004 for the Summer Session** and Monday, August 30, 2004 for the Fall Semester. Challenging course prerequisites or co-requisites requires written documentation that explains the alternative course work, background, and/or abilities that prepare a student for the course. Any challenge must be based on one or more of the following grounds.

1. Prerequisites not established in accordance with district policies or Title 5 regulations;
2. Student has the knowledge and ability to succeed in course/program despite not meeting the prerequisite;
3. Student is subject to undue delay in goal attainment because the prerequisite or corequisite has not been made reasonably available;
4. Unlawfully discriminatory or applied in an unlawfully discriminatory manner.

The student shall bear the burden of showing that grounds exist for the challenge. Challenges shall be resolved no later than **June 17 for the Summer Session** and no later than September 2 for the Fall Semester. If the challenge is approved, the student shall be permitted to enroll in the course or program in question. To challenge, pick up a PREREQUISITE CHALLENGE FORM from the Admissions and Records Office. Complete the form and attach documentation to support the challenge and submit on or before the deadline dates listed above.

## **Student Support Services**

### **COUNSELING CENTER – EDUCATIONAL, CAREER, AND TRANSFER SERVICES BUILDING 5, ROOM 204**

Call the Counseling Center , (650) 306-3452, to schedule an appointment to meet with a counselor/advisor. If you are in the EOPS program call (650) 306-3300 to schedule an appointment with an EOPS counselor. All Counselor/Advisors are generalists and can assist students with certificate programs, Associate degree programs, and transfer information.

Counseling/advising services are available by appointment or on a drop-in basis. Hours of operation are posted on the door or for more information call the Counseling Center.

Available to all Cañada College students, Educational Counseling Services are designed to: 1) help

students make decisions and set educational and career goals; 2) provide academic program planning to complete certificate, associate degree, and/or university transfer programs; 3) help students evaluate current academic readiness and plan coursework to build skills; 4) assist students to use campus services and resources; 5) evaluate transcripts from other American colleges and universities for credit applied to certificates and degrees at Cañada College; 6) teach students important skills, strategies, and techniques to enhance classroom and academic success; and 7) work with students to resolve personal concerns that may interfere with the ability to succeed.

The primary goal of Career Services is to assist students to develop and carry out both short- and long-term employment and career goals. Services provided include 1) advising; 2) a resource library of career exploration and job hunting books detailing preparatory education and training and labor market trends for career areas; 3) EUREKA, a computer based California career information system; and 4) students looking for employment can access career related websites, and use the computerized MONSTER TRACK services, a college targeted internet job site.

Students interested in transferring to a four-year college or university may use Transfer Services to research universities, majors, academic requirements, college costs, and other transfer issues. Resources include college catalogs, college directories, articulation information, and access to PROJECT ASSIST, a self-guided site that provides general education, major and course equivalency information. You may contact the Transfer Services Program Supervisor at (650) 306-3372 for additional information and service.

## **GUARANTEED TRANSFER ADMISSION PROGRAMS!**

College and universities offer programs in support of transfer admissions. Some programs provide GUARANTEED admission to students. Visit the Transfer Services Office for more information, or call (650) 306-3372.

UC Davis: Transfer Admission Agreements (TAA)

UC Santa Barbara: Transfer Admission Agreements (TAA)

UC Santa Cruz: Guaranteed Admission for Transfer Entry (GATE)

UC Santa Cruz: Dual Admissions Program

UC Riverside: Transfer Admission Guarantee (TAG)

California State University at

Monterey Bay: Transfer Admission Agreement (TAA)

San Jose: Transfer Admission Agreement (TAA)

Notre Dame de Namur University: Transfer Admission Agreement (TAA) and Concurrent Enrollment Program

University of Santa Clara: Transfer Admission Agreement (TAA)

## **TRANSFER STUDENTS CAN LEAVE CAÑADA COLLEGE WITH A DEGREE IN UNIVERSITY STUDIES**

Planning to transfer to a 4-year college or university? Then also plan to leave Canada College with an Associate Degree with a major in University Studies! Complete your requirements to transfer to achieve this degree. Meet with a counselor to learn more about this opportunity. To schedule an appointment call (650) 306-3452.

## **ATTENTION NEW INCOMING HIGH SCHOOL SENIORS !**

In college, the process of enrolling in classes is referred to as "matriculation" and the final step is registration in your summer and/or fall classes. It is very important to go through the matriculation process early so you can register for your classes as soon as possible. When you register early you have a much better opportunity to get the courses you need and the schedule that works for you.

We encourage our incoming high school seniors to plan on completing the matriculation process in the month of May and to get registered for summer and/or fall classes no later than June 14<sup>th</sup>. YES, you can be enrolled in college before you graduate from high school. Complete some or all of the matriculation process at your high school campus under the direction of one of our College Outreach staff members. If you have already completed your placement tests and your on-line College Orientation, then schedule an appointment to meet with a College Counselor today and plan your course schedule so you can register before June 14<sup>th</sup>.

Your registration is not complete until you pay your enrollment fees. Contact the Financial Aid Office at (650) 306-3307 for information about enrollment fee waivers and financial aid options. We encourage you to complete your matriculation/enrollment process no later than June 14<sup>th</sup>, note that the matriculation activities listed extend through August and allow you to register through August 17<sup>th</sup>.

## **MAKE SURE YOU REGISTER FOR YOUR CLASSES**

Be sure to register for all your classes through WebSMART, SMART or Admissions & Records. Registration should be completed before the second class meeting.

**WebSMART** enables you to:

- Apply for admission
- Check your registration status
- Drop classes (anytime within published deadlines)
- Print your schedule of classes
- Pay your fees by credit card
- Get Financial Aid information
- Apply for Federal Financial Aid
- Obtain your grades
- Print an unofficial transcript
- Update your email or mailing address

Log on to <https://websmart.smccd.net/>



## 10 Programs/Services for Student Success

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*Cañada College has several programs and services* to help students integrate into college life and to be successful in their classes.

Students who connect with campus life find their education more relevant and are more successful in their classes. Some of our Student Success programs and services are described below. Visit and talk with our program staff; find out how they can assist you—and ***Get Connected!***

### **Associated Students of Cañada College**

Student Activities Office, Building 5, Room 211A  
(650) 306-3373  
Associated Students of Cañada College  
(650) 306-3433

Student government provides a unique educational opportunity to learn by doing in the world of college governance. Many students have testified that their involvement was the most valuable learning experience they had in college, both educationally and socially. Through service to the college and the community, Cañada students are able to take these leadership skills with them through college and beyond.

The student government operates under the provisions of the State Education Code and the regulations of the Board of Trustees and Cañada College. It serves as a vehicle through which students can recommend and help effect change at their college. Any student who is interested in becoming a Senator, participating in student government, or serving as a student representative on one of Cañada's governing committees should contact the Student Activities Office, Building 5, Room 211A (306-3373) or call the Associated Students of Cañada College at 306-3433 for more information. All student government meetings are open to the campus community.

### **Athletics**

Building 1, Room 204  
(650) 306-3341

Cañada College sponsors the following sports within the Coast Conference for the benefit of those students interested in team competition:

Men's Baseball  
Men's Soccer  
Women's Soccer  
Men's Basketball  
Women's Volleyball

In order to be eligible a student must adhere to the California State Athletic Code and Coast Conference eligibility rules and regulations. Questions regarding eligibility should be addressed to the Physical Education/Athletics Department.

### **Bookstore**

Building 2  
(650) 306-3313  
<http://www.smccd.net/accounts/bookstore/can/>

Call or visit our website for current hours.

### **The Counseling Center Educational, Career, and Transfer Services**

Building 5, Room 204  
(650) 306-3452

Educational research indicates that counseling, career and transfer services play a vital role in student success. Please review pages 7–8 in this class schedule which describe these important services.

### **Disabled Student Program and Services (DSPS)**

Building 5, Room 207  
Phone: (650) 306-3259  
TDD: (650) 306-3161

**Adaptive Physical Education Program**  
Veteran's Memorial Center  
(650) 306-3473

Cañada College provides students with documented disabilities academic support and reasonable accommodations as defined by the Americans with Disabilities Act (ADA). Services are provided to students with a wide range of disabilities and are determined on the basis of supporting medical, psychological or learning disability documentation. Certain requirements regarding disability documentation are necessary. Therefore, students must check with the **Disability Resource Center** in order to assure that they qualify. Assistance with academic accommodations such as note takers, reading or library services, alternate format text books, test proctoring and other supportive services are facilitated in the **DRC**. Adaptive equipment aids and sign language interpreters are also available for disabled students on a case-by-case basis. Additional services through the **Health Center, the Learning Center** and **Workability III** are open to Cañada students.

Assessment of a learning disability may be achieved by enrolling in a short course, Developmental Skills 811, in the **Learning Achievement Program**. Upon completion of the course and determination of eligibility, students may qualify for support services through the **Disability Resource Center**. Tutorial assistance in numerous subjects and courses in reading, study skills, writing and math are also offered through the **Disability Resource Center**.

For information on the **Adaptive Physical Education** program and class meeting times, call Barbara McCarthy at 306-3473 or 368-7732 prior to registering. Hours of Operation are: Daily from 8:30 a.m. to 12 p.m. and also

on Tuesdays & Thursdays from 1:30 to 3 p.m. Location: Veterans Memorial Senior Center Annex, 711 Nevada Street in Redwood City.

Information and applications are available in English and Spanish on the DSPS Web site: [www.canadacollege.edu/student/disabled.html](http://www.canadacollege.edu/student/disabled.html).

## Extended Opportunity Programs & Services (EOPS)

Building 3, Room 117  
(650) 306-3300

**EOPS** is a state-funded program designed to assist economically and educationally disadvantaged students with financial assistance and support.

**Who is eligible for EOPS?** You must be a California resident, enrolled in at least 12 units when accepted into the program, meet the guidelines for the Board of Governors Waiver (BOG), and have an educational disadvantage.

### What services does EOPS provide?

EOPS offers students book vouchers, academic and supportive counseling, child care assistance under the CARE program, bus passes, college success classes, and other specialized services to help students succeed in college.

**How do I apply?** Come by the EOPS office in Building 3, Room 117 to pick up an application or call the office at (650) 306-3300.

Students must apply for financial aid to determine eligibility for EOPS. Please contact the EOPS office at 306-3300 for more information.

### Cooperative Agencies

#### Resources for Education (CARE)

CARE is a joint effort between Cañada College and the San Mateo County Human Services Agency to provide child care and transportation to single parents receiving public assistance (TANF).

Applications for EOPS/CARE are available in the EOPS office, Building 3, Room 117, Monday-Thursday, 8:00 am - 4:30 pm and Friday 8:00 am - 1:00 pm. For further information call (650) 306-3300.

## Financial Aid and Scholarships

Building 8, Room 211  
(650) 306-3307  
7:30am-4:30pm, Monday - Thursday  
7:30am-12:00pm, Friday  
5:00pm-8:00pm, Tuesday & Wednesday

### General Financial Aid

There are several kinds of financial aid available to help eligible students cover their educational costs, including the Pell Grant, Supplemental Educational Opportunity Grant, Cal Grant, Federal Work Study, Emergency Book Loan Program, and the Board of Governors Fee Waiver. Complete information and applications are available in the Financial Aid office.

### Scholarships

Requests for applications and information should be directed to the Financial Aid Office. March 2 deadline each year for Cañada College scholarship program. Applications are available in January. Outside scholarship information is available year-round.

**Cañada College does not certify educational student loans.**

## Freshman Success Program

The Freshman Success Program is an innovative approach to traditional course offerings, created by linking a course with specific curriculum content and a course to give the student strategies to be successful in college.

Teachers in the linked courses work as a team, coordinating assignments, exams, and other class activities in their specified courses. Students, too, become a team by joining together in a "cohort" or group, to take the linked

classes. Students in this environment are better able to connect and apply information and learning from one course to another. Participation in such a program contributes to improved student success, and reduced attrition.

### Important:

Students are required to enroll in both classes in a cohort. By registering in the first class, you will automatically be enrolled in the second.

81351 MATH 110 AC Elementary Algebra  
*linked to*

81012 CRER 401 AC College Success

89471 ENGL 836 AE Writing Development  
*linked to*

85399 CRER 401 AA College Success

## Health Center

Building 1 Room 117  
(650) 306-3309  
(near women's locker room)  
Monday-Friday 9am-3:30pm, and  
Thursday 5:00-8:00 pm, while classes are in session

The Cañada Student Health Center is available for all students and provides health care services, referral services and educational information related to health issues. Students can visit the college nurse on a drop-in basis, or call and make a convenient appointment.

Variety of services are available including:

- ◆ Information and consultation on health problems
- ◆ Evaluation of symptoms
- ◆ Over-the-counter medications
- ◆ Personal health counseling
- ◆ Pregnancy testing and counseling
- ◆ HIV testing and counseling
- ◆ TB skin testing
- ◆ Blood pressure screening and monitoring
- ◆ Assistance with referrals for medical and dental care, and psychological services
- ◆ First aid
- ◆ Arrangements for emergency care
- ◆ Free condoms
- ◆ Rest area

## 12 Programs/Services for Student Success

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In addition, health insurance is available at a reasonable cost for students taking 12 or more units of credit. All enrolled students are covered by the District's accident insurance for accidents that happen on campus or during college related activities.

The college nurse is happy to assist you with health or related problems which are causing you difficulty. All of these services are FREE and completely CONFIDENTIAL.

### Learning Centers

#### On Campus:

Building 5, Room 105  
(650) 306-3348

#### Menlo Park Center

1200 O'Brien,  
Menlo Park, CA  
(650) 325-6936

Learning Centers are comfortable places to study, learn and receive assistance in courses. In the busy, friendly environments, students can meet individually with their instructors, peer tutors, classmates and friends. Additionally, the on-campus Learning Center offers individualized assistance in courses across the curriculum including the Center's own self-paced courses in study skills and a variety of academic subject areas. The Centers also have open, fully-internet accessible computer labs. Learning Center courses are designated with the course prefix LCTR.

The on-campus Learning Center includes these services:

- ◆ Computer Labs
- ◆ Free peer tutoring
- ◆ Math Lab
- ◆ Writing Center
- ◆ MESA Program
- ◆ Learning Achievement Center
- ◆ Study areas for individual or group study
- ◆ Self-paced classes in study skills, writing, spelling, grammar, health science and more.

For more information about the Learning Center services on campus, call 306-3348 or visit the Learning Center in Building 5, Room 105 (below the cafeteria).

The Menlo Park Learning Center includes these services:

- ◆ Computer, audio and video lab
- ◆ One-on-one and group tutoring
- ◆ Beginning and Intermediate level English as a second languages classes
- ◆ Self-paced instruction in communication in English and math

Learning assistance services are also available at the Menlo Park Center, (OICW Building) from 7:00 A.M.–3:00 P.M. For more information about the Menlo Park Center, call 325-0164 or see page 47. **Para más información pueden al teléfono (650) 325-0164.**

### Library

<http://canadacollege.net/library>

Located in Building 6 (below the Learning Center)  
(650) 306-3485 (circulation)  
(650) 306-3480 (reference)  
(650) 638-0399 (book renewal)

Get the information skills you need to be successful at college, in the job market and throughout your life.

- ◆ Learn research tips from helpful staff members
- ◆ Access the Internet and reference databases
- ◆ Borrow instructors' reserve items and textbooks
- ◆ Locate books, articles in magazines, newspapers, and videos
- ◆ Study individually or in a small group
- ◆ Use free word-processing PC's
- ◆ Use your public library card
- ◆ Return your public library books to bookdrop near Cañada Bookstore.

### MESA

Building 5, Room 105  
Judy Liteky: (650) 306-3156

Have you been thinking about a career using math, science, computers, or engineering? MESA, The Math, Engineering and Science Achievement program, is the group for you!

Through **MESA Field Trips** you can meet other students with similar interests

By attending **MESA workshops** you will step onto a path of academic success in the core science and math classes.

**MESA counselors** will help you plan your schedule of classes.

With a **Cañada-MESA mentor** you will have time to discuss your goals and find ways to achieve them.

When summer comes you'll learn about science **internships**.

When it's time to **transfer**, a MESA class will assist you.

Join MESA by calling Judy Liteky at (650) 306-3109 or by e-mail at [liteky@smccd.net](mailto:liteky@smccd.net). Read about MESA events on the MESA bulletin board in Building 5, Room 105. Start making MESA friends by coming to campus meetings and lunches.



## **Middle College High School**

Building 13 Room 106  
(650) 306-3120  
www.canadacollege.edu/middlecollege  
email: CanadaMiddleCollege@smccd.net

Middle College High School is an exciting collaboration between Sequoia Union High School District and Cañada College. Middle College is a unique educational opportunity for high school juniors and seniors. Students complete their requirements for high school graduation while taking college courses. All courses are held at Cañada College. Tuition and textbooks are free. This program offers a serious learning environment that assists students to become self-directed and responsible for their education. Through this unique program, students have the opportunity to explore and be challenged by new options.

For further information about the Middle College program at Cañada College, please call (650) 306-3120.

## **Student Life**

Building 5, Room 211A  
(650) 306-3364

To gain the most from college life, students are encouraged to participate in the various Cañada clubs and activities which offer many opportunities for making both social and educational contacts. Anyone interested in joining or starting a club or organization should contact the Student Life Office, Building 5, Room 211A (306-3364). Current active clubs include: International Student Club, Environmental Club, A.S.I.D. - Interior Design Club, Latin American Friendship Club, Gay and Lesbian Student Club, Cañada Science & Engineering Club, Phi Theta Kappa Honor Society, Teacher's Club, Salsaholics, and more.

## **Upward Bound Program**

Building 17, Room 112  
(650) 306-3332  
also: Sequoia High School Room AC3  
(650) 367-9780-6424

Upward Bound Program started its operation at Cañada College during the 2003-2004 academic year. It is a federally funded program for low-income and first generation high school students to successfully complete their high school education, enter colleges/universities and graduate from the four-year colleges/universities.

Cañada College is a partner with Sequoia Union High School and serves 50 eligible students who attend SUHS and/or who reside in East Palo Alto and Fair Oaks areas.

It is a rigorous academic program where students receive intensive tutoring, Saturday College instruction and a six-week Summer academic curriculum.

For further information about the Upward Bound Program at Cañada College, please contact 650-306-3332.

## **WorkAbility III**

Building 5, Room 207  
(650) 306-3157

WorkAbility III provides a variety of career planning and placement services for students with disabilities. Services include: vocational/career assessment, disability related pre-employment counseling, job search preparation, job development, job coaching and academic counseling.

Our classes include: Introduction to WorkAbility III, Vocational Evaluation and Assessment, Steps to Employment, Job Retention Strategies and College and Career Awareness.

WorkAbility III offers flexible, individualized support for all program participants. Our mission is to assist our students in achieving their vocational goals and successfully transitioning to the workplace and long-term employment.

Contact Jess Miller at (650) 306-3157 to arrange an interview. We are located in Building 5, Room 207.

Please Note: WorkAbility students also need to be clients of the State Department of Rehabilitation. If you are not already a client we will be happy to schedule an interview with the liaison counselor for you.

# 14 Schedule of Classes – A/B

## CAN Numbers

The California Articulation Number (CAN) identifies some of the transferable lower-division, introductory courses commonly taught on college campuses. The system ensures that CAN courses on one participating campus will be accepted in lieu of the comparable CAN course on another participating campus.

## Prerequisites (PREREQ), Corequisites (COREQ), and Basic Skills Advisories (RECOMMENDED)

RECOMMENDED refers to the basic skills level in reading, writing, and/or mathematics which is needed before enrolling in a course. In order to succeed in most courses, students should possess reading and writing skills at specific levels and, for some courses, mathematics. Basic skill levels are the minimum levels at which students need

to perform before enrolling in the target courses. A Prerequisite (PREREQ) is a condition of enrollment that a student is required to meet. Usually, a prerequisite is a course which must be completed successfully before enrolling in a course which follows. For example, English 100 is a course prerequisite for English 165. In order to successfully complete a course a grade of "C" or better must be earned in the designated course. A Corequisite is a course that a student is required to take concurrently with another course. Students may challenge a prerequisite and/or corequisite; contact a counselor for procedural information. **NOTE: For non-native English speakers, ENGL 400 is the equivalent of ENGL 800 for satisfying RECOMMENDED Basic Skills Advisories.**

## BSL: Open Curriculum.

Courses with this designation have no recommended basic skills advisories.

### All Evening, Week-end, Late Afternoon, and Off-campus Classes are S H A D E D.

Crse Ref.	Dept/ No.	Days	Hours	Bldg./ Room	Instructor	Units	Short Crse Dates
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## ANTHROPOLOGY

### ANTH 125 PHYSICAL ANTHROPOLOGY

Overview of the history of life on earth and the evolution of different lifeforms. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CAN ANTH 2) (CSU, UC)

#### Evening and/or Weekend course(s)

53027	ANTH 125 LA	MW	6:00-10:10	17-103	Titus	3.0	6/14-7/21
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## ART

### ART 100 ART OF THE WESTERN WORLD

Traces the Western tradition in the visual arts from ancient Greece to the present day. Chronologically introducing the societies, values, and ideals that gave birth to Western Art, it explores the connection between great works and the environment that stimulated their creation. Not intended for ART majors. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU)

#### Telecourse:

52381	ART 100 TV	See Page 54	TV	Stuart	3.0	6/18-7/20
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Orientation meeting is held at College of San Mateo.

### ART 201 FORM AND COMPOSITION I

A basic studio survey course, using structured drawing and painting problems focused on three-dimensional forms and space relationships, using line, mass, shape and color. BSL: Open Curriculum. (CSU, UC)

#### Evening and/or Weekend course(s)

52785	ART 201 LA	MTWTh	6:00-10:10	3-260	Bogdonoff-Ginsberg	3.0	6/14-7/22
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## ASTRONOMY

(See Also Physics)

### ASTR 100 INTRODUCTION TO ASTRONOMY

Survey of modern astronomy; study of what mankind knows about the universe and our place in it; including planets, stars, galaxies, quasars, pulsars, black holes, and the beginning and the end of the universe. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400, and MATH 111. (CSU, UC)

#### Evening and/or Weekend course(s)

53028	ASTR 100 LA MW		6:00-10:10	17-203	Vanajakshi	3.0	6/14-7/21
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**ASTR 100 has a non-refundable materials charge of \$6.**

### All Evening, Week-end, Late Afternoon, and Off-campus Classes are S H A D E D.

Crse Ref.	Dept/ No.	Days	Hours	Bldg./ Room	Instructor	Units	Short Crse Dates
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## BIOLOGICAL SCIENCES

### BIOL 110 PRINCIPLES OF BIOLOGY

Lecture/lab course covering basic biological principles and designed for the non-biological sciences major. Recommended for the lab science transfer requirement. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

53029	BIOL 110 AA	Daily	8:00-11:30	16-212	Staff	4.0	6/14-7/23
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### BIOL 240 GENERAL MICROBIOLOGY

Molecular and biochemical characteristics of micro-organisms with emphasis on bacteria. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: CHEM 192, 210 or 410 or equivalent, and either BIOL 110 or 130 or equivalent. (CAN BIOL 14) (CSU, UC)

53030	BIOL 240 AA	Daily	10:00-11:30	7-205	Staff	4.0	6/14-7/23
		Daily	8:00-9:30	16-204			
53031	BIOL 240 AB	Daily	10:00-11:30	17-205	Staff	4.0	6/14-7/23
		Daily	12:00-1:30	16-204			

### BIOL 250 HUMAN ANATOMY

Study of the structure of the major organ systems of the human body; lab consists of studying human gross anatomy models and prosected cadavers. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: BIOL 100, 110 or 130. (CAN BIOL 10) (CAN BIOL SEQ B = BIOL 250 + 260) (CSU, UC)

#### Evening and/or Weekend course(s)

53111	BIOL 250 LA	MW	6:00-10:10	17-207	Chinn	4.0	6/14-7/23
		TTh	6:00-10:10	18-213			

### BIOL 260 HUMAN PHYSIOLOGY

Study of the functions of the major organ systems of the human body. For students in allied health and other related fields. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 420, ENGL 100, and MATH 120 or 122. PREREQ: BIOL 110 or 130 or 225 or 230 or 240 or 250. CHEM 192 or 210 or 410. (CAN BIOL 12) (CAN BIOL SEQ B = BIOL 250 + 260) (CSU, UC)

52769	BIOL 260 AA	MTWTh	10:30-12:35	17-207	Kelley	5.0	6/14-7/22
		MTWTh	12:45-4:50	18-213			

**BUSINESS/OFFICE TECHNOLOGY**

(See also Art, Computer Information Science and Systems and Real Estate)

**GENERAL BUSINESS****BUS. 100 SURVEY OF BUSINESS**

Introduction to the American business practices in the global environment including economics, ethics, entrepreneurship, organizational development, management, customer/enterprise relations, information management, accounting, securities, and financial institutions. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

Telecourse:

52152 BUS. 100 TV	See Page 54	TV	Janssen	3.0	6/19-7/26
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Orientation meeting is held at College of San Mateo.

**BUS. 150 SMALL BUSINESS MANAGEMENT**

Introduction to the methods used for starting and managing a small business. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: BUS. 100 or previous business experience. (CSU)

Telecourse:

52153 BUS. 150 TV	See Page 54	TV	Sato	3.0	6/19-7/26
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Orientation meeting is held at College of San Mateo.

**COMPUTER APPLICATIONS/OFFICE TECHNOLOGY**

Note: Bring two 3 1/2" HD diskettes on the first class meeting.

**BUS. 430 COMPUTER APPLICATIONS, PART I**

Introduction to the use of personal computers including the basic features of Windows, word processing, and presentation graphics using Microsoft Office. BUS. 415 is recommended. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

51205 BUS. 430 AA	MTWTh 10:30-12:25	13-217 Jung	1.5	6/14-7/01
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**BUS. 430 has a non-refundable materials charge of \$4.**

**BUS. 431 COMPUTER APPLICATIONS, PART II**

Includes the basic features of spreadsheets, database applications, and methods of integration using Microsoft Office. BUS. 430 is recommended. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

50280 BUS. 431 AA	MTWTh 10:30-12:40	13-217 Jung	1.5	7/06-7/22
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**BUS. 431 has a non-refundable materials charge of \$4.**

**EN ESPAÑOL**

Nota: Traer dos 3 1/2" HD diskettes a la primera clase.

**USANDO LA INTERNET, PARTE I**

Aprenda a obtener informacion a traves de los recursos que se encuentran en la Internet y a enviar correo electronico y archivos a otras personas. Tambien aprenda acerca de La WWW (World Wide Web), de buscadores de informacion, de criterios de busqueda (como y que buscar), y el uso de E-Mail y Chats. RECOMENDACION: Eligibilidad para LECTURA 802 o 836, e INGLES 800 or 836 o 400.

Evening and/or Weekend course(s)

53095 BUS. 480 RB	Sat	8:30-1:30	13-217 Clark-Bagheri	1.5	6/19-7/24
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**BUS. 480 tiene una cuota para materiales de \$4.**

**CAREER AND PERSONAL DEVELOPMENT****CRER 401 COLLEGE SUCCESS**

Information regarding college policies, degrees, transfer requirements, programs/services and improvement in study skills. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

Evening and/or Weekend course(s)

51740 CRER 401 LA	Wed	6:45-9:50	13-111 Gonzalez	1.0	7/14-8/11
52892 CRER 401 LB	Wed	6:45-9:50	13-113 Bravo	1.0	7/14-8/11

**CHEMISTRY****CHEM 192 ELEMENTARY CHEMISTRY**

Introduction to theories, laws, concepts and language of chemistry. Prepares students for CHEM 210. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: MATH 110 or satisfactory score on District math placement test and other measures as appropriate that indicate proficiency in Elementary Algebra. (CSU, UC)

53033 CHEM 192 AA	Daily	8:00-9:30	18-311 Bhatia	4.0	6/14-7/23
	Daily	10:00-11:30	18-311		

**CHEM 210 GENERAL CHEMISTRY I**

Principles and theories of chemical processes including stoichiometry, atomic and molecular theory, bonding, molecular geometry, states of matter, gas laws, thermochemistry and solutions. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: CHEM 192 and MATH 120 with grade of C or better or satisfactory score on District math placement test and other measures as appropriate that indicate proficiency in Intermediate Algebra. (CAN CHEM 2) (CAN CHEM SEQ A = CHEM 210 + 220) (CSU, UC)

53032 CHEM 210 AA	Daily	8:00-1:00	18-305 Pattanayak	5.0	6/14-7/23
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**COOPERATIVE EDUCATION****COOP 670 COOPERATIVE EDUCATION/WORK EXPERIENCE**

Employed students or students on volunteer assignments can earn 1-4 units per semester for jobs/assignments related to their major or occupational goals. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: Enrollment in 0.5 units, plus Cooperative Education/Work Experience and a job or volunteer work site. (CSU)

COOP 670 is a six-week course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.

Evening and/or Weekend course(s)

51663 COOP 670 LA	Tue	5:00-5:55	13-116 Graham	1.0-4.0	6/15, 6/22
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**EARLY CHILDHOOD EDUCATION/CHILD DEVELOPMENT**

ECE students will receive free textbooks and bilingual support funded by the First Five Commission of San Mateo County.

**ECE. 201 CHILD DEVELOPMENT**

Overview of growth from birth to adolescence including physical, cognitive, language, emotional, and social aspects of development; a practical application of theory is emphasized. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

Evening and/or Weekend course(s)

52055 ECE. 201 LA	MW	6:00-10:10	22-113 Elliott	3.0	6/14-7/21
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**ECE. 210 EARLY CHILDHOOD EDUCATION PRINCIPLES**

Historical perspective, nature, and goals of early childhood education. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU)

Evening and/or Weekend course(s)

52910 ECE. 210 LA	TTh	6:00-10:10	22-114 Dilko	3.0	6/15-7/22
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**ECE. 211 EARLY CHILDHOOD EDUCATION CURRICULUM**

The development of goals and objectives to manage learning environments and their social implications for children are covered. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU)

Evening and/or Weekend course(s)

52509 ECE. 211 LA	MW	6:00-10:10	22-114 Dilko	3.0	6/14-7/21
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# 16 Schedule of Classes – E

## ECE. 212 CHILD, FAMILY, AND COMMUNITY

Contemporary family factors influencing middle childhood, life styles, and the community; patterns of childrearing and their social, political, and economic implications. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

### Evening and/or Weekend course(s)

50321	ECE. 212 LA	TTh	6:00-10:10	13-113	Goines	3.0	6/15-7/22
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## ECE. 670 COOPERATIVE EDUCATION/WORK EXPERIENCE: EARLY CHILDHOOD EDUCATION

Employed students or students on volunteer assignments can earn 1-4 units per semester for jobs/assignments related to their major or occupational goals. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: Enrollment in 0.5 units, plus Cooperative Education/Work Experience and a job or volunteer work site. (CSU)

ECE. 670 is a six-week course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.

### Evening and/or Weekend course(s)

52874	ECE. 670 LA	Tue	5:00-5:55	13-116	Graham	1.0-4.0	6/15, 6/22
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## ECONOMICS

### ECON 100 PRINCIPLES OF MACRO ECONOMICS

American economy and its effect on social, political, and cultural environments. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CAN ECON 2) (CSU, UC)

52789	ECON 100 AA	MTWTh	8:00-10:10	13-116	Digneo	3.0	6/14-7/22
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### Evening and/or Weekend course(s)

51661	ECON 100 LA	TTh	6:00-10:10	13-116	Digneo	3.0	6/15-7/22
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### ECON 102 PRINCIPLES OF MICRO ECONOMICS

Concepts of supply and demand. Pricing and output decisions under competitive, imperfectly competitive, and monopolistic markets. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CAN ECON 4) (CSU, UC)

### Evening and/or Weekend course(s)

51198	ECON 102 LA MW		6:00-10:10	13-116	Digneo	3.0	6/14-7/21
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## ENGLISH

(See also Theater Arts, Literature, and Reading)

### IMPORTANT ENROLLMENT INFORMATION

The San Mateo County Community College District has established a procedure for enforcing the prerequisites for English 836, Writing Development and English 100, Reading and Composition, English 110, Literature and Composition, and English 165, Advanced Composition via a computerized prerequisite checking system. If you have not met the stated prerequisite for ENGL 836, ENGL 100, ENGL 110, or ENGL 165 you are blocked from enrolling in the course. If you believe you have met the prerequisite, review the information on the College Web site ([www.canadacollege.net](http://www.canadacollege.net)) and click on "Prerequisite Information." You may also contact the Cañada College Office of Matriculation, Transfer and Articulation, phone 650 306-3310, Building 5, Room 204 for assistance. Please note that ALL prerequisites, in addition to those for English 836, 100, 110, 165 continue to be enforced.

ACañada College English Placement Test or ESL Placement Test is required for enrollment in English and English for non-native speakers (ESL) courses. For more information about circumstances that may exempt a student from the placement test requirements see the section under Matriculation and Placement Test information.

### ENGL 100 READING AND COMPOSITION

Freshman Composition, reading primarily non-fiction materials and writing in the argumentative and expository forms, gives students the writing and reading skills they need to succeed in college courses. One by arrangement hour of lab per week is required. PREREQ: ENGL 800 or 836 or 400 OR eligibility for ENGL 100 on approved college English Placement Test and other measures as necessary AND READ 836 with Credit or a grade of C or better OR eligibility for 400-level Reading courses on approved college Reading Placement Test and other measures as necessary. (CAN ENGL 2) (CAN ENGL SEQ A = ENGL 100 + 110) (CSU, UC)

50326	ENGL 100 AA	MTWTh	8:00-10:10	6-12	Stamatescu	3.0	6/14-7/22
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### Evening and/or Weekend course(s)

50327	ENGL 100 LA	MW	6:00-10:10	6-12	Morgan	3.0	6/14-7/21
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**ENGL 100 has a non-refundable materials charge of \$6.**

### ENGL 110 COMPOSITION AND LITERATURE

In this course students read and write about fiction, poetry, and drama. Students advance their writing and critical skills through analysis and writing of critical essays based on the literature. Students write 8,000-10,000 words of expository prose. One by arrangement hour of lab per week is required. PREREQ: ENGL 100. (CAN ENGL 4) (CAN ENGL SEQ A = ENGL 100 + 110) (CSU, UC)

50329	ENGL 110 AA	MTWTh	10:30-12:40	6-12	Zimmer	3.0	6/14-7/22
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### Evening and/or Weekend course(s)

50330	ENGL 110 LA	TTh	6:00-10:10	6-12	Compean	3.0	6/15-7/22
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**ENGL 110 has a non-refundable materials charge of \$6.**

### ENGL 165 ADVANCED COMPOSITION

This is an advanced course in non-fiction writing, emphasizing critical thinking and critical reading skills. One by arrangement hour of lab per week is required. PREREQ: ENGL 100. (CSU, UC)

51058	ENGL 165 AA	MTWTh	8:00-10:10	2-10	Compean	3.0	6/14-7/22
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### Evening and/or Weekend course(s)

52774	ENGL 165 LA	MW	6:00-10:10	13-112	Zimmer	3.0	6/14-7/21
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**ENGL 165 has a non-refundable materials charge of \$6.**

### ENGL 826 BASIC READING/COMPOSITION

This course teaches the requisite skills for subsequent college level writing. One by arrangement hour of lab per week is required. Units do not apply toward AA/AS degree. BSL: Open Curriculum. COREQ: Concurrent enrollment in READ 826.

52960	ENGL 826 AA	Daily	8:00-10:10	13-115	Maze	4.0	6/14-7/23
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**ENGL 826 has a non-refundable materials charge of \$2.**

### ENGL 836 WRITING DEVELOPMENT

Learn to plan, organize, compose and revise a college-level essay. Write text-based essays, and develop the ability to express ideas logically with detailed support. Review mechanics, grammar, and MLA documentation style. Develop the composition skills necessary to meet standards for entrance to English 100. Successful completion of BOTH English 836 and Reading 836 is required for entrance into English 100. One by arrangement hour of lab per week is required. PREREQ: Successful completion of ENGL 801 or 826 and READ 801 or 826, or eligibility for READ 802 or 836, and ENGL 800 or 836 or 400 based on scores on approved Cañada College assessment instruments (placement tests with multiple measures assessment), or \*successful completion of coursework at other colleges/universities equivalent to ENGL 801 or 826 and READ 801 or 826.

\*Use the Office of Matriculation to approve course work completed at other colleges/universities to meet the prerequisite.

52958	ENGL 836 AA	Daily	8:00-10:10	3-142	Mayers	4.0	6/14-7/23
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**ENGL 836 has a non-refundable materials charge of \$2.**

## ENGLISH INSTITUTE - ENGLISH AS A SECOND LANGUAGE

### (INGLES COMO SEGUNDO IDIOMA)

El Instituto de Inglés es un programa intensivo para el desarrollo del idioma que provee instrucción de Inglés como segundo idioma a los estudiantes cuyo idioma no es el Inglés. Se recomienda que el estudiante que desee inscribirse en el programa, tenga un conocimiento básico del Inglés equivalente a por lo menos un año de estudio en un programa de Inglés como: Educación Básica para adultos, instituto de idiomas, o estudios previos de la lengua Inglesa en el país de origen. Para más información pueden dirigirse a la oficina del Instituto de Inglés, localizada en el edificio 13, oficina 121, o pueden llamar al 306-3412.

The English Institute is an intensive language development program that provides English as a Second Language instruction for students whose native language is not English. It is recommended that students who wish to enroll in the program have a knowledge of basic English equivalent to at least one year of study in programs such as Adult Basic Education and language schools, or previous English language instruction in their native country. For more information, students should contact the English Institute Office, Building 13, Room 121, or call 306-3412.

## ESL 821 GRAMMAR/VOCABULARY I

High beginning grammar, word study, and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 800 or placement by College ESL Placement Test.

53040	ESL 821 AA	Daily	8:00-10:10	13-15	Siebert	4.0	6/14-7/23
<i>Evening and/or Weekend course(s)</i>							
53044	ESL 821 LA	MWTh	6:00-9:30	13-15	Haven	4.0	6/14-7/22

**ESL 821 has a non-refundable materials charge of \$2.**

## ESL 822 GRAMMAR/VOCABULARY II

Low-intermediate grammar, word study, and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 801 or 821, or placement by College ESL Placement Test.

53041	ESL 822 AA	Daily	10:30-12:40	13-15	Sidman-Taveau	4.0	6/14-7/23
<i>Evening and/or Weekend course(s)</i>							
53045	ESL 822 LA	MWTh	6:00-9:30	13-114	Traore	4.0	6/14-7/22

**ESL 822 has a non-refundable materials charge of \$2.**

## ESL 823 GRAMMAR/VOCABULARY III

Intermediate grammar, word study and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 802 or 822, or placement by College ESL Placement Test.

53042	ESL 823 AA	Daily	8:00-10:10	13-11	Ades	4.0	6/14-7/23
<i>Evening and/or Weekend course(s)</i>							
53046	ESL 823 LA	MWTh	6:00-9:30	13-115	McClain	4.0	6/14-7/22

**ESL 823 has a non-refundable materials charge of \$2.**

## ESL 824 GRAMMAR/VOCABULARY IV

Advanced grammar, word study, and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 803 or 823, or placement by College ESL Placement Test.

53043	ESL 824 AA	Daily	10:30-12:40	2-10	Smith	4.0	6/14-7/23
<i>Evening and/or Weekend course(s)</i>							
53047	ESL 824 LA	MWTh	6:00-9:30	17-107	Pelletier	4.0	6/14-7/22

**ESL 824 has a non-refundable materials charge of \$2.**

## GEOLOGY

(See also Geography and Oceanography)

### GEOL 100 SURVEY OF GEOLOGY

Basic principles of igneous, sedimentary and metamorphic geology including rocks, minerals and the origin of the earth, continents and mountains, origin and evolution of life. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

<i>Telecourse (Lab not included in this section to meet transfer requirement):</i>							
52382	GEOL 100 TV	See Page 54	TV	Marymont	3.0	6/19-7/26	

Orientation meeting is held at College of San Mateo.

## HEALTH SCIENCE

### HSCI 100 GENERAL HEALTH SCIENCE

Survey of most prevalent threats to one's physical and emotional health; emphasis is on prevention and early treatment. (CSU, UC)

<i>Telecourse:</i>							
52157	HSCI 100 TV	See Page 54	TV	Malik	2.0	6/19-7/26	

Orientation meeting is held at College of San Mateo.

## HISTORY

(See also Art 101, 102, 103)

### HIST 201 UNITED STATES HISTORY I

A broad survey of U.S. history beginning with a study of Native Americans, the European "discovery" movement, the English colonization of the Atlantic Coast, and ending with the Civil War and Reconstruction. Included also is a study of American institutions and ideals and the U.S. Constitution. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CAN HIST 8) (CAN HIST SEQ B = HIST 201 + 202) (CSU, UC)

<i>Evening and/or Weekend course(s)</i>							
52124	HIST 201 LA	TTh	6:00-10:10	13-117	Swanson	3.0	6/15-7/22

### HIST 245 RACE, ETHNICITY AND IMMIGRATION IN THE U.S.

The social, economic and political histories of the diverse ethnic and cultural groups that make up the U.S., including indigenous peoples, African Americans, European Americans, Asian American, Latino Americans, and other groups. Historical constructions of race and the roles of race, ethnicity and immigration in shaping U.S. culture are examined. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

53109	HIST 245 AA	MTWTh	10:30-12:40	3-148	Carlson	3.0	6/14-7/22
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### HIST 310 CALIFORNIA HISTORY

A survey of major trends in California's growth, from native American cultures through the Spanish and Mexican periods, and development under the United States. Includes the constitution of the State of California, and the relationships between the State and federal and local governments, political, economic, social, intellectual and environmental movements and geography. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

<i>Evening and/or Weekend course(s)</i>							
50361	HIST 310 LA	MW	6:00-10:10	13-117	Postel	3.0	6/14-7/21
<i>Course held at the San Mateo County Office (building next to courthouse):</i>							
53088	HIST 310 SM	MW	5:30-9:45	SMCO	Staff	3.0	6/14-7/21

## LEARNING CENTER

The **main campus Learning Center** houses a variety of instructional support services including learning assistance and technology to help students succeed. The Center provides assistance through the Writing Center, the Math Lab and the MESA (Math, Engineering and Science Achievement) Program as well as free peer tutoring. Additionally, the Learning Center has open computer labs with access to the Internet. Courses, which include transfer-level classes, are primarily self-paced, open-entry courses utilizing computer-assisted and individualized instruction. For more information, please visit the Learning Center in Building 5, Room 105, or call (650) 306-3348.

### LCTR 140 PROFESSIONAL WRITING

Instruction and practice for writing in various professional capacities and formats including proposals and formal reports. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU)

51610	LCTR 140 AB	By Arrangement	5-105	Gross	2.0	6/14-7/23	
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**LCTR 140 has a non-refundable materials charge of \$4.**

### LCTR 151 ALLIED HEALTH SCIENCE VOCABULARY

Helps students build and improve skills in the use of medical science terminology. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU)

51363	LCTR 151 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23	
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### LCTR 400 REPORT PREPARATION AND EDITING

Permits use of Learning Center computer software to prepare and edit reports; written assignments for other courses may be prepared in conjunction with this course. BSL: Open Curriculum. (CSU)

51609	LCTR 400 AC	By Arrangement	5-105	Gross	0.5	6/14-7/23	
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**LCTR 400 has a non-refundable materials charge of \$4.**

### LCTR 698 SUPERVISED TUTORING/ACADEMIC ASSISTANCE

Students receive academic assistance such as tutoring or supplemental instruction in an area(s) of identified need. PREREQ: Requires concurrent enrollment in course in which tutorial/academic assistance is being provided.

51598	LCTR 698 AA	By Arrangement	5-105	Gross	0.0	6/14-7/23	
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# 18 Schedule of Classes – L/M

## LCTR 810 STUDY SKILLS

Textbook reading, time management, concentration, memory techniques, note taking, and test taking. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

51220	LCTR 810 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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## LCTR 820 BASIC SPELLING MASTERY

Computer assisted instruction to facilitate basic spelling mastery. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

51221	LCTR 820 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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**LCTR 820 has a non-refundable materials charge of \$2.**

## LCTR 821 ADVANCED SPELLING MASTERY

Computer assisted instruction to facilitate advanced spelling mastery. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

51222	LCTR 821 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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**LCTR 821 has a non-refundable materials charge of \$2.**

## LCTR 822 GRAMMAR TROUBLE SPOTS

Helps students identify and correct the most common errors of punctuation, sentence structure, and grammar. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

51223	LCTR 822 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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**LCTR 822 has a non-refundable materials charge of \$2.**

## LCTR 831 SENTENCE COMBINING ON THE MACINTOSH

Teaches students how to write clear, correctly punctuated sentences using a variety of sentence combining strategies. Designed to supplement course work in English 826, 836, and 100. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

51224	LCTR 831 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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**LCTR 831 has a non-refundable materials charge of \$2.**

## LCTR 832 PARAGRAPH WRITING ON THE MACINTOSH

Helps students write well-organized and well-developed paragraphs. The course is intended to supplement coursework in English 826, 836, and 100. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

51327	LCTR 832 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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**LCTR 832 has a non-refundable materials charge of \$2.**

## LCTR 833 SENTENCE DIAGRAMMING

Teaches correct sentence structure through diagramming, enabling students to visualize the parts of a sentence and their relationships to the whole. Designed to supplement coursework in ENGL 826, 800, and 100. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

51860	LCTR 833 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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**LCTR 833 has a non-refundable materials charge of \$2.**

## LCTR 840, 841, 842, 843 VOCABULARY IMPROVEMENT I, II, III AND IV

Helps students build and improve vocabulary skills through a words-in-context approach; 150-300 essential words and word parts to succeed in academic work. Prior to enrolling, students should take a short pre-test at the Learning Center to determine course in which to enroll. Units do not apply to AA/AS degree. BSL: Open Curriculum.

51608	LCTR 840 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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51862	LCTR 841 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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51863	LCTR 842 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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51864	LCTR 843 AA	By Arrangement	5-105	Gross	1.0	6/14-7/23
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## LIBRARY SCIENCE

### LIBR 100 INTRODUCTION TO INFORMATION RESEARCH

A one unit self-paced introduction to the basic concepts and tools used in information research. Techniques for approaching the research process using critical thinking and information competence skills are presented. Prepares students in any major for information research at four-year colleges and universities. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU, UC)

53117	LIBR 100 AA	By Arrangement	LIBRARY	Patterson	1.0	6/14-7/23
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## MANAGEMENT

(See also Business/Office Technology)

### MGMT 100 INTRODUCTION TO BUSINESS MANAGEMENT

Study of the principal functions of modern management, including planning, organizing, staffing, actuating, controlling, and decision-making. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU)

Telecourse:

52158	MGMT 100 TV	See Page 54	TV	Sato	3.0	6/19-7/26
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Orientation meeting is held at College of San Mateo.

## MATHEMATICS

### NOTE TO ALL ALGEBRA STUDENTS:

The Math Department uses a single textbook for the Elementary and Intermediate Algebra sequence. This allows students to complete the Algebra sequence in three different ways: a four semester sequence of MATH 111, 112, 122, and 123 each covering one fourth of the book; a two semester sequence of MATH 110 and Math 120 each covering half of the book; or a combination of the above. Please see your counselor to be sure you take the correct course.

### MATH 110 ELEMENTARY ALGEBRA

This is a course in elementary algebra covering linear, polynomial, and rational expressions and equations. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: MATH 811 or appropriate score on District math placement test and other measures as appropriate.

53062	MATH 110 AA	Daily	9:00-12:00	17-109	Toma	5.0	6/14-7/23
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### MATH 120 INTERMEDIATE ALGEBRA

This course is a continuation of MATH 110 and emphasizes absolute value, linear functions and graphs, rational exponents, radical expressions and equations, quadratic equations, exponential functions, and logarithmic functions. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: MATH 110 or 112 or appropriate score on District Math Placement test.

53035	MATH 120 AA	Daily	9:00-12:00	22-113	Zemla	5.0	6/14-7/23
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### MATH 125 ELEMENTARY FINITE MATHEMATICS

Set theory, counting theory, probability, systems of equations, vector and matrix theory, inequalities and linear programming. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: MATH 120 or 121 or 123, or appropriate score on District Math Placement Test and other measures as appropriate. (CAN MATH 12) (CSU, UC)

Evening and/or Weekend course(s)

53063	MATH 125 LA	MW	6:00-10:10	17-109	Innerst	3.0	6/14-7/21
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### MATH 130 ANALYTICAL TRIGONOMETRY

Trigonometric functions of real numbers and angles, identities and solution of trigonometric equations. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: MATH 115, and 120 or 121 or 123, or appropriate score on District math placement test and other measures as appropriate. (CAN MATH 8) (CSU)

Evening and/or Weekend course(s)

53064	MATH 130 LA	TTh	6:00-10:10	17-109	Fredricks	3.0	6/15-7/22
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### MATH 200 ELEMENTARY PROBABILITY AND STATISTICS

Measures of central tendency and dispersion; sampling distributions, statistical inference, regression and correlation. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: MATH 120 or 121 or 123, or appropriate score on District math placement test and other measures as appropriate. (CAN STAT 2) (CSU, UC)

53065	MATH 200 AA	Daily	8:00-10:10	17-103	Lapuz	4.0	6/14-7/23
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Evening and/or Weekend course(s)

53112	MATH 200 LA	MTTh	6:30-10:10	17-205	Staff	4.0	6/14-7/22
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## PHILOSOPHY

### PHIL 100 INTRODUCTION TO PHILOSOPHY

Philosophical assumptions, ideas and theories of selected philosophies, critical thinking, and the involvement of philosophical thought in everyday life. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CAN PHIL 2) (CSU, UC)

53048	PHIL 100 AA	MTWTh	10:30-12:40	17-105	Young	3.0	6/14-7/22
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### PHIL 103 CRITICAL THINKING

General overview of reasoning skills. Students practice and develop skills of constructing valid and sound arguments, write three short argumentative essays, and write a substantial paper of critical analysis of an assigned topic. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU, UC)

*Evening and/or Weekend course(s)*

50433	PHIL 103 LA	MW	6:00-10:10	17-105	Young	3.0	6/14-7/21
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## PHYSICAL EDUCATION

### DANCE

#### DANC 125, 126 BEGINNING AND INTERMEDIATE SALSA

Basics of salsa dancing including partner work with turn patterns and stylization, as well as more complex dance patterns with greater emphasis on development of dance stylization and timing. Shine steps are covered. A course for men and women. BSL: Open Curriculum. PREREQ: DANC 126 requires the previous level or demonstrated skill (CSU, UC)

*Evening and/or Weekend course(s)*

53097	DANC 125 LA	TTh	6:00-10:10	1-203	Quijano	1.0	6/15-7/22
53098	DANC 126 LA	TTh	6:00-10:10	1-203	Quijano	1.0	6/15-7/22

#### DANC 350 DANCE AEROBICS

Warm up, toning exercises, vigorous dance sequences, cool down and stretching presented to upbeat pop music. BSL: Open Curriculum. (CSU, UC)

*Evening and/or Weekend course(s)*

50297	DANC 350 LA	MW	5:00-7:05	1-203	Breen	0.5	6/14-7/21
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### FITNESS

#### FITN 121, 680 FITNESS CENTER, INTERMEDIATE FITNESS CENTER

The Fitness Center is open Monday through Saturday, 7:00 am to 1:00 pm, and Monday through Thursday 5:30-8:30 pm.; students may work out whenever the Center is open for a maximum of 2 hours per day. New students are required to attend an orientation session prior to using the Fitness Center. The Fitness Center follows the Cañada Academic Calendar for holidays and recesses. For more information, call (650) 306-3341.

This series of courses provides beginning through intermediate self-paced strength training and cardio vascular conditioning through the use of free weights, selected machines and aerobic conditioning equipment for lifelong health and wellness. The Fitness Center empowers students and athletes to optimize their fitness capabilities, achieving excellence through the promotion of a healthy lifestyle, providing opportunities to improve personal wellness and applying fundamentally sound principles. Includes orientation, goal setting and assessment. Three to six by arrangement hours of lab per week are required. May be repeated for credit up to three times for a maximum of 8 units. BSL: Open Curriculum. PREREQ: FITN 680 A1 and A2 require FITN 121. (CSU, UC)

#### ORIENTATION SCHEDULE\*:

<b>Day Hours:</b>	June 14-19, 2004	8:10, 9:10, 10:10, 11:10 & 12:10
<b>Evening Hours:</b>	June 14-17, 2004	6:10 & 7:10

\*NOTE: Following the dates listed above, orientations will be done on a by arrangement basis during the hours the Fitness Center is open. Please see a Staff member for more information.

51514	FITN 680 A5	By Arrangement***	1-138	Peña	0.5	6/14-7/23
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\*\*Students enrolling in 0.5 unit course are expected to attend an average of 4 hrs/week.

52371	FITN 121 A1	By Arrangement***	1-138	Nicolopolos	1.0	6/14-7/23
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52180	FITN 680 A1	By Arrangement***	1-138	Peña	1.0	6/14-7/23
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\*\*\*Students enrolling in 1.0 unit course are expected to attend an average of 8 hrs/week.

#### FITN 123 CARDIO PUMP FITNESS

A total fitness class for men and women. Workout includes warm-up, cardiovascular endurance, strength training as well as a cool-down with stretching together with upbeat music. May be repeated three times for credit. BSL: Open Curriculum. (CSU, UC)

53096	FITN 123 AA	TWTh	9:30-12:30	1-203	Breen	1.0	6/15-7/22
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#### FITN 153 SOCCER CONDITIONING

Group exercise class for competitive intercollegiate community college soccer players. Emphasis is placed on aerobic fitness, strength, speed, balance and agility with and without the ball. May be repeated three times for credit. BSL: Open Curriculum. (CSU, UC)

**MEN:**

51130	FITN 153 AB	Daily	4:30-7:35	FIELD	Mangiola	1.0	7/26-8/13
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**WOMEN:**

51129	FITN 153 AC	Daily	1:20-4:25	FIELD	Devlin	1.0	7/26-8/13
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#### FITN 680 VOLLEYBALL CONDITIONING

Group exercise class for competitive intercollegiate community college volleyball players. Emphasis is placed on aerobic fitness, strength, speed, balance and agility with and without the ball. May be repeated three times for credit. BSL: Open Curriculum. (CSU, UC)

52843	FITN 680 AA	Daily	1:00-4:15	1-208	Marcuson	1.0	7/26-8/13
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### INDIVIDUAL SPORTS

(Note: Students will be required to bring some supplies.)

#### INDV 161, 164 BEGINNING, INTERMEDIATE/ADVANCED GOLF

Instruction in techniques, rules, etiquette and philosophy for the beginning through intermediate/advanced golfer. INDV 164 emphasizes competition and drills for the student with prior golf experience. BSL: Open Curriculum. PREREQ: INDV 164 requires demonstrated skill. (CSU, UC)

*Evening and/or Weekend course(s)*

50831	INDV 161 WA	Sat	8:00-12:30	FIELD	Velasquez	0.5	6/19-7/24
50364	INDV 164 WA	Sat	8:00-12:30	FIELD	Velasquez	0.5	6/19-7/24

#### INDV 166 EXPERT GOLF TRAINING

Designed for students of expert golf ability who wish to prepare for advanced competition. A minimum skill level must be demonstrated to remain in the course. BSL: Open Curriculum. PREREQ: Demonstrated skill. (CSU, UC)

*Evening and/or Weekend course(s)*

52867	INDV 166 WA	Sat	8:00-12:30	FIELD	Velasquez	0.5	6/19-7/24
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### TEAM SPORTS

#### TEAM 111, 115 BEGINNING, ADVANCED BASKETBALL

Beginning through advanced instruction on rules, strategies and fundamental skills of basketball. TEAM 115 emphasizes the advanced aspects of team offense and defense. Round-robin play included. BSL: Open Curriculum. PREREQ: TEAM 115 requires the previous level or demonstrated skill. (CSU, UC)

*Evening and/or Weekend course(s)*

50460	TEAM 111 LC	MW	7:10-9:15	1-208	Velasquez	0.5	6/14-7/21
50462	TEAM 115 LC	MW	7:10-9:15	1-208	Velasquez	0.5	6/14-7/21

## PHYSICS

(See also Astronomy)

#### PHYS 260 PHYSICS WITH CALCULUS II

Calculus-based physics covering electricity, magnetism, and waves. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. PREREQ: PHYS 250 or equivalent course; and MATH 252 or equivalent course. (CAN PHYS 12) (CAN PHYS SEQ B = PHYS 250 + 260 + 270) (CSU, UC)

53102	PHYS 260 AA	Daily	9:30-1:00	16-106	Partlan	4.0	6/14-7/23
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**PHYS 260 has a non-refundable materials charge of \$6.**

# 20 Schedule of Classes – P/R/S

## POLITICAL SCIENCE

### PLSC 210 AMERICAN POLITICS

Survey of American politics and government. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CAN GOVT 2) (CSU, UC)

52353	PLSC 210 AA	MTWTh	8:00-10:10	3-148	Ware	3.0	6/14-7/22
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## PSYCHOLOGY

### PSYC 100 GENERAL PSYCHOLOGY

Principles of learning, theories of personality, uses for tests and measurements, behavioral disorders, mental health theories, developmental aspects of individuals, and social psychology. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CAN PSY 2) (CSU, UC)

50436	PSYC 100 AA	MTWTh	8:00-10:10	17-105	Staff	3.0	6/14-7/22
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*Telecourse:*

52159	PSYC 100 TV	See Page 54	TV	Clare	3.0	6/19-7/26
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Orientation meeting is held at College of San Mateo.

### PSYC 110 MARRIAGE AND RELATIONSHIP CHOICES

Societal, psychological and biological aspects of gender, sex, love, and conflict, in dating, marital and familial interaction. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU)

*Telecourse:*

52160	PSYC 110 TV	See Page 54	TV	Wehrle	3.0	6/19-7/26
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Orientation meeting is held at College of San Mateo.

### PSYC 340 PSYCHOLOGY OF HUMAN SEXUALITY

Psychological aspects of human sexuality influencing sexual identity and behavior and their implications. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

*Evening and/or Weekend course(s)*

51483	PSYC 340 LA	TTh	6:00-10:10	13-112	Ratner	3.0	6/15-7/22
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### PSYC 410 ABNORMAL PSYCHOLOGY

Elaboration on the study of abnormal behavior and personality. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

*Telecourse:*

52161	PSYC 410 TV	See Page 54	TV	Wehrle	3.0	6/19-7/19
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Orientation meeting is held at College of San Mateo.

## RADIOLOGIC TECHNOLOGY

### RADT 400 ORIENTATION TO RADIOLOGIC TECHNOLOGY

An overview of the field of radiologic technology. RECOMMENDED: Eligibility for READ 420 and ENGL 100.

52546	RADT 400 AA	MTWTh	8:00-10:15	18-115	Rivera	2.0	6/14-7/09
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### RADT 408 PERSPECTIVES IN RADIOLOGY

Intended for students who have been accepted to the Radiologic Technology Program. Includes hospital observation. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: Acceptance to the Radiologic Technology Program.

*Evening and/or Weekend course(s)*

52926	RADT 408 WA	Sat	8:00-12:00	18-115	Rivera	0.5	6/14-8/06
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### RADT 438 CLINICAL EDUCATION III

For the third semester Radiologic Technology student; third segment of the first rotation. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: Successful completion of RADT 428.

52927	RADT 438 SA	TTh	8:00-4:15	HOSP	Jones	2.5	6/01-8/17
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### RADT 468 CLINICAL EDUCATION VI

Final phase of clinical education for students enrolled in the Radiologic Technology Program. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: RADT 458.

52928	RADT 468 SA	Daily	8:00-2:15	HOSP	O'Laughlin	5.5	6/01-8/17
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## READING

(See also English and English Institute)

### READ 826 DEVELOPMENTAL READING

Basic reading skills: word attack, vocabulary, and comprehension. May be repeated once for credit up to a maximum of 6 units. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: Recommendation via placement test.

52961	READ 826 AA	Daily	8:00-11:00	3-104	Morgan	3.0	6/14-7/23
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**READ 826 has a non-refundable materials charge of \$2.**

### READ 836 ACADEMIC READING STRATEGIES

Students learn about reading strategies, vocabulary, study skills, flexible reading rates and the reading/writing connection. One by arrangement hour of lab per week is required. Units do not apply toward AA/AS degree. PREREQ: READ 826 OR eligibility for READ 836 on approved college Reading Placement Test and other measures as necessary. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400.

52962	READ 836 AA	MTWTh	10:30-12:40	3-142	Terzakis	3.0	6/14-7/22
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*Evening and/or Weekend course(s)*

53049	READ 836 LA	MW	6:00-10:10	3-104	Staff	3.0	6/14-7/21
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**READ 836 has a non-refundable materials charge of \$2.**

## SOCIOLOGY

### SOCI 100 INTRODUCTION TO SOCIOLOGY

Identification and analysis of basic social structures and forces that motivate and direct social behavior. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CAN SOC 2) (CSU, UC)

53050	SOCI 100 AA	MTWTh	10:30-12:40	13-115	Staff	3.0	6/14-7/22
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*Telecourse:*

52162	SOCI 100 TV	See Page 54	TV	Mathur	3.0	6/19-7/26
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Orientation meeting is held at College of San Mateo.

### SOCI 141 UNDERSTANDING DIVERSE RACIAL/ETHNIC CULTURES

Contributions made to American society by various racial and ethnic groups. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

*Evening and/or Weekend course(s)*

51696	SOCI 141 LA	MW	6:00-10:10	13-210	Heisinger	3.0	6/14-7/21
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## SPANISH

### SPAN 111 ELEMENTARY SPANISH I

Equivalent to the first half of SPAN 110. Introductory course that develops listening, speaking, reading and writing skills for basic every day situations, and introduces the student to cultural aspects of Spanish-speaking countries. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU, UC)

53094	SPAN 111 AA	MTWTh	8:00-10:10	13-117	Boehme	3.0	6/14-7/22
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## SPEECH COMMUNICATION

### SPCH 100 FUNDAMENTALS OF SPEECH COMMUNICATION

Form, function, history, and ethical requirements of public address. Students study, prepare, and deliver speeches in the traditional forms. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CAN SPCH 4) (CSU, UC)

51247	SPCH 100 AA	MTWTh	10:30-12:40	22-114	Browning	3.0	6/14-7/22
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### SPCH 120 INTERPERSONAL COMMUNICATION

Theory, basic principles, and methods of oral communication; improving speaking and listening skills within the context of interpersonal communication; although not a course in public address, class presentations are required. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CAN SPCH 8) (CSU, UC)

*Evening and/or Weekend course(s)*

50878	SPCH 120 LA	TTh	6:00-10:10	3-142	Jones	3.0	6/15-7/22
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**CAN Numbers**

The California Articulation Number (CAN) identifies some of the transferable lower-division, introductory courses commonly taught on college campuses. The system ensures that CAN courses on one participating campus will be accepted in lieu of the comparable CAN course on another participating campus.

**Prerequisites (PREREQ), Corequisites (COREQ), and Basic Skills Advisories (RECOMMENDED)**

RECOMMENDED refers to the basic skills level in reading, writing, and/or mathematics which is needed before enrolling in a course. In order to succeed in most courses, students should possess reading and writing skills at specific levels and, for some courses, mathematics. Basic skill levels are the minimum levels at which students need

to perform before enrolling in the target courses. A Prerequisite (PREREQ) is a condition of enrollment that a student is required to meet. Usually, a prerequisite is a course which must be completed successfully before enrolling in a course which follows. For example, English 100 is a course prerequisite for English 165. In order to successfully complete a course a grade of "C" or better must be earned in the designated course. A Corequisite is a course that a student is required to take concurrently with another course. Students may challenge a prerequisite and/or corequisite; contact a counselor for procedural information. **NOTE: For non-native English speakers, ENGL 400 is the equivalent of ENGL 800 for satisfying RECOMMENDED Basic Skills Advisories.**

**BSL: Open Curriculum.**

Courses with this designation have no recommended basic skills advisories.

**All Evening, Week-end, Late Afternoon, and  
Off-campus Classes are S H A D E D.**

Crse Ref.	Dept/ No.	Days	Hours	Bldg./ Room	Instructor	Units	Short Crse Dates
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**All Evening, Week-end, Late Afternoon, and  
Off-campus Classes are S H A D E D.**

Crse Ref.	Dept/ No.	Days	Hours	Bldg./ Room	Instructor	Units	Short Crse Dates
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**ACCOUNTING****ACTG 100 ACCOUNTING PROCEDURES**

Introduction to basic accounting principles and procedures. RECOMMENDED: Eligibility for READ 836, ENGL 836 or 400, and MATH 111. PREREQ: BUS. 110 or 115. (CSU)

Evening and/or Weekend course(s)

80828	ACTG 100 LA	Thu	7:05-10:10	13-116	Gawad	3.0	
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**ACTG 121 FINANCIAL ACCOUNTING**

Introduction to fundamentals of a basic accounting system including how to record business transactions, prepare financial statements, and use accounting information in accordance with generally accepted accounting standards. RECOMMENDED: Eligibility for READ 836, ENGL 836 or 400, and MATH 111. (CAN BUS 2) (CAN BUS SEQ A = ACTG 121 + 131) (CSU, UC)

80829	ACTG 121 AA	MWF	11:10-12:35	22-113	Roscelli	5.0	
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Evening and/or Weekend course(s)

80831	ACTG 121 LA	Thu	6:10-10:00	13-114	Staff	4.0	
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**ACTG 131 MANAGERIAL ACCOUNTING**

Financial information used in planning, organizing, directing, controlling, and decision-making processes. Recommended for all business major transfer students. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ACTG 121 (4 units) or equivalent. (CAN BUS 4) (CAN BUS SEQ A = ACTG 121 + 131) (CSU, UC)

Evening and/or Weekend course(s)

87274	ACTG 131 LA	Wed	6:10-10:00	17-109	Claire	4.0	
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**ACTG 194 QUICKBOOKS® AND QUICKBOOKS PRO® FOR THE SMALL BUSINESS PERSON I**

Financial accounting features of QuickBooks and QuickBooks Pro. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend course(s)

87273	ACTG 194 WA	Sat	8:00-5:00	13-213	Claire	1.0	10/02-10/09
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**ACTG 194 has a non-refundable materials charge of \$2.**

**ACTG 196 QUICKBOOKS® AND QUICKBOOKS PRO® FOR THE SMALL BUSINESS PERSON II**

Introduces the complex issues encountered when setting up and maintaining a QuickBooks Pro® accounting system. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, ENGL 836 or 400, and MATH 110. PREREQ: ACTG 194. (CSU)

Evening and/or Weekend course(s)

89774	ACTG 196 WA	Sat	8:00-5:00	13-213	Claire	1.0	10/23-10/30
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**ACTG 196 has a non-refundable materials charge of \$2.**

**ANTHROPOLOGY****ANTH 105 PEOPLES AND CULTURES OF THE WORLD**

Comparative study of Eskimo, Bushman of Africa, Mountain People of New Guinea, Pygmy, Yanomamo of Brazil, and the People of Micronesia. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

80848	ANTH 105 AA	MWF	9:10-10:00	17-103	Gresham	3.0	
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**ANTH 110 CULTURAL ANTHROPOLOGY**

Comparison of human behavior expressed in different cultures, religions, economies, personalities, kinships and families throughout the world. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ANTH 4) (CSU, UC)

80849	ANTH 110 AA	MWF	11:10-12:00	17-103	Gresham	3.0	
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**ANTH 125 PHYSICAL ANTHROPOLOGY**

Overview of the history of life on earth and the evolution of different lifeforms. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ANTH 2) (CSU, UC)

83708	ANTH 125 AB	TTh	11:10-12:25	17-103	Lass	3.0	
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Evening and/or Weekend course(s)

89725	ANTH 125 LA	Tue	7:05-10:10	17-103	Titus	3.0	
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**ANTH 350 INTRODUCTION TO ARCHAEOLOGY**

Survey of four million years of human biological evolution and the archaeological study of sociocultural adaptation. ANTH 110 is recommended. RECOMMENDED: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. (CSU)

Telecourse:

87458	ANTH 350 TV	See page 54-55	TV	Gonzalez	3.0		
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Orientation meeting is held at College of San Mateo.

**ANTH 360 INDIANS OF NORTH AMERICA**

Overview of life-ways of North American Indian cultures in different geographical areas of North America. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

80851	ANTH 360 AA	TTh	9:45-11:00	17-103	Lass	3.0	
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**ARCHITECTURE****ARCH 110 BASIC ARCHITECTURAL DRAWING**

Introduction to planning and designing the family home. Architectural blueprint reading, floor plan design, sketching and instrument drawing. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

80854	ARCH 110 AA	Tue	3:10-6:00	13-13	Wallach	3.0	
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Evening and/or Weekend course(s)

80856	ARCH 110 LA	Mon	6:30-9:35	13-13	Wallach	3.0	
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# 22 Schedule of Classes – A

## ART

### ART HISTORY

#### ART 100 ART OF THE WESTERN WORLD

Traces the Western tradition in the visual arts from ancient Greece to the present day. Chronologically introducing the societies, values, and ideals that gave birth to Western Art, it explores the connection between great works and the environment that stimulated their creation. Not intended for ART majors. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

##### Telecourse:

86832	ART 100 TV	See page 54-55	TV	Bernard	3.0
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Orientation meeting is held at College of San Mateo.

#### ART 101 HISTORY OF ART I

Survey of prehistoric, ancient, classical and medieval art, emphasizing the structure of architecture and sculpture, and their use in society. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ART 2) (CAN ART SEQ A = ART 101 + ART 102 + ART 103) (CSU, UC)

80858	ART 101 AA	TTh	11:10-12:25	3-148	Erickson	3.0
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#### ART 102 HISTORY OF ART II

Survey of western painting, sculpture, and architecture from the Proto-Renaissance to the end of the 17th century, with an emphasis on Renaissance values as they relate to the human figure and the development of space. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ART 4) (CAN ART SEQ A = ART 101 + ART 102 + ART 103) (CSU, UC)

80859	ART 102 AA	MW	9:10-10:25	3-148	Erickson	3.0
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#### ART 103 HISTORY OF ART III

Survey of western art from the 18th century to the present, with an emphasis on revolution, the avant-garde, and Impressionism. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ART SEQ A = ART 101 + ART 102 + ART 103) (CSU, UC)

89473	ART 103 AA	MW	11:10-12:25	3-148	Erickson	3.0
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#### ART 680 ART OF THE MIDDLE AGES

A survey of European architecture, sculpture, stained glass, manuscripts, tapestries, and liturgical objects from the barbarian migrations to the 14th century. Emphasis on medieval life and thought as expressed in art. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

80876	ART 680 AA	Fri	12:10-2:00	3-148	Erickson	1.0	09/10-10/29
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### MULTIMEDIA ART

Para cursos de Multimedia en Español, véa el final de esta sección.

#### ART 314 INTRODUCTION TO COMPUTER GRAPHICS

This fine arts course provides an introduction to graphic design fundamentals using a computer and various software programs as the primary medium for generating and designing creative content. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

84907	ART 314 AA	TTh	9:45-11:00	13-211	Mecorney	3.0
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**ART 314 has a non-refundable materials charge of \$6.**

#### ART 351 BASIC BLACK AND WHITE PHOTOGRAPHY

Learn valuable photographic skills directly transferable to the digital world (both digital cameras and image manipulation software such as Adobe Photoshop®). Basic understanding of a 35mm camera's controls is a prerequisite. Students learn to develop and print their own black and white film. Students must supply their own 35mm camera, film, and paper. One by arrangement hour of lab per week is required. BSL: Open Curriculum. PREREQ: ART 356. (CAN ART 18) (CSU, UC)

##### Evening and/or Weekend course(s)

83273	ART 351 LA	Mon	5:30-9:35	3-262	De Camp	3.0
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#### ART 362 DIGITAL PHOTOGRAPHY

An introduction to the theory and technology of digital photography. Exploration of the digital camera in both professional and consumer use. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

##### Evening and/or Weekend course(s)

89489	ART 362 LA	Thu	6:30-9:35	13-211	Sims	3.0
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**ART 362 has a non-refundable materials charge of \$6.**

#### ART 368 WEB DESIGN I

Introduction to basic WEB design principles. This class covers basic layout, time saving formats, for graphics and other web-related documents, creation of a successful graphic user interface, and navigation for basic website. The class focuses on Dreamweaver®, but also uses Photoshop®, ImageReady® and a basic demonstration of Flash®. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89113	ART 368 AA	TTh	11:10-12:25	13-211	Castillo	3.0
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**ART 368 has a non-refundable materials charge of \$6.**

#### ART 373 DIGITAL AUDIO I

Introduction to digital audio using Digidesign's Pro Tools to familiarize students with diverse production techniques, most common file formats, and compression methods used in multimedia and web applications. The fundamentals of digital audio theory, digital sound recording, editing, mixing, and encoding sound files are also covered. May be repeated once for credit. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

##### Evening and/or Weekend course(s)

89767	ART 373 LA	Wed	6:30-9:30	13-211	Christensen	1.0	08/18-09/22
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**ART 373 has a non-refundable materials charge of \$2.**

#### ART 376 DIGITAL IMAGING I

An introduction to the theory and technology of digital imaging. Through the use of Adobe Photoshop® students learn to enhance and manipulate digital photographs, scanned images, and create new images. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

86093	ART 376 AA	Thu	1:10-4:00	13-211	Mecorney	3.0
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**ART 376 has a non-refundable materials charge of \$6.**

#### ART 377 DIGITAL IMAGING II

Further exploration of Adobe Photoshop®'s capabilities for image correction, color correction, balance, histograms, masks, and alpha channels. Student work leads to the development of a portfolio of images. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ART 376. (CSU, UC)

89120	ART 377 AA	Mon	1:10-4:00	13-211	Mecorney	3.0
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**ART 377 has a non-refundable materials charge of \$6.**

#### ART 378 DIGITAL PAGE LAYOUT

An introductory course in page layout for graphic design, using computers to design and layout text and graphics for publication. Through projects and assignments, students integrate sound design principles and desktop publishing skills. Both Macintosh and Windows environments are supported. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89488	ART 378 AA	Wed	1:10-4:00	13-211	Mecorney	3.0
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**ART 378 has a non-refundable materials charge of \$6.**

#### ART 379 DIGITAL ANIMATION I: FLASH®

Utilize Macromedia Flash® as a medium for the development of creative computer based animations. Topics include implementing interesting graphic user interface solutions for web design and the scripting capabilities of the software as well as traditional animation techniques. May be repeated once for credit. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89766	ART 379 AA	Wed	9:10-12:00	13-211	Castillo	3.0
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**ART 379 has a non-refundable materials charge of \$6.**



## ART 680 ANIMATION II

Further exploration of Macromedia Flash® as a medium for the development of creative computer based animations and advanced interactive projects. The class is project based and geared towards creating self-contained and stand-alone Flash® applications both for the web or for CD-ROM presentations through the integration of rich media such as audio, video and ActionScript. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend course(s)					
89775	ART 680 LA	Mon	6:30-9:30	13-211 Castillo	3.0

**ART 680 has a non-refundable materials charge of \$6.**

## EN ESPAÑOL

## ART 376 IMAGEN DIGITAL I

Introducción a la teoría y tecnología de la imagen digital. A través del uso de Adobe Photoshop® los estudiantes aprenden a alterar y manipular fotografías digitales, imágenes digitalizadas así como crear nuevas imágenes. Se requieren dos horas extras de laboratorio por semana. RECOMENDACION: Elegibilidad para Lectura 836 o Ingles 836 o 400. (CSU)

Curso dado en el Centro de OICW en Menlo Park					
89768	ART 376 MB	Thu	6:30-9:35	MPCL1 Castillo	3.0

**ART 376 tiene una cuota para materiales de \$6.**

## STUDIO ART

## ART 148 COLOR FOR INTERIORS

Basic color theories are applied to the visual control of the interior space; design principles of color composition to achieve aesthetically pleasing color solutions. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in INTD 699 is required, two hours per week minimum. (CSU)

85198	ART 148 AA	Wed	3:10-6:00	13-17 Cornell	3.0
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## ART 201 FORM AND COMPOSITION I

A basic studio survey course, using structured drawing and painting problems focused on three-dimensional forms and space relationships, using line, mass, shape and color. BSL: Open Curriculum. (CSU, UC)

83264	ART 201 AA	TTh	9:10-12:00	3-260 Morales	3.0
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Evening and/or Weekend course(s)					
83263	ART 201 LA	TTh	6:30-9:35	3-260 Bogdonoff-Ginsberg	3.0

## ART 204 DRAWING I

A fundamental course in drawing using dry media, pencil, charcoal, and Conte crayon. BSL: Open Curriculum. (CAN ART 8) (CSU, UC)

80861	ART 204 AA	TTh	1:10-4:00	3-260 O'Leary	3.0
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## ART 207 LIFE DRAWING

A study of the human figure through the application of various drawing principles, emphasizing perceptual sensitivity. BSL: Open Curriculum. PREREQ: ART 201 or ART 204. (CSU, UC)

84249	ART 207 AA	MW	9:10-12:00	3-260 Morales	3.0
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# Interested in Multimedia Design?

**Upgrade** your Skills, **Learn** New Ones, **Impress** your Employer or **Start** your Design Career!  
Transfer to a four year college or university!

## MULTIMEDIA CERTIFICATE OF PROFICIENCY (30 units) Proposed Semester Sequence

1  
Bus440 MacApps  
Bus430 WinApps  
Art301 Design or  
Art201 Form & Composition  
Art314 Intro to Comp Grfx

2  
Art214 Color or  
Art303 Color Design  
Art376 Digital Imaging I  
Art368 Web Design I

3  
Art372 Digital Illustrator  
Art377 Digital Imaging II

4  
Art389 Multimedia Careers  
Art390 Portfolio Creation

### Electives:

Art325 Digital Painting / Art361 Digital Video / Art362 Digital Photography / Art369 Web Design II  
Art373 Digital Audio I / Art378 Digital Page Layout / Art379 Digital Animation I

**Plus!** GRAPHIC DESIGN CERTIFICATE (16.5 units) / WEB DESIGN CERTIFICATE (16.5 units)  
ASSOCIATE IN ARTS / TRANSFER PROGRAM / MULTIMEDIA ART AND TECHNOLOGY



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## 24 Schedule of Classes – A/B

### ART 214 COLOR

Consideration of color, theory, and practice. Relationship of color and form as applied to contemporary painting and design. BSL: Open Curriculum. (CSU, UC)

87369 ART 214 AA Tue 9:10-12:00 3-227 O'Leary 3.0

### ART 221 PAINTING I

Structured course in painting, projects emphasize continuity of student experience, orderly approach, and increased sophistication. BSL: Open Curriculum. PREREQ: ART 201 or 204. (CAN ART 10) (CSU, UC)

80869 ART 221 AA MW 1:10-4:00 3-260 Morales 3.0

### ART 222 PAINTING II

Develops awareness of optical potential of the painted surface. Acrylics, oil paint, and other media are used. BSL: Open Curriculum. PREREQ: ART 221. (CSU, UC)

80870 ART 222 AA MW 1:10-4:00 3-260 Morales 3.0

## ASTRONOMY

(See Also Physics)

### ASTR 100 INTRODUCTION TO ASTRONOMY

Survey of modern astronomy; study of what mankind knows about the universe and our place in it; including planets, stars, galaxies, quasars, pulsars, black holes, and the beginning and the end of the universe. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400, and MATH 111. (CSU, UC)

80879 ASTR 100 AA MWF 11:10-12:00 22-116 Preston 3.0

#### Evening and/or Weekend course(s)

80880 ASTR 100 LA Wed 6:30-9:35 17-205 Vanajakshi 3.0

**ASTR 100 has a non-refundable materials charge of \$6.**

### ASTR 101 ASTRONOMY LABORATORY

Identification of constellations, planets, stars and features of the moon. Use of a telescope and astronomical computer software to help locate identify and demonstrate the movement of astronomical objects. Laboratory measurements of astronomical phenomena. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, ENGL 836 or 400, and MATH 120 or 122. PREREQ: Completion of or concurrent enrollment in ASTR 100. (CSU, UC)

#### Evening and/or Weekend course(s)

80881 ASTR 101 LA Mon 7:05-10:10 16-106 Digel 1.0

83883 ASTR 101 LB Thu 7:05-10:10 16-106 Vanajakshi 1.0

## BIOLOGICAL SCIENCES

### BIOL 100 INTRODUCTION TO THE LIFE SCIENCES

Nature of the physical and chemical aspects of life. Plant and animal interrelationships and interdependencies. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

80882 BIOL 100 AA MWF 9:10-10:00 17-203 Staff 3.0

### BIOL 110 PRINCIPLES OF BIOLOGY

Lecture/lab course covering basic biological principles and designed for the non-biological sciences major. Recommended for the lab science transfer requirement. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

80883 BIOL 110 AA MWF 11:10-12:00 17-203 Staff 4.0

Thu 8:10-11:00 16-212

83611 BIOL 110 AB MWF 11:10-12:00 17-203 Staff 4.0

Tue 11:10-2:00 16-212

#### Evening and/or Weekend course(s)

80886 BIOL 110 LA MW 7:05-10:10 16-212 Staff 4.0

### BIOL 130 HUMAN BIOLOGY

An introduction to the anatomy and physiology of the human body through coverage of the organ systems, common diseases and the medical responses. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

#### Evening and/or Weekend course(s)

80888 BIOL 130 LA Thu 7:05-10:10 17-203 Staff 3.0

### BIOL 230 INTRODUCTION TO CELL BIOLOGY

Introduction to life functions at the cellular level. Designed for biology majors. The course covers the cellular level of cellular energetics, chemical regulation, photochemical activities, molecular genetics, recombinant DNA, and genetic engineering. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: CHEM 192 or 210. (CAN BIOL SEQ A = BIOL 225 + 230) (CSU, UC)

89081 BIOL 230 AA MWF 10:10-11:00 17-203 Staff 4.0  
Tue 8:10-11:00 16-204

### BIOL 240 GENERAL MICROBIOLOGY

Molecular and biochemical characteristics of micro-organisms with emphasis on bacteria. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: CHEM 192, 210 or 410 or equivalent, and either BIOL 110 or 130 or equivalent. (CAN BIOL 14) (CSU, UC)

84761 BIOL 240 AA MW 12:35-2:00 17-203 Staff 4.0

MW 11:10-12:25 16-204

89679 BIOL 240 AB MW 12:35-2:00 17-103 Staff 4.0

MW 2:10-3:25 16-204

### BIOL 250 HUMAN ANATOMY

Study of the structure of the major organ systems of the human body; lab consists of studying human gross anatomy models and prosected cadavers. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BIOL 100, 110 or 130. (CAN BIOL 10) (CAN BIOL SEQ B = BIOL 250 + 260) (CSU, UC)

85938 BIOL 250 AA TTh 9:45-11:00 22-116 Hirzel 4.0

TTh 8:10-9:25 18-213

89430 BIOL 250 AB TTh 9:45-11:00 22-116 Hirzel 4.0

TTh 11:10-12:25 18-213

#### Evening and/or Weekend course(s)

85936 BIOL 250 LA Tue 6:30-9:35 17-207 Chinn 4.0

Wed 6:30-9:35 18-213

89667 BIOL 250 LB Tue 6:30-9:35 17-207 Chinn 4.0

Thu 6:30-9:35 18-213

### BIOL 260 HUMAN PHYSIOLOGY

Study of the functions of the major organ systems of the human body. For students in allied health and other related fields. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 420, ENGL 100, and MATH 120 or 122. PREREQ: BIOL 110 or 130 or 225 or 230 or 240 or 250. CHEM 192 or 210 or 410. (CAN BIOL 12) (CAN BIOL SEQ B = BIOL 250 + 260) (CSU, UC)

85905 BIOL 260 AA MW 12:10-4:25 18-213 Hirzel 5.0

### BIOL 310 NUTRITION

Introduction to nutrient functions, structures and food sources; health consequences of nutrient deficiencies and excesses; related chronic diseases; interrelationships of diet to body's metabolism. Emphasis is placed on applying information to personal life. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, ENGL 836 or 400, and MATH 111. (CAN FCS 2) (CSU, UC)

80891 BIOL 310 AA MWF 10:10-11:00 17-205 Staff 3.0

#### Evening and/or Weekend course(s)

80892 BIOL 310 LA Tue 7:05-10:10 17-205 Kmetz 3.0

**BUSINESS/OFFICE TECHNOLOGY**

(See also Art, Computer Information Science and Systems and Real Estate)

Para cursos de Negocios/Tecnología de la Oficina en Español, véa el final de esta sección.

**GENERAL BUSINESS****BUS. 100 SURVEY OF BUSINESS**

Introduction to the American business practices in the global environment including economics, ethics, entrepreneurship, organizational development, management, customer/enterprise relations, information management, accounting, securities, and financial institutions. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

80894 BUS. 100 AA MWF 8:10-9:00 13-116 Trugman 3.0

*Telecourse:*

86838 BUS. 100 TV See page 54-55 TV Janssen 3.0

Orientation meeting is held at College of San Mateo.

**BUS. 101 HUMAN RELATIONS IN BUSINESS**

Learn how to improve interpersonal relations within an organizational context and how to manage today's diverse workforce in a constantly changing work environment. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

80896 BUS. 101 LA Mon 6:30-9:35 13-17 Thiele 3.0

**BUS. 103 INTRODUCTION TO BUSINESS INFORMATION SYSTEMS**

Overview of business information systems including hardware, software, flow-charting, and programming in Visual Basic. Introductory units on software packages (spreadsheet, word processing, and database) used in business are included. Designed to meet the requirements of the business transfer major. Two hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN BUS 6) (CSU, UC)

*Evening and/or Weekend course(s)*

80898 BUS. 103 LA Wed 6:30-9:35 13-217 Trugman 3.0

**BUS. 103 has a non-refundable materials charge of \$6.****BUS. 150 SMALL BUSINESS MANAGEMENT**

Introduction to the methods used for starting and managing a small business. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 100 or previous business experience. (CSU)

*Telecourse:*

86839 BUS. 150 TV See page 54-55 TV Sato 3.0

Orientation meeting is held at College of San Mateo.

**SMALL BUSINESS DEVELOPMENT**

(See also Accounting 194 and 196)

**BUS. 395 GETTING STARTED IN BUSINESS**

Designed to assist in starting a new business or growing a current business faster, in evaluating a business idea, and in organizing a business by studying important business principles developed by international business consultants. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89494 BUS. 395 RA Tue 6:30-9:30 22-110 Brown 1.0 08/24-09/28

**BUS. 396 DEVELOPING A BUSINESS PLAN**

Learn how to design, develop, and implement the most important tool for a successful business—the business plan. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89495 BUS. 396 RA Tue 6:30-9:30 22-110 Brown 1.0 10/05-11/09

**BUS. 397 CREATING TOOLS TO CREATE A MARKETING PLAN**

Learn about marketing and advertising tools, including the Internet, and get ready to start your own business. Here you talk to entrepreneurs, identify your target customers and position your company for success. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

86064 BUS. 397 RA Tue 6:30-9:35 22-110 Fraser 1.0 11/16-12/14

**BUS. 398 SMALL BUSINESS RESOURCE LAB**

Learn to successfully start and operate a small business from consulting sessions held at the Small Business Resource Center. Work at your own pace to evaluate your business idea, develop a business plan, marketing plan, financial plan, and much more. Open entry/open exit. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. May be repeated for credit up to 3 units. (CSU)

88748 BUS. 398 RA By arrangement 3-TBA Brown 0.5-3.0

**BUS. 398 has a non-refundable materials charge of \$2-\$6.****COMPUTER APPLICATIONS/OFFICE TECHNOLOGY**

Note: Bring two 3 1/2" HD diskettes on the first class meeting.

**BUS. 415 BEGINNING COMPUTER KEYBOARDING**

Keyboarding techniques using the alphabetic and numeric keys on the computer. Two hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

85130 BUS. 415 AA TTh 8:10-9:25 13-217 Finn 1.5 08/19-10/12

85131 BUS. 415 AB TTh 8:10-9:25 13-217 Finn 1.5 10/14-12/09

85132 BUS. 415 AC Fri 11:10-2:00 13-217 Thiele 1.5 08/20-10/08

85133 BUS. 415 AD Fri 11:10-2:00 13-217 Thiele 1.5 10/15-12/17

**BUS. 415 has a non-refundable materials charge of \$4.****BUS. 416 PROCEDURES FOR WORKING IN AN OFFICE**

Covers office skills in an automated/electronic office, time and stress management, office ethics and environment, career planning, records management, telephone techniques, and composing and transcribing letters. Spring semester only. Two hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 474. (CSU)

85142 BUS. 416 AA TTh 11:10-12:25 13-217 Finn 3.0

**BUS. 416 has a non-refundable materials charge of \$6.****BUS. 417 SKILL BUILDING**

Individualized, self-paced instruction to improve accuracy and develop keyboarding (typing) speed. May be repeated for credit up to 3 units. Two hours of lab per week are required per 1.5 units. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 415. (CSU)

85136 BUS. 417 AA TTh 8:10-9:25 13-217 Finn 1.5 08/19-10/12

85137 BUS. 417 AB TTh 8:10-9:25 13-217 Finn 1.5 10/14-12/09

85138 BUS. 417 AC Fri 11:10-2:00 13-217 Thiele 1.5 08/20-10/08

85210 BUS. 417 AD Fri 11:10-2:00 13-217 Thiele 1.5 10/15-12/17

**BUS. 417 has a non-refundable materials charge of \$4-\$6.****BUS. 430 COMPUTER APPLICATIONS, PART I**

Introduction to the use of personal computers including the basic features of Windows, word processing, and presentation graphics using Microsoft Office. BUS. 415 is recommended. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

83392 BUS. 430 AA MWF 9:10-10:00 13-217 Thiele 1.5 08/18-10/13

80937 BUS. 430 AB TTh 9:45-11:00 13-217 Finn 1.5 08/19-10/12

86698 BUS. 430 RC TTh 12:30-3:30 13-217 Jung 1.5 08/24-09/16

*Evening and/or Weekend course(s)*

80940 BUS. 430 LA Tue 6:30-9:30 13-211 Thiele 1.5 08/24-10/12

84710 BUS. 430 WA Sat 8:30-1:30 13-217 Finn 1.5 09/11-10/09

84393 BUS. 430 RA Mon 6:30-9:30 13-214 Jung 1.5 08/23-10/18

**BUS. 430 has a non-refundable materials charge of \$4.****BUS. 431 COMPUTER APPLICATIONS, PART II**

Includes the basic features of spreadsheets, database applications, and methods of integration using Microsoft Office. BUS. 430 is recommended. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

80943 BUS. 431 AA MWF 9:10-10:00 13-217 Thiele 1.5 10/15-12/13

80944 BUS. 431 AB TTh 9:45-11:00 13-217 Finn 1.5 10/14-12/09

86699 BUS. 431 RC TTh 12:30-3:30 13-217 Jung 1.5 09/28-10/21

*Evening and/or Weekend course(s)*

80947 BUS. 431 LA Tue 6:30-9:30 13-211 Thiele 1.5 10/19-12/07

84711 BUS. 431 WA Sat 8:30-1:30 13-217 Finn 1.5 10/16-11/20

86588 BUS. 431 RA Mon 6:30-9:30 13-214 Jung 1.5 10/25-12/13

**BUS. 431 has a non-refundable materials charge of \$4.**

## 26 Schedule of Classes – B

### New Certificates of Completion in Business/Office Technology

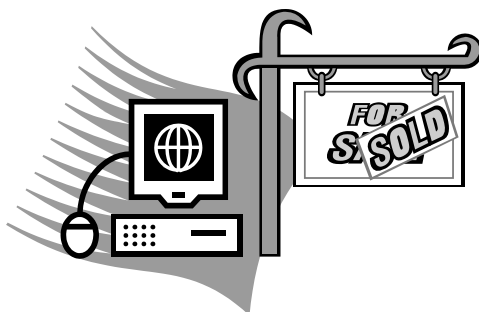
The department of Business/Office Technology offers four new Certificates of Completion.

#### Call Center Customer Service Support

This certificate is designed for people interested in becoming part of the information technology staff to assist in troubleshooting and solving computer related problems. Call Center or Help Center job possibilities vary in the Information Technology field.

#### Home Office/Small Business Computer Security

Designed to prepare students for employment implementing home office and/or small business computer security. Successful completion of this certificate will provide the student with the necessary knowledge and skills to implement, troubleshoot, and support network security.



#### Real Estate Salesperson

After completing RE 100 Real Estate Principles, RE 110 Real Estate Practice, and RE 141 Real Estate Appraisal, students will receive a Real Estate Salesperson certificate. The Real Estate Salesperson certificate is for people interested in becoming agents in an office using their real estate skills.

#### General Office

This certificate is the first in the series for the Administrative Assistant program.

Designed for people interested in becoming an entry-level office assistant using computer and office skills.

These programs provide the training to equip students for entry-level positions in Home Office/Small Business Computer Security, Call Center Customer Service Support, General Office, and Real Estate Salespersons. For more information, call Romy Thiele, Main Campus Coordinator, at (650) 306-3211 or Carolyn Jung, Off-Campus Coordinator, at (650) 306-3213.

#### BUS. 435 SPREADSHEETS

Students use Excel to plan and build worksheets using formulas and functions to solve business problems. Two hours of lab per week are required. Open entry/open exit. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

84713 BUS. 435 RA Wed 6:30-9:35 13-214 Finn 3.0

**BUS. 435 has a non-refundable materials charge of \$6.**

#### BUS. 439 MANAGING BUSINESS DOCUMENTS

Students learn to create, format, and manage professional-looking business documents using a word processing program. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 415. (CSU)

89432 BUS. 439 AB TTh 8:10-9:25 13-217 Finn 1.5 10/14-12/09

89035 BUS. 439 AD Fri 11:10-2:00 13-217 Thiele 1.5 10/15-12/17

**BUS. 439 has a non-refundable materials charge of \$4.**

#### BUS. 440 MACINTOSH APPLICATIONS, PART I

Introduces Macintosh basic operating system features, word processing, drawing and painting and presentation modules. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

89743 BUS. 440 LA Tue 6:30-9:30 13-211 Thiele 1.5 08/24-10/12

#### BUS. 441 MACINTOSH APPLICATIONS, PART II

Introduces database and spreadsheets modules and features such as templates, clippings, assistants, the internet, preferences, customization and macros. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

89744 BUS. 441 LA Tue 6:30-9:30 13-211 Thiele 1.5 10/19-12/07

#### BUS. 448 USING MICROSOFT WINDOWS

Windows operating system features, programs and file management. Course includes how to manage files and folders, maintain the computer, manage hardware, and customize Windows. May be repeated once for credit. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

86570 BUS. 448 RA Wed 6:30-9:30 16-110 Jung 1.5 08/18-10/06

**BUS. 448 has a non-refundable materials charge of \$4.**

#### BUS. 457 PRESENTATION SOFTWARE: POWERPOINT

Intermediate features of PowerPoint, including importing and exporting data, drawing, linking and embedding objects, and using color. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 430. (CSU)

87294 BUS. 457 RA Sat 9:10-1:00 13-214 Jung 1.5 08/21-10/02

**BUS. 457 has a non-refundable materials charge of \$4.**

#### BUS. 472 INTRODUCTION TO WORD FOR WINDOWS

Basics of Word for Windows. Topics include creating, editing, printing, and formatting. Two hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

85143 BUS. 472 AA Fri 11:10-2:00 13-217 Thiele 1.5 10/15-12/17

86589 BUS. 472 RA Thu 6:30-9:30 13-217 Jung 1.5 08/19-10/07

**BUS. 472 has a non-refundable materials charge of \$4.**

#### BUS. 474 INTERMEDIATE WORD FOR WINDOWS

Intermediate features of Word for Windows. Topics include labels, merging, macros, sorting, tables, columns, and desktop publishing features. Two hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 472. (CSU)

86590 BUS. 474 RA Thu 6:30-9:30 13-217 Jung 1.5 10/14-12/09

**BUS. 474 has a non-refundable materials charge of \$4.**



## BUS. 475 USING OUTLOOK

Using Outlook, a personal information management program, prepares you for a wide range of communication and organizational tasks such as sending, receiving and filing emails; organizing contacts; scheduling appointments, events, and meetings and creating a to-do lists and delegating tasks. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 430. (CSU)

Evening and/or Weekend course(s)							
89750	BUS. 475 LA	Wed	6:30-9:30	13-213	Branom	1.5	10/06-12/01

**BUS. 475 has a non-refundable materials charge of \$4.**

## BUS. 478 INTEGRATING MICROSOFT OFFICE

Students learn to integrate and share data among Microsoft Word documents, Excel spreadsheets, Access databases, and PowerPoint presentations. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 430 and 431. (CSU)

Evening and/or Weekend course(s)							
89825	BUS. 478 LA	Mon	6:30-9:30	13-217	Staff	1.5	10/18-12/06

**BUS. 478 has a non-refundable materials charge of \$4.**

## BUS. 680 ADOBE ACROBAT

Adobe Acrobat is more than just the Acrobat Reader. Learn how to take full advantage of the features of Adobe Acrobat Version 5. Covers how to create and fill out forms, collaboration tools including how to make edits to an existing PDF file, converting documents into PDF files from within any other application such as Word, Excel, PowerPoint, Netscape, Internet Explorer and more. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend course(s)							
87485	BUS. 680 LB	Wed	6:30-9:30	13-213	Branom	1.0	08/25-09/29

**BUS. 680 has a non-refundable materials charge of \$2.**

## BUS. 680 ADVANCED PRESENTATION SOFTWARE: POWERPOINT

Learn advanced techniques to manipulate objects & text; customize templates & toolbars; animate shows; create charts, tables, flow & organization charts & diagrams; and distribute and present your work. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

86602	BUS. 680 RA	Sat	9:10-1:00	13-214	Jung	1.5	10/09-11/20
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**BUS. 680 has a non-refundable materials charge of \$4.**

## INFORMATION TECHNOLOGY/NETWORKING

### BUS. 450 PC MAINTENANCE AND SYSTEM UPGRADES, PART I

Evaluate hardware, software, error codes, replacement of boards, optimization of hard disks, and problem-solving skills for hardware and software. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 415. (CSU)

Evening and/or Weekend course(s)							
85144	BUS. 450 LA	Tue	6:30-9:35	13-213	Sinkewitsch	3.0	

**BUS. 450 has a non-refundable materials charge of \$6.**

### BUS. 492 NETWORKING ESSENTIALS

Introduces the basics of Local Area Networks to include terminology, network components and their functions, network planning, monitoring, and management of networks with relationships to Microsoft Operating Systems. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend course(s)							
88444	BUS. 492 LA	Thu	6:30-9:35	13-213	Sinkewitsch	3.0	

**BUS. 492 has a non-refundable materials charge of \$6.**

### BUS. 680 INTERNET/NETWORK SECURITY

An in-depth overview of all the current risks and threats to an organization's data, along with a structured way of addressing and safeguarding these electronic assets. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

Evening and/or Weekend course(s)							
86701	BUS. 680 LA	Mon	6:30-9:35	13-213	Botto	3.0	

## EN ESPAÑOL

Nota: Traer dos 3 1/2" HD diskettes a la primera clase.

### BUS. 472 INTRODUCCION A WORD PARA WINDOWS

Principios basicos del programa Word que incluyen crear, redactar, imprimir y formatear un documento. Dos horas de laboratorio por semana son requeridas. RECOMENDACION: Elegibilidad para Lectura 836 o Ingles 836 o 400. (CSU)

Curso dado en el Centro de OICW en Menlo Park							
88738	BUS. 472 MB	Tue	6:30-9:30	MPCL1	Clark-Bagheri	1.5	08/24-10/12

**BUS. 472 tiene una cuota para materiales de \$4.**

### BUS. 474 WORD PARA WINDOWS INTERMEDIO

Principios intermedios para WORD que incluyen las temas de etiquetacion, unir documentos, macros, sortear, columnas y graficas publicitarias (volantes, folletos, tarjetas de negocio, etc.). Dos horas de laboratorio por semana son requeridos. RECOMENDACION: Elegibilidad para Lectura 836 o Ingles 800, 836 o 400. REQUISITO: Negocios 472 (BUS. 472)

Curso dado en el Centro de OICW en Menlo Park							
88740	BUS. 474 MB	Tue	6:30-9:30	MPCL1	Clark-Bagheri	1.5	10/19-12/07

**BUS. 474 tiene una cuota para materiales de \$4.**

### BUS. 475 USANDO OUTLOOK

Usando Outlook de Microsoft (un programa que organiza información personal) te prepara en una variedad de tareas en comunicación y organización. Por ejemplo enviar, recibir y archivar correos electrónicos a través de organizar contactos, horarios, citas, eventos y reuniones. También crea actividades diarias y delega tareas. Una hora de clase a su elección por unidad es requerido. RECOMENDACION: Elegibilidad para Lectura 836, e Ingles 836 o 400. Requesito: BUS. 430. (CSU)

89733	BUS. 475 RB	Fri	6:30-9:30	13-217	Clark-Bagheri	1.5	08/20-10/08
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**BUS. 475 tiene una cuota para materiales de \$4.**

## CAREER AND PERSONAL DEVELOPMENT

### CRER 137 LIFE AND CAREER PLANNING

Exploration of career and personal interests, skills, values and career alternatives. Development of job search techniques: resumes, cover letters, and interview skills. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

81006	CRER 137 AA	TTh	9:45-11:00	13-213	Sammut	3.0	
Evening and/or Weekend course(s)							
81007	CRER 137 LA	Thu	6:30-9:35	17-109	Olesen	3.0	

### CRER 401 COLLEGE SUCCESS

Information regarding college policies, degrees, transfer requirements, programs/services and improvement in study skills. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

89135	CRER 401 AD	Tue	12:45-1:35	17-109	Olesen	1.0	
86172	CRER 401 AE	Mon	1:10-2:00	13-15	Mata	1.0	

*Freshman Success course(s) (see page 11):*

85399	CRER 401 AA	Wed	12:45-1:35	3-142	Darafshi	1.0	
CRER 401 AA is linked with CRN 89471, ENGL 836 AE. When you enroll in a linked section you must enroll in the companion course.							
81012	CRER 401 AC	Wed	12:45-1:35	17-109	Mata	1.0	

**CRER 401 AC is linked with CRN 81351, MATH 110 AC. When you enroll in a linked section you must enroll in the companion course.**

### CRER 430 CAREER ASSESSMENT

Designed to help individuals define career alternatives. Vocational interest, skills, and values instruments are given and results interpreted. A minimum of 24 hours of "by arrangement" testing, research, and counseling are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

81017	CRER 430 AA	By arrangement	13-5	Olesen	0.5		
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## 28 Schedule of Classes – C

### WORKABILITY III PROGRAM

(The following courses are designed for students in the Workability III Program. Please call 306-3258 for more information.)

#### CRER 841 VOCATIONAL EVALUATION AND ASSESSMENT

Individualized or group career and interest assessment to help students with disabilities identify values, skills and interests in relation to career and job choices. Designed for students in the WorkAbility III program. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

88862 CRER 841 AA By arrangement 5-207 Blok 1.0

#### CRER 845 STEPS TO EMPLOYMENT

Introduces students to exploration of employment; steps for job placement; recognition of skills, interest and goals. Students learn how to complete an application and develop a resume, practice interview skills and enhance personal presentation. 1.5 to 6 by arrangement hours of lab per week are required. May be repeated for credit up to 2 units. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

88863 CRER 845 AA By arrangement 5-207 Blok 0.5-2.0

#### CRER 846 JOB RETENTION STRATEGIES

Individualized assistance with conflict resolution and time management; encourages assertive and responsible behavior on and off the job; learn techniques and exercises for retention of employment. Designed for students who are gainfully employed. 1.5 to 6 by arrangement hours of lab per week are required. May be repeated for credit up to 2 units.

88864 CRER 846 AA By arrangement 5-207 Blok 0.5-2.0

### CHEMISTRY

#### CHEM 112 CHEMISTRY IN ACTION

Introduction to theories, laws, concepts and language of chemistry to explain environmental and biological processes. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 110. (CSU, UC)

89730 CHEM 112 AA MWF 9:10-10:00 17-207 Pattanayak 4.0  
TTh 8:10-11:00 18-311

#### CHEM 210 GENERAL CHEMISTRY I

Principles and theories of chemical processes including stoichiometry, atomic and molecular theory, bonding, molecular geometry, states of matter, gas laws, thermochemistry and solutions. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: CHEM 192 and MATH 120 with grade of C or better or satisfactory score on District math placement test and other measures as appropriate that indicate proficiency in Intermediate Algebra. (CAN CHEM 2) (CAN CHEM SEQ A = CHEM 210 + 220) (CSU, UC)

83314 CHEM 210 AB MWF 11:10-12:00 17-207 Medina 5.0  
TTh 11:10-2:00 18-305

#### CHEM 220 GENERAL CHEMISTRY II

Continuation of CHEM 210. Topics include ionic equilibria, oxidation-reduction, kinetics, thermo-dynamics, electrochemistry, coordination chemistry, qualitative analysis, descriptive chemistry and nuclear chemistry. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: CHEM 210 or 224. (CAN CHEM 4) (CAN CHEM SEQ A = CHEM 210 + 220) (CSU, UC)

89731 CHEM 220 AA MWF 10:10-11:00 17-207 Medina 5.0  
TTh 8:10-11:00 18-305

### COMPUTER INFORMATION SCIENCE AND SYSTEMS

(See also Art, Business/Office Technology, and Engineering)

#### CIS 118, 119 INTRODUCTION TO OBJECT ORIENTED PROGRAM DESIGN, OPEN COMPUTER LAB I

Introduction to object-oriented computer programming for computer science majors (CSO) and computer professionals. Topics include computer hardware and operating systems, problem solving techniques, object-oriented program design, program coding, testing and implementation, documentation; issues and techniques. Students explore algorithm development, data types, flow of control, classes, objects, and event-driven programming. May be repeated once for credit. Recommended: Eligibility for READ 420, ENGL 100, and MATH 110. COREQ: Concurrent enrollment in CIS 119, Open Computer Lab. (CSU, UC)

88838 CIS 118 AA TTh 11:10-12:25 17-207 Anderson 3.0  
88839 CIS 119 AA By Arrangement Anderson 1.0

**CIS 118 has a non-refundable materials charge of \$6.**

#### CIS 284, 285 PROGRAMMING METHODS I: JAVA, OPEN COMPUTER LAB I: JAVA

Introduction to computer science and software engineering for computer science majors (CS1) and computer professionals. A systematic approach to the design, construction, and management of computer programs, emphasizing object-oriented design and programming documentation, testing and debugging techniques. Course includes introduction to basic data structures and computer ethics. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: CIS 118/119 or equivalent, and MATH 120 or equivalent. COREQ: concurrent enrollment in CIS 285, Open Computer Lab I: Java. (CSU, UC)

*Evening and/or Weekend course(s)*

89089 CIS 284 LA Mon 6:30-9:35 17-207 Iverson 3.0  
89090 CIS 285 LA By Arrangement Iverson 1.0

**CIS 284 has a non-refundable materials charge of \$6.**

### COOPERATIVE EDUCATION

#### COOP 670 COOPERATIVE EDUCATION/WORK EXPERIENCE

Employed students or students on volunteer assignments can earn 1-4 units per semester for jobs/assignments related to their major or occupational goals. Call 306-3367 for more information. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units including Cooperative Education/Work Experience and a job or volunteer work site. (CSU)

COOP 670 is a full-semester course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.

80994 COOP 670 AA Wed 1:10-2:00 13-116 Nicholls 1.0-3.0 08/18-09/01  
80995 COOP 670 AB Thu 12:30-1:25 13-116 Nicholls 4.0 08/19-09/02

*Evening and/or Weekend course(s)*

80999 COOP 670 LA Mon 5:30-6:20 13-116 Graham 4.0 08/23-09/13  
81000 COOP 670 LB Wed 5:35-6:25 13-116 Nicholls 4.0 08/18-09/01  
84678 COOP 670 WA Sat 8:10-8:55 22-114 Nicholls 4.0 08/28-09/18

### DEVELOPMENTAL LEARNING SKILLS

(See also courses under Adaptive Physical Education)

The Disability Resource Center offers services to eligible students with disabilities; these services may include test taking accommodation, notetakers, pre-registration advising, disabled student parking, readers, scribes and Recording for the Blind book ordering. The Center is designed to provide individual assistance to students with disabilities; this includes appropriate academic accommodations.

Developmental Learning skills classes are designed for students interested in determining their unique learning profile and the characteristics of learning disabilities. Students may receive specialized tutoring, and learn about self-advocacy skills, time-management, test taking accommodation and adaptive technology instruction as well as other services. For more information, please visit the Disability Resource Center in Bldg. 5, Room 207, or call (650) 306-3259 TDD: (650) 306-3161.

**DSKL 810 DEVELOPMENTAL LEARNING SKILLS**

Individual/small group instruction in perceptual, memory, conceptual, language skills, and self-advocacy skills. Open entry/Open exit. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: Verifiable learning disability.

88833	DSKL 810 AA	Mon	3:10-5:00	5-211	Hetrick	0.5	9/20-10/11
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**DSKL 813 DEVELOPMENTAL READING AND THINKING**

Primarily for students in Learning Disabilities Program, small group instruction in reading and thinking skills. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: Verifiable learning disability.

89613	DSKL 813 AA	MW	1:10-3:00	5-211	Hetrick	0.5-2.0	9/13-12/10
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**DSKL 816 TUTORING**

Special assistance is provided to help students succeed in mainstream college-level classes. Designed primarily for students in the Learning Disabilities Program. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: Verifiable learning disability.

89662	DSKL 816 AA	By arrangement	5-211	Hetrick	0.5-2.0		
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**DRAMA**

(See Theater Arts)

**EARLY CHILDHOOD EDUCATION/  
CHILD DEVELOPMENT**

(See also Literature)

ECE students will receive free textbooks and bilingual support funded by the First Five Commission of San Mateo County.

Para cursos de ECE. en Español, véa el final de esta sección.

**ECE. 201 CHILD DEVELOPMENT**

Overview of growth from birth to adolescence including physical, cognitive, language, emotional, and social aspects of development; a practical application of theory is emphasized. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

81100	ECE. 201 AA	TTh	9:45-11:00	22-114	Eyer	3.0	
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85952	ECE. 201 AB	Wed	4:10-7:00	22-116	Dilko	3.0	
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*OICW/Menlo Park Center course(s)*

89728	ECE. 201 MA	Tue	5:30-8:30	MPLR1	Elliott	3.0	
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**ECE. 210 EARLY CHILDHOOD EDUCATION PRINCIPLES**

Historical perspective, nature, and goals of early childhood education. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

84141	ECE. 210 LA	Wed	7:05-10:10	22-116	Dilko	3.0	
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**ECE. 211 EARLY CHILDHOOD EDUCATION CURRICULUM**

The development of goals and objectives to manage learning environments and their social implications for children are covered. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

87251	ECE. 211 AA	TTh	11:10-12:25	22-116	Eyer	3.0	
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*Evening and/or Weekend course(s)*

83067	ECE. 211 LA	Tue	7:05-10:10	22-116	Lawrence	3.0	
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**ECE. 212 CHILD, FAMILY, AND COMMUNITY**

Contemporary family factors influencing middle childhood, life styles, and the community; patterns of childrearing and their social, political, and economic implications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

*Evening and/or Weekend course(s)*

88172	ECE. 212 LA	Wed	7:05-10:10	22-114	Genevro	3.0	
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**ECE. 213 THE SCHOOL AGE CHILD**

Relevant and responsible program planning for before and after school child care. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

88630	ECE. 213 WA	Sat	9:00-5:00	22-113	Blair	3.0	
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Meeting dates are: 09/18, 10/02, 16 and 11/06-12/04.

**ECE. 230 CREATIVE ACTIVITIES FOR THE YOUNG CHILD**

Practical skills in presenting activities to young children. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

88632	ECE. 230 LA	Thu	7:05-10:10	13-216	Sandler	3.0	
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**ECE. 240 EARLY CHILDHOOD EDUCATION ADMINISTRATION: BUSINESS/LEGAL**

Overview of the business aspects of caring for children and their social, political, and economic implications. Twelve units in ECE recommended. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

83069	ECE. 240 LA	Thu	7:05-10:10	22-113	Dilko	3.0	
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**ECE. 241 EARLY CHILDHOOD EDUCATION ADMINISTRATION: HUMAN RELATIONS**

Human relations aspects of early childhood education as a business and the social, political, and economic implications for care providers and parents. Twelve units in ECE recommended prior to taking this course. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

85955	ECE. 241 LA	Tue	7:05-10:10	13-216	Sandler	3.0	
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89726	ECE. 241 WA	Sat	9:00-5:00	22-114	Dilko	3.0	
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Meeting dates are: 08/28-09/11, 09/25-10/02, 10/16 and 30.

**ECE. 242 ADULT SUPERVISION IN ECE/CD CLASSROOMS**

Methods and principles of supervising student teachers, assistant teachers, parents, and volunteers in early childhood education/child development classrooms. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

85956	ECE. 242 AA	Wed	4:10-7:00	22-114	Sweeney-Keplinger	2.0	08/18-10/27
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**ECE. 250 VIOLENCE AND ITS IMPACT ON CHILDREN AND THEIR FAMILIES**

Explores violence in America and its impact on children and adults. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

84655	ECE. 250 LA	Thu	7:05-10:10	22-114	Blair	3.0	
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**ECE. 260 CHILDREN WITH SPECIAL NEEDS**

Issues related to children with special needs (focus on physical, sensory, communicative, and behavioral disabilities) with emphasis on the inclusion of these children in ECE/Child Development environments and classrooms. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

88164	ECE. 260 LA	Mon	7:05-10:10	22-114	Ptacek	3.0	
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**ECE. 262 INTRODUCTION TO FAMILY SUPPORT: BUILDING RESPECTFUL PARTNERSHIPS (ALSO HMSV 262)**

Outlines Family Support Program principles and provides knowledge and skills for working with and supporting families. Eight by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

88165	ECE. 262 LA	Wed	7:05-10:10	22-113	Lukas	3.0	
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**ECE. 313 HEALTH AND SAFETY FOR YOUNG CHILDREN**

Overview of health practices and safety regulations for licensed child care settings. Topics include infectious disease prevention, establishing safe environments for young children, emergency and disaster preparedness, and community resources. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

84658	ECE. 313 WA	Sat	9:00-5:00	22-118	Greeley	3.0	
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Meeting dates are: 09/18, 10/09, 23 and 11/06-12/04.



## 30 Schedule of Classes – E

### ECE. 333 OBSERVATIONAL SKILLS

Overview of methods and in-depth practice of observational skills in ECE/CD settings. Students experience the observation of children, teachers, and programs using the following tools: Desired Results and Environmental Rating Scale, CA Dept. of Education, and NAEYC Accreditation Self Study. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89493 ECE. 333 AA Tue 4:10-7:00 22-114 Browne 3.0

### ECE. 335 HANDLING BEHAVIOR

Learn how to handle children's behavior in a positive way. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

84145 ECE. 335 AA Mon 4:10-7:00 13-216 Sandler 3.0

### ECE. 351 LANGUAGE ARTS IN EARLY CHILDHOOD

An overview of language arts growth in children and the creation of appropriate curriculum to foster its development. Three by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

87175 ECE. 351 AA Wed 4:10-7:00 13-216 Sandler 1.0 08/18-09/22

### ECE. 353 LITERACY IN EARLY CHILDHOOD

Overview of the development of literacy in young children. Three by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

87127 ECE. 353 AA Wed 4:10-7:00 13-216 Sandler 1.0 09/29-11/03

### ECE. 355 STORYTELLING IN EARLY CHILDHOOD

Presents the importance of storytelling as part of an effective literacy program for young children. Three by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

87176 ECE. 355 AA Wed 4:10-7:00 13-216 Sandler 1.0 11/10-12/15

### ECE. 366 PRACTICUM IN EARLY CHILDHOOD EDUCATION

Supervised Field Experience on methods and principles of teaching in early childhood classrooms. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: 12 units of ECE, approved sites only. (CSU)

*Evening and/or Weekend course(s)*

87249 ECE. 366 LA Mon 7:05-10:10 22-110 Browne 3.0

Meeting dates are: 08/30, 09/13, 10/04, 18, 11/22 and 12/13.

### Recommended Sequence of Classes for Engineering Majors

	Fall Semester	Spring Semester
<b>Year 1</b>	Math 251	Math 252
	Chem 210	Phys 250
	Engr 210	Chem 220
	CIS 118/119	Engr 100
		CIS 250/251
<b>Year 2</b>	Math 270	Math 253
	Math 275	Engr 230
	Phys 260	Engr 260/261
	Engr 270	Phys 270

If students register for courses in this sequence there will be no conflicts of schedule.

In addition to these Science/Engineering courses, students should take other General Education courses to complete the AA and/or transfer requirements.

### ECE. 386 ACTIVITY PLANNING AND CURRICULUM FOR HOME-BASED CHILD CARE

The focus of this course is activity planning and curriculum for home-based child care. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89727 ECE. 386 RA Mon 7:05-10:10 22-113 Goines 3.0

### ECE. 670 COOPERATIVE EDUCATION/WORK EXPERIENCE

Employed students or students on volunteer assignments can earn 1-4 units per semester for jobs/assignments related to their major or occupational goals. Call 306-3367 for more information. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units including Cooperative Education/Work Experience and a job or volunteer work site. (CSU)

ECE. 670 is a full-semester course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.

*Evening and/or Weekend course(s)*

88620 ECE. 670 LA Tue 5:30-6:20 13-216 Sandler 4.0 08/24-09/07

88429 ECE. 670 WA Sat 8:10-8:55 22-114 Nicholls 4.0 08/28-09/18

### EN ESPAÑOL

Los estudiantes de ECE. recibirán libros gratis y ayuda bilingüe fundados por la First Five Commission of San Mateo County.

### ECE. 201 EL DESAROLLO DEL NIÑO

El enfoque de este curso es el crecimiento y el desarrollo del niño desde el nacimiento hasta la adolescencia incluyendo los aspectos físicos, cognoscitivos, emocionales, sociales y del lenguaje. Se acentúa la aplicación práctica de la teoría. RECOMENDACION: Elegibilidad para LECTURA 836, e INGLÉS 836 o 400. (CSU, UC)

*Curso(s) de noche o de fin de semana*

89723 ECE. 201 WE Sat 9:00-5:00 13-111 Lawrence 3.0

Fechas de clases: 09/11 & 25, 10/02 & 10/16 y 10/30-11/06.

### ECE. 210 PRINCIPIOS DE EDUCACIÓN INFANTIL

Una perspectiva histórica, origen, y metas de educación inicial son cubiertos en este curso. RECOMENDACION: Elegibilidad para LECTURA 836, e INGLÉS 836 o 400. (CSU)

*Curso(s) de noche o de fin de semana*

89463 ECE. 210 LE Thu 7:05-10:10 22-116 Baxter 3.0

### ECE. 211 PROGRAMA DE ESTUDIOS PARA LA EDUCACIÓN INFANTIL

El desarrollo de metas y objetivos para administrar ambientes de aprendizaje y las consecuencias sociales en los niños son también tratadas en esta clase. RECOMENDACION: Elegibilidad para Lectura 836 o Inglés 836 o 400. (CSU)

89724 ECE. 211 AE Tue 4:10-7:00 22-116 Lawrence 3.0

### ECE. 212 EL NIÑO, LA FAMILIA, Y LA COMUNIDAD

Factores familiares contemporáneos que influyen a los niños de mediana edad, estilos de vida, factores contemporáneos que influyen a la comunidad, modos de criar a los niños y sus repercusiones sociales, políticas y económicas. RECOMENDACION: Elegibilidad para Lectura 802 o Inglés 836 e Inglés 836 o 400. (CSU, UC)

*Curso(s) de noche o de fin de semana*

89061 ECE. 212 LE Mon 7:05-10:10 22-116 Palma 3.0

### ECE. 384 REGLAS Y NORMAS DEL CUIDADO INFANTIL HOGAREÑO

El enfoque de este curso es el cuidado infantil que se provee en la casa y las normas/reglas asociadas con la operación de este tipo de negocio. RECOMENDACION: Elegibilidad para Lectura 836, e Inglés 836 o 400. (CSU)

*Curso dado en Our Second Home en Daly City*

89729 ECE. 384 SE Mon 7:05-10:10 OSHM Fernandez Leon 3.0



## ECONOMICS

### ECON 100 PRINCIPLES OF MACRO ECONOMICS

American economy and its effect on social, political, and cultural environments. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ECON 2) (CSU, UC)

83088	ECON 100 AA	MWF	9:10-10:00	13-116	Roscelli	3.0
81146	ECON 100 AB	TTh	9:45-11:00	13-116	Roscelli	3.0
<i>Evening and/or Weekend course(s)</i>						
86070	ECON 100 LA	Wed	7:05-10:10	13-114	Digneo	3.0

### ECON 102 PRINCIPLES OF MICRO ECONOMICS

Concepts of supply and demand. Pricing and output decisions under competitive, imperfectly competitive, and monopolistic markets. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN ECON 4) (CSU, UC)

81147	ECON 102 AA	TTh	11:10-12:25	13-116	Roscelli	3.0
<i>Evening and/or Weekend course(s)</i>						
81148	ECON 102 LA	Mon	6:30-9:35	13-116	Hirmina	3.0

## ENGINEERING

(See also Computer Information Science and Systems)

### ENGR 210 ENGINEERING GRAPHICS

Introduction to computer-aided design (CAD), graphical solution of two- and three-dimensional problems involving points, lines, surfaces and solids; Introduction to the engineering design process. The use of CAD software is an integral part of the course. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 130. (CAN ENGR 2) (CSU, UC)

85906 ENGR 210 AA MW 2:10-5:00 16-110 Enriquez 3.0

**ENGR 210 has a non-refundable materials charge of \$6.**

### ENGR 240 ENGINEERING DYNAMICS

Vector treatment of kinematics and kinetics of particles, systems of particles and rigid bodies. Methods of force-inertia, work-energy, and impulse-momentum. Vibrations and time response. Applications to one- and two-dimensional engineering problems. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: PHYS 250 and ENGR 230. (CSU, UC)

88853	ENGR 240 AA	Tue	4:10-5:25	16-106	Enriquez	3.0
		Thu	3:00-6:00	16-106		

### ENGR 270 MATERIALS SCIENCE

Application of basic principles of chemistry and physics to the engineering properties of materials. Special emphasis is given to the relationship between microstructure and the properties of metals, polymers, ceramics, and semiconducting materials. (PHYS 250 is recommended prior to taking this course). One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 251 and CHEM 210. (CAN ENGR 4) (CSU, UC)

84340	ENGR 270 AA	Tue	1:10-4:00	16-106	Enriquez	3.0
		Thu	1:10-3:00	16-106		

### ENGR 410 COMPUTER-AIDED GRAPHICS

Basic principles of engineering graphics and computer-aided design and drafting (CADD) with applications in engineering graphics, technical drawing, two-dimensional construction and solid modeling. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 110 or 115. (CSU, UC)

86668	ENGR 410 AA	MW	2:10-5:00	16-110	Enriquez	1.5	08/18-10/13
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**ENGR 410 has a non-refundable materials charge of \$4.**

### ENGR 413 DESIGNING WITH CAD

Basic principles of descriptive geometry, graphic and computer-aided design (CAD) and their applications in the engineering design process. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 110 or 115. (CSU, UC)

86714	ENGR 413 AB	MW	2:10-5:00	16-110	Enriquez	1.5	10/18-12/08
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**ENGR 413 has a non-refundable materials charge of \$4.**

## ENGLISH

(See also Literature, Reading and Theater Arts)

### IMPORTANT ENROLLMENT INFORMATION

The San Mateo County Community College District has established a procedure for enforcing the prerequisites for English 836, Writing Development and English 100, Reading and Composition, English 110, Literature and Composition, and English 165, Advanced Composition via a computerized prerequisite checking system. If you have not met the stated prerequisite for ENGL 836, ENGL 100, ENGL 110, or ENGL 165 you are blocked from enrolling in the course. If you believe you have met the prerequisite, review the information on the College Web site ([www.canadacollege.net](http://www.canadacollege.net)) and click on "Prerequisite Information." You may also contact the Cañada College Office of Matriculation, Transfer and Articulation, phone 650 306-3310, Building 5, Room 204 for assistance. Please note that ALL prerequisites, in addition to those for English 836, 100, 110, 165 continue to be enforced.

A Cañada College English Placement Test or ESL Placement Test is required for enrollment in English and English for non-native speakers (ESL) courses. For more information about circumstances that may exempt a student from the placement test requirements see the section under Matriculation and Placement Test information.

### ENGL 100 READING AND COMPOSITION

Freshman Composition, reading primarily non-fiction materials and writing in the argumentative and expository forms, gives students the writing and reading skills they need to succeed in college courses. One by arrangement hour of lab per week is required. PREREQ: ENGL 836 or 400 OR eligibility for ENGL 100 on approved college English Placement Test and other measures as necessary AND READ 836 with Credit or a grade of C or better OR eligibility for 400-level Reading courses on approved college Reading Placement Test and other measures as necessary. (CAN ENGL 2) (CAN ENGL SEQ A = ENGL 100 + 110) (CSU, UC)

81150	ENGL 100 AA	MWF	8:10-9:00	3-254	Smith	3.0
81151	ENGL 100 AB	TTh	8:10-9:25	3-254	Gangel	3.0
81152	ENGL 100 AC	MWF	9:10-10:00	3-254	Smith	3.0
81153	ENGL 100 AD	TTh	9:45-11:00	3-254	Clay	3.0
81154	ENGL 100 AE	MWF	10:10-11:00	3-254	Staff	3.0
84758	ENGL 100 AF	TTh	11:10-12:25	3-254	Clay	3.0
81155	ENGL 100 AG	MWF	11:10-12:00	3-254	Staff	3.0
81157	ENGL 100 AH	MWF	12:10-1:00	3-254	Gangel	3.0
89777	ENGL 100 AI	TTh	8:10-9:25	13-113	Staff	3.0

<i>Evening and/or Weekend course(s)</i>						
84211	ENGL 100 LA	Mon	7:05-10:10	3-254	Staff	3.0
81159	ENGL 100 LB	Thu	7:05-10:10	3-254	Henry	3.0

**ENGL 100 has a non-refundable materials charge of \$6.**

### ENGL 110 COMPOSITION, LITERATURE, AND CRITICAL THINKING

In this course students read and analyze works of fiction, poetry, and drama and write critical expository essays which demonstrate skills in analysis and critical thinking. One by arrangement hour of lab per week is required. PREREQ: ENGL 100. (CAN ENGL 4) (CAN ENGL SEQ A = ENGL 100 + 110) (CSU, UC)

81161	ENGL 110 AA	MWF	8:10-9:00	3-148	Clay	3.0
81162	ENGL 110 AB	TTh	9:45-11:00	3-148	Smith	3.0

<i>Evening and/or Weekend course(s)</i>						
81166	ENGL 110 LA	Tue	7:05-10:10	3-142	Henry	3.0

**ENGL 110 has a non-refundable materials charge of \$6.**

### ENGL 161 CREATIVE WRITING I

The craft of writing fiction. Emphasis falls upon writing technique and critical ability. PREREQ: ENGL 100. (CSU, UC)

<i>Evening and/or Weekend course(s)</i>						
81167	ENGL 161 LA	Tue	6:30-9:35	3-148	Nagler	3.0

**ENGL 161 has a non-refundable materials charge of \$6.**

### ENGL 162 CREATIVE WRITING II

An advanced course in the writing of fiction. Emphasis falls upon writing technique and critical ability. PREREQ: ENGL 100. (CSU, UC)

<i>Evening and/or Weekend course(s)</i>						
83858	ENGL 162 LA	Tue	6:30-9:35	3-148	Nagler	3.0

**ENGL 162 has a non-refundable materials charge of \$6.**

## 32 Schedule of Classes – A

# Community-Based English Tutoring

**El programa CBET** ofrece cursos de inglés como segundo idioma al nivel preparatorio en varios sitios en Redwood City, East Palo Alto, y Menlo Park. El programa se dedica a servir a los padres y personas de la comunidad de los Distritos Escolares de Sequoia Union (SUHSD) y Redwood City Elementary (RCSD) porque CBET es pagado por ambos distritos por el Estado de California (proposición 227). Todos los participantes en el programa tienen que firmar un contrato en el que prometen que cuando sepan más inglés, trabajarán con un niño como tutores voluntarios.

### El programa CBET:

- Ofrece cursos de inglés para adultos para que puedan apoyar a sus hijos quienes también están aprendiendo el inglés como segundo idioma;
- Enseña estrategias necesarias para obtener éxito escolar en este país;
- Aumenta la educación básica y el alfabetismo de los padres;
- Provee oportunidades de educación y entrenamiento; y
- Aumenta la participación de los participantes en las escuelas y en su comunidad.

El programa CBET ofrece cursos de septiembre a diciembre (otoño) y de enero a mayo (primavera). El programa ofrece dos semestres de ESL 800 (nivel preparatorio) y un curso de lectura/escritura/civismo que prepara a los estudiantes para el primer nivel del Instituto de Inglés.

**El programa CBET ofrece cursos** en las escuelas Fair Oaks, Garfield, Hawes, Hoover, John Gill y Taft de Redwood City. También ofrece cursos en Boys and Girls Club de East Palo Alto, Menlo Park, y Redwood City.

### Para más información:

Linda M. Haley, Instructora/Coordinator, (650) 306-3495

José Romero, Coordinador, (650) 306-3388

**The CBET program** provides preparatory level English as a Second Language (ESL) courses at various sites throughout Redwood City, East Palo Alto, and Menlo Park. The program targets parents and community members of the Redwood City School District (RCSD) and the Sequoia Union High School District (SUHSD) because CBET is funded through both districts by the State of California (proposition 227). All participants in the CBET program must pledge to tutor a child in their community once their English is more proficient.

### The CBET program:

- Provides ESL courses to adults to enable them to support their child language learners;
- Teaches parents strategies for helping children succeed in school;
- Increases basic parent education and literacy;
- Promotes opportunities for advanced education training; and
- Increases parental involvement in the schools and their communities.

The CBET program offers courses both fall and spring semesters in accordance with the RCSD and SUHSD district calendars. The CBET courses include two semesters of ESL 800 (prep level) plus a Reading/Writing/Civics course that prepares students for the English Institute level one courses.

**CBET courses are offered** at the following elementary schools in Redwood City: Fair Oaks, Garfield, Hawes, Hoover, and John Gill. Courses are also offered at the Boys and Girls Clubs of East Palo Alto, Menlo Park, and Redwood City.

### For more information, contact:

Linda M. Haley, Instructor/Coordinator, (650) 306-3495

Jose Romero, Program Services Coordinator, (650) 306-3388

### ENGL 165 ADVANCED COMPOSITION

This is an advanced course in non-fiction writing, emphasizing critical thinking and critical reading skills. One by arrangement hour of lab per week is required. PREREQ: ENGL 100. (CSU, UC)

84242	ENGL 165 AA	MWF	8:10-9:00	13-112	Gangel	3.0
81168	ENGL 165 AB	TTh	8:10-9:25	13-112	Staff	3.0
84759	ENGL 165 AC	MWF	11:10-12:00	13-113	Palmer	3.0
85181	ENGL 165 AD	TTh	9:45-11:00	13-112	Gangel	3.0

#### Evening and/or Weekend course(s)

86037	ENGL 165 LA	Tue	7:05-10:10	3-254	Staff	3.0
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**ENGL 165 has a non-refundable materials charge of \$6.**

### ENGL 400 COMPOSITION FOR NON-NATIVE SPEAKERS

Advanced practice in writing expository essays based on the analysis of complex pieces of writing, both fiction and nonfiction, required to meet standards for entrance into English 100. Successful completion of BOTH English 400 AND Reading 836 is required for entrance into English 100. You may choose to enroll in English 400 and Reading 836 concurrently. One by arrangement hour of lab per week is required. PREREQ: ESL 854 or appropriate skill level as indicated by placement test score or other measures as needed. (CSU, UC)

86752	ENGL 400 AA	TTh	8:10-10:25	2-10	Rana	5.0
88376	ENGL 400 AB	Daily	11:10-12:00	13-114	Staff	5.0

#### Evening and/or Weekend course(s)

87329	ENGL 400 LA	TTh	7:05-9:15	13-112	Staff	5.0
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**ENGL 400 has a non-refundable materials charge of \$6.**

## ENGL 826 BASIC READING/COMPOSITION

This course teaches the requisite skills for subsequent college level writing. One by arrangement hour of lab per week is required. Units do not apply toward AA/AS degree. BSL: Open Curriculum. COREQ: Concurrent enrollment in READ 826.

81178	ENGL 826 AA	MWThF	8:10-9:00	13-114	Staff	4.0
81179	ENGL 826 AB	MWThF	9:10-10:00	13-114	Trugman	4.0
89470	ENGL 826 AC	MWThF	10:10-11:00	13-114	Trugman	4.0
<i>Evening and/or Weekend course(s)</i>						
81182	ENGL 826 LA	MW	7:05-9:05	3-142	Staff	4.0

**ENGL 826 has a non-refundable materials charge of \$2.**

## ENGL 836 WRITING DEVELOPMENT

Learn to plan, organize, compose and revise a college-level essay. Write text-based essays, and develop the ability to express ideas logically with detailed support. Review mechanics, grammar, and MLA documentation style. Develop the composition skills necessary to meet standards for entrance to English 100. Successful completion of BOTH English 836 and Reading 836 is required for entrance into English 100. One by arrangement hour of lab per week is required. PREREQ: Successful completion of ENGL 826 and READ 826, or eligibility for READ 836, and ENGL 836 or 400 based on scores on approved Cañada College assessment instruments (placement tests with multiple measures assessment), or \*successful completion of coursework at other colleges/universities equivalent to ENGL 826 and READ 826.

\*Use the Office of Matriculation to approve course work completed at other colleges/universities to meet the prerequisite.

83326	ENGL 836 AA	MWF	8:10-9:20	3-142	Staff	4.0
81169	ENGL 836 AB	TTh	8:10-10:00	3-142	Staff	4.0
81170	ENGL 836 AC	MWF	9:30-10:40	3-142	Palmer	4.0
81171	ENGL 836 AD	TTh	10:10-12:00	3-142	Staff	4.0
81173	ENGL 836 AF	TTh	12:10-2:00	3-142	Palmer	4.0
<i>Evening and/or Weekend course(s)</i>						
81175	ENGL 836 LA	Thu	6:30-10:00	3-142	Staff	4.0

*Freshman Success course(s) (see page 11):*

89471	ENGL 836 AE	MWF	11:10-12:20	3-142	Clay	4.0
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ENGL 836 AE is linked with CRN 85399, CRER 401 AA. When you enroll in a linked section you must enroll in the companion course.

**ENGL 836 has a non-refundable materials charge of \$2.**

## ENGLISH INSTITUTE - ENGLISH AS A SECOND LANGUAGE

### (INGLES COMO SEGUNDO IDIOMA)

El Instituto de Inglés es un programa intensivo para el desarrollo del idioma que provee instrucción de inglés como segundo idioma a los estudiantes cuyo idioma no es el inglés. Se recomienda que el estudiante que desee inscribirse en el programa, tenga un conocimiento básico del inglés equivalente a por lo menos un año de estudio en un programa de inglés como: Educación Básica para adultos, instituto de idiomas, o estudios previos de la lengua Inglesa en el país de origen. Para más información pueden dirigirse a la oficina del Instituto de Inglés, localizada en el edificio 13, oficina 121, o pueden llamar al 306-3412.

The English Institute is an intensive language development program that provides English as a Second Language instruction for students whose native language is not English. It is recommended that students who wish to enroll in the program have a knowledge of basic English equivalent to at least one year of study in programs such as Adult Basic Education and language schools, or previous English language instruction in their native country. For more information, students should contact the English Institute Resource Room, Building 13, Room 121, or call 306-3412.

## ESL 805 ADVANCED GRAMMAR REVIEW

Advanced practice and review of English grammar through reading and analyzing selections of fiction and non-fiction, writing in response to readings, and editing written responses for appropriate grammar and language use. Designed primarily to prepare students whose native language is other than English for ENGL 400, 826, or 836. Units do not apply toward AA/AS degree. PREREQ: ESL 804 or 824, or placement by College ESL Placement Test.

88870	ESL 805 AA	TTh	11:10-12:25	13-210	Rana	3.0
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## ESL 821 GRAMMAR/VOCABULARY I

High beginning grammar, word study, and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 800 or placement by College ESL Placement Test.

89753	ESL 821 AA	TTh	10:10-12:00	6-12	Boehme	4.0
<i>Evening and/or Weekend course(s)</i>						
83219	ESL 821 LA	MW	6:00-7:50	6-12	O'Neil-Annis	4.0
88527	ESL 821 LB	MW	6:00-7:50	6-13	Sparks	4.0

**ESL 821 has a non-refundable materials charge of \$2.**

## ESL 822 GRAMMAR/VOCABULARY II

Low-intermediate grammar, word study, and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 801 or 821, or placement by College ESL Placement Test.

89754	ESL 822 AA	TTh	10:10-12:00	13-15	Magee	4.0
<i>Evening and/or Weekend course(s)</i>						
83221	ESL 822 LA	MW	6:00-7:50	13-11	Edelen	4.0
83220	ESL 822 LB	MW	6:00-7:50	13-15	Castello	4.0

**ESL 822 has a non-refundable materials charge of \$2.**

## ESL 823 GRAMMAR/VOCABULARY III

Intermediate grammar, word study and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 802 or 822, or placement by College ESL Placement Test.

83222	ESL 823 AA	TTh	10:10-12:00	13-111	Schertle	4.0
<i>Evening and/or Weekend course(s)</i>						
83224	ESL 823 LA	MW	6:00-7:50	13-212	Schuller	4.0
86259	ESL 823 LB	MW	6:00-7:50	13-111	McClain	4.0

**ESL 823 has a non-refundable materials charge of \$2.**

## ESL 824 GRAMMAR/VOCABULARY IV

Advanced grammar, word study, and practice. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 803 or 823, or placement by College ESL Placement Test.

83225	ESL 824 AA	TTh	10:10-12:00	17-107	Castello	4.0
<i>Evening and/or Weekend course(s)</i>						
83226	ESL 824 LA	MW	6:00-7:50	13-115	Pelletier	4.0
89099	ESL 824 LB	MW	6:00-7:50	13-210	Scarabelli	4.0

**ESL 824 has a non-refundable materials charge of \$2.**

## ESL 831 SPEAKING/LISTENING I

High intermediate practice in speaking and aural comprehension of English. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 800, or placement by College ESL Placement Test.

89755	ESL 831 AA	TTh	8:10-10:00	6-12	Castello	4.0
<i>Evening and/or Weekend course(s)</i>						
83228	ESL 831 LA	MW	8:00-9:50	6-12	McClain	4.0
83227	ESL 831 LB	MW	8:00-9:50	6-13	Womack	4.0

**ESL 831 has a non-refundable materials charge of \$2.**

## ESL 832 SPEAKING/LISTENING II

Low-intermediate practice in speaking and aural comprehension of English. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 811 or 831, or placement by College ESL Placement Test.

83229	ESL 832 AA	TTh	8:10-10:00	13-15	Schertle	4.0
<i>Evening and/or Weekend course(s)</i>						
83230	ESL 832 LA	MW	8:00-9:50	13-11	O'Neil-Annis	4.0
89092	ESL 832 LB	MW	8:00-9:50	13-15	Brodskaya	4.0

**ESL 832 has a non-refundable materials charge of \$2.**

## ESL 833 SPEAKING/LISTENING III

High-intermediate practice in speaking and aural comprehension. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 812 or 832, or placement by College ESL Placement Test.

83231	ESL 833 AA	TTh	8:10-10:00	13-110	Magee	4.0
<i>Evening and/or Weekend course(s)</i>						
83232	ESL 833 LA	MW	8:00-9:50	13-212	Castello	4.0
88938	ESL 833 LB	MW	8:00-9:50	13-111	Pelletier	4.0

**ESL 833 has a non-refundable materials charge of \$2.**



# 34 Schedule of Classes – A

fall

## ESL 834 SPEAKING/LISTENING IV

Advanced practice in speaking and aural comprehension. Prepares ESL students for college entry courses. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 813 or 833, or placement by College ESL Placement Test.

83234	ESL 834 AA	TTh	8:10-10:00	13-111	Staff	4.0
<i>Evening and/or Weekend course(s)</i>						
83235	ESL 834 LA	MW	8:00-9:50	13-115	Schuller	4.0
89100	ESL 834 LB	MW	8:00-9:50	13-210	Scarabelli	4.0

**ESL 834 has a non-refundable materials charge of \$2.**

## ESL 836 ENGLISH PRONUNCIATION

Designed to ear train ESL students to American intonation and pronunciation. One by arrangement hour of lab per week is required. BSL: Open Curriculum. Units do not apply toward AA/AS degree.

83236	ESL 836 AA	TTh	12:10-1:00	6-12	Choi	2.0
<i>Evening and/or Weekend course(s)</i>						
87373	ESL 836 LA	MW	5:00-5:50	13-11	Schuller	2.0

## ESL 841 WRITING I

High-beginning practice in writing English. Emphasis is on the grammar and mechanics of written academic English. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 800, or placement by College ESL Placement Test.

83238	ESL 841 AA	MW	10:10-12:00	6-12	Siebert	4.0
89756	ESL 841 AB	MW	10:10-12:00	13-15	Escobar	4.0
<i>Evening and/or Weekend course(s)</i>						
83239	ESL 841 LA	TTh	8:00-9:50	6-12	Schertle	4.0
89094	ESL 841 LB	TTh	8:00-9:50	6-13	Cartier	4.0

**ESL 841 has a non-refundable materials charge of \$2.**

## ESL 842 WRITING II

Low-intermediate practice in writing English. Emphasis is on the grammar and mechanics of written academic English. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 841 or 851, or placement by College ESL Placement Test.

83240	ESL 842 AA	MW	10:10-12:00	13-110	Rana	4.0
89757	ESL 842 AB	MW	10:10-12:00	13-111	Ades	4.0
<i>Evening and/or Weekend course(s)</i>						
83241	ESL 842 LA	TTh	8:00-9:50	13-11	Traore	4.0
89095	ESL 842 LB	TTh	8:00-9:50	13-15	Craig	4.0

**ESL 842 has a non-refundable materials charge of \$2.**

## ESL 843 WRITING III

High intermediate practice in writing English. Emphasis is on the grammar and mechanics of written academic English. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 842 or 852, or placement by College ESL Placement Test.

83242	ESL 843 AA	MW	10:10-12:00	13-212	Castello	4.0
89758	ESL 843 AB	MW	10:10-12:00	17-107	Smith	4.0
<i>Evening and/or Weekend course(s)</i>						
83243	ESL 843 LA	TTh	8:00-9:50	13-111	Fiorentino	4.0

**ESL 843 has a non-refundable materials charge of \$2.**

## ESL 844 WRITING IV

Advanced practice in writing English. Prepares ESL students for college entry courses. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 843 or 853, or placement by College ESL Placement Test.

83245	ESL 844 AA	MW	10:10-12:00	6-13	Choi	4.0
89759	ESL 844 AB	MW	10:10-12:00	13-11	Sidman-Taveau	4.0
<i>Evening and/or Weekend course(s)</i>						
83246	ESL 844 LA	TTh	8:00-9:50	13-212	Haven	4.0

**ESL 844 has a non-refundable materials charge of \$2.**

## ESL 861 READING I

High beginning practice in reading of English. Emphasis is on comprehension and language development. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 800, or placement by College ESL Placement Test.

89761	ESL 861 AA	MW	8:10-10:00	6-12	Siebert	4.0
89762	ESL 861 AB	MW	8:10-10:00	13-15	Escobar	4.0
<i>Evening and/or Weekend course(s)</i>						
83248	ESL 861 LA	TTh	6:00-7:50	6-12	Schertle	4.0
83247	ESL 861 LB	TTh	6:00-7:50	6-13	Craig	4.0

**ESL 861 has a non-refundable materials charge of \$2.**

## ESL 862 READING II

Low-intermediate practice in reading of English. Emphasis is on comprehension and vocabulary development. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 851 or 861, or placement by College ESL Placement Test.

83249	ESL 862 AA	MW	8:10-10:00	13-110	Rana	4.0
89763	ESL 862 AB	MW	8:10-10:00	13-111	Ades	4.0
<i>Evening and/or Weekend course(s)</i>						
83250	ESL 862 LA	TTh	6:00-7:50	13-11	Traore	4.0
83251	ESL 862 LB	TTh	6:00-7:50	13-15	Cartier	4.0

**ESL 862 has a non-refundable materials charge of \$2.**

## ESL 863 READING III

High-intermediate practice in reading of English. Emphasis is on comprehension and vocabulary development. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 852 or 862, or placement by College ESL Placement Test.

83252	ESL 863 AA	MW	8:10-10:00	13-113	Castello	4.0
89764	ESL 863 AB	MW	8:10-10:00	13-212	Smith	4.0
<i>Evening and/or Weekend course(s)</i>						
83253	ESL 863 LA	TTh	6:00-7:50	13-111	Haven	4.0

**ESL 863 has a non-refundable materials charge of \$2.**

## The English Institute at Canada College Class Levels

### DAY / EVENING

#### Level 1

ESL 861 Reading I	4.0 units
ESL 841 Writing I	4.0
ESL 831 Listening/Speaking I	4.0
ESL 821 Grammar I	4.0

#### Level 2

ESL 862 Reading II	4.0 units
ESL 842 Writing II	4.0
ESL 832 Listening/Speaking II	4.0
ESL 822 Grammar II	4.0

#### Level 3

ESL 863 Reading III	4.0 units
ESL 843 Writing III	4.0
ESL 833 Listening/Speaking III	4.0
ESL 823 Grammar III	4.0

#### Level 4

ESL 864 Reading IV	4.0 units
ESL 844 Writing IV	4.0
ESL 834 Listening/Speaking IV	4.0
ESL 824 Grammar IV	4.0

## EI Completion Award\*

### Transitional Level

ESL 805 Adv Grammar Review	3.0 units
English 400** (Composition for Non Native Speakers)	5.0**
Reading 836 Academic Reading Strategies	3.0

### Supporting Course

ESL 836 English Pronunciation	2.0 units
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\* EI Completion Award is awarded to students who have completed all 4 classes (Grammar, Listening/Speaking, Reading and Writing) at level IV with a grade of "C" or better.

\*\* Students successfully completing ESL 844 AND ESL 864 with a grade of "C" or better are recommended to take English 400. king and Reading & Writing) at level IV with a grade of "C" or better.



**ESL 864 READING IV**

Advanced practice in reading of English. Prepares ESL students for college entry courses. Units do not apply to AA/AS degree. BSL: Open Curriculum. PREREQ: ESL 853 or 863, or placement by College ESL Placement Test.

83255	ESL 864 AA	MW	8:10-10:00	17-107	Choi	4.0	
89765	ESL 864 AB	MW	8:10-10:00	6-13	Sidman-Taveau		4.0
<i>Evening and/or Weekend course(s)</i>							
83256	ESL 864 LA	TTh	6:00-7:50	13-212	Fiorentino	4.0	

**ESL 864 has a non-refundable materials charge of \$2.**

**ETHNIC STUDIES**

(See individual courses)

**ANTH 360 INDIANS OF NORTH AMERICA**  
**HIST 245 RACE, ETHNICITY AND IMMIGRATION IN THE U.S.**  
**HIST 246 HISTORY OF LATINOS IN THE U.S.**  
**HIST 422 MODERN LATIN AMERICA**  
**HIST 451 FAR EASTERN CIVILIZATION AND HERITAGE I**  
**LIT. 371 MEXICAN-AMERICAN LITERATURE**  
**PSYC 106 PSYCHOLOGY OF ETHNIC MINORITY GROUPS**  
**SOCI 141 UNDERSTANDING DIVERSE RACIAL/ETHNIC CULTURES**  
**SPAN 161 READINGS IN SPANISH LITERATURE I**

**FASHION DESIGN****FASH 100 PRINCIPLES OF DESIGN**

Overview of the design principles and elements used in fashion to create effective and successful garment designs, with emphasis on design evaluation and sketching/presentation techniques. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

87256	FASH 100 AA	Mon	3:10-6:00	3-253	McCarney	3.0	
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**FASH 110 BEGINNING CLOTHING CONSTRUCTION**

Basic sewing techniques, sewing machine skills, and an understanding of fabrics and patterns. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in FASH 699. (CSU)

89439	FASH 110 AA	Tue	9:10-12:00	3-255	Chaney	3.0	
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*Evening and/or Weekend course(s)*

84099	FASH 110 LA	Thu	6:30-9:35	3-255	Wichern	3.0	
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**FASH 111 TECHNIQUES OF FIT**

Pattern alteration techniques for skirts and bodices based on individual figure variations. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in FASH 699. (CSU)

84100	FASH 111 AA	Tue	2:10-5:00	3-255	Lange	3.0	
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**FASH 115 INTERMEDIATE CLOTHING CONSTRUCTION**

Intermediate sewing techniques for constructing collars, buttonholes, sleeves, hems, pockets, and other garment details. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: FASH 110 or 111 or equivalent. COREQ: Concurrent enrollment in FASH 699. (CSU)

*Evening and/or Weekend course(s)*

84104	FASH 115 LA	Wed	6:30-9:35	3-255	Chaney	3.0	
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**FASH 118 FLAT PATTERN**

Use of basic pattern-making theory to create garment design. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in FASH 699. (CSU)

84681	FASH 118 AA	Wed	9:10-12:00	3-255	Chaney	3.0	
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**FASH 120 ADVANCED TECHNIQUES OF FIT**

Comparative methods and advanced techniques for altering commercial patterns for various figure types. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: FASH 111 or 118 or equivalent. COREQ: Concurrent enrollment in FASH 699. (CSU)

84105	FASH 120 AA	Tue	2:10-5:00	3-255	Lange	3.0	
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**FASH 128 DECORATING WITH FABRIC**

Covers the basic techniques used to make custom curtains, draperies, pillows, bedspreads, table covers, and accessories. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: FASH 110 or 115, or equivalent. COREQ: Concurrent enrollment in FASH 699. (CSU)

89111	FASH 128 AA	Thu	1:10-4:00	3-255	Lange	3.0	
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**FASH 162 ADVANCED FLAT PATTERN**

Advanced pattern making for creating a variety of fashion designs. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: FASH 118. COREQ: Concurrent enrollment in FASH 699. (CSU)

*Evening and/or Weekend course(s)*

86052	FASH 162 LA	Tue	6:30-9:35	3-255	Chaney	3.0	
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**FASH 163 PATTERN GRADING**

Learn techniques used for changing a single size pattern to larger or smaller sizes. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89720	FASH 163 AA	Wed	3:10-6:00	3-255	Jackson	1.0	08/18-09/22
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**FASH 164 FASHION ILLUSTRATION**

Sketching for clothing design with emphasis on developing fashion figure proportions. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

86557	FASH 164 LA	Mon	6:30-9:35	3-253	McCarney	3.0	
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**FASH 167 THE CUSTOM DRESS FORM**

Learn to create a personalized, custom fitted dress form. Dress forms must be purchased before the first class. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

89442	FASH 167 WA	Sat	10:10-4:00	3-255	Jackson	1.0	
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**Meeting dates are: 09/25 and 10/09-10/16.**

**FASH 170 FRENCH PATTERN DRAFTING**

Learn to measure the body and create a master pattern known as moulage. The sloper and sleeve are then made and may be used for designing various garment styles. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

86563	FASH 170 WA	SatSun	8:00-5:00	3-255	Staff	2.0	09/11-09/19
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**FASH 178 COMPUTERIZED PATTERN GRADING**

In this course, students learn how to use the PAD system, a professional computerized pattern development system, to grade patterns into multiple sizes. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: FASH 163. (CSU)

89721	FASH 178 AA	Wed	3:10-6:00	13-214	Jackson	1.0	09/29-11/03
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**FASH 178 has a non-refundable materials charge of \$2.**

## Theater Costuming Certificate

Learn the costuming industry - from designing to costume construction and show production. Learn historic and theatrical styles, pattern making skills, tailoring and construction skills, as well as design and illustration techniques.

For more information on this NEW certificate program, contact Fashion Design Program Coordinator, Ronda Chaney at 650-306-3370. See our website at: [www.canadacollege.edu/fashion](http://www.canadacollege.edu/fashion)

## 36 Schedule of Classes – G/H

### FASH 197 HISTORICAL AND THEATRICAL COSTUME DEVELOPMENT

Pattern development and construction of historical costumes, from the middle ages to the beginning of the twentieth century. Learn how to apply the principles of modern pattern making to various historical styles and use this knowledge to design and create historical costumes. Two by arrangement hours of lab per week are required. PREREQ: FASH 118 or equivalent pattern experience. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89719 FASH 197 AA Wed 12:10-3:00 3-255 Jackson 3.0

### FASH 699 INDEPENDENT SUPERVISED LEARNING LABORATORY: FASHION DESIGN

Supplemental instruction for completing projects in Fashion Design courses. Open entry/open exit. BSL: Same as that of concurrent course. PREREQ: Students must remain concurrently enrolled in course in which projects are assigned.

84685 FASH 699 AA Tue 12:30-2:00 3-255 Lange 0.0

*Evening and/or Weekend course(s)*

89075 FASH 699 LA Thu 5:10-6:25 3-255 Lange 0.0

## GEOGRAPHY

(See also Geology and Oceanography)

### GEOG 110 CULTURAL GEOGRAPHY

An overview of culture within the geographic framework of race, language, religion, political boundaries, population distribution, settlement patterns, and making a living. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN GEOG 4) (CSU, UC)

89049 GEOG 110 AA TTh 11:10-12:25 17-109 Skinner 3.0

## GEOLOGY

(See also Geography and Oceanography)

### GEOLOG 100 SURVEY OF GEOLOGY

Basic principles of igneous, sedimentary and metamorphic geology including rocks, minerals and the origin of the earth, continents and mountains, origin and evolution of life. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

89732 GEOLOG 100 AA TTh 11:10-12:00 18-311 Kirchoff-Stein 3.0  
Tue 12:10-3:00 18-311

*Telecourse (Lab not included in this section to meet transfer requirement):*

88876 GEOLOG 100 TV See page 54-55 TV Galloway 3.0

Orientation meeting is held at College of San Mateo.

## HEALTH SCIENCE

Para cursos de Ciencia de la Salud en Español, véa el final de esta sección.

### HSCI 100 GENERAL HEALTH SCIENCE

Survey of most prevalent threats to one's physical and emotional health; emphasis is on prevention and early treatment. (CSU, UC)

*OICW/Menlo Park Center course(s)*

89651 HSCI 100 PF Thu 6:10-9:35 MPLR1 Borrero 2.0 08/19-10/14

*Telecourse:*

86836 HSCI 100 TV See page 54-55 TV Malik 2.0

Orientation meeting is held at College of San Mateo.

### HSCI 105 COMMUNICABLE DISEASE

A comprehensive overview of the cause, transmission, symptoms and prevention of major communicable diseases. Eight by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*OICW/Menlo Park Center course(s)*

89652 HSCI 105 PF Thu 6:10-8:00 MPLR1 Borrero 1.0 10/21-12/16

### HSCI 430 FIRST AID

This course provides training in basic first aid skills. Upon completion, student may obtain American Heart Association First Aid certification. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

89610 HSCI 430 WA Sat 8:30-4:30 13-114 Staff 0.5 09/18

### HSCI 432 CPR: ADULT, CHILD, INFANT

This course qualifies students with CPR certification for health care providers. Includes instruction pertinent to adult, child and infant CPR. Automated External Defibrillator training is also included. Upon completion student may obtain American Heart Association CPR Certification. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC) A \$10.00 fee is due at time of class for book and registration card.

*Evening and/or Weekend course(s)*

89106 HSCI 432 WA Sat 8:30-4:30 13-114 Staff 0.5 09/11

## EN ESPAÑOL

### HSCI 100 CIENCIA GENERAL DE LA SALUD

Estudio de las amenazas mas sobresalientes para su salud física y emocional; énfasis en la prevención y tratamiento temprano. (CSU, UC)

*Curso dado en El Concilio en Redwood City*

88906 HSCI 100 PE Mon 6:10-9:50 ECSM Borrero 2.0 08/23-10/18

### HSCI 105 ENFERMEDADES CONTAGIOSAS

Un resumen general de la causa, transmisión, síntomas y prevención de las enfermedades contagiosas más importantes. Ocho horas de laboratorio individual son requeridas por semestre. RECOMENDACION: Elegibilidad para LECTURA 802 o 836, e INGLES 800 o 836 o 400. (CSU)

*Curso dado en El Concilio en Redwood City*

89650 HSCI 105 PH Mon 6:10-8:00 ECSM Borrero 1.0 10/25-12/13

### HSCI 430 PRIMEROS AUXILIOS

Este curso suministra entrenamiento en primeros auxilios básicos. Al terminar el curso, el estudiante podrá obtener un certificado de Primeros Auxilios de la Asociación Americana del Corazón. RECOMENDACION: Elegibilidad para Lectura 802 ó 836 e Inglés 800 ó 836 ó 400. (CSU, UC)

*Curso(s) de noche o de fin de semana*

86146 HSCI 430 WD Sat 8:30-4:30 13-114 Staff 0.5 10/23

### HSCI 432 ADULTO, NIÑO, INFANTE

Este curso capacita a los estudiantes con un certificado en Resucitación Cardio Pulmonar para los proveedores del cuidado de la salud. Incluye instrucción pertinente a la Resucitación Cardio Pulmonar para adultos, niños e infantes. También incluye entrenamiento en Defibrilador Externo Automatizado(AED). Al completar el curso el estudiante podrá obtener un certificado de Primeros Auxilios de la Asociación Americana del Corazón. RECOMENDACION: Elegibilidad para Lectura 802 ó 836 e Inglés 836 ó 400. (CSU, UC) Una cuota de \$10.00 para libros y ficha de registración será requerida en la primera clase.

*Curso(s) de noche o de fin de semana*

89382 HSCI 432 WB Sat 8:30-4:30 13-114 Borrero 0.5 10/02

## HISTORY

(See also Art 101, 102, 103)

### HIST 100 HISTORY OF WESTERN CIVILIZATION I

This course surveys the civilizations of Europe and the Mediterranean Region in the ancient, medieval and early modern eras. Topics include: the Mesopotamians, Ancient Egypt, the Hebrews, Greece, Rome, the development and spread of Christianity, Europe during the medieval, Renaissance and Reformation periods, and the Age of Exploration. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN HIST 2) (CAN HIST SEQ A = HIST 100 + 101) (CSU, UC)

81250 HIST 100 AA MWF 8:10-9:00 13-117 Helton 3.0

*Evening and/or Weekend course(s)*

88843 HIST 100 LA Tue 7:05-10:10 13-117 Staff 3.0

## HIST 101 HISTORY OF WESTERN CIVILIZATION II

Survey of the history of the Western world from the 1500s until today. Topics include the creation of modern nation states, the development of modern political philosophies and economic systems, wars, and major religious, artistic and intellectual movements. Provides a strong foundation for understanding contemporary global issues. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN HIST 4) (CAN HIST SEQ A = HIST 100 + 101) (CSU, UC)

89741 HIST 101 AA TTh 8:10-9:25 13-117 Staff 3.0

## HIST 201 U.S. HISTORY THROUGH 1877

A survey of US History from pre-Columbian times to 1877. Topics covered include indigenous cultures, European exploration and colonization, the American Revolution and development of the Constitution, slavery, the creation of U.S. political, economic and social institutions, the Civil War, and Reconstruction. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN HIST 8) (CAN HIST SEQ B = HIST 201 + 202) (CSU, UC)

81253 HIST 201 AA MWF 9:10-10:00 13-117 Helton 3.0

*Evening and/or Weekend course(s)*

86646 HIST 201 LA Wed 7:05-10:10 13-117 Staff 3.0

## HIST 202 U.S. HISTORY FROM 1877 TO THE PRESENT

U.S. History from 1877 until today. The Gilded Age, the Western Frontier, the Roaring 20s, the Great Depression, the World Wars, the Cold War, Vietnam, the Sixties, Watergate, Presidents Carter, Reagan, Clinton and Bush, recent events. Examination of diverse communities and political, economic, intellectual, artistic and social trends. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN HIST 10) (CAN HIST SEQ B = HIST 201 + 202) (CSU, UC)

81256 HIST 202 AA MWF 10:10-11:00 13-117 Staff 3.0

## HIST 245 RACE, ETHNICITY AND IMMIGRATION IN THE U.S.

The social, economic and political histories of the diverse ethnic and cultural groups that make up the U.S., including indigenous peoples, African Americans, European Americans, Asian American, Latino Americans, and other groups. Historical constructions of race and the roles of race, ethnicity and immigration in shaping U.S. culture are examined. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

88845 HIST 245 AA TTh 9:45-11:00 13-117 Helton 3.0

*Evening and/or Weekend course(s)*

89742 HIST 245 LA Thu 7:05-10:10 13-117 Staff 3.0

## HIST 246 HISTORY OF LATINOS IN THE U.S.

This course explores the history of Latino peoples living in what is now the United States. Peoples of Mexican, Central American, South American, and Caribbean ancestry are considered. Issues addressed include the formation of Latino communities and identities in the United States, U.S. foreign policy, immigration, and civil rights issues. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

89427 HIST 246 AA MWF 11:10-12:00 13-117 Helton 3.0

## HIST 247 WOMEN IN U.S. HISTORY

This course examines women's contributions to the social, political, and economic development of the United States, as well as the challenges to full equality that women have faced. The impact of class, race, ethnicity, and sexuality on women's experience is also considered. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

88846 HIST 247 AA TTh 11:10-12:25 13-117 Helton 3.0

## HIST 310 CALIFORNIA HISTORY

A survey of major trends in California's growth, from native American cultures through the Spanish and Mexican periods, and development under the United States. Includes the constitution of the State of California, and the relationships between the State and federal and local governments, political, economic, social, intellectual and environmental movements and geography. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

81258 HIST 310 AA MWF 12:10-1:00 13-117 Staff 3.0

## HIST 422 MODERN LATIN AMERICA

A broad survey course of the history of Latin America from independence to present that includes the role of the U.S. in relation to Central America and the Caribbean as well as the cultural ties that bind Spanish-speaking people in the U.S. to Latin America. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

87331 HIST 422 AA MWF 10:10-11:00 13-112 Staff 3.0

## HIST 451 FAR EASTERN CIVILIZATION AND HERITAGE I

Survey of the historical and cultural development of China and Japan. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

81262 HIST 451 AA TTh 11:10-12:25 17-105 Young 3.0

## MULTI-CULTURAL COMMUNITY EDUCATION PROJECT HEALTH AND HUMAN SERVICES

This program is designed as a career ladder program with emphasis on Human Services and Health Science. It provides health education, information, referrals, and client advocacy in both clinic and outreach settings. Career opportunities include entry-level positions in public and non-profit agencies serving families in need of support services. Typical job duties include: conducting home visits, connecting families with resources, keeping records, and identifying home, family or community needs and developing resources with families or communities to meet those needs. Job demand is particularly high for people with bicultural/bilingual skills.

For further information, contact Kenny Gonzalez at (650) 306-3422 or gonzalezk@smccd.net.

## PROMOTOR EDUCATION & EMPLOYMENT PROJECT

**PEEP** is a collaborative effort between El Concilio of San Mateo County and Cañada College that prepares Spanish speaking individuals for entry level positions in family development, community health, and human services. Upon completion of the program, participants will be prepared to provide education, information, referrals, and client advocacy services to their community. PEEP is offered in downtown Redwood City.

For additional information, please contact Kenny Gonzalez at 650-306-3422 or gonzalezk@smccd.net.

**PEEP** es un esfuerzo colaborativo entre el Concilio del Condado de San Mateo y Cañada College que prepara a personas que hablan español para distintos trabajos en el área del desarrollo familiar, salud de la comunidad, y servicios humanos. Al terminar el programa los participantes estarán preparados para proveer educación, información, referencias, y servicios de apoyo al cliente para su comunidad. PEEP es ofrecido en el centro de Redwood City.

Para más información, llame a Kenny Gonzalez al (650) 306-3422 o gonzalezk@smccd.net.

# 38 Schedule of Classes – H/I

## HIST 690 RESEARCH PROJECTS

Research projects in a particular discipline. Content to be arranged with individual faculty member and approved by appropriate Division Dean. No student may enroll in more than two research courses per semester. Recommended: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Two previous courses in the discipline, or concurrent enrollment in the second course, and an overall 3.0 GPA in the department. (CSU)

89814 HIST 690 AA By arrangement 13-220 Helton 1.0-3.0

## HIST 695 INDEPENDENT STUDY

Self-paced, individualized instruction is provided in selected areas to be arranged with an instructor and student and approved by the Division Dean. May be repeated for credit up to 6 units. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

89815 HIST 695 AA By arrangement 13-220 Helton 0.5-3.0

## HUMAN SERVICES

Para cursos en Español, véa el final de esta sección.

### HMSV 100 INTRODUCTION TO HUMAN SERVICES

Types and functions of Human Service Agencies and careers in Human Services. Emphasizes the knowledge, skills, and understanding of human needs necessary to prepare for a career in Human Services. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

#### Evening and/or Weekend course(s)

86676 HMSV 100 LA Wed 6:30-9:35 13-116 Bratton 3.0

### HMSV 110 INTRODUCTION TO COUNSELING AND INTERVIEWING

Skills and techniques of counseling and interviewing with focus on effective listening, responding, questioning, assessment, referral, values, and ethics. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

#### Evening and/or Weekend course(s)

86677 HMSV 110 LA Mon 7:05-10:10 13-114 Miller 3.0

### HMSV 115 INTRODUCTION TO CASE MANAGEMENT

Basic concepts and skills of case management that can be applied in a variety of Human Service settings; topics include ethics, assessment, recordkeeping, plan development, referral, monitoring, and benefits. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

86678 HMSV 115 AA TTh 9:45-11:00 22-110 Bratton 3.0

### HMSV 120 PUBLIC ASSISTANCE AND BENEFITS PROGRAM

Overview of federal and state public welfare benefits available to persons in need, including eligibility requirements and entitlements. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

#### Evening and/or Weekend course(s)

87340 HMSV 120 WA Sat 9:00-5:00 13-114 Hennen 1.0 10/09-10/16

### HMSV 262 INTRODUCTION TO FAMILY SUPPORT: BUILDING RESPECTFUL PARTNERSHIPS (ALSO ECE. 262)

This course outlines Family Support Program principles and provides knowledge and skills for working with and supporting families. Eight by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

#### OICW/Menlo Park Center course(s)

89339 HMSV 262 PF Wed 7:10-10:00 MPLR1 Nalls 3.0

### HMSV 265 FAMILY DEVELOPMENT PORTFOLIO, PART I

Students create a portfolio demonstrating skills in the following areas: a sustainable route to healthy self reliance, worker self-empowerment, building mutually respectful relationships, communication, and cultural competence. Recommended to be taken in conjunction with HMSV 262. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

#### OICW/Menlo Park Center course(s)

89340 HMSV 265 PF Wed 5:45-7:00 MPLR1 Nalls 1.5

## HMSV 672 COOPERATIVE EDUCATION: INTERNSHIP

Students may enroll in a volunteer, cooperative internship to apply skills learned from classroom instruction at a supervised work site. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units, including Cooperative Education and a minimum of 12 completed units in the occupational discipline. (CSU)

HMSV 672 is a full-semester course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.

#### Evening and/or Weekend course(s)

89780 HMSV 672 LA Wed 6:10-6:55 22-110 Bratton 1.0 09/15-09/29

## EN ESPAÑOL

### HMSV 110 INTRODUCCION A LA ASESORIA Y ENTREVISTAS

Habilidades y tecnicas de la asesoria y entrevistas con enfoque en como escuchar, responder y preguntar eficazmente, incluyendo avaluar, referir, valores y etica. RECOMENDACION: Elegibilidad para Lectura 836, e Ingles 836 o 400. (CSU)

89776 HMSV 110 RB Thu 6:30-9:35 17-107 Anthony 3.0

### HMSV 262 INTRODUCCION AL APOYO FAMILIAR

Este curso trata sobre los principios del Programa de Apoyo Familiar y ofrece al alumno el conocimiento y las destrezas necesarias para trabajar con las familias y para darles apoyo. RECOMENDACION: Elegibilidad para Lectura 836, e Ingles 836 o 400. (CSU)

#### Course held at El Concilio

89324 HMSV 262 PE Wed 7:10-10:00 ECSM Bravo 3.0

### HMSV 265 PORTAFOLIO DEL DESARROLLO FAMILIAR, PARTE I

Los alumnos elaboran un portafolio en el cual demuestran sus destrezas en las siguientes areas: ruta sostenible hacia la confianza en sí mismos, relaciones de respeto mutuo, comunicación, y competencia cultural. Se recomienda llevar este curso junto con HMSV 262. RECOMENDACION: Elegibilidad para Lectura 836, e Ingles 836 o 400. (CSU)

#### Course held at El Concilio

89325 HMSV 265 PE Wed 5:45-7:00 ECSM Collado 1.5

## INTERIOR DESIGN

(See also Architecture 110)

### INTD 115 INTRODUCTION TO INTERIOR DESIGN

Principles and elements of design and color are examined in this course as they relate to the functional and aesthetic aspects of interiors. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

81284 INTD 115 AA Wed 12:10-3:00 13-17 Wolford 3.0

#### Evening and/or Weekend course(s)

81286 INTD 115 LA Tue 6:30-9:35 13-17 Girdlestone 3.0

### INTD 126 CRITICAL THINKING FOR INTERIOR DESIGNERS

Analytical and creative tools designers use to make decisions. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

84687 INTD 126 AA Mon 9:10-12:00 13-17 Joshi 3.0

### INTD 128 DESIGN COMMUNICATION

Visual and oral presentation skills needed in the interior design profession. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ARCH 110. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

84688 INTD 128 AA Tue 9:10-12:00 13-13 Collins 3.0

### INTD 130 BEGINNING SPACE PLANNING

Drawing techniques for interior designers. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ARCH 110. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

86056 INTD 130 AA Mon 12:10-3:00 13-13 Wolford 3.0



**INTD 146 INTERIOR DESIGN GRAPHICS**

One-point, two-point perspective, isometric drawings, and rendering or presentations. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

*Evening and/or Weekend course(s)*

89722	INTD 146 LA	Thu	6:30-9:35	13-13	Collins	3.0
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**INTD 150 HISTORY OF INTERIORS**

The history and design of Western architecture, interiors, and furniture from ancient Egypt until today are examined in this course. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

81292	INTD 150 AA	Tue	12:10-3:00	13-17	Wolford	3.0
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**INTD 250 PROFESSIONAL PRACTICES**

Business strategies involved in operating an interior design business. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: INTD 115 and 147. (CSU)

81295	INTD 250 AA	Thu	12:10-3:00	13-17	Kasser	3.0
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**INTD 270 KITCHEN DESIGN**

Basic principles of kitchen design and space layout. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ARCH 110. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

81296	INTD 270 AA	Wed	9:10-12:00	13-13	Camp	3.0
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**INTD 340 FURNITURE, CASEWORK, AND INTERIOR DETAILING**

A comprehensive analysis of the theory, technical knowledge, and communication skills necessary to depict basic furniture, cabinet, and interior construction details. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: ARCH 110, INTD 126, 128 and 130. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

*Evening and/or Weekend course(s)*

89079	INTD 340 LA	Wed	6:30-9:35	13-13	Joshi	3.0
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**INTD 350 COMMERCIAL DESIGN I**

Design multiple-unit commercial spaces (high-rise offices, small buildings, hospitals, etc.) using work flow analysis and three-dimensional design. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: INTD 147. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

81306	INTD 350 AA	Thu	3:10-6:00	13-13	Fehrman	3.0
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**INTD 356 RESIDENTIAL AND COMMERCIAL CONSTRUCTION**

Develop an understanding of basic construction systems and how they relate to interior planning. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: INTD 147. COREQ: Concurrent enrollment in INTD 699, and either 330 or 340, is highly recommended. (CSU)

*Evening and/or Weekend course(s)*

88406	INTD 356 LA	Thu	6:30-9:35	13-17	Kalkbrenner	3.0
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**INTD 362 COMPUTER-ASSISTED DRAFTING (CAD) FOR INTERIOR DESIGNERS - ARCHITECTURAL DRAWINGS**

Use of 3D Home Architecture software to create floor plans, interior elevations, exterior elevations, perspectives, isometric overviews, roof plans, house sections, and multiple levels. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in INTD 699 and BUS. 430 is highly recommended. (CSU)

*Evening and/or Weekend course(s)*

88724	INTD 362 LA	Tue	6:30-9:30	13-217	Wallach	1.0	08/24-09/28
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**INTD 362 has a non-refundable materials charge of \$2.**

**INTD 450 MATERIALS AND FINISHES**

Guidelines for selecting materials for appropriateness, quality, and cost for residential and non-residential applications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: Concurrent enrollment in INTD 699 is highly recommended. (CSU)

86815	INTD 450 AA	Thu	3:10-6:00	13-17	Wolford	3.0
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**INTD 672 COOPERATIVE EDUCATION: INTERNSHIP**

Students may enroll in a volunteer, cooperative internship to apply skills learned from classroom instruction at a supervised work site. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units, including Cooperative Education and a minimum of 12 completed units in the occupational discipline. (CSU)

INTD 672 is a full-semester course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.

*Evening and/or Weekend course(s)*

81311	INTD 672 AA	Mon	3:10-6:00	13-17	Girdlestone	1.0-3.0	8/23-9/13
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**INTD 680 INTRODUCTION TO AUTOCAD**

Create an architectural floor plan by utilizing the line, circle, and curve drawing commands in AutoCAD 2000 software. This course is designed for the student with no AutoCAD experience. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

89447	INTD 680 LA	Tue	6:30-9:30	16-110	Wallach	1.0	10/05-11/09
89448	INTD 680 LB	Tue	6:30-9:35	16-110	Wallach	1.0	11/16-12/14

**INTD 680 has a non-refundable materials charge of \$2.**

**INTD 699 INDEPENDENT SUPERVISED LEARNING LABORATORY: INTERIOR DESIGN**

Supplemental instruction for completing projects in Interior Design courses. BSL: Same as that of concurrent course. PREREQ: Must remain concurrently enrolled in course in which projects are assigned.

84582	INTD 699 AA	Fri	10:10-1:00	13-17	Joshi	0.0
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**LEARNING CENTER**

Cañada College has two Learning Centers: one at the main campus and one at the Menlo Park Center.

The main campus Learning Center houses a variety of instructional support services including learning assistance and technology to help students succeed. The Center provides assistance through the Writing Center, the Math Lab and the MESA (Math, Engineering and Science Achievement) Program as well as free peer tutoring. Additionally, the Learning Center has open computer labs with access to the Internet. Courses, which include transfer-level classes, are primarily self-paced, open-entry courses utilizing computer-assisted and individualized instruction. For more information, please visit the Learning Center in Building 5, Room 105, from 8:00 a.m. to 8:00 p.m. Monday through Thursday and 8:00 a.m. to 3:00 p.m. on Friday, or call (650) 306-3348.

The Menlo Park Learning Center, located at 1200 O'Brien in Menlo Park (OICW building), is open from 7 am to 3 pm, Monday through Thursday, and from 7 am to 11:30 am on Friday. The Center offers instruction in many levels of English, reading, writing and English as a Second Language. These courses prepare students for college-level work or provide students the skills they need for success in job training programs and at work. Students starting at the Center are provided an assessment of their skill level to place them appropriately. Students may use the Center whenever it is open and at times convenient to them. For more information, call Martha Chavez at (650) 325-0164. Para más información, pueden llamar a Martha Chavez al teléfono (650) 325-0164 de lunes a jueves de 7 am a 3 pm, o los viernes de 7 am a 11:30 am.

See page 58 for a complete listing of courses offered at the Menlo Park Center.

**MAIN CAMPUS LEARNING CENTER COURSES****LCTR 100 EFFECTIVE TUTORING**

Theory and practice of effective peer tutoring including work on interpersonal skills, effective study skills, and course specific tutoring techniques. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

85088	LCTR 100 AA	Fri	1:10-5:00	5-105	Gross	0.5	10/08
		Sat	9:00-1:00	5-105	10/09		

# 40 Schedule of Classes – L

## LCTR 110 TEACHING/TUTORING PRACTICUM

This course provides supervised teaching/tutoring experience for students interested in pursuing education as a profession by providing them with opportunities to explore teaching/tutoring strategies including mentoring, in individual/small group learning environments in the Learning Center or in a community service context. One to three by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: LCTR 100 or comparable training and experience. (CSU)

89484	LCTR 110 AA	By arrangement	5-105	Gross	1.0-3.0
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## LCTR 120 LITERACY TUTORING IN THE COMMUNITY

Theory and practice of tutoring a child, youth, or adult lacking adequate literacy skills through Redwood City Public Library's Project READ. 24 by arrangement hours of lab per semester are required. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU)

Prior to registering for these courses, please call Learning Center Director Jeanne Gross at (650) 306-3348.

Course held at the RWC Main Library

89086	LCTR 120 LA	TTh	6:30-9:10	RWML	Gross	1.0	10/14-10/26
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## LCTR 138 FUNDAMENTALS OF THE RESEARCH PAPER

A guide through the preparation for writing a research paper. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

84040	LCTR 138 AA	By arrangement	5-105	Gross	1.0
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**LCTR 138 has a non-refundable materials charge of \$2.**

## LCTR 139 THE RESEARCH PAPER FROM A TO Z

A guide through the entire process of writing a research paper. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

84041	LCTR 139 AA	By arrangement	5-105	Gross	2.0
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**LCTR 139 has a non-refundable materials charge of \$4.**

## LCTR 140 PROFESSIONAL WRITING

Instruction and practice for writing in various professional capacities and formats including proposals and formal reports. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU)

85095	LCTR 140 AB	By arrangement	5-105	Gross	2.0
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**LCTR 140 has a non-refundable materials charge of \$4.**

## LCTR 151 ALLIED HEALTH SCIENCE VOCABULARY

Helps students build and improve skills in the use of medical science terminology. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

85096	LCTR 151 AA	By arrangement	5-105	Gross	1.0
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## LCTR 400 REPORT PREPARATION AND EDITING

Permits use of Learning Center computer software to prepare and edit reports; written assignments for other courses may be prepared in conjunction with this course. BSL: Open Curriculum. (CSU)

85101	LCTR 400 AC	By arrangement	5-105	Gross	0.5
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**LCTR 400 has a non-refundable materials charge of \$4.**

## LCTR 698 SUPERVISED TUTORING/ACADEMIC ASSISTANCE

Students receive academic assistance such as tutoring or supplemental instruction in an area(s) of identified need. PREREQ: Requires concurrent enrollment in course in which tutorial/academic assistance is being provided.

85940	LCTR 698 AA	By arrangement	5-105	Gross	0.0
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## LCTR 810 STUDY SKILLS

Textbook reading, time management, concentration, memory techniques, note taking, and test taking. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

84043	LCTR 810 AA	By arrangement	5-105	Gross	1.0
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**LCTR 810 has a non-refundable materials charge of \$2.**

## LCTR 820 BASIC SPELLING MASTERY

Computer assisted instruction to facilitate basic spelling mastery. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

84044	LCTR 820 AA	By arrangement	5-105	Gross	1.0
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**LCTR 820 has a non-refundable materials charge of \$2.**

## LCTR 821 ADVANCED SPELLING MASTERY

Computer assisted instruction to facilitate advanced spelling mastery. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

84045	LCTR 821 AA	By arrangement	5-105	Gross	1.0
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**LCTR 821 has a non-refundable materials charge of \$2.**

## LCTR 822 GRAMMAR TROUBLE SPOTS

Helps students identify and correct the most common errors of punctuation, sentence structure, and grammar. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

84046	LCTR 822 AA	By arrangement	5-105	Gross	1.0
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**LCTR 822 has a non-refundable materials charge of \$2.**

## LCTR 831 SENTENCE COMBINING

Teaches students how to write clear, correctly punctuated sentences using a variety of sentence combining strategies. Designed to supplement course work in English 826, 836, and 100. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

84047	LCTR 831 AA	By arrangement	5-105	Gross	1.0
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**LCTR 831 has a non-refundable materials charge of \$2.**

## LCTR 832 PARAGRAPH WRITING

Helps students write well-organized and well-developed paragraphs. The course is intended to supplement coursework in English 826, 836, and 100. Units do not apply toward AA/AS degree. BSL: Open Curriculum.

84042	LCTR 832 AA	By arrangement	5-105	Gross	1.0
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**LCTR 832 has a non-refundable materials charge of \$2.**

## LCTR 840, 841, 842, 843 VOCABULARY IMPROVEMENT I, II, III AND IV

Helps students build and improve vocabulary skills through a words-in-context approach; 150-300 essential words and word parts to succeed in academic work. Prior to enrolling, students should take a short pre-test at the Learning Center to determine course in which to enroll. Units do not apply to AA/AS degree. BSL: Open Curriculum.

85105	LCTR 840 AA	By arrangement	5-105	Gross	1.0
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85946	LCTR 841 AA	By arrangement	5-105	Gross	1.0
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85947	LCTR 842 AA	By arrangement	5-105	Gross	1.0
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85949	LCTR 843 AA	By arrangement	5-105	Gross	1.0
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## MENLO PARK LEARNING CENTER COURSES

### LCTR 880 ESL SKILLS PREPARATION

Beginning level English language instruction for non-native speakers of English. Developmental practice in all language skills: grammar, vocabulary, listening, speaking, reading, and writing. Practice in using English to communicate effectively in college and work environments. Preparation for ESL Level I courses. Two by arrangement hours of lab per week are required. Units do not apply to AA/AS degree nor certificate. BSL: Open Curriculum.

O/CW/Menlo Park Center course(s)

89614	LCTR 880 MP	MTWTh	8:30-9:55	MPLC1 Phillips	6.0
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**LCTR 880 has a non-refundable materials charge of \$6.**

## LIBRARY SCIENCE

### LIBR 100 INTRODUCTION TO INFORMATION RESEARCH

A one unit self-paced introduction to the basic concepts and tools used in information research. Techniques for approaching the research process using critical thinking and information competence skills are presented. Prepares students in any major for information research at four-year colleges and universities. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU, UC)

88933	LIBR 100 AA	By arrangement	LIBRARY	Patterson	1.0
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**LIBR 100 has a non-refundable materials charge of \$2.**

## LITERATURE

(See also Early Childhood Education, English, and Theater Arts)

### LIT. 371 MEXICAN-AMERICAN LITERATURE

Study of literature written in English by Mexican-Americans. Emphasis placed upon contemporary stories, poems, and essays. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (Fulfills Associate degree Ethnic Studies requirement.) (CSU, UC)

89778 LIT. 371 AA TTh 9:45-11:00 13-212 Palmer 3.0

### LIT. 442 FILM STUDY AND APPRECIATION II

Examination of important films in their social, political, and historical contexts. Survey of influential directors, such as Ford, Welles, Hawks, Wilder, and Hitchcock. Introduction to critical theories. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

*Evening and/or Weekend course(s)*

81347 LIT. 442 LA Thu 6:30-9:35 3-148 Nagler 3.0

### LIT. 680 NEW VOICES IN WORLD LITERATURE

Short works in all media from around the world today. Students read, discuss, and write about contemporary work from many world cultures. Fiction, poetry, drama, film and performance arts by Native American, Asian, Pacific Islander, African American, Latino, Middle Eastern and other cultures are considered. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89779 LIT. 680 AA MWF 9:10-10:00 13-112 Gangel 3.0

## MANAGEMENT

(See also Business/Office Technology)

### MGMT 100 INTRODUCTION TO BUSINESS MANAGEMENT

Study of the principal functions of modern management, including planning, organizing, staffing, actuating, controlling, and decision-making. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Telecourse:*

86834 MGMT 100 TV See page 54-55 TV Sato 3.0

Orientation meeting is held at College of San Mateo.

## MATHEMATICS

Note to all Algebra students:

The Math Department uses a single textbook for the Elementary and Intermediate Algebra sequence. This allows students to complete the Algebra sequence in three different ways: a four semester sequence of MATH 111, 112, 122, and 123 each covering one fourth of the book; a two semester sequence of MATH 110 and MATH 120 each covering half of the book; or a combination of the above. Please see your counselor to be sure you take the correct course.

### MATH 110 ELEMENTARY ALGEBRA

This is a course in elementary algebra covering linear, polynomial, and rational expressions and equations. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 811 or appropriate score on District math placement test and other measures as appropriate.

81348 MATH 110 AA MWF 8:00-9:25 17-109 Bertens 5.0

81349 MATH 110 AB MWF 9:35-11:00 17-109 Zemla 5.0

*Freshman Success course(s) (see page 11):*

81351 MATH 110 AC MWF 11:10-12:35 17-109 Enriquez 5.0

MATH 110 AC is linked with CRN 81012, CRER 401 AC. When you enroll in a linked section you must enroll in the companion course.

*On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)*

86711 MATH 110 OL By Arrangement On-line Preston 5.0

Mandatory Orientation Meeting: Tue., 08/24, 4:00-6:00 pm, Bldg. 17, Room 203.

### MATH 111 ELEMENTARY ALGEBRA I

Equivalent to the first half of MATH 110. Provides an introduction to elementary algebra covering real numbers, equations, and graphing. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: 3 units of MATH 811, or appropriate score on District math placement test and other measures as appropriate.

81353 MATH 111 AA TTh 8:10-9:25 17-109 Bertens 3.0

81354 MATH 111 AB TTh 9:45-11:00 17-109 Lapuz 3.0

81355 MATH 111 AC MWF 11:10-12:00 17-205 Innerst 3.0

*Evening and/or Weekend course(s)*

81357 MATH 111 LA Mon 7:05-10:10 17-109 Toma 3.0

*On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)*

88410 MATH 111 OL By arrangement On-line Preston 3.0

Mandatory Orientation Meeting: Tue., 08/24, 4:00-6:00 pm, Bldg. 17, Room 203.

### MATH 112 ELEMENTARY ALGEBRA II

Continuation of MATH 111. Covers exponents, polynomials, factoring, and rational expressions. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 111.

85909 MATH 112 AA TTh 8:10-9:25 22-113 Fredricks 3.0

*Evening and/or Weekend course(s)*

81360 MATH 112 LA Tue 7:05-10:10 17-109 Toma 3.0

*On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)*

88413 MATH 112 OL By arrangement On-line Preston 3.0

Mandatory Orientation Meeting: Tue., 08/24, 4:00-6:00 pm, Bldg. 17, Room 203.

### MATH 120 INTERMEDIATE ALGEBRA

This course is a continuation of MATH 110 and emphasizes absolute value, linear functions and graphs, rational exponents, radical expressions and equations, quadratic equations, exponential functions, and logarithmic functions. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 110 or 112 or appropriate score on District Math Placement test.

81361 MATH 120 AA MWF 8:00-9:25 22-113 Gurskaya 5.0

89225 MATH 120 AC MWF 9:35-11:00 22-113 Iverson 5.0

88827 MATH 120 AD MWF 11:10-12:35 13-116 Anderson 5.0

*Evening and/or Weekend course(s)*

88830 MATH 120 LA MTh 6:30-8:50 13-110 Choy 5.0

*On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)*

88852 MATH 120 OL By arrangement On-line Innerst 5.0

Mandatory Orientation Meeting: Tue., 08/24, 4:00-6:00 pm, Bldg. 17, Room 205.

### MATH 122 INTERMEDIATE ALGEBRA I

Equivalent to the first half of MATH 120. Covers absolute value, linear functions and graphs, rational exponents, radical expressions and equations, and quadratic equations. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 110 or 112, or appropriate score on District Math placement test and other measures as appropriate.

81366 MATH 122 AA TTh 9:45-11:00 22-113 Gurskaya 3.0

*Evening and/or Weekend course(s)*

86764 MATH 122 LA Wed 6:30-9:35 13-110 Iverson 3.0

*On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)*

88419 MATH 122 OL By arrangement On-line Innerst 3.0

Mandatory Orientation Meeting: Tue., 08/24, 4:00-6:00 pm, Bldg. 17, Room 205.

### MATH 123 INTERMEDIATE ALGEBRA II

Continuation of MATH 122 covering exponential functions and logarithmic functions. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 122.

81367 MATH 123 AA TTh 11:10-12:25 22-113 Follansbee 3.0

*On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)*

88420 MATH 123 OL By arrangement On-line Innerst 3.0

Mandatory Orientation Meeting: Tue., 08/24, 4:00-6:00 pm, Bldg. 17, Room 205.

### MATH 125 ELEMENTARY FINITE MATHEMATICS

Set theory, counting theory, probability, systems of equations, vector and matrix theory, inequalities and linear programming. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 120 or 121 or 123, or appropriate score on District Math Placement Test and other measures as appropriate. (CAN MATH 12) (CSU, UC)

81368 MATH 125 AA TTh 11:10-12:25 17-203 Klimkovsky 3.0

## 42 Schedule of Classes – M

### MATH 130 ANALYTICAL TRIGONOMETRY

Trigonometric functions of real numbers and angles, identities and solution of trigonometric equations. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 115, and 120 or 121 or 123, or appropriate score on District math placement test and other measures as appropriate. (CAN MATH 8) (CSU)

81370 MATH 130 AA MWF 10:10-11:00 17-209 Follansbee 3.0

### MATH 140 MATHEMATICS FOR GENERAL EDUCATION

Designed to meet the General Education Quantitative Reasoning requirement. Topics can include logic, problem solving, probability, statistics, geometry, mathematics of finance, systems of numeration, mathematical modeling, and computers. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 120 or 121 or 123, or appropriate score on District math placement test and other measures as appropriate. (CAN MATH 2) (CSU, UC)

81372 MATH 140 AA MWF 11:10-12:00 17-209 Lapuz 3.0

### MATH 200 ELEMENTARY PROBABILITY AND STATISTICS

Measures of central tendency and dispersion; sampling distributions, statistical inference, regression and correlation. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 120 or 121 or 123, or appropriate score on District math placement test and other measures as appropriate. (CAN STAT 2) (CSU, UC)

81373 MATH 200 AA TTh 9:10-11:00 17-207 Anderson 4.0

83175 MATH 200 AB TTh 11:10-1:00 22-118 Lapuz 4.0

*Evening and/or Weekend course(s)*

81374 MATH 200 LA Tue 6:00-10:00 17-203 Anderson 4.0

### MATH 219 PRE-CALCULUS COLLEGE ALGEBRA/TRIGONOMETRY

Unification of college algebra and analytical trigonometry based on the function concept. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 130 or appropriate score on District math placement test and other measures as appropriate. (CAN MATH 16) (CSU, UC)

81375 MATH 219 AA MWF 12:10-1:35 17-207 Follansbee 5.0

### MATH 241 APPLIED CALCULUS I

This class is designed for business, life science, or other majors that don't require MATH 251. Topics include a review of functions, periodic functions, limits, derivatives, and applications of the derivative. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 120 or 121 or 123 or satisfactory score on District math placement test and other measures as appropriate. (CAN MATH 30) (CAN MATH SEQ D = MATH 241 + 242) (CSU, UC)

81376 MATH 241 AA MWF 12:10-1:35 17-205 Innerst 5.0

### MATH 251 ANALYTICAL GEOMETRY AND CALCULUS I

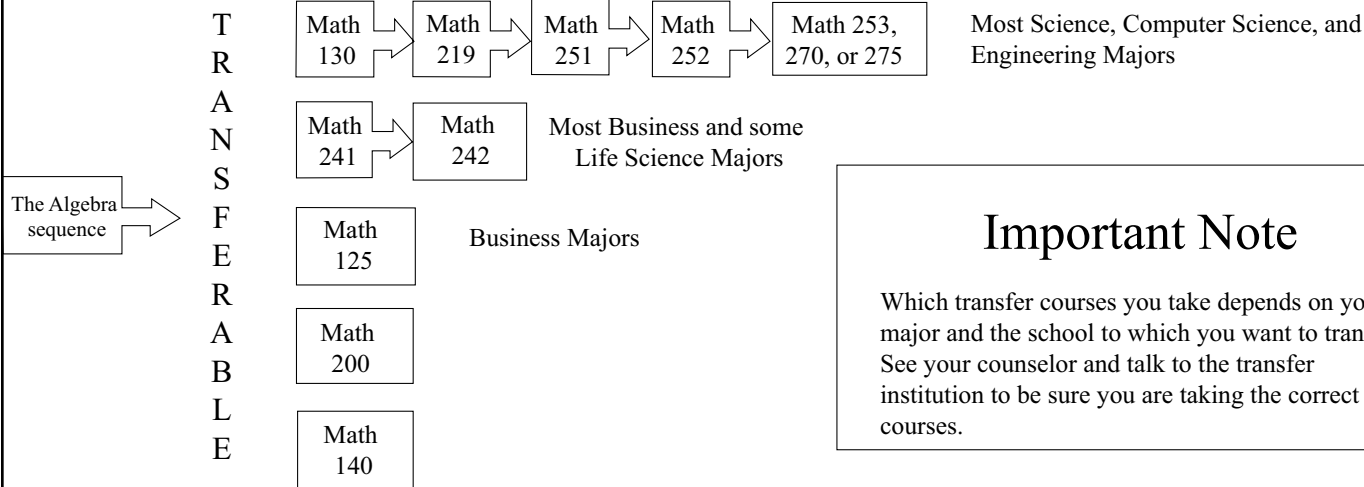
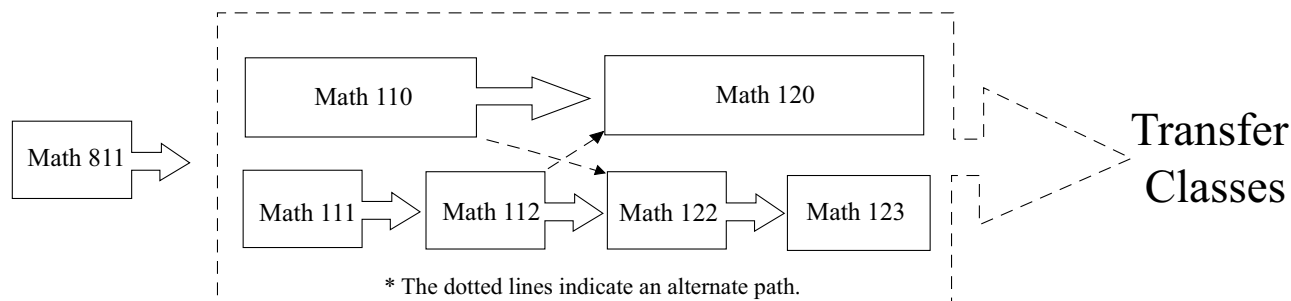
This course is an introduction to calculus and analytic geometry including limits, continuity of functions, definition of differentiation, derivation of formulas, applications, anti-differentiation and the fundamental theorem of calculus. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 219 or satisfactory score on District math placement test and other measures as appropriate. (CAN MATH 18) (CAN MATH SEQ B = MATH 251 + 252) (CAN MATH SEQ C = MATH 251 + 252 + 253) (CSU, UC)

81377 MATH 251 AA MWF 12:10-1:35 17-209 Lapuz 5.0

*Course held at Woodside High School*

86917 MATH 251 SA MWF 12:30-14:10 3-WSHS Fredricks 5.0

## The Algebra Sequence



### Important Note

Which transfer courses you take depends on your major and the school to which you want to transfer. See your counselor and talk to the transfer institution to be sure you are taking the correct courses.



## MATH 252 ANALYTICAL GEOMETRY AND CALCULUS II

Fundamental Theorem of Calculus, antiderivatives, integral applications and techniques, power series and infinite series topics such as series testing and analysis of Taylor and power series. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: MATH 251. (CAN MATH 20) (CAN MATH SEQ B = MATH 251 + 252) (CAN MATH SEQ C = MATH 251 + 252 + 253) (CSU, UC)

81379 MATH 252 AA MWF 12:10-1:35 22-118 Preston 5.0

## MATH 270 LINEAR ALGEBRA

Application of vectors and matrices to systems of linear equations, linear transformations, eigenvectors and eigenvalues, vector spaces and inner products. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 252. (CSU, UC)

89573 MATH 270 AA MWF 12:10-2:00 16-110 Iverson 3.0 08/18-10/13

## MATH 275 ORDINARY DIFFERENTIAL EQUATIONS

Applications involving differential equations and analytical, graphical and numerical solutions of linear differential equations and systems of linear differential equations, power-series solutions of nonlinear differential equations, and solution of linear differential equations with constant coefficients by Laplace Transforms. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: MATH 252. (CAN MATH 24) (CSU, UC)

89574 MATH 275 AA MWF 12:10-2:00 16-110 Iverson 3.0 10/15-12/17

## MATH 811 PRE-ALGEBRA

Basic arithmetic involving whole numbers, fractions and decimals. Computer-assisted instruction in the basic skills lab; Units do not apply toward AA/AS degree. Two by arrangement hours of lab per week are required. BSL: Open Curriculum.

81383 MATH 811 AA TTh 8:10-9:25 22-118 Klimkovsky 1.0-3.0

81384 MATH 811 AB MWF 11:10-12:00 22-118 Zemla 1.0-3.0

81385 MATH 811 AC TTh 9:45-11:00 22-118 Klimkovsky 1.0-3.0

*Evening and/or Weekend course(s)*

81387 MATH 811 LA Tue 6:30-9:35 22-118 Njinimbam 1.0-3.0

## MEDICAL ASSISTING

**New Program!**

### MEDA 100 INTRODUCTION TO MEDICAL ASSISTING

Duties and responsibilities of a medical assistant, transcriptionist, and billing specialist in a physician's office, clinic, hospital or other medical facility. Emphasizes desirable personality traits and human relationships as well as medical ethics, specialties in the medical field, and office maintenance. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89789 MEDA 100 AA TTh 9:10-10:25 13-216 Hartford 3.0

### MEDA 110 BASIC MEDICAL TERMINOLOGY

Development of a medical vocabulary to include medical abbreviations and symbols through the study of the principles of word construction and word analysis, with emphasis on spelling and pronunciation. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89790 MEDA 110 AA TTh 10:45-12:00 13-216 Hartford 3.0

### MEDA 115 MEDICAL WORD PROCESSING

Training in production typing of medical letters, reports, and forms using the computer. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 415 or equivalent. (CSU)

89791 MEDA 115 AA TTh 12:10-1:25 13-213 Clinton 3.0

89794 MEDA 115 AB TTh 1:30-2:45 13-213 Clinton 3.0

**MEDA 115 has a non-refundable materials charge of \$2.**

### MEDA 120 CLINICAL PROCEDURES I

Examination room techniques, asepsis and sterilization procedures, laboratory procedures and specimen collection, and electrocardiograms (Extra supplies may be required). RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BIOL 130 and MEDA 110. (CSU)

89797 MEDA 120 AA Tue 8:05-11:00 18-205 Charlton 4.0  
Th 8:05-11:00 13-17

**MEDA 120 has a non-refundable materials charge of \$2.**

### MEDA 121 CLINICAL PROCEDURES II

Administering medications, injections and venipuncture, eye and ear lavage, electroencephalograms, removal of sutures and staples, bandaging and dressings, and other examination and clinical procedures. (Extra supplies may be required) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MEDA 120. (CSU)

89798 MEDA 121 AA Tue 8:05-11:00 18-205 Charlton 4.0  
Th 8:05-11:00 13-17

**MEDA 121 has a non-refundable materials charge of \$2.**

### MEDA 140 MEDICAL TRANSCRIPTION: BASIC

Machine transcription of patient medical chart progress notes, history and physicals, letters, consultations, surgical and autopsy reports, and discharge summaries utilizing computers. Course includes analyzing, editing, proper documentation, and compliance requirements. BIOL 130 is recommended. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MEDA 110 and 115. (CSU)

89795 MEDA 140 AB TTh 1:30-2:45 13-213 Clinton 3.0

**MEDA 140 has a non-refundable materials charge of \$2.**

### MEDA 141 MEDICAL TRANSCRIPTION: ADVANCED

Intensive transcription using computers, of hospital-type medical reports including history and physical examinations, surgeries, discharge summaries, and radiologic and nuclear medicine reports. MEDA 190 and BIOL 130 are recommended. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MEDA 140. (CSU)

89792 MEDA 141 AA TTh 12:10-1:25 13-213 Clinton 3.0

**MEDA 141 has a non-refundable materials charge of \$2.**

### MEDA 150 MEDICAL OFFICE PROCEDURES

Fundamental office procedures applied to the medical field. Decision-making, setting priorities, finding information, coping with interruptions, and producing under pressure in medical office simulations. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Completion of or concurrent enrollment MEDA 100 and 110. (CSU)

89796 MEDA 150 AB TTh 1:30-2:45 13-213 Clinton 3.0

**MEDA 150 has a non-refundable materials charge of \$2.**



## Medical Assisting Department

Train for health service careers in two to four semesters! The Medical Assisting

Department offers three different programs that lead to many career opportunities:

- Administrative Medical Assisting (2 semesters)
- Clinical Medical Assisting (3 semesters)
- Administrative/Clinical Medical Assisting (4 semesters)
- Medical Coding Specialist (2 semesters)
- Medical Billing Specialist (2 semesters)
- Medical Transcription (3 semesters)

Salary range: \$20-\$40 per hour

**For further information, call (650) 306-3201**

# 44 Schedule of Classes – M/O/P

## MEDA 160 MEDICAL INSURANCE PROCEDURES

Covers Blue Cross, Blue Shield, Medicare, Medi-Cal, Worker's Compensation and other insurance programs. Coding resources used in claims preparation. Billing and book-keeping methods using the computer. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: BUS. 415 or equivalent. (CSU)

89793 MEDA 160 AA TTh 12:10-1:25 13-213 Clinton 3.0

**MEDA 160 has a non-refundable materials charge of \$2.**

## MEDA 164 CPT (CURRENT PROCEDURAL TERMINOLOGY) BEGINNING CODING

Basic coding principles of medical procedures according to Current Procedural Terminology (CPT). Use of CPT, modifiers, appendices, and preparation of documents. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

89801 MEDA 164 WA Sat 8:30-12:35 13-116 Clinton 1.0 08/21-09/18

## MEDA 165 CPT (CURRENT PROCEDURAL TERMINOLOGY) INTERMEDIATE CODING

Continuation of MEDA 164. Intermediate principles and philosophy of coding logic according to CPT (Current Procedural Terminology). Emphasizes the understanding of terms and processes. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MEDA 164. (CSU)

*Evening and/or Weekend course(s)*

89802 MEDA 165 WA Sat 8:30-12:35 13-116 Clinton 1.0 09/25-10/16

## MEDA 166 CPT (CURRENT PROCEDURAL TERMINOLOGY) ADVANCED CODING

Continuation of MEDA 165. Advanced principles and philosophy of coding logic according to CPT (Current Procedural Terminology). Emphasizes the understanding of terms and process. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MEDA 165. (CSU)

*Evening and/or Weekend course(s)*

89803 MEDA 166 WA Sat 8:30-12:35 13-116 Clinton 1.0

Meeting dates are: 10/30 and 11/20-12/11.

## MEDA 190 INTRODUCTION TO PHARMACOLOGY

Designed for medical assistants, medical transcribers and other allied health professionals. Includes recognition, identification, classification, administration, and care and storage of drugs according to the Food and Drug Administration (FDA) regulations. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

89800 MEDA 190 LA Wed 6:10-9:15 13-17 Charlton 3.0

## MEDA 801 COMPUTERIZED MEDICAL BILLING/MEDICAL ASSISTING EXAM PREPARATION

Preparation for Medisoft or Medical Manager, or UB 92, or Medical Assisting certification testing offered by various organizations. May be repeated twice for credit. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

89799 MEDA 801 AA By arrangement 13-213 Charlton 1.0

## MULTIMEDIA

(See courses under Art)

## MUSIC

### MUS. 100 FUNDAMENTALS OF MUSIC

Basic musical skills--singing, ear training, reading music notation, and harmonizing simple melodies. Does not satisfy requirements for the Music major. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

81401 MUS. 100 AA MWF 8:10-9:00 3-114 McChesney 3.0

### MUS. 202 MUSIC APPRECIATION

Music literature and history, with emphasis on understanding the art. Directed listening and concert attendance required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN MUS 8) (CSU, UC)

81407 MUS. 202 AA TTh 8:10-9:25 3-148 Meckler 3.0

## OCEANOGRAPHY

(See also Geology and Geography)

### OCEN 100 OCEANOGRAPHY

Physical, biological and geological evolution of oceans and ocean basins. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

86763 OCEN 100 AA TTh 9:45-11:00 17-205 Kirchoff-Stein 3.0

## PARALEGAL STUDIES

### LEGL 249 INTRODUCTION TO THE LEGAL SYSTEM

Survey of the principles of law is provided in this course. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU)

*Evening and/or Weekend course(s)*

81331 LEGL 249 LA Mon 6:30-9:35 13-113 DeGhetaldi 3.0

### LEGL 250 LEGAL RESEARCH AND WRITING

Introduction to reading and briefing legal cases and the principles of legal writing. Recommended: Eligibility for ENGL 110. PREREQ: LEGL 249 or concurrent. (CSU)

*Evening and/or Weekend course(s)*

81332 LEGL 250 LA Wed 7:05-10:10 13-113 Enge 3.0

### LEGL 252 CIVIL LITIGATION AND TRIAL PREPARATION

Basics of trial preparation and civil litigation procedures. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: LEGL 249. (CSU)

*Evening and/or Weekend course(s)*

81334 LEGL 252 LA Thu 6:30-9:35 13-113 Glick 3.0

### LEGL 254 FAMILY LAW

Legal principles applicable to the marriage contract and the analysis of legal problems arising from the marital relationship. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: LEGL 249. COREQ: Concurrent enrollment in LEGL 699 is required, two hours per week minimum. (CSU)

*Evening and/or Weekend course(s)*

89479 LEGL 254 LA Tue 6:30-9:35 13-116 Durkin 3.0

### LEGL 672 COOPERATIVE EDUCATION: INTERNSHIP

Students may enroll in a volunteer, cooperative internship to apply skills learned from classroom instruction at a supervised work site. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Enrollment in 7 units, including Cooperative Education and a minimum of 12 completed units in the occupational discipline. (CSU)

LEGL 672 is a full-semester course. Course orientation dates are listed below and attendance at one meeting is obligatory. Attend ONE of the orientations for the section in which you are registered.

*Evening and/or Weekend course(s)*

86847 LEGL 672 LA Mon 5:30-6:20 13-116 Graham 1.0-4.0 8/23-9/13

## PHILOSOPHY

### PHIL 100 INTRODUCTION TO PHILOSOPHY

Philosophical assumptions, ideas and theories of selected philosophies, critical thinking, and the involvement of philosophical thought in everyday life. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CAN PHIL 2) (CSU, UC)

81491 PHIL 100 AA MWF 10:10-11:00 17-105 Young 3.0

*Evening and/or Weekend course(s)*

81492 PHIL 100 LA Wed 6:30-9:35 17-105 Young 3.0

### PHIL 103 CRITICAL THINKING

General overview of reasoning skills. Students practice and develop skills of constructing valid and sound arguments, write three short argumentative essays, and write a substantial paper of critical analysis of an assigned topic. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CSU, UC)

81494 PHIL 103 AA MWF 11:10-12:00 17-105 Young 3.0

**PHIL 190 CONTEMPORARY PHILOSOPHY**

A historical survey of trends in 19th and 20th Century philosophy and their impact on social, political, economic, and religious movements. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

84663 PHIL 190 AA MWF 9:10-10:00 17-105 Young 3.0

**PHIL 300 INTRODUCTION TO WORLD RELIGIONS**

Study of great religions of the world; their cultural background, tenets, practice, literature, and art; and their impact on society and culture. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

86074 PHIL 300 AA TTh 9:45-11:00 17-105 Young 3.0

**PHOTOGRAPHY**

(See courses under ART)

**PHYSICAL EDUCATION****ADAPTIVE**

(For information on the Adaptive Physical Education program and class meeting times, call Barbara McCarthy at 306-3473 or 368-7732 prior to registering. Hours of Operation are: Daily from 8:30 a.m. to 12 p.m. and also on Tuesdays & Thursdays from 1:30 to 3 p.m. Location: Veterans Memorial Senior Center Annex, 711 Nevada Street in Redwood City.)

Adaptive Physical Education courses are offered primarily for students with physical limitations. Physician's verification of limiting condition on file is recommended.

**ADAP 310 ADAPTIVE P. E. FITNESS PROFILE**

Students' fitness levels are assessed and individual goals for improvement are established. BSL: Open Curriculum. PREREQ: Physician's verification of limiting condition on file. (CSU, UC)

*Veteran's Memorial Center course(s)*

85917 ADAP 310 VA By arrangement VETS McCarthy 1.0

**ADAP 320 ADAPTIVE FUNCTIONAL FITNESS**

Exercises designed for improving the activities of daily living with emphasis on proper body mechanics, posture, and movement patterns leading to greater safety and independence. Open entry/Open exit May be repeated for credit up to three times. BSL: Open Curriculum. (CSU)

*Veteran's Memorial Center course(s)*

88927 ADAP 320 VA By arrangement VETS McCarthy 0.5-1.0

**ADAP 350 ADAPTIVE GENERAL CONDITIONING**

A total fitness program emphasizing cardiovascular endurance, flexibility, muscular strength, balance and coordination, posture and body mechanics. BSL: Open Curriculum. (CSU, UC)

*Veteran's Memorial Center course(s)*

80837 ADAP 350 VA By arrangement VETS McCarthy 1.0

**ADAP 351 ADAPTIVE STRENGTH TRAINING**

Use of a variety of equipment and resistive techniques to increase overall strength, endurance and flexibility. BSL: Open Curriculum. (CSU, UC)

*Veteran's Memorial Center course(s)*

80842 ADAP 351 VA By arrangement VETS McCarthy 1.0

**ADAP 361 BALANCE AND COORDINATION ACTIVITIES**

A variety of techniques to develop better balance for more efficient movement in daily living activities. BSL: Open Curriculum. (CSU, UC)

*Veteran's Memorial Center course(s)*

85910 ADAP 361 VB By arrangement VETS McCarthy 1.0

**ADAP 680 ADAPTIVE LIFELONG WELLNESS**

Comprehensive development of a lifetime fitness and wellness plan. BSL: Open Curriculum. (CSU)

*Veteran's Memorial Center course(s)*

87575 ADAP 680 VA By arrangement VETS McCarthy 0.5-1.5

**DANCE****DANC 125, 126 BEGINNING AND INTERMEDIATE SALSA**

Basics of salsa dancing including partner work with turn patterns and stylization, as well as more complex dance patterns with greater emphasis on development of dance stylization and timing. Shine steps are covered. A course for men and women. BSL: Open Curriculum. PREREQ: DANC 126 requires the previous level or demonstrated skill (CSU, UC)

87460 DANC 125 AA TTh 11:10-12:25 1-203 Quijano 1.0

*Evening and/or Weekend course(s)*

86266 DANC 125 LA TTh 7:00-8:15 1-203 Quijano 1.0

86818 DANC 126 LD TTh 8:20-9:35 1-203 Quijano 1.0

**DANC 205, 210, 215 BEGINNING, BEGINNING/INTERMEDIATE, INTERMEDIATE JAZZ**

This series of courses cover elementary through more complex jazz techniques, foot and leg development, single and double turns, isolation of body parts, and understanding of the rhythms of jazz music. BSL: Open Curriculum. PREREQ: DANC 210 and 215 require the previous level or equivalent. (CSU, UC)

81027 DANC 205 AA MWF 10:10-11:00 1-203 Breen 1.0

81029 DANC 210 AA MWF 10:10-11:00 1-203 Breen 1.0

81030 DANC 215 AA MWF 10:10-11:00 1-203 Breen 1.0

*Evening and/or Weekend course(s)*

84092 DANC 205 LA TTh 5:30-6:45 1-203 Breen 1.0

84346 DANC 210 LA TTh 5:30-6:45 1-203 Breen 1.0

81031 DANC 215 LA TTh 5:30-6:45 1-203 Breen 1.0

**DANC 350 DANCE AEROBICS**

Warm up, toning exercises, vigorous dance sequences, cool down and stretching presented to upbeat pop music. BSL: Open Curriculum. (CSU, UC)

81032 DANC 350 AA MWF 12:10-1:00 1-203 Breen 1.0

**FITNESS****FITN 121, 680 FITNESS CENTER, INTERMEDIATE FITNESS CENTER**

The Fitness Center is open Monday through Saturday, 7:00 am to 1:00 pm, and Monday through Thursday 5:30-8:30 pm.; students may work out whenever the Center is open for a maximum of 2 hours per day. New students are required to attend an orientation session prior to using the Fitness Center. The Fitness Center follows the Cañada Academic Calendar for holidays and recesses. For more information, call (650) 306-3341.

This series of courses provides beginning through intermediate self-paced strength training and cardio vascular conditioning through the use of free weights, selected machines and aerobic conditioning equipment for lifelong health and wellness. The Fitness Center empowers students and athletes to optimize their fitness capabilities, achieving excellence through the promotion of a healthy lifestyle, providing opportunities to improve personal wellness and applying fundamentally sound principles. Includes orientation, goal setting and assessment. Three to six by arrangement hours of lab per week are required. May be repeated for credit up to three times for a maximum of 8 units. BSL: Open Curriculum. PREREQ: FITN 680 A1 and A2 require FITN 121. (CSU, UC)

**ORIENTATION SCHEDULE\*:**

**Day Hours:** Aug., 18-21, 23-28, & 30-31, 2004 8:10, 9:10, 10:10, 11:10 & 12:10

**Evening Hours:** Aug., 18-19, 23-26 & 30-31, 2004 6:10 & 7:10

\*NOTE: Following the dates listed above, orientations are done on a by arrangement basis during the hours the Fitness Center is open. Please see a Staff member for more information.

86740 FITN 121 AA By arrangement\*\* 1-138 Garcia 1.0

89481 FITN 680 A1 By arrangement\*\* 1-138 Garcia 1.0

\*\*Students enrolling in 1.0 unit course are expected to attend an average of 3 hrs/week.

88437 FITN 121 A2 By arrangement\* 1-138 Garcia 2.0

89482 FITN 680 A2 By arrangement\* 1-138 Garcia 2.0

\*Students enrolling in 2.0 unit course are expected to attend an average of 6 hrs/week.

**FITN 123 CARDIO PUMP FITNESS**

A total fitness class for men and women. Workout includes warm-up, cardiovascular endurance, strength training as well as a cool-down with stretching together with upbeat music. May be repeated three times for credit. BSL: Open Curriculum. (CSU, UC)

85934 FITN 123 AA TTh 9:45-11:00 1-203 Breen 1.0



# 46 Schedule of Classes – P

## FITN 124 PILATES TRAINING

Torso muscle training using the Pilates method of controlled and focused exercises to increase core strength and postural stability to optimize performance in athletics, dance and everyday activities. Exercise mat required. May be repeated three times for credit. BSL: Open Curriculum. (CSU, UC)

89087	FITN 124 AA	TTh	12:45-2:00	1-203	Daly	1.0
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## FITN 210 VARSITY WEIGHT CONDITIONING

For students in team sports. Includes free weights and weight machines. BSL: Open Curriculum. PREREQ: Concurrent enrollment in a team sport or demonstrated skill in athletic competition. (CSU, UC)

81211	FITN 210 AA	MWF	1:10-2:00	1-138	Staff	1.0
84083	FITN 210 AB	MWF	3:10-4:00	1-138	Mangiola	1.0
85072	FITN 210 AF	MWF	2:10-3:00	1-138	Devlin	1.0
84082	FITN 210 AG	MWF	4:10-5:00	1-138	Garcia	1.0

## FITN 250 PERSONAL TRAINER PREPARATION: ANATOMY AND PHYSIOLOGY

Exercise design and fitness leadership emphasizing developing, leading and instructing safe individual and group exercise programs; prepares students to take certification exams such as the American Council of Sports Medicine Exercise Leader Certification. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

### Evening and/or Weekend course(s)

89782	FITN 250 LA	Wed	7:05-10:10	13-216	Breen	3.0
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## FITN 332 FLEXIBILITY AND STRETCHING

Low impact fitness course using flexibility exercises to increase individual fitness levels. BSL: Open Curriculum. (CSU, UC)

85933	FITN 332 AD	MWF	11:10-12:00	1-203	Mangiola	1.0
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## FITN 334 YOGA

An introduction to basic yoga and meditation. Gentle to moderate movements to expand and integrate the body, mind and spirit. May be repeated three times for credit. BSL: Open Curriculum. (CSU, UC)

88821	FITN 334 AC	MWF	9:10-10:00	1-203	Wise	1.0
88473	FITN 334 AH	TTh	8:10-9:25	1-203	Wise	1.0

### Evening and/or Weekend course(s)

88823	FITN 334 LA	MW	6:30-7:45	1-203	Wise	1.0
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## FITN 680 GET ON THE BALL EXERCISING

Exercising on a stability ball to achieve functional movement, abdominal and lower-back strength, while increasing whole-body strength, flexibility, stabilization, balance, and coordination. This foundation course is suitable for all age groups and prepares body for all levels of activity – athletic to everyday movement. BSL: Open Curriculum. (CSU)

89785	FITN 680 AA	Daily	7:45-8:55	1-208	McGill	2.0
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### Evening and/or Weekend course(s)

89804	FITN 680 LA	MTWTh	5:45-7:00	1-208	Webb	2.0
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## INDIVIDUAL SPORTS

(Note: Students will be required to bring some supplies.)

## INDV 161, 164, 680 BEGINNING, INTERMEDIATE/ADVANCED, ADVANCED GOLF

Instruction in techniques, rules, etiquette and philosophy for the beginning through advanced golfer. INDV 164 emphasizes competition and drills for the student with prior golf experience. BSL: Open Curriculum. PREREQ: INDV 164 and 680 require demonstrated skill. (CSU, UC)

81268	INDV 161 AA	MWF	10:10-11:00	FIELD	Garcia	1.0
81271	INDV 164 AA	MWF	10:10-11:00	FIELD	Garcia	1.0
85606	INDV 680 AA	MWF	10:10-11:00	FIELD	Garcia	1.0

## INDV 166 EXPERT GOLF TRAINING

Designed for students of expert golf ability who wish to qualify for Cañada Varsity Golf or prepare for other advanced competition. A minimum skill level must be demonstrated to remain in the course. BSL: Open Curriculum. PREREQ: Demonstrated skill. (CSU, UC)

87375	INDV 166 AA	MWF	10:10-11:00	FIELD	Garcia	1.0
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For other golf courses, please contact the Community Education division by calling (650) 574-6149.

## TEAM SPORTS

### TEAM 105 ADVANCED BASEBALL

Course designed for the advanced baseball player with superior playing skills. BSL: Open Curriculum. PREREQ: Demonstrated ability. (CSU, UC)

81564	TEAM 105 AA	MWF	1:10-4:00	BB FIELD	Lucca	2.0
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### TEAM 111, 115 BEGINNING, ADVANCED BASKETBALL

Beginning through advanced instruction on rules, strategies and fundamental skills of basketball. TEAM 115 emphasizes the advanced aspects of team offense and defense. Round-robin play included. BSL: Open Curriculum. PREREQ: TEAM 115 requires the previous level or demonstrated skill. (CSU, UC)

81565	TEAM 111 AA	MWF	12:10-1:00	1-208	Garcia	1.0
81566	TEAM 115 AA	MWF	12:10-1:00	1-208	Garcia	1.0
83878	TEAM 115 AB	MWF	3:30-5:30	1-208	Staff	1.0

08/18-10/15

### TEAM 141 BEGINNING SOCCER

Course in basic fundamentals essential for team play. BSL: Open Curriculum. (CSU, UC)

### Evening and/or Weekend course(s)

81568	TEAM 141 WA	Sat	11:10-2:30	FIELD	Mangiola	1.0
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### TEAM 143 ADVANCED SOCCER

Competitive team play is stressed with advanced strategies employed. BSL: Open Curriculum. PREREQ: Demonstrated ability. (CSU, UC)

### Evening and/or Weekend course(s)

81570	TEAM 143 WA	Sat	11:10-2:30	FIELD	Mangiola	1.0
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### TEAM 148 INDOOR SOCCER

Individual and group drills, skills development, rules of the game, and team play including round robin competition. BSL: Open Curriculum. PREREQ: TEAM 141 or demonstrated skill. (CSU, UC)

85092	TEAM 148 AA	TTh	11:10-12:25	1-208	Garcia	1.0
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### Evening and/or Weekend course(s)

81571	TEAM 148 LA	Wed	7:10-10:00	1-208	Mangiola	1.0
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### TEAM 171, 174 BEGINNING, INTERMEDIATE/ADVANCED VOLLEYBALL

These courses provide beginning through intermediate/advanced instruction in Volleyball team play and individual skill development including serving, passing, setting and spiking. TEAM 174 emphasizes team strategy and play. BSL: Open Curriculum. PREREQ: TEAM 174 requires the previous level or demonstrated skill. (CSU, UC)

### Evening and/or Weekend course(s)

81573	TEAM 171 LA	Tue	7:10-9:50	1-208	Peña	1.0
81574	TEAM 174 LA	Tue	7:10-9:50	1-208	Peña	1.0

### TEAM 180 COMPETITION VOLLEYBALL I

Round-robin intra-class competition for the intermediate to advanced volleyball student with an emphasis on defensive/offensive strategies. BSL: Open Curriculum. PREREQ: TEAM 174 or equivalent skill level. COREQ: Concurrent enrollment in TEAM 699. (CSU, UC)

### Evening and/or Weekend course(s)

86921	TEAM 180 LB	Thu	7:10-10:15	1-208	Peña	1.0
Includes a one day tournament (listed below):						
89383	TEAM 699 WA	Sat	8:30-5:00	1-208	Peña	0.0

10/09

### TEAM 181, 680 COMPETITION VOLLEYBALL II AND III

Designed for the expert volleyball student with an emphasis on the 6-2 and 5-1 team offensive/defensive systems and strategies. Includes participation in organized round-robin competition preceded by a brief period of appropriate warm-up activities. May be repeated for credit up to two times for a maximum of 3 units. BSL: Open Curriculum. PREREQ: TEAM 181 requires TEAM 180, TEAM 680 requires TEAM 181 or equivalent skill level. COREQ: Concurrent enrollment in TEAM 699. (CSU, UC)

### Evening and/or Weekend course(s)

89483	TEAM 181 LA	Thu	7:10-10:15	1-208	Peña	1.0
89806	TEAM 680 LA	Thu	7:10-10:15	1-208	Peña	1.0
Includes a one day tournament (listed below):						
89383	TEAM 699 WA	Sat	8:30-5:00	1-208	Peña	0.0

10/09



**TEAM 680 EXPERT BASKETBALL**

Designed for intermediate/advanced and expert level basketball players who wish to further develop technique, enhance their individual skills and team strategies. This course emphasizes team training in order to prepare players for game play and/or competition. Includes instruction on rules, strategies, and fundamental skills of basketball. Round-robin play included. BSL: Open Curriculum. PREREQ: TEAM 115 or demonstrated skill. (CSU)

89485 TEAM 680 AA MWF 12:10-1:00 1-208 Garcia 1.0

**THEORY**

(For information on the Adaptive Physical Education program and class meeting times, call Barbara McCarthy at 306-3473 or 368-7732 prior to registering.)

**P.E. 115 INTRODUCTION TO ADAPTIVE PHYSICAL EDUCATION**

Provides a working knowledge of numerous disabilities and current adaptive physical education techniques for students interested in pursuing a career in adaptive physical education, physical therapy, special education, or any other health related field. BSL: Open Curriculum. (CSU)

*Veteran's Memorial Center course(s)*

83257 P.E. 115 VA By arrangement VETS McCarthy 2.0

**P.E. 116 ASSISTING IN ADAPTIVE PHYSICAL EDUCATION**

Practical experience in the techniques of working with disabled persons through assisting in any of the adaptive physical education classes. BSL: Open Curriculum. (CSU)

*Veteran's Memorial Center course(s)*

81485 P.E. 116 VA By arrangement VETS McCarthy 0.5-3.0

**P.E. 118 INTRODUCTION TO FUNCTIONAL FITNESS MEASURES**

Introduction to the current testing measures used in the fields of adaptive physical education and rehabilitation. Learn and practice a variety of testing protocols useful for those pursuing a career in physical therapy or a related discipline, as well as for persons working in any capacity with adults with special needs. May be repeated for credit up to 3 times for a maximum of 3 units. Open entry/Open exit. BSL: Open Curriculum. (CSU)

*Veteran's Memorial Center course(s)*

84991 P.E. 118 VA By arrangement VETS McCarthy 0.5-3.0

**VARSITY SPORTS****VARS 114 VARSITY BASKETBALL**

Intercollegiate competition in the Coast Conference and participation in regional tournaments, Nor-Cal playoffs and state championships when qualified. BSL: Open Curriculum. PREREQ: Demonstrated ability. (CSU, UC)

84197 VARS 114 AA Daily 3:30-5:30 1-208 Staff 3.0 10/18-12/17

**VARS 154 VARSITY SOCCER**

Intercollegiate competition in the Coast Conference and NorCal and State CC championships when qualified. BSL: Open Curriculum. PREREQ: Demonstrated ability. (CSU, UC)

Men:

84166 VARS 154 AA Daily 1:10-3:00 FIELD Mangiola 3.0

Women:

84192 VARS 154 AB Daily 3:10-5:00 FIELD Devlin 3.0

**VARS 680 VARSITY WOMEN'S VOLLEYBALL**

Intercollegiate competition in the Coast Conference and NorCal and State CC championships when qualified. BSL: Open Curriculum. PREREQ: Demonstrated ability. (CSU)

89612 VARS 680 AA Daily 1:30-3:25 1-208 Marcuson 3.0

**PHYSICS**

(See also Astronomy)

**PHYS 210 GENERAL PHYSICS I**

Basic concepts of physics including mechanics, elasticity and simple harmonic motion, waves and sound, fluids, heat and temperature, and the kinetic theory of gases. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 130 or equivalent course. (CAN PHYS 2) (CAN PHYS SEQ A = PHYS 210 + 220) (CSU, UC)

81500 PHYS 210 AA MWF 8:10-9:00 16-106 Partlan 4.0  
Thu 8:10-11:00 16-106

**PHYS 210 has a non-refundable materials charge of \$6.**

**PHYS 250 PHYSICS WITH CALCULUS I**

Calculus-based physics covering dynamics of particles, systems and rigid bodies, energy and momentum and selected applications. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 251 or equivalent course. (CAN PHYS 8) (CAN PHYS SEQ B = PHYS 250 + 260 + 270) (CSU, UC)

83199 PHYS 250 AA MWF 9:10-10:00 16-106 Follansbee 4.0  
Tue 8:10-11:00 16-106

**PHYS 250 has a non-refundable materials charge of \$6.**

**PHYS 260 PHYSICS WITH CALCULUS II**

Calculus-based physics covering electricity, magnetism, and waves. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: PHYS 250 or equivalent course; and MATH 252 or equivalent course. (CAN PHYS 12) (CAN PHYS SEQ B = PHYS 250 + 260 + 270) (CSU, UC)

83200 PHYS 260 AA MWF 10:10-11:00 16-106 Partlan 4.0  
Mon 2:10-5:00 16-106

**PHYS 260 has a non-refundable materials charge of \$6.**

**PHYS 405 APPLIED RADIOGRAPHIC PHYSICS**

Introduction to the basic concepts of matter, energy, electricity, magnetism and electromagnetic radiation. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: MATH 110 or equivalent. (CSU)

81503 PHYS 405 AA MWF 11:10-12:00 16-106 Partlan 3.0

**POLITICAL SCIENCE****PLSC 103 CRITICAL THINKING ABOUT WORLD POLITICS**

An introductory course designed to improve the student's ability to comprehend world political problems and their social, political, and economic implications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

89137 PLSC 103 AA MWF 12:10-1:00 13-210 Ware 3.0

**PLSC 130 INTERNATIONAL RELATIONS**

The nature of international tensions, causes of group conflicts, their escalation and moderation in a highly interdependent and multicultural world. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

89121 PLSC 130 AA MWF 9:10-10:00 13-210 Ware 3.0

**PLSC 150 INTRODUCTION TO POLITICAL THEORY**

A comparative study of contemporary political ideologies such as nationalism, fascism, communism, and capitalist/socialist versions of democracy and their social, political, and economic implications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

89760 PLSC 150 AA TTh 9:45-11:00 13-210 Ware 3.0

# 48 Schedule of Classes – P/R

fall

## PLSC 210 AMERICAN POLITICS

A survey of American Politics and Government as related to the evolution of American Democracy. Topics include: American Political Theories, California State and local government, voting rights, civil liberties and rights, constitutionalism, federalism, state rights, religion, political participation, political parties, interest groups, politics and economics. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN GOVT 2) (CSU, UC)

81507	PLSC 210 AA	TTh	8:10-9:25	13-210	Ware	3.0
<i>Evening and/or Weekend course(s)</i>						
85243	PLSC 210 LA	Tue	7:05-10:10	13-210	Massey	3.0

## PLSC 310 CALIFORNIA STATE AND LOCAL GOVERNMENT

Study of the institutions, processes and problems of state and local government in California; California in the Federal system. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

89428	PLSC 310 AA	MWF	10:10-11:00	13-210	Ware	3.0
<i>Evening and/or Weekend course(s)</i>						
89429	PLSC 310 LA	Thu	7:05-10:10	13-210	Massey	3.0

## PSYCHOLOGY

### PSYC 100 GENERAL PSYCHOLOGY

Principles of learning, theories of personality, uses for tests and measurements, behavioral disorders, mental health theories, developmental aspects of individuals, and social psychology. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN PSY 2) (CSU, UC)

81511	PSYC 100 AA	MWF	9:10-10:00	22-114	Owyang	3.0
83102	PSYC 100 AB	TTh	8:10-9:25	22-114	Staff	3.0
81512	PSYC 100 AC	MWF	10:10-11:00	22-114	Owyang	3.0
<i>Evening and/or Weekend course(s)</i>						
81515	PSYC 100 LA	Wed	6:30-9:35	3-148	Saterfield	3.0
<i>Telecourse:</i>						
86835	PSYC 100 TV	See page 54-55	TV	Clifford	3.0	
Orientation meeting is held at College of San Mateo.						

### PSYC 106 PSYCHOLOGY OF ETHNIC MINORITY GROUPS

Overview of the variables which influence the psychological development, adjustment, mental health, and social status of ethnic minority groups in America. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

83307	PSYC 106 AA	MWF	8:10-9:00	22-114	Staff	3.0
89105	PSYC 106 AB	TTh	11:10-12:25	22-114	Staff	3.0

### PSYC 200 DEVELOPMENTAL PSYCHOLOGY

Survey of major developmental theories and research throughout the entire life span. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

86648	PSYC 200 AA	TTh	9:45-11:00	17-203	Staff	3.0
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### PSYC 340 PSYCHOLOGY OF HUMAN SEXUALITY

Psychological aspects of human sexuality influencing sexual identity and behavior and their implications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

81519	PSYC 340 AA	MWF	11:10-12:00	22-114	Owyang	3.0
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## RADIOLOGIC TECHNOLOGY

### RADT 410 RADIOGRAPHIC POSITIONING

Positioning of the human body for radiographic purposes. PREREQ: Acceptance in the Radiologic Technology Program.

81524	RADT 410 AA	Fri	9:10-11:00	18-115	Rivera	4.0
		MW	9:10-10:25	18-115		
89351	RADT 410 AB	Fri	1:00-3:00	18-115	O'Laughlin	4.0
		MW	9:10-10:25	18-115		
89665	RADT 410 AC	Mon	1:00-3:00	18-115	Jones	4.0
		MW	9:10-10:25	18-115		

### RADT 418 CLINICAL EDUCATION I

Orientation to clerical procedures, film processing/darkroom procedures, patient transportation procedures, supplies and equipment. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: Acceptance to the RADT TECH Program. COREQ: Concurrent enrollment in RADT 410.

81525	RADT 418 AA	TTh	8:10-4:00	HOSP	Staff	4.5
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### RADT 435 IMAGING EQUIPMENT AND QUALITY CONTROL

Quality control in diagnostic imaging for Radiologic Technology students. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: RADT 430.

83146	RADT 435 AA	Tue	10:30-11:20	18-115	Jones	1.5
		Thu	10:30-11:45	18-115		

### RADT 440 ADVANCED IMAGING MODALITIES AND SPECIALIZED PROCEDURES

Basic technical and positioning knowledge applied to special procedures including principles of CT and MRI. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: RADT 410, 420, 430, or certification as a Radiologic Technologist.

83145	RADT 440 AA	TTh	8:10-10:00	18-115	Rivera	4.0
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### RADT 448 CLINICAL EDUCATION IV

Designed for the fourth semester Radiologic Technology student, this course enables students to build on skills previously obtained. RECOMMENDED: Eligibility for READ 420 and ENGL 100. PREREQ: RADT 438.

83147	RADT 448 AA	MWF	8:00-4:10	HOSP	Staff	6.5	08/16-12/22
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## READING

(See also English, English Institute and Literature)

### READ 826 DEVELOPMENTAL READING

Basic reading skills: word attack, vocabulary, and comprehension. May be repeated once for credit up to a maximum of 6 units. Units do not apply toward AA/AS degree. BSL: Open Curriculum. PREREQ: Recommendation via placement test.

81530	READ 826 AA	MWF	8:00-9:25	3-104	Valenzuela	3.0
81531	READ 826 AB	MWF	9:35-11:00	3-104	Valenzuela	3.0
85598	READ 826 AC	Daily	11:10-12:00	13-112	Staff	3.0
<i>Evening and/or Weekend course(s)</i>						
88525	READ 826 LA	TTh	7:05-9:15	3-104	Staff	3.0

**READ 826 has a non-refundable materials charge of \$2.**

### READ 836 ACADEMIC READING STRATEGIES

Students learn about reading strategies, vocabulary, study skills, flexible reading rates and the reading/writing connection. One by arrangement hour of lab per week is required. Units do not apply toward AA/AS degree. PREREQ: READ 826 OR eligibility for READ 836 on approved college Reading Placement Test and other measures as necessary. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

81534	READ 836 AA	MWF	8:10-9:00	2-10	Staff	3.0
81535	READ 836 AB	TTh	8:10-9:25	3-104	Valenzuela	3.0
85601	READ 836 AC	MWF	11:10-12:00	3-104	Staff	3.0
89454	READ 836 AD	TTh	9:45-11:00	3-104	Valenzuela	3.0
83528	READ 836 AE	TTh	11:10-12:25	3-104	Staff	3.0
89829	READ 836 AF	MWF	12:10-1:00	3-104	Staff	3.0
<i>Evening and/or Weekend course(s)</i>						
81536	READ 836 LA	Mon	7:05-10:10	3-104	Henry	3.0

**READ 836 has a non-refundable materials charge of \$2.**

## REAL ESTATE

(See also Business/Office Technology)

### R.E. 100 REAL ESTATE PRINCIPLES

The study of real property and laws relating to ownership, contracts, appraisal, taxes, transfer of property, financing, real estate brokerage and ethics, landlord/tenant, agency and licensing. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

<i>Evening and/or Weekend course(s)</i>						
88381	R.E. 100 LA	Thu	6:30-9:35	17-103	Gable	3.0

**R.E. 141 REAL ESTATE APPRAISAL**

Overview of the appraisal of residential real estate, with emphasis on the single-family residence. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU)

*Evening and/or Weekend course(s)*

89805	R.E. 141 LA	Wed	6:30-9:35	17-103	Roche	3.0
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**SOCIOLOGY****SOCI 100 INTRODUCTION TO SOCIOLOGY**

Identification and analysis of basic social structures and forces that motivate and direct social behavior. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN SOC 2) (CSU, UC)

81538	SOCI 100 AA	MWF	9:10-10:00	2-10	Martinez	3.0
83416	SOCI 100 AB	MWF	10:10-11:00	2-10	Martinez	3.0

*Telecourse:*

86841	SOCI 100 TV	See page 54-55	TV	Mathur	3.0
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Orientation meeting is held at College of San Mateo.

**SOCI 105 SOCIAL PROBLEMS**

Investigation of selected social issues in relation to changes in society and their social, political, and economic implications. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN SOC 4) (CSU, UC)

86675	SOCI 105 AA	TTh	11:10-12:25	2-10	Martinez	3.0
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**SOCI 141 UNDERSTANDING DIVERSE RACIAL/ETHNIC CULTURES**

Contributions made to American society by various racial and ethnic groups. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

81540	SOCI 141 AA	TTh	9:45-11:00	13-115	Martinez	3.0
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*Evening and/or Weekend course(s)*

81541	SOCI 141 LA	Mon	7:05-10:10	3-148	Martinez	3.0
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**SPANISH****SPAN 110 ELEMENTARY SPANISH**

Introductory course that develops listening, speaking, reading and writing skills for basic every day situations, and introduces the student to cultural aspects of Spanish-speaking countries. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN SPAN 2) (CAN SPAN SEQ A = SPAN 110 + 120) (CSU, UC)

81546	SPAN 110 AA	MWF	11:10-12:35	2-10	Malamud	5.0
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**SPAN 111 ELEMENTARY SPANISH I**

Equivalent to the first half of SPAN 110. Introductory course that develops listening, speaking, reading and writing skills for basic every day situations, and introduces the student to cultural aspects of Spanish-speaking countries. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

*Evening and/or Weekend course(s)*

89458	SPAN 111 WA	Sat	9:00-12:20	13-15	Amable	3.0
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**SPAN 112 ELEMENTARY SPANISH II**

Continuation of SPAN 111. Equivalent to the second half of SPAN 110. (SPAN 111 and 112 are equivalent to SPAN 110.) Introductory course that develops listening, speaking, reading and writing skills for basic every day situations, and introduces the student to cultural aspects of Spanish-speaking countries. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 111. (CSU, UC)

*Evening and/or Weekend course(s)*

89456	SPAN 112 LA	Mon	6:30-9:35	13-112	Amable	3.0
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**SPAN 120 ADVANCED ELEMENTARY SPANISH**

Continuation of SPAN 110 or 112. Further development of listening, speaking, reading and writing skills. Students learn to talk about topics such as health, pressures and conveniences of modern life, the arts, the environment, social life, the workplace, government and civic responsibilities and travel. Students learn about many cultural aspects of Spanish-speaking countries. Two by arrangement hours of lab per week are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 110 or 112, or equivalent. (CAN SPAN 4) (CAN SPAN SEQ A = SPAN 110 + 120) (CSU, UC)

85013	SPAN 120 AA	MWF	8:00-9:30	13-115	Boehme	5.0
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**SPAN 131 INTERMEDIATE SPANISH I**

The basic elements of Intermediate Spanish, offered at a less intense pace than Spanish 130. Content equal to first half of SPAN 130. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 120 or 122. (CSU, UC)

81548	SPAN 131 AA	TTh	12:45-2:00	13-112	Malamud	3.0
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**SPAN 132 INTERMEDIATE SPANISH II**

Approximately the second half of SPAN 130. Conversation, composition, grammar review, and readings. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 131. (CSU, UC)

89532	SPAN 132 AA	TTh	12:45-2:00	13-112	Malamud	3.0
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**SPAN 140 ADVANCED INTERMEDIATE SPANISH**

Includes further practice of conversation and composition based on class reading of works of modern Spanish and Latin American authors; review of grammar; collateral reading of Spanish and Spanish American literature. This course is intended for English speaking students rather than bilingual students. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 130 or equivalent. (CAN SPAN 10) (CAN SPAN SEQ B = SPAN 130 + 140) (CSU, UC)

89533	SPAN 140 AA	TTh	12:45-2:00	13-112	Malamud	3.0
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**SPAN 161 READINGS IN SPANISH LITERATURE I**

Oral and written composition, class reading of works of Spanish and Spanish-American literature, extensive collateral reading, and review of grammar. Designed for both native and non-native speakers of Spanish. (Fulfills Associate degree Ethnic Studies requirement.) RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 140 or equivalent. (CSU, UC)

87532	SPAN 161 AA	TTh	11:10-12:25	13-113	Malamud	3.0
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**SPAN 801 CONVERSATIONAL SPANISH I**

Introductory course that develops oral communication skills for basic every day situations, and introduces the student to cultural aspects of the Spanish-speaking world such as how to address people, the educational system, family structure and clothing. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400.

*Evening and/or Weekend course(s)*

81551	SPAN 801 LA	Thu	6:30-9:35	13-115	Malamud	2.0
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**SPAN 802 CONVERSATIONAL SPANISH II**

Continuation of SPAN 801. Beginning level course that develops oral communication skills for basic every day situations and introduces the student to cultural aspects of the Spanish-speaking world related to food, festivities and spare time activities. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 801.

*Evening and/or Weekend course(s)*

81553	SPAN 802 LA	Wed	6:30-9:35	13-112	Amable	2.0
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**SPAN 803 CONVERSATIONAL SPANISH III**

Continuation of Spanish 802. Further development of conversational skills. Students learn to narrate stories in the past and express feelings and opinions, and to talk about health and other factors that affect quality of life in the U.S. and in Spanish speaking countries. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 802.

*Evening and/or Weekend course(s)*

81554	SPAN 803 LA	Tue	6:30-9:35	13-115	Amable	2.0
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## 50 Schedule of Classes – S/T

### SPAN 804 CONVERSATIONAL SPANISH IV

Continuation of Spanish 803. Further development of conversational skills. Students learn to talk about hypothetical situations and discuss topics such as the environment, social life, the workplace, civic responsibilities and travel, both in the U.S. and in the Spanish-speaking world. One by arrangement hour of lab per week is required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: SPAN 803.

#### Evening and/or Weekend course(s)

81555	SPAN 804 LA	Tue	6:30-9:35	13-115	Amable	2.0
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## SPEECH COMMUNICATION

### SPCH 100 FUNDAMENTALS OF SPEECH COMMUNICATION

Form, function, history, and ethical requirements of public address. Students study, prepare, and deliver speeches in the traditional forms. RECOMMENDED: Eligibility for READ 420 and ENGL 100. (CAN SPCH 4) (CSU, UC)

81556	SPCH 100 AA	MWF	10:10-11:00	13-113	Staff	3.0
81557	SPCH 100 AB	TTh	9:45-11:00	13-113	Staff	3.0

#### Evening and/or Weekend course(s)

83333	SPCH 100 LA	Thu	6:30-9:35	17-105	Staff	3.0
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### SPCH 120 INTERPERSONAL COMMUNICATION

Theory, basic principles, and methods of oral communication; improving speaking and listening skills within the context of interpersonal communication; although not a course in public address, class presentations are required. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN SPCH 8) (CSU, UC)

81560	SPCH 120 AA	MWF	12:10-1:00	13-113	Staff	3.0
81561	SPCH 120 AB	TTh	11:10-12:25	13-212	Staff	3.0

## THEATER ARTS

### DRAM 101 HISTORY OF THEATRE I

Classical period to the 18th century. Plays, physical theatres, staging, directing and their relationship to existent cultural forces. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CSU, UC)

89440	DRAM 101 AA	MWF	11:10-12:00	3-129	Hoy	3.0
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### DRAM 140 INTRODUCTION TO THE THEATRE

Nomenclatures, duties, and responsibilities of the various theatre artists, traditions, script analysis and approach from director's and designer's viewpoint. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. (CAN DRAM 18) (CSU, UC)

81034	DRAM 140 AA	MWF	10:10-11:00	3-129	Hoy	3.0
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### DRAM 200 THEORY AND PRACTICE OF ACTING

Theories and techniques of acting and dramatic production; presentation of scenes; improvisation and pantomime. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. COREQ: concurrent enrollment in DRAM 208. (CAN DRAM 8) (CSU, UC)

81036	DRAM 200 AA	TTh	9:45-11:00	3-129	Hoy	3.0
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### DRAM 201, 202, 203 ADVANCED ACTING I, II, III

Advanced, enriched, and more complex work in the areas covered by DRAM 200. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: DRAM 201 requires DRAM 200. DRAM 202 and 203 require the previous level. COREQ: Concurrent enrollment in DRAM 209, 210, or 211. (CSU, UC)

81038	DRAM 201 AA	TTh	9:45-11:00	3-129	Hoy	3.0
81040	DRAM 202 AA	TTh	9:45-11:00	3-129	Hoy	3.0
81042	DRAM 203 AA	TTh	9:45-11:00	3-129	Hoy	3.0

### DRAM 300 PLAY REHEARSAL/PERFORMANCE

A production course requiring an audition and rehearsals Monday through Saturday from 7:00 to 10:00 p.m. RECOMMENDED: Eligibility for READ 836, and ENGL 836 or 400. PREREQ: Audition. (CSU, UC)

### PRODUCTION: CRIMES OF THE HEART

Auditions: TBA

Performances: TBA

#### Evening and/or Weekend course(s)

81051	DRAM 300 AA	MTWThFS	7:00-10:00	3-129	Hoy	1.0	08/23-10/26
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## Cañada College Main Theater Available for Rental

The recently renovated main theater at Cañada College can now be rented by community groups. The theater seats 516 people, has a 45-foot-wide and 20-foot-high proscenium, is ADA compliant, and has professional sound and lighting. It features a large LCD projector that can play DVD, VHS or PowerPoint presentations and has Internet access.

"This facility is perfect for conferences, lectures, town hall meetings, corporate events, recognition ceremonies and film series," says Susan Traynor, event manager for the facility. "The renovations have turned it into a brand new facility."

Traynor said the college can help event organizers with catering and other logistics and the facility rental includes trained technicians to operate the theater's state-of-the-art equipment.

"The first step is to determine a date and time for the event and then give me a call," Traynor said.

For more information, contact Traynor at (650) 306-3459.



## Day Classes

Time Class Meets	Day of Regular Class Meeting	Time and Day of Final Exam	
8:10 am	MWF, MW, Daily	8:10–10:40 am	Wednesday, December 15
8:10 am	TTh, T, Th	8:10–10:40 am	Tuesday, December 14
9:10 am	MWF, MW, Daily	8:10–10:40 am	Friday, December 17
9:35 am	TTh, T, Th	8:10–10:40 am	Thursday, December 16
10:10 am	MWF, MW, Daily	8:10–10:40 am	Monday, December 13
11:10 am	TTh, T, Th	11:10–1:40 pm	Tuesday, December 14
11:10 am	MWF, MW, Daily	11:10–1:40 pm	Wednesday, December 15
12:10 pm	MWF, MW, Daily	11:10–1:40 pm	Monday, December 13
12:35 pm	TTh, T, Th	11:10–1:40 pm	Thursday, December 16
1:10/1:35 pm	MWF, MW, Daily	2:10–4:40 pm	Wednesday, December 15
1:10 pm	TTh, T, Th	2:10–4:40 pm	Tuesday, December 14
2:10 pm	MWF, MW, Daily	2:10–4:40 pm	Monday, December 13
2:10 pm	TTh, T, Th	2:10–4:40 pm	Thursday, December 16
All Others		2:10–4:40 pm	Friday, December 17

## Notes:

- ♦ When a course consists of lecture and laboratory, the final examination is scheduled according to the lecture.
- ♦ When a course meets 4 days per week, use the time for the daily class.
- ♦ If a class meets across two time slots, the instructor will have a choice of two final exam times. (i.e. if a class meets 9:35 – 11:00 MWF, then the final exam could be held with either the 9:10 MWF or 10:10 MWF classes.
- ♦ Examinations will start promptly at the time indicated. Examinations are held in the same room in which the class regularly meets.
- ♦ Students with an unavoidable conflict in their final examination schedules should make arrangements with one of the instructors to take the examination with another group.
- ♦ For short courses the final is given the last day of class.

## Evening/Weekend Classes

Final examinations for all evening, Saturday and Sunday classes will be given during the last class meeting for short courses and as follows for full-term courses:

Monday classes.....	Monday, December 13
Tuesday classes.....	Tuesday, December 14
Wednesday classes.....	Wednesday, December 15
Thursday classes.....	Thursday, December 16
Friday classes.....	Friday, December 17
Saturday classes .....	Saturday, December 11
Sunday classes .....	Sunday, December 12

## 52 Credits and Refunds

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### **Prior to: *June 14, 2004 for Summer* *August 18, 2004 for Fall***

Students dropping all classes will receive full credit toward future registration fees for the amount of all fees paid. A \$10 processing fee (plus an additional \$50 processing fee for non-resident students and F-1 Visa international students) will be retained by the College if a refund is issued to the student.

**Note:** If a parking permit has been issued, it must be returned to the Business Office before a credit or a refund of the Parking Fee will be processed.

### **Beginning: *June 14, 2004 for Summer* *August 18, 2004 for Fall***

#### **1. ENROLLMENT FEE/ NON-RESIDENT TUITION**

##### *Summer Session Courses:*

Students will receive full enrollment fee and non-resident tuition fee credit toward future registration fees if they reduce their program or officially withdraw from all courses within the first 10% of class meetings. (For example: if a course has 12 meetings, 10% of 12 = 1.2—the College will round up to 2.0—therefore the student must withdraw no later than the end of the day of the second class meeting.)

##### *Semester-Long Courses:*

Students will receive full enrollment fee and non-resident tuition fee credit toward future registration fees if they reduce their program or officially withdraw from all courses on or before August 31, 2004. Students who officially withdraw from all courses and request a refund will be subject to a \$10 processing fee. An additional \$50 processing fee will be retained by the college for non-resident and F-1 Visa international students who request a refund.

##### *Short Courses:*

Students enrolled exclusively in short courses will receive full enrollment fee and non-resident fee credit toward future registration fees if they reduce their program or officially withdraw from all courses within the first 10% of class meetings. (For example: if a course has 12 meetings, 10% of 12 = 1.2; the College will round up to 2.0; therefore, the student must withdraw no later than the end of the day of the second class meeting.)

#### **2. VARIABLE UNIT COURSES**

No Enrollment Fee or Nonresident Tuition refund or credit will be available to students enrolled in variable unit courses who earn fewer units of credit than the number for which they originally registered. Students earning additional units will be charged accordingly.

#### **3. HEALTH SERVICES, PARKING, AND STUDENT REPRESENTATION FEES**

**Summer: These fees are fully refundable to students who officially drop all of their classes by the first 10% of the class meetings. Thereafter, these fees are not refundable or transferable unless an action of the College (e.g., class cancellation) prevents the student from attending.**

**Fall:** These fees are fully refundable to students who officially drop all of their semester-long classes on or before August 31, 2004. For short courses, these fees are refundable through the first 10% of the class meetings. Thereafter, these fees are not refundable or transferable unless an action of the College (e.g., class cancellation) prevents the student from attending.

#### **4. STUDENT BODY FEE**

**Summer: No student body fee is charged for the summer session.**

This fee is refundable through September 9, 2004. To request a credit or refund of this fee, contact the Student Activities Office, (650) 306-3364.

##### *Please Note...*

1. Credit balances remain on student accounts for a maximum of five (5) years.
2. A student may either choose to maintain a credit balance on account or contact the Business Office to arrange for a refund. Refunds are NOT issued automatically.
3. Fees paid by personal check will require 30 days for bank clearance before refunds can be processed.
4. Student records are automatically held until all debts to the District Colleges have been cleared.

**Contact the Business Office regarding credit and refund questions, Building 8, Room 305 (counter) or call (650) 306-3270.**

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### **MAKE SURE YOU ATTEND THE FIRST CLASS MEETING**

Attendance at the first meeting of a class is IMPORTANT. Any student not reporting to the first class meeting may be dropped from the roll sheet.

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Students who are classified as California residents as defined in the California State Education Code will be charged an Enrollment Fee, Health Fee and Student Representation Fee. An optional student body fee also will be assessed. In accordance with California law, the Enrollment Fee and Health Fee may be waived for California residents who demonstrate financial need and qualify for a Board of Governors Enrollment Fee Waiver (BOGW). Contact the College Financial Aid Office for additional information. Students who are classified as non-residents will be charged a Tuition Fee in addition to the Enrollment Fee, Health Fee, and Student Representation Fee. F-1 visa international students are subject to a health insurance requirement. Contact the International Student Office for details. The Student Representation Fee was established by a student election to support student advocacy before local, State and federal offices

and agencies.

In addition, students will be required to purchase textbooks and miscellaneous supplies, as well as tools and technical supplies for certain programs. In some courses students will also be required to pay a non-refundable instructional materials charge. Students enrolled in clinical classes in health-related programs are subject to a malpractice insurance premium.

Fees are subject to change at any time by action of the State Legislature, Board of Governors of the California Community Colleges, or the San Mateo County Community College District Board of Trustees.

All student records are automatically held until all outstanding debts to the District Colleges have been cleared.

FEE TYPE	AMOUNT	REQUIRED OF
Enrollment Fee <b>Please note: Enrollment Fee is subject to change without notice.</b>	\$18.00 per unit	All students except high school students enrolling through the Concurrent Enrollment Program.
Health Services Fee*	<b>\$9.00 Summer</b> / \$12.00 Fall	All students (Students enrolled ONLY in off-campus or weekend classes, telecourses, or the Concurrent Enrollment Program are exempt.)
Student Representation Fee**	\$1.00	All students (except Concurrent Enrollment Program)
Student Body Fee***	\$8.00	***See below
Materials Fee	\$2.00-\$8.00	See course description.
Nonresident Tuition Fee	\$181 (\$174 + \$7 per unit capital outlay fee) (plus \$18 per unit Enrollment Fee)	Non-U.S. citizens and F-1 visa international students
Nonresident Tuition Fee	\$174 per unit (plus \$18 per unit Enrollment Fee)	U.S. citizen, Nonresident of CA
International Student (F-1 Visa) Health Insurance	<b>\$91.00 Summer</b> / \$223.00 Fall	All F-1 visa international students who do not present proof that they have the required level of private health insurance.
Parking Fee (optional; not transferable to other students)	<b>\$20.00 Summer</b> / \$30.00 Fall \$1.00 per day \$20.00 if approved for BOGW fee waiver.	Persons who park motor vehicles on campus. (Daily permits may be purchased from ticket dispensers in designated areas.) Free parking Saturday and Sunday.
Audit Fee	\$15.00 per unit (students enrolling in a variable unit course must pay for maximum units)	Students approved to audit a course which is on the list of designated courses. Students enrolled in 10 or more units for credit can audit up to 3 additional units free of charge. See Auditing policy on page 29 in College Catalog.
Returned Check Fee	\$10.00	Students whose personal checks are returned by the bank. Only cash, credit card, or cashier's check will be honored to clear a returned check. Bookstore fee may differ.
Duplicate Registration Receipt	\$1.00	Students who request a replacement or duplicate registration receipt.
Transcript	\$5.00	Students requesting an official transcript of their academic record at Cañada College, College of San Mateo and/or Skyline College. An unofficial transcript is \$1.00. The fee for a rush transcript is \$10.

\* Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization may be exempted from paying the Health Services Fee. Contact the Admissions & Records Office for details.

\*\* A student has the right to refuse to pay the \$1 Student Representation Fee for religious, political, moral or financial reasons. This refusal must be submitted in writing to the Business Office.

\*\*\*The Student Body fee offers a photo ID card and discounts as well as support for many activities and programs. This fee is automatically assessed as part of your total fees. If you choose not to pay this fee, please contact the Student Life Office (306-3364) by September 9, 2004 for reimbursement.

## Parking

Parking anywhere on campus is by permit only. Parking permits may be obtained in the Business Office, 8-205, or the Admissions & Records Office, 8-215. Daily permits may be purchased for \$1.00 from vending machines and allow parking in student lots only. Daily permits are to be placed on the left hand side of the dashboard, clearly visible to the security officer. At the beginning of the semester, a one-week grace period will be in effect in student parking lots only, in order to enable students to purchase a permit. Cañada College and the San Mateo County Community College District do not accept liability for vandalism, theft or accidents. Use of the parking lots is at the user's risk.

# 54 Distance Learning

## TELECOURSES

**Telecourses** are college-credit courses that give students the opportunity to complete most of their course work outside the classroom, on their own time, usually at home. However, three or more on-campus meetings are held for each course; attendance at many of the introductory meetings is mandatory (as indicated by an \*). Telecourses are academically equivalent to on-campus courses and are transferable to most four-year colleges and universities.

Programs are broadcast on KCSM Channel 60, which is carried on many cable systems. Call your cable company for the correct cable channel in your area. For more information about telecourses, contact the Telecourse Office at College of San Mateo, (650) 574-6120, or visit the Distance Learning Website at [www.collegeofsanmateo.edu](http://www.collegeofsanmateo.edu)

## Cañada Telecourses: Summer

### 52381 ART 100 TV Art of the Western World (3 Units)

Broadcast: TTh 12–1 pm, June 22–July 20

\*Introductory meeting: Friday, June 18 6:30–9:30pm\*

College of San Mateo Bldg 4, Room 152

### 52152 BUS. 100 TV Contemporary American Business (3 Units)

Broadcast: MTWThF 5:30–6:00am, June 21–July 26

Introductory Meeting: Saturday, June 19 11am–1pm

College of San Mateo Bldg. 14, Room 122

### 52153 BUS. 150 TV Small Business Management (3 Units)

Broadcast: MTWThF 6–6:30am, June 21–July 26

\*Introductory Meeting: Saturday, June 19 11am–1pm

College of San Mateo Bldg. 14, Room 100

### 52382 GEOL 100 TV Survey of Geology (3 Units)

Broadcast: MTWThF 7:30–8am, June 21–July 26

\*Introductory Meeting: Saturday, June 19 11am–1 pm

College of San Mateo Bldg. 11, Room 132

### 52157 HSCI 100 TV General Health Science (2 Units)

Broadcast: MTWThF 8–8:30am, June 21–July 26

\*Introductory Meeting: Saturday, June 19 9–11 am

College of San Mateo Bldg. 2, Room 141

### 52158 MGMT 100 TV Introduction to Business Management (3 Units)

Broadcast: MTWThF 9–9:30 am, June 21–July 26

\*Introductory Meeting: Saturday, June 19 9–11am

College of San Mateo Bldg. 14, Room 100

### 52159 PSYC 100 TV General Psychology (3 Units)

Broadcast: MTWThF 9–9:30am, June 21–July 26

\*Introductory Meeting: Saturday, June 19 11 am–1 pm

College of San Mateo Bldg. 2, Room 141

### 52160 PSYC 110 TV Courtship, Marriage and the Family (3 Units)

Broadcast: MTWThF 2:30–3 pm, June 21–July 26

\*Introductory Meeting: Saturday, June 19 9–11 am

College of San Mateo Bldg. 11, Room 130

### 52161 PSYC 410 TV Abnormal Psychology (3 Units)

Broadcast: MWF 12–1 pm, June 21–July 19

\*Introductory Meeting: Saturday, June 19 11 am–1 pm

College of San Mateo Bldg. 11, Room 130

### 52162 SOCI 100 TV Introduction to Sociology (3 Units)

Broadcast: MTWThF 9:30–10 am, June 21–July 26

\*Introductory Meeting: Saturday, June 19 1–3 pm

College of San Mateo Bldg. 2, Room 141

## CSM Telecourses: Summer

### 50502 ASTR 100TV Introduction to Astronomy (3 Units)

Broadcast: MTWThF 7–7:30am, June 21–July 26

\*Introductory Meeting: Friday, June 18 7–9 pm\*

College of San Mateo Bldg. 11, Room 130

### 50518 BUS. 201 TV Business Law I (3 Units)

Broadcast: MTWThF 5–5:30am, June 21–July 26

Introductory Meeting: Saturday, June 19 9–11am

College of San Mateo Bldg. 14, Room 122

### 51650 CA&S 310 TV Nutrition (3 Units)

Broadcast: MTWThF 8:30–9am, June 21–July 26

\*Introductory Meeting: Friday, June 18 7–9 pm

College of San Mateo Bldg. 2, Room 141

### 53075 FITN 687 TV Low Impact Aerobics (1 Unit)

Broadcast: MTWThF 11–11:30 am, June 21–July 26

\*Introductory Meeting: Saturday, June 19, 10 am–12:30 pm

College of San Mateo Bldg. 8, Room 203

### 53076 FITN 687 TV Aerobics (1 Unit)

Broadcast: MTWThF 11:30 am–12 pm, June 21–July 26

\*Introductory Meeting: Saturday, June 19, 1–3:30 pm

College of San Mateo Bldg. 8, Room 203

### 53077 PHIL 100 TV Introduction to Philosophy (3 Units)

Note: This telecourse has an online component. Students MUST have e-mail and Web access.

Broadcast: MTWThF 1–1:30 pm, June 21–July 26

\*Introductory Meeting: Saturday, June 19, 11am–1 pm

College of San Mateo Bldg. 14, Room 120

**Distance Learning** courses may include three to five **on-campus meetings**, on the same day of the week, the same time period and in the same location as the introductory meeting for the class. **Be sure to allow for those meetings in your schedule.**

## Cañada Telecourses: Fall

### 87458 ANTH 350 Introduction to Archaeology (3 Units)

Broadcast: Thurs. 5–6am, Sept. 2–Oct. 21

\*Introductory Meeting: Saturday, August 28, 1–4 pm\*

College of San Mateo, Bldg. 14, Room 101

### 86832 ART 100 TVH Art of the Western World (3 Units)

Broadcast: Thurs. 4–5 pm Sept. 2–Oct. 28

\*Introductory meeting: Friday, August 27, 6:30–9:30pm\*

College of San Mateo, Bldg 4, Room 152

### 86838 BUS. 100 TV Contemporary American Business (3 Units)

Broadcast: Wed. 8–9 am Sept. 1–Nov. 24

Introductory Meeting: Saturday, August 28, 9–11am

College of San Mateo, Bldg. 14, Room 120

### 86839 BUS. 150 TV Small Business Management (3 Units)

Broadcast: Wed. 7–8 am Sept. 1–Nov. 24

Introductory Meeting: Saturday, August 28, 9–11am

College of San Mateo, Bldg. 14, Room 100

### 88876 GEOL 100 TV Survey of Geology (3 Units)

Broadcast: Mon. 6–7 am Aug. 30–Nov. 22

\*Introductory Meeting: Saturday, August 21, 9–11 am

College of San Mateo, Bldg. 11, Room 130

### 86836 HSCI 100 TV General Health Science (2 Units)

Broadcast: Mon. 9–10 am Aug. 30–Nov. 22

\*Introductory Meeting: Friday, August 20, 7–9 pm

College of San Mateo, Bldg. 2, Room 141

### 86834 MGMT 100 TV Introduction to Business Management (3 Units)

Broadcast: Wed. 9–10 am Sept. 1–Nov. 24

\*Introductory Meeting: Saturday, August 28, 11 am–1pm

College of San Mateo, Bldg. 14, Room 100

### 86835 PSYC 100 TV General Psychology (3 Units)

Broadcast: Tues. 5–6 am Aug. 31–Nov. 23

\*Introductory Meeting: Saturday, August 21, 3–5 pm

College of San Mateo, Bldg. 2, Room 141

### 86841 SOCI 100 TV Introduction to Sociology (3 Units)

Broadcast: Tues. 6–7 am Aug. 31–Nov. 9

\*Introductory Meeting: Saturday, August 21, 1–3 pm

College of San Mateo, Bldg. 2, Room 141

## CSM Telecourses: Fall

### 81799 ASTR 100 TV Introduction to Astronomy (3 Units)

Broadcast: Mon. 7 – 8 am Aug 30 – Nov. 22

\*Introductory Meeting: Friday, August 20, 7 – 9 pm\*

College of San Mateo, Bldg. 11, Room 130

### 89508 BUS. 131 TV Money Management (3 Units)

Broadcast: Wed. 6 – 7 am Sept. 1 – Nov. 24

Introductory Meeting: Friday, August 27, 6 – 9 pm

College of San Mateo, Bldg. 14 Room 200

### 81884 BUS. 201 TV Business Law I (3 Units)

Broadcast: Wed. 5 – 6 am Sept. 1 – Dec. 8

Introductory Meeting: Saturday, August 21, 9 – 11am

College of San Mateo, Bldg. 14, Room 122



**85731 CA&S 310 TV Nutrition (3 Units)**

Broadcast: Mon. 8–9 am, August 30–Nov. 22

\*Introductory Meeting: Friday, August 27, 7–9 pm

College of San Mateo, Bldg. 3, Room 175 (Theatre)

**82454 FREN 115 TV Beginning French I (3 Units)**

Broadcast: Mon., 1–2 pm, Aug. 30–Nov. 22

\*Introductory Meeting: Saturday, August 28, 9–11 am

College of San Mateo, Bldg. 14, Room 101

**82455 FREN 116 TV Beginning French II (3 Units)**

Broadcast: Tues., 1–2 pm, Aug. 31–Nov. 23

\*Introductory Meeting: Saturday, August 28, 9–11 am

College of San Mateo, Bldg. 14, Room 101

**83778 FREN 117 TV Adv. Beginning French I (3 Units)**

Broadcast: Wed., 1–2 pm, Sept. 1–Nov. 24

\*Introductory Meeting: Saturday, August 28, 9–11 am

College of San Mateo, Bldg. 14, Room 101

**88804 FREN 118 TV Adv. Beginning French II (3 Units)**

Broadcast: Thurs., 1–2 pm, Sept. 2–Nov. 25

\*Introductory Meeting: Saturday, August 28, 9–11 am

College of San Mateo, Bldg. 14, Room 101

**88865 FITN 687 TV Low Impact Aerobics (1 Unit)**

Broadcast: MWF 11–11:30 am, Aug. 30–Nov. 26

\*Introductory Meeting: Sat., August 28, 10 am–12:30 pm

College of San Mateo, Bldg. 8, Room 203

**88866 FITN 689 TV Aerobic Exercise (1 Unit)**

Broadcast: MWF 11:30 am–12 pm August 30–Nov. 26

\*Introductory Meeting: Saturday, August 28, 1–3:30 pm

College of San Mateo, Bldg. 8, Room 203

**86465 ITAL 115 TV Beginning Italian I (3 Units)**

Broadcast: Mon. 12–1 pm, Aug. 30–Nov. 22

\*Introductory Meeting: Saturday, August 21, 1–3 pm

College of San Mateo, Bldg. 14, Room 120

**86466 ITAL 116 TV Beginning Italian II (3 Units)**

Broadcast: Tues. 12–1 pm Aug. 31–Nov. 23

\*Introductory Meeting: Saturday, August 21, 1–3 pm

College of San Mateo, Bldg. 14, Room 120

**87435 ITAL 117 TV Adv. Beginning Italian I (3 Units)**

Broadcast: Wed. 12–1 pm Sept. 1–Nov. 24

\*Introductory Meeting: Saturday, August 21, 1–3 pm

College of San Mateo, Bldg. 14, Room 120

**87436 ITAL 118 TV Adv. Beginning Italian II (3 Units)**

Broadcast: Thurs. 12–1 pm, Sept. 2–Nov. 25

\*Introductory Meeting: Saturday, August 21, 1–3 pm

College of San Mateo, Bldg. 14, Room 120

**89809 MUS. 301 TV Piano I (1 Unit)**

Broadcast TTh 3–4 pm Aug. 31–Dec. 9

\*Introductory Meeting: Saturday, August 21, 2–5 pm

College of San Mateo, Bldg. 2 Room 100

**89635 PHIL 100 TV Intro. to Philosophy (3 Units)**

Broadcast: Tues. 8–9 am Aug. 31–Nov. 23

\*Introductory Meeting: Thursday, August 26, 11 am–1 pm  
College of San Mateo, Bldg. 11, Room 130

Note: This telecourse has an online component. Students MUST have e-mail and Web access.

**89633 SOCI 110 Courtship, Marriage and the Family (3 Units)**

Broadcast: Tues. 7–8 am, Aug. 31–Nov. 23

\*Introductory Meeting: Saturday, August 21, 11 am–1 pm

College of San Mateo, Bldg. 14, Room 101

**85729 SPAN 115 TV Beginning Spanish I (3 Units)**

Broadcast: Mon., 2–3 pm Aug. 30–Nov. 22

Introductory Meeting: Saturday, August 28, 11 am–1 pm

College of San Mateo, Bldg. 11, Room 132

**85730 SPAN 116 TV Beginning Spanish II (3 Units)**

Broadcast: Tues., 2–3 pm Aug. 31–Nov. 23

Introductory Meeting: Saturday, August 28, 11 am–1 pm

College of San Mateo, Bldg. 11, Room 132

**85735 SPAN 117 TV Advanced Beginning Spanish I (3 Units)**

Broadcast: Wed., 2–3 pm Sept. 1–Nov. 24

Introductory Meeting: Saturday, August 28, 11 am–1 pm

College of San Mateo, Bldg. 11, Room 132

**85736 SPAN 118 TV Advanced Beginning Spanish II (3 Units)**

Broadcast: Thurs., 2–3 pm Sept. 2–Nov. 25

Introductory Meeting: Saturday, August 28, 11 am–1 pm

College of San Mateo, Bldg. 11, Room 132

**87275 SPCH 180 TV Family Communication (3 Units)**

Broadcast: Fri. 3–4 pm Sept. 3–Nov. 26

\*Introductory Meeting: Saturday, August 21, 1–3 pm

College of San Mateo, Bldg. 14, Room 201

**ON-LINE COURSES**

*Students may* complete many AA degree requirements by distance education on-line or telecourses.

Students enrolling in on-line courses must have e-mail and Web access. Web access is available in the Cañada Learning Center. For full descriptions of on-line courses, please see the appropriate department listing in this schedule.

Students are required to attend a **mandatory orientation meeting** at the beginning of the semester. Regular on-campus meetings scheduled throughout the semester provide the opportunity for individual consultation with the instructor, small group discussions, problem-solving sessions, demonstrations, and for students to take required exams and tests. Students **must attend** a minimum number of the regularly scheduled semester meetings and **must take all** required exams and tests. Students progress through the courses at their own pace but **must** complete the course by the final class meeting. The meeting dates, times, and requirements will be explained at the orientation

sessions and posted on instructors' Web pages. See On-line Course Schedule at [www.canadacollege.edu/schedules](http://www.canadacollege.edu/schedules).

**MATHEMATICS****MATH 110 ELEMENTARY ALGEBRA**

On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)

86711 MATH 110 OL By Arrangement  
On-line Preston 5.0

Mandatory Orientation Meeting:  
Tue., 08/24, 4:00-6:00 pm,  
Bldg. 17, Room 203.

**MATH 111 ELEMENTARY ALGEBRA I**

On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)

88410 MATH 111 OL By arrangement  
On-line Preston 3.0

Mandatory Orientation Meeting:  
Tue., 08/24, 4:00-6:00 pm,  
Bldg. 17, Room 203.

**MATH 112 ELEMENTARY ALGEBRA II**

On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)

88413 MATH 112 OL By arrangement  
On-line Preston 3.0

Mandatory Orientation Meeting:  
Tue., 08/24, 4:00-6:00 pm,  
Bldg. 17, Room 203.

**MATH 120 INTERMEDIATE ALGEBRA**

On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)

88852 MATH 120 OL By arrangement  
On-line Innerst 5.0

Mandatory Orientation Meeting:  
Tue., 08/24, 4:00-6:00 pm,  
Bldg. 17, Room 205.

**MATH 122 INTERMEDIATE ALGEBRA I**

On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)

88419 MATH 122 OL By arrangement  
On-line Innerst 3.0

Mandatory Orientation Meeting:  
Tue., 08/24, 4:00-6:00 pm,  
Bldg. 17, Room 205.

**MATH 123 INTERMEDIATE ALGEBRA II**

On-Line course: For further information go to [www.canadacollege.edu/science/math](http://www.canadacollege.edu/science/math)

88420 MATH 123 OL By arrangement  
On-line Innerst 3.0

Mandatory Orientation Meeting:  
Tue., 08/24, 4:00-6:00 pm,  
Bldg. 17, Room 205.

## 56 Late Start/Short Term/Weekend Courses

### SELECTED LATE START/SHORT TERM/WEEKEND COURSES BEGINNING IN AUGUST:

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
89767	ART 373 LA	DIGITAL AUDIO I	Wed	6:30-9:30	1.0	08/18-09/22
87175	ECE. 351 AA	LANGUAGE ARTS IN EARLY CHILDHOOD	Wed	4:10-7:00	1.0	08/18-09/22
89720	FASH 163 AA	PATTERN GRADING	Wed	3:10-6:00	1.0	08/18-09/22
86570	BUS. 448 RA	USING MICROSOFT WINDOWS	Wed	6:30-9:30	1.5	08/18-10/06
83392	BUS. 430 AA	COMPUTER APPLICATIONS, PART I	MWF	9:10-10:00	1.5	08/18-10/13
86668	ENGR 410 AA	COMPUTER-AIDED GRAPHICS	MW	2:10-5:00	1.5	08/18-10/13
89573	MATH 270 AA	LINEAR ALGEBRA	MWF	12:10-2:00	3.0	08/18-10/13
85956	ECE. 242 AA	ADULT SUPERVISION IN ECE/CD CLASSROOMS	Wed	4:10-7:00	2.0	08/18-10/27
86589	BUS. 472 RA	INTRODUCTION TO WORD FOR WINDOWS	Thu	6:30-9:30	1.5	08/19-10/07
85130	BUS. 415 AA	BEGINNING COMPUTER KEYBOARDING	TTh	8:10-9:25	1.5	08/19-10/12
85136	BUS. 417 AA	SKILL BUILDING	TTh	8:10-9:25	1.5	08/19-10/12
80937	BUS. 430 AB	COMPUTER APPLICATIONS, PART I	TTh	9:45-11:00	1.5	08/19-10/12
89651	HSCI 100 PF	GENERAL HEALTH SCIENCE	Thu	6:10-9:35	2.0	08/19-10/14
85132	BUS. 415 AC	BEGINNING COMPUTER KEYBOARDING	Fri	11:10-2:00	1.5	08/20-10/08
85138	BUS. 417 AC	SKILL BUILDING	Fri	11:10-2:00	1.5	08/20-10/08
89733	BUS. 475 RB	USANDO OUTLOOK (In Spanish)	Fri	6:30-9:30	1.5	08/20-10/08
89801	MEDA 164 WA	CPT (Current Procedural Terminology) BEGINNING CODING	Sat	8:30-12:35	1.0	08/21-09/18
87294	BUS. 457 RA	PRESENTATION SOFTWARE: POWERPOINT	Sat	9:10-1:00	1.5	08/21-10/02
89458	SPAN 111 WA	ELEMENTARY SPANISH I	Sat	9:00-12:20	3.0	08/21-12/11
81568	TEAM 141 WA	BEGINNING SOCCER	Sat	11:10-2:30	1.0	08/21-12/11
81570	TEAM 143 WA	ADVANCED SOCCER	Sat	11:10-2:30	1.0	08/21-12/11
84393	BUS. 430 RA	COMPUTER APPLICATIONS, PART I	Mon	6:30-9:30	1.5	08/23-10/18
88906	HSCI 100 PE	CIENCIA GENERAL DE LA SALUD (In Spanish)	Mon	6:10-9:50	2.0	08/23-10/18
81051	DRAM 300 AA	PLAY REHEARSAL/PERFORMANCE: CRIMES OF THE HEART	MTWThFS	7:00-10:00	1.0	08/23-10/26
86698	BUS. 430 RC	COMPUTER APPLICATIONS, PART I	TTh	12:30-3:30	1.5	08/24-09/16
89494	BUS. 395 RA	GETTING STARTED IN BUSINESS	Tue	6:30-9:30	1.0	08/24-09/28
88724	INTD 362 LA	(CAD) FOR INTERIOR DESIGNERS-- ARCH. DRAWINGS	Tue	6:30-9:30	1.0	08/24-09/28
80940	BUS. 430 LA	COMPUTER APPLICATIONS, PART I	Tue	6:30-9:30	1.5	08/24-10/12
89743	BUS. 440 LA	MACINTOSH APPLICATIONS, PART I	Tue	6:30-9:30	1.5	08/24-10/12
88738	BUS. 472 MB	INTRODUCCION A WORD PARA WINDOWS (In Spanish)	Tue	6:30-9:30	1.5	08/24-10/12
87485	BUS. 680 LB	ADOBE ACROBAT	Wed	6:30-9:30	1.0	08/25-09/29

### SELECTED LATE START/SHORT TERM/WEEKEND COURSES BEGINNING IN SEPTEMBER:

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
80876	ART 680 AA	ART OF THE MIDDLE AGES	Fri	12:10-2:00	1.0	09/10-10/29
89106	HSCI 432 WA	CPR: ADULT, CHILD, INFANT	Sat	8:30-4:30	0.5	09/11
86563	FASH 170 WA	FRENCH PATTERN DRAFTING	SatSun	8:00-5:00	2.0	09/11-09/19
84710	BUS. 430 WA	COMPUTER APPLICATIONS, PART I	Sat	8:30-1:30	1.5	09/11-10/09
89723	ECE. 201 WE	EL DESAROLLO DEL NIÑO (In Spanish)	Sat	9:00-5:00	3.09/11 25, 10/2, 16 y	10/30-11/6
89613	DSKL 813 AA	DEVELOPMENTAL READING AND THINKING	MW	1:10-3:00	0.5-2.0	09/13-12/10
89610	HSCI 430 WA	FIRST AID	Sat	8:30-4:30	0.5	09/18
88833	DSKL 810 AA	DEVELOPMENTAL LEARNING SKILLS	Mon	3:10-5:00	0.5	09/20-10/11
89442	FASH 167 WA	THE CUSTOM DRESS FORM	Sat	10:10-4:00	1.0	09/25 and 10/09-10/16.
89802	MEDA 165 WA	CPT (Current Procedural Terminology) INTERMEDIATE CODING	Sat	8:30-12:35	1.0	09/25-10/16
86699	BUS. 431 RC	COMPUTER APPLICATIONS, PART II	TTh	12:30-3:30	1.5	09/28-10/21

## Late Start/Short Term/Weekend Courses 57

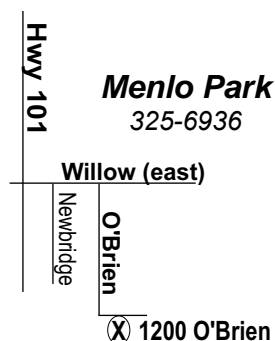
87127	ECE.	353 AA	LITERACY IN EARLY CHILDHOOD	Wed	4:10-7:00	1.0	09/29-11/03
89721	FASH	178 AA	COMPUTERIZED PATTERN GRADING	Wed	3:10-6:00	1.0	09/29-11/03

### SELECTED LATE START/SHORT TERM/WEEKEND COURSES BEGINNING IN OCTOBER:

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
89382	HSCI 432 WB	ADULTO, NIÑO, INFANTE (In Spanish)	Sat	8:30-4:30	0.5	10/02
87273	ACTG 194 WA	QUICKBOOKS FOR THE SMALL BUSINESS PERSON I	Sat	8:00-5:00	1.0	10/02-10/09
89495	BUS. 396 RA	DEVELOPING A BUSINESS PLAN	Tue	6:30-9:30	1.0	10/05-11/09
89447	INTD 680 LA	INTRODUCTION TO AUTOCAD	Tue	6:30-9:30	1.0	10/05-11/09
89750	BUS. 475 LA	USING OUTLOOK	Wed	6:30-9:30	1.5	10/06-12/01
85088	LCTR 100 AA	EFFECTIVE TUTORING	Fri	1:10-5:00	0.5	10/08
			Sat	9:00-1:00		10/09
87340	HMSV 120 WA	PUBLIC ASSISTANCE AND BENEFITS PROGRAM	Sat	9:00-5:00	1.0	10/09-10/16
86602	BUS. 680 RA	ADVANCED PRESENTATION SOFTWARE: POWERPOINT	Sat	9:10-1:00	1.5	10/09-11/20
89574	MATH 275 AA	ORDINARY DIFFERENTIAL EQUATIONS	MWF	12:10-2:00	3.0	10/11-12/17
85131	BUS. 415 AB	BEGINNING COMPUTER KEYBOARDING	TTh	8:10-9:25	1.5	10/14-12/09
85137	BUS. 417 AB	SKILL BUILDING	TTh	8:10-9:25	1.5	10/14-12/09
80944	BUS. 431 AB	COMPUTER APPLICATIONS, PART II	TTh	9:45-11:00	1.5	10/14-12/09
89432	BUS. 439 AB	MANAGING BUSINESS DOCUMENTS	TTh	8:10-9:25	1.5	10/14-12/09
86590	BUS. 474 RA	INTERMEDIATE WORD FOR WINDOWS	Thu	6:30-9:30	1.5	10/14-12/09
80943	BUS. 431 AA	COMPUTER APPLICATIONS, PART II	MWF	9:10-10:00	1.5	10/15-12/13
85133	BUS. 415 AD	BEGINNING COMPUTER KEYBOARDING	Fri	11:10-2:00	1.5	10/15-12/17
85210	BUS. 417 AD	SKILL BUILDING	Fri	11:10-2:00	1.5	10/15-12/17
89035	BUS. 439 AD	MANAGING BUSINESS DOCUMENTS	Fri	11:10-2:00	1.5	10/15-12/17
85143	BUS. 472 AA	INTRODUCTION TO WORD FOR WINDOWS	Fri	11:10-2:00	1.5	10/15-12/17
84711	BUS. 431 WA	COMPUTER APPLICATIONS, PART II	Sat	8:30-1:30	1.5	10/16-11/20
89825	BUS. 478 LA	INTEGRATING MICROSOFT OFFICE	Mon	6:30-9:30	1.5	10/18-12/06
86714	ENGR 413 AB	DESIGNING WITH CAD	MW	2:10-5:00	1.5	10/18-12/08
84197	VARS 114 AA	VARSITY BASKETBALL	Daily	3:30-5:30	3.0	10/18-12/17
80947	BUS. 431 LA	COMPUTER APPLICATIONS, PART II	Tue	6:30-9:30	1.5	10/19-12/07
89744	BUS. 441 LA	MACINTOSH APPLICATIONS, PART II	Tue	6:30-9:30	1.5	10/19-12/07
88740	BUS. 474 MB	WORD PARA WINDOWS INTERMEDIO (In Spanish)	Tue	6:30-9:30	1.5	10/19-12/07
86146	HSCI 430 WD	PRIMEROS AUXILIOS (In Spanish)	Sat	8:30-4:30	0.5	10/23
89652	HSCI 105 PF	COMMUNICABLE DISEASE	Thu	6:10-8:00	1.0	10/21-12/16
89774	ACTG 196 WA	QUICKBOOKS FOR THE SMALL BUSINESS PERSON II	Sat	8:00-5:00	1.0	10/23-10/30
86588	BUS. 431 RA	COMPUTER APPLICATIONS, PART II	Mon	6:30-9:30	1.5	10/25-12/13
89650	HSCI 105 PH	ENFERMEDADES CONTAGIOSAS (In Spanish)	Mon	6:10-8:00	1.0	10/25-12/13
89803	MEDA 166 WA	CPT (Current Procedural Terminology) ADVANCED CODING	Sat	8:30-12:35	1.0	10/30 and 11/20-12/11

### SELECTED LATE START/SHORT TERM/WEEKEND COURSES BEGINNING IN NOVEMBER:

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
87176	ECE. 355 AA	STORYTELLING IN EARLY CHILDHOOD	Wed	4:10-7:00	1.0	11/10-12/15
86064	BUS. 397 RA	CREATING TOOLS TO CREATE A MARKETING PLAN	Tue	6:30-9:35	1.0	11/16-12/14
89448	INTD 680 LB	INTRODUCTION TO AUTOCAD	Tue	6:30-9:35	1.0	11/16-12/14



## Menlo Park Center

1200 O'Brien, Menlo Park, 325-6936

### EARLY CHILDHOOD EDUCATION/CHILD DEVELOPMENT COURSES

Dept/Crse #	Course Title	CRN	Days	Times	Dates
ECE. 201 MA	Child Development	89728	Tue	5:30-8:30 p.m.	8/24-12/14

### COURSES TAUGHT IN SPANISH

Dept/Crse #	Course Title	CRN	Days	Times	Dates
ART 376 MB	Imagen Digital I	89768	Thu	6:30-9:35 p.m.	8/19-12/16
BUS. 472 MB	Introduccion a Word para Windows	88738	Tue	6:30-9:30 p.m.	8/24-10/12
BUS. 474 MB	Word para Windows Intermedio	88740	Tue	6:30-9:30 p.m.	10/19-12/7

### ENGLISH AS A SECOND LANGUAGE COURSES

For further information, contact Martha Chavez at (650) 325-0164 (habla español)

Dept/Crse #	Course Title	CRN	Days	Times	Dates
LCTR 880 MP	ESL Skills Preparation	89614	By Arrg	By Arrg	By Arrg

### and MORE COURSES...

Dept/Crse #	Course Title	CRN	Days	Times	Dates
HMSV 262 PF	Introduction to Family Support	89339	Wed	7:10-10 p.m.	8/18-12/15
HMSV 265 PF	Family Development Portfolio, Part I	89340	Wed	5:45-7 p.m.	8/18-12/15
HSCI 100 PF	General Health Science	89651	Thu	6:10-9:35 p.m.	8/19-10/14
HSCI 105 PF	Communicable Disease	89652	Thu	6:10-8 p.m.	10/21-12/16

### INTENSIVE GENERAL OFFICE TRAINING

Are you interested in a short term, accelerated general office training program in one semester? If so, contact (650) 306-3213 for further information.

The majority of the above noted courses lead to a Certificate and/or A.S. degree. Please check the Cañada catalog and make an appointment to see a counselor to discuss options.

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#### THE LEARNING CENTER AT MENLO PARK

The Menlo Park Learning Center, located at 1200 O'Brien in Menlo Park (OICW building), is open from 7 am to 3 pm, Monday through Thursday, and from 7 am to 11:30 am on Friday. The Center offers self-paced and group instruction in many levels of English, reading, writing and English as a Second Language. These courses prepare students for college-level work or provide students the skills they need for success in job training programs and at work. Students starting at the Center are provided an assessment of their skill level so as to place them appropriately. Students may use the Center whenever it is open and at times convenient to them.

For more information, call Martha Chavez at (650) 325-0164. **Para más información, pueden llamar a Martha Chavez al teléfono (650) 325-0164 de lunes a jueves de 7 am a 3 pm, o los viernes de 7 am a 11:30 am.**



# Canada College

## INTERSECTORAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC) WORKSHEET 2003-2004

**GO TO THE COUNSELING CENTER TO CHECK PROJECT ASSIST ([www.aaid.org](http://www.aaid.org)) for the 2004-2005 IGETC PATTERN**

Completion of all IGETC requirements permits students to transfer from a community college to the CSU or the UC system without the need, after transfer, to take additional lower-division general education courses to satisfy individual campus general education requirements. Many independent colleges accept IGETC in lieu of their specific general education course patterns. All units must be satisfied and all courses must be completed with a grade of "C" or better before the IGETC can be certified. At the completion of course work at Canada College and prior to transfer, it is important to request an IGETC CERTIFICATION from the Admissions & Records Office to be mailed with the final transcript to the transfer destination. Use PROJECT ASSIST ([www.aaid.org](http://www.aaid.org)) for the most up-to-date transfer information which includes general education and lower division major requirements. (\*) = \* courses meet C-IDC criteria. Associate Degree Global Studies requirement]

AREA 1 – ENGLISH COMMUNICATION		Units Completed
CWR – Three courses required, one from each group below. 12C – Two courses required, one each from Group A and B. Group A: English Composition – one course; 3 semester units Engl 100 3 semester units		3 units
Group B: Critical Thinking/English Composition – one course; 3 semester units Engl 100 3 semester units		3 units
Group C: Oral Communication (CWR requirement only) – one course; 3 semester units Spch 100 120* (Spch 120 & Inter-Pol 2001 or Intermed)		3 units
AREA 2 – MATHEMATICAL CONCEPTS & QUANTITATIVE REASONING		3 units
One course; 3 semester units Math 120 200 210 251 262 281 292 293 295 296 3 semester units		3 units
AREA 3 – ARTS & HUMANITIES		8 semester units
Three courses, with at least one from Group A, Art and one from Group B, Humanities; 8 semester units Group A: Arts Art 101 102 103 Dram 101 102 LB 241 422 Musc 100 131 303 Group B: Humanities Dram 103 104 105 106 107 Engl 150 Film 130 140 161 162 Hist 100 101 102 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000 Spch 130 160 161+ 162+		8 units
AREA 4 – SOCIAL & BEHAVIORAL SCIENCES		8 semester units
Three courses selected from at least two disciplines; 8 semester units Area 100 110 120 200+ 210+ ECON 201 212* (*) & Econ Fall 2002 or Summer) Econ 100 101 102 200+ (transfer at least) (Studies requirement) (Fall 2002 or Transfer) Geog 110 Hist 102 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 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## Canada College

### California State University General Education Worksheet 2003-2004 – GO TO THE COUNSELING CENTER TO CHECK PROJECT ASSIST ([www.uscsl.org](http://www.uscsl.org)) for the 2004-2005 CSU GE PATTERN

Students transferring to the California State University (CSU) system qualify for admission as upper division transfers if they complete at least 60 transferable units with a GPA of 2.0 or better (non-residents 2.4 or better). The 60 unit requirement must include successful completion (with a grade of "C" or better) of areas A1, A2, A3, and B1, and 18 additional units from areas B, C, D, and E. Students who complete the 38 unit pattern satisfy the lower division general education requirement for the California State University BAY Area degree. A minimum 60 transferable units of upper division general education coursework must be completed at the university after transfer. Courses listed in bold that are used can be used to satisfy only one area. At the completion of course work at Canada College and prior to transfer, it is important to request a CSU GENERAL EDUCATION CERTIFICATION from the Admissions and Records Office to be mailed with the final transcript to the transfer destination. Complete a transcript request form to make this request. Use PROJECT ASSIST ([www.uscsl.org](http://www.uscsl.org)) for the most up-to-date transfer information which includes general education and lower division major requirements and articulation.

<b>Area A: Communication Skills and Critical Thinking</b>			<b>8 units required</b>	<b>AREA A</b>
One course required from each subsection.				
<b>A1 Oral Communication</b>	<b>A2 Written Communication</b>	<b>A3 Critical Thinking</b>		<b>Units Completed</b>
Spch 180 181 182 183	Engl 180 180* 180*	Engl 181		<b>A1 -</b>
120	[ * if taken Fall 02 or Summer]	Phil 181		<b>A2 -</b>
	Engl 180* 180*	Phil 181 280		<b>A3 -</b>
	[ * if taken Fall 03 or Summer]			<b>Total Units -</b>
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<b>Area B: Natural Science and Mathematics</b>			<b>8 units required</b>	<b>AREA B</b>
One course from Physical Science, Life Science, and Math Concepts. Must include one lab course (indicated by *)				
<b>B1 Physical Science</b>	<b>B2 Life Science</b>	<b>B3 Math Concepts</b>		<b>Units Completed</b>
Adv 108 181*	Adv 108	Math 128 130 148 200		<b>B1 -</b>
Chem 100 110 111* 112* Phys 100 210*	Biol 108 108* 118* 118	Math 218 241 281		<b>B2 -</b>
Geog 108	128* 208* 280* 280* 280*			<b>B3 -</b>
Geol 100* (Lab 1 taken as Geog 110)	MBiol 180			<b>B4 -</b>
MBiol 100				<b>Total Units -</b>
Chem 100				
Phys 210* 280* 280* 280*	<b>180 Lab Courses Identified with an * *</b>			
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<b>Area C: Arts, Literature, Philosophy &amp; Languages</b>			<b>8 units required</b>	<b>AREA C</b>
Choose at least one course from the Arts and at least one course from the Humanities. Courses must be 50% or more lecture/discussion.				
<b>C1 Arts</b>	<b>C2 Humanities</b>			<b>Units Completed</b>
Art 180 181 182 183 128+ 128+ 127+	Engl 110 181 188 Drama 182 183 148			<b>C1 -</b>
281 308 218 381	SL 101 188 111 142 183 148 181 182			<b>C2 -</b>
German 101 180 142 188 148 181 182	308 211 282 232 281 282+ 288+ 301 382			<b>C1 or</b>
FR 118	370+ 371+ 372+ 373+ 378+ 431 438			<b>C2 -</b>
188 188	Phys 138 140 181 182			<b>Total Units -</b>
SL 142 183 148 431 432	MBiol 108 108 288 318+ 318+ 347 431+ 432+			
Math 180 121 200	Phil 180 188 118 180 248 288 388 318 320			
	Spch 128 131 122 130 131 132 180 181+ 182+			
	Spch 111 112			
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<b>Area D: Social, Political, &amp; Economic Institutions – Updated 3/2004</b>			<b>8 units required</b>	<b>AREA D</b>
8 units of coursework from Area D is at least two disciplines is required to meet CSU GE Area D requirements. To satisfy CSU graduation requirement in U.S. History, Constitution, and Civil State Government, include one class from Group 1 and one class from Group 2 and the third class can be from any group.				
<b>Group 1 American History and Institutions</b>	<b>Group 2 Social Institutions</b>			<b>Units Completed</b>
Hist 201 282	Adv 188 178 188 Phil 130 188			<b>GRP 1 -</b>
	348 380+ 370+	Phys 100 188+ 178 112 308 281		<b>GRP 2 -</b>
	MBiol 108 100 238+	282 308 280 818		<b>GRP 3 -</b>
	BCS 301 212* 441* 474 280* 284 Biol 108 188 181+ 284			<b>Total Units -</b>
	Biol 180	Biol 218+		
	Geog 110	Math 281		
<b>Group 3 US Constitution and Federal and Government</b>				
Phil 318 210	Math 100 282+ 288+ 288+ 281 210 378 431 432+			
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<b>Area E: Lifelong Understanding &amp; Self Development</b>			<b>3 units required (max. 1 unit from B3)</b>	<b>AREA E</b>
<b>B1 Biol</b>	<b>B2 Adv</b>	<b>MBiol</b>		<b>Units Completed</b>
MBiol 318 318 388 121	Adv 378 388 381 381	MBiol 100 181 184 188		<b>B1 -</b>
Math 188 184 108 188 430	Chem 401 470 Phil 128 180 181 301 284 210 308 328 332 380			<b>Maximum 3 unit</b>
Phys 380	Math 128 181 188 188 281 282 284 288			
	Chem 128 138 148 308 370 318 328 330 380 408			
	Math 108 171 178 141 183 148 181 171 178 Phil 118 118			
	(* coursework Calculus Associate Degree/Trans Studies requirement)			
				<b>Total Units -</b>
				<b>TOTAL UNITS for AREAS A - E =</b>
				<b>38 UNITS</b>



## 62 General College Policies & Information

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### ***Cañada Facilities***

As provided for by the Civic Center Act, the site and buildings at Cañada College are available for use by public groups. Rates are available upon request. Call 306-3271.

### ***Accuracy Statement***

The San Mateo County Community College District and Cañada College have made every reasonable effort to determine that everything stated in this schedule is accurate. Courses and programs offered, together with other matters combined herein, are subject to change without notice by the administration of the SMCCCD or Cañada College for reasons related to student enrollment, level of financial support or for any other reasons, at the discretion of the District and the College.

### ***Policy of Non-Discrimination***

Cañada College is committed to equal opportunity regardless of age, gender, marital status, disability, race, color, sexual orientation, religion, national origin, or other similar factors, for admission to the College, enrollment in classes, student services, financial aid, and employment in accordance with the provisions of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 (45CRF 86), Section 504 of the Rehabilitation Act of 1973 (P.L. 93-112), and the Americans With Disabilities Act of 1990. Any person seeking information about these laws and policies or claiming grievance because of violations should contact the Vice President of Student Services at 306-3234 (Bldg. 8, Room 310) for assistance.

Students may file a complaint of unlawful discrimination if they believe assessment, orientation, counseling, prerequisites or any other matriculation procedure is being applied in a discriminatory manner. If a student feels that he/she has been discriminated against, the student should file a written complaint with the Vice President of Student Services, Building 8, Room 310. Complaint procedures are explained in the Student Handbook and are available in the Office of the Vice President of Student Services.

### ***Derechos del Estudiante Y Posición de No-Discriminación***

Información sobre los Derechos de la Privacidad y la Posición de No-Discriminación se encuentran en el Catálogo de Cañada College en la página no. 6. Para más información llamar al: 306-3234.

### ***Open Enrollment***

Every course offered at Cañada College (unless specifically exempted by legal statute) is open for enrollment and participation by any person who has been admitted to the College and who meets the prerequisites of the course provided space is available.

### ***Student Grievances and Appeals/Student Conduct***

Students may request waivers and exceptions to college policies by completing and submitting appropriate forms. Information and forms are available from the Admissions & Records Office.

The Vice President of Student Services is responsible for student conduct, discipline, appeals, student grievances and matters of student decorum or complaint. For more information call 306-3234.

### ***Student Right to Know & Campus Security Act***

Colleges are required to publish and make available certain crime statistics. Anyone wanting this information should contact Campus Security, Building 13, Room 28, or call 306-3420. Persons seeking information concerning completion or graduation rates should contact the Office of Instruction, Bldg. 8, Room 306, or call 306-3353.

### ***Non-District Sponsored Transportation***

Some classes may be conducted off campus. Unless specifically advised otherwise, students are responsible for arranging for their own transportation to and from the class site. Although the District may assist in coordinating the transportation and/or recommend travel times, route or caravanning, students are advised that the District assumes no liability or responsibility for the transportation, and any person driving a personal vehicle is not an agent of the District.

### ***Field Trip/Excursion Guidelines***

Throughout the semester/school year, the District may sponsor voluntary off-campus extracurricular field trips/excursions. If students choose to participate, they are advised that pursuant to California Code of Regulations, subchapter 5, section 55450, students have agreed to hold the District, its Officers, agents and employees harmless from any and all liability or claims which may arise out of or in connection with student participation in the activity.

### ***Grade Option***

Students may choose to receive either a letter grade, i.e., "A", "B", "C", "D", "F", or Credit/No Credit, i.e., Pass/Fail, in certain courses. Both methods of grading require the student to complete all assignments, exams, and/or class projects. Students who elect this option will be required to sign the appropriate forms in the registration area or Admissions & Records Office. This decision must be made during the first 30% of the class length and is irreversible.

### ***Open Entry/Open Exit Variable Unit Courses***

A number of courses in this schedule are designed as Open Entry courses. Students may enroll in these courses at any point in the semester provided that enough instructional hours remain to allow them to earn a minimum number of units for the course. No enrollment fee refund or fee credit is available if they earn fewer units than the number for which they enrolled.

### ***Course Repetition***

Policy permits a student to repeat certain activity courses for credit. Any activity course that may be repeated is so designated in the College Catalog. These courses require increasing levels of student performance or provide significantly different course content each subsequent semester. A student who has received a grade of "D", "F", or "NC" may, with authorization, repeat the course one time for the purpose of grade alleviation. Students may also re-enroll in non-activity, variable credit courses to complete course segments not yet initiated (e.g., students who have earned 1.5 units in BUS. 417 may re-enroll in BUS. 417 for an additional 1.5 units for a total of 3 units of completion.)



## ***Privacy Rights of Students - Annual Notification***

The Family Educational Rights and Privacy Act (Section 438, Public Law 93-380, as amended) requires educational institutions to provide: access to official educational records directly related to the student; an opportunity for a hearing to challenge such records on the grounds that they are inaccurate, misleading, or otherwise inappropriate; that the College must obtain the written consent of the student before releasing personally identifiable information about the student except to those persons and agencies specified by the Act; and that these rights extend to present and former students of Cañada.

Education records generally include documents and information related to admissions, enrollment in courses, grades, and related academic information.

The Assistant Registrar has been designated Records Officer, as required by the Act. Education records will be made available for inspection and review, during working hours, by currently and formerly enrolled students, within 5 days following completion and filing of a request form with the Records Officer.

If a student wishes to challenge any information in the educational record, the student shall review the matter with the Records Officer. During the informal proceedings the Records Officer may make such adjustments or changes not constituting interference or integrity of professional entries.

If these informal proceedings do not settle the dispute with the student's records, the student may submit a request in writing to the Designated Officer, the Dean of Enrollment Services, on forms provided by that office. The Designated Officer will then assign the matter within 10 college calendar days to a Hearing Officer. The Hearing Officer will set a date for the hearing. At the conclusion of the hearing he/she will render his/her decision to the President of Cañada who will make the final decision on what action is to be taken.

The student has 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 that permits disclosure without consent is disclosure to "college officials" with "legitimate educational interests". A college official is a person employed by the College or District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board of Trustees; a person or company with whom the College has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another college official in performing his or her tasks. A college official has a "legitimate educational interest" if the official needs to review an education record in order to fulfill his or her professional responsibility and/or clearly specified duties.

The Act provides that Cañada may release certain types of Directory Information, unless the student submits in writing to the Records Officer that certain or all such information not be released without his/her consent. Directory Information at this College includes: (1) student name and city of residence, (2) participation in recognized activities and sports, (3) dates of attendance, (4) degrees, certificates, and awards received, (5) the

most recent previous educational agency or institution attended, (6) height and weight of members of athletic teams.

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

Students have the right to withhold any item in "directory information", but must notify the College of such in writing (completion of College form, Request to Withhold release of Directory Information, available at the Admissions and Records Office) within 30 days of applying for admissions to the College.

The eligible student (18 years and over) or parents (of a dependent student 17 years and under) have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirement 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

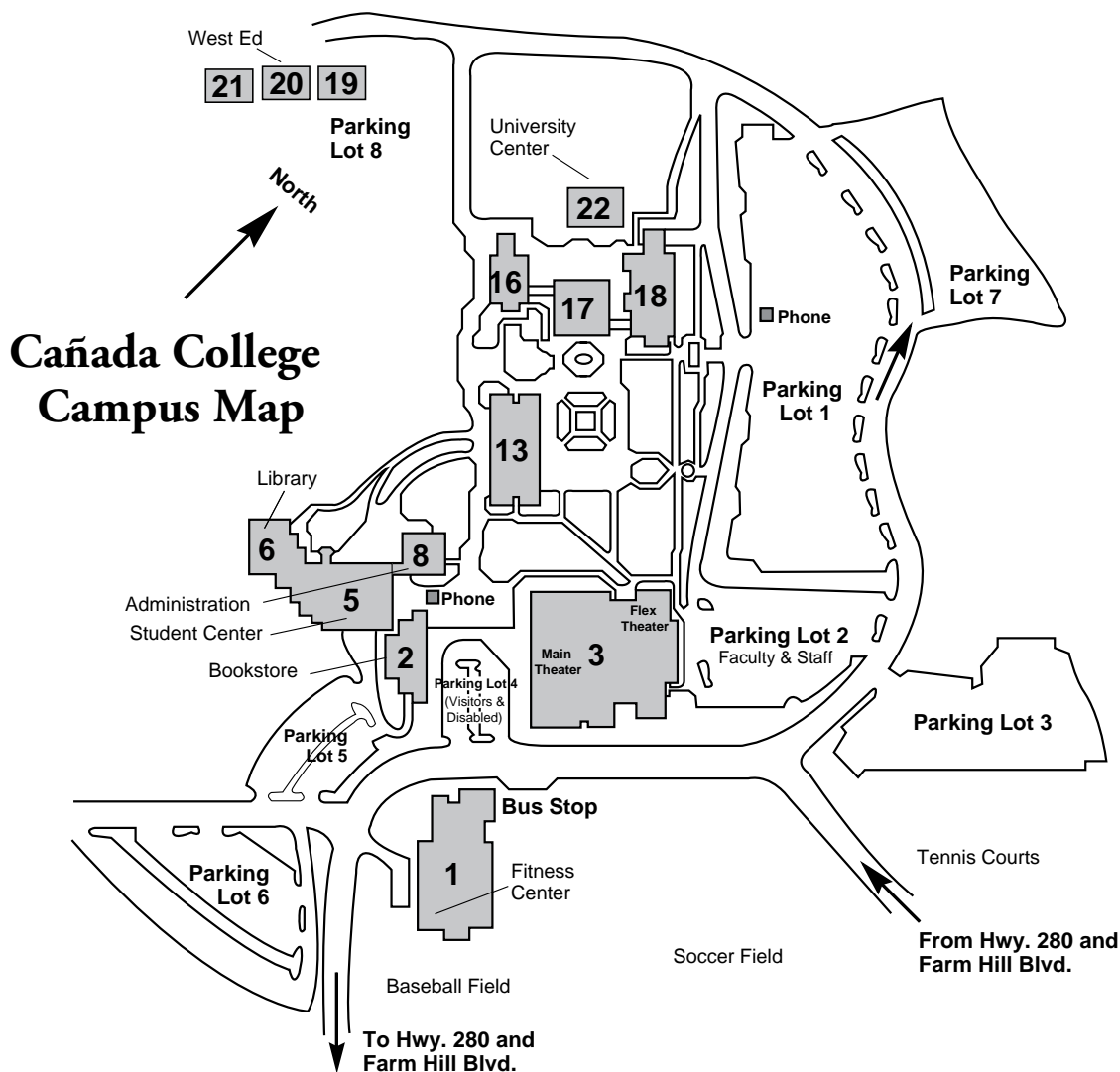
A copy of the College policy, the Family Education Rights and Privacy Act (Section 438 P.L. 93-380), and other pertinent information is available for review and inspection in the Admissions & Records Office, Building 8, Room 215, during normal business hours.

## **WebSMART**

### **enables you to:**

- Apply for admission
- Check your registration status
- Drop classes (anytime within published deadlines)
- Print your schedule of classes
- Pay your fees by credit card
- Get Financial Aid information
- Apply for Federal Financial Aid
- Obtain your grades
- Obtain your placement test results
- Print an unofficial transcript

Log on to  
<https://websmart.smccd.net>



Admissions & Records/Registration .....	8-215	EOPS.....	3-117	Public Information.....	3-103
Articulation.....	8-204	Facilities Usage/Rental.....	8-305	Refunds (Registration Fees)/Cashier .....	8-305
Associated Students.....	5-211B	Financial Aid.....	8-205	Science and Technology Division .....	18-109
Athletics.....	1-204	Health Center.....	1-117	Scholarship Office.....	8-205
Bookstore.....	2	Humanities Division.....	3-205	Security Office (Parking Enforcement) .....	13-28
Box Office.....	3-205	Instruction Office.....	8-306	Student Life.....	5-211A
Business Office/Cashier .....	8-305	International Student Program.....	8-206	Student Government Office.....	5-211B
Business & Workforce Development Division.....	13-105	Learning Center.....	5-105	Theater Manager.....	5-211C
Business Skills Center.....	13-217	Library.....	6-2	Transfer Services .....	5-204
CalWORKs.....	5-204B	Lost & Found (located in Bookstore) .....	2	Tutorial Center.....	5-105
Community Based English Tutoring (CBET) .....	3-147	Matriculation.....	8-204	University Center.....	22-101
Coop. Ed./Work Experience Program .....	13-124	Medical Assisting Program .....	13-130	& Academic Support Services Division	
Counseling Center—Educational Counseling,		MESA Center.....	5-105	Upward Bound Program .....	17-112
Career and Transfer Services.....	5-204	Middle College.....	13-106	& at Sequoia High School.....	Room AC3
Disabled Student Program .....	5-207	Physical Education Office.....	1-204	Vice President, Instruction.....	8-304
English (ESL) Institute Resource room .....	13-121	Placement Tests/Assessment .....	5-204	Vice President, Student Services .....	8-310
Evening Services.....	8-215	President's Office .....	8-312	West Ed.....	20
				WorkAbility III.....	5-207

## Off-Campus Sites

**Carlmont High School**  
1400 Alameda de las Pulgas,  
Belmont  
595-0210

**College of San Mateo**  
1700 W. Hillsdale Blvd., San Mateo  
574-6161

**El Concilio of San Mateo County**  
3180 Middlefield, Redwood City  
373-1080

**Menlo Park Center**  
(OICW Building)  
1200 O'Brien, Menlo Park  
325-6936

**Redwood City Main Library**  
1044 Middlefield, Redwood City  
780-7026

**San Mateo County Office**  
455 County Center Drive,  
Redwood City

**Sequoia High School**  
1201 Brewster Ave., Redwood City  
367-9780

**Skyline College**  
3300 College Drive, San Bruno  
738-4100

**Veterans' Memorial Center**  
1455 Madison, Redwood City  
780-7270

**Woodside High School**  
199 Churchill Avenue, Woodside  
367-9750

**Our Second Home, Doelger Center**  
111 Lake Merced Blvd., Daly City  
991-5721

## University Center at Cañada College

# ***Taking You to a Higher Degree***

The **University Center at Cañada College** is a unique endeavor supported by the Governor of California and by the San Mateo County Community College District Board of Trustees. It was established in 2001 as a model to provide four-year college degree programs, workplace certifications, and graduate-level programs that are accessible and convenient for area residents. Through partnerships with San Francisco Bay Area universities, more students can receive an affordable college education and remain close to their community, eliminating the barriers that discourage many from pursuing an education. The Center's programs will increase the number of college graduates in high demand transfer and employment areas, improve access to four-year and graduate programs for under-represented, economically disadvantaged and place bound student populations, and provide career advancement opportunities for working students and technical workers who need more accessible training.

The University Center has successfully launched eight degree programs in partnership with three universities. They are as follows:

***San Francisco State University —[www.sfsu.edu/~apd/canada.htm](http://www.sfsu.edu/~apd/canada.htm)***

- Child and Adolescent Development – Bachelor of Arts
- Business Administration – Bachelor of Science
- Nursing – Bachelor of Science
- Teaching Credentials for Elementary and Secondary Schools
- Teaching Reading at the Post-Secondary Level – Certificate
- Accelerated Master of Business Administration

***California State University-Hayward —[www.canadacollege.edu](http://www.canadacollege.edu)***

- Liberal Studies – Bachelor of Arts with an option in Business Studies (accelerated degree program)

***California State University-Monterey Bay—[www.csumb.edu](http://www.csumb.edu)***

- Liberal Studies Distributed – Bachelor of Arts

The University Center is planning to launch an additional degree program with **San Jose State University** offering a **Bachelor of Arts in Social Work**. If you are pursuing a college education, are thinking about returning to college, or are simply contemplating a career change, please take the time to see how we can serve you at the University Center. For further information, contact our main office at Cañada College at: **(650)306-3399** (Building 22, Room 101 or 102), or e-mail us at **[universitycenter@canadacollege.edu](mailto:universitycenter@canadacollege.edu)**.

### ***Degree Programs***

The University Center at Cañada College currently supports five bachelor degrees, one master, and a teaching credential program in Single and Multiple Subjects.

The degrees are awarded by the partner university: San Francisco State University, California State University-Hayward and California State University-Monterey Bay. While some of the programs maintain open enrollment, others are closed cohorts composed of a group of students who enroll, attend classes, and graduate together. Once a cohort has begun, the program is closed until the next cycle.

### ***Who is Eligible to Attend***

Most classes are open to those who meet the prerequisites; a few classes are restricted to cohort members. Admissions requirements vary with each program. Contact Lorraine Barrales-Ramirez, Cañada College Transfer Coordinator, at 650 306-3372 for assistance with reviewing requirements for transferring into bachelor's degree programs. Contact the University Center office at 650 306-3399 for information on graduate programs.

### ***Academic Advising***

General academic advising for degree programs is available with the Program Coordinator for each university partner. Please contact the university representative as indicated for the program that interests you.

### ***The Admissions and Registration Process***

If your objective is to obtain a degree, then you must apply for admission to the university and degree program of your choice. Online admission is available through the partner universities websites.

### ***Student Orientation***

The University Center holds orientation sessions for new students each semester. Please call 650 306-33 99 or e-mail us at [universitycenter@canadacollege.edu](mailto:universitycenter@canadacollege.edu) for information and to sign up. Orientation sessions will include information students need to know regarding parking, student services, academic support programs, textbooks, library, and computer lab services.



## BACHELOR OF ARTS IN CHILD AND ADOLESCENT DEVELOPMENT

The Child and Adolescent Development (CAD) Program is an interdisciplinary cross-professional undergraduate degree for students interested in studying and working with issues related to children, adolescents, youth and families. It is designed for breadth of knowledge about child and adolescent development and its applications to services for children and families, research and public policy development. Four concentrations are offered, one or more of which will be made available on the Cañada campus, determined by student demand. All four concentrations include courses in research, observation of children and/or youth, and an internship. The four concentrations are:

**Young Child and Family** – Confers a BA degree as well as a Child Development Permit for work as a licensed child care provider.

**School Age Child and Family** – Prepares students for work with elementary school age children and for entry into the post-baccalaureate SFSU Teaching Credential Program (also offered on the Cañada College campus).

**Youth and Family Services** – Prepares students who wish to work with school-age children or youth and their families in social service agencies such as residential treatment facilities; after-school recreation, enrichment and academic programs; probation programs; or community-based organizations.

**Research and Public Policy** – Prepares students for work or graduate school in the areas of policy, government, or research related to children, youth and families.

As currently offered on the Cañada College campus, there are 28–32 units in the major in the core subject areas and 21 additional units in the concentration.

### FOR SPECIFIC PROGRAM INFORMATION INCLUDING TUITION AND FEES, PLEASE CONTACT:

*Janet Egiziano, MA, Director of Special Projects*  
415 405-3560  
Email: [jmlziano@sfsu.edu](mailto:jmlziano@sfsu.edu)  
Web address: <http://www.sfsu.edu/~apd/canada.htm>

### CLASSES FOR SUMMER 2004 AT CAÑADA COLLEGE

#### CD 655 DYNAMICS OF COMMUNICATION DEVELOPMENT (3 UNITS)

Psychosocial and sociological determinants of communication. Theories of language development; understanding the language acquisition process of verbal and non-verbal communication.

**June 10–July 13**      **Instructor: Robinson**      **6:00–10:00 Tuesday/Thursday**      **22-113**

#### CAD 300 PROFESSIONAL CAREERS & ROLES IN CHILD & ADOLESCENT DEVELOPMENT (3 UNITS)

Overview of child and adolescent development and careers related to children, youth, and families.

**July 15–Aug 19**      **Instructor: TBA**      **6:00–10:00 Tuesday/Thursday**      **Room: TBA**

### CLASSES FOR FALL 2004 AT CAÑADA COLLEGE

#### CAD 500 ACTION RESEARCH METHODS IN CHILD AND ADOLESCENT DEVELOPMENT (3 UNITS)

Introduces students to action research, with a research approach, design and methodology to develop a systematic plan for action, with a goal of resolving specific social problems that affect children, youth, and families. Prerequisites: ENG 214, CAD 300, or consent of instructor.

**Aug 26–Dec 16**      **Instructor: TBA**      **7:00–10:00 Thursday**      **Room: TBA**

#### HIST 469 AMERICAN CHILDHOODS: PAST AND PRESENT (3 UNITS)

American childhoods through time and across the cultures since the 17<sup>th</sup> century. Prerequisites: ENG 214 or equivalent; upper division standing or consent of instructor.

**Aug 30–Dec 13**      **Instructor: Corea**      **4:00–7:00 Monday**      **22-113**

**BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION**

The Business Administration degree provides a foundation in the basic concepts and practices of the business community through a broad education in core business courses and specialty courses. The program prepares students to think creatively and to exercise critical judgment in the making of business decisions. Graduates can pursue careers in a variety of fields in both the public and private sector. Eleven concentrations are available on the SFSU campus. Starting in Fall 2004, an Information Systems concentration will be offered on the Cañada campus. A second concentration in Business Management has been proposed to start in Fall 2005 on the Cañada campus.

**Information Systems**—The purpose of the concentration in Information Systems is to enable students with an aptitude for analytical thinking to develop proficiency and a high degree of working competency in processing business data. It is designed to produce a person with technical skills to qualify for and be productive in entry-level support and programming jobs and with the systems and business knowledge to advance into positions in systems analysis, systems design, programming and systems project leadership and management, information systems management, and user support.

**FOR SPECIFIC PROGRAM INFORMATION INCLUDING TUITION AND FEES, PLEASE CONTACT:**

**Bonnie Homan, MBA, Lecturer-Information Systems**  
 415 338-2098  
 Email: [bhoman@sfsu.edu](mailto:bhoman@sfsu.edu)  
 Web address: <http://cob.sfsu.edu/COB/programs/pathway>

**CLASSES FOR SUMMER 2004 AT CAÑADA COLLEGE**

**Due to California state budget constraints, all courses are subject to change. For current information, please refer to the following web site: <http://cob.sfsu.edu/COB/programs/pathway1>**

**DS 412 OPERATIONS MANAGEMENT (3 UNITS)**

Management of manufacturing and service operations. Use of computer-based models. Decision analysis, linear programming, forecasting, material requirements planning, project scheduling, quality and inventory management. Prerequisite: DS 110, DS 212, ISYS 263, or pass computer proficiency examination. If examination is not passed, ISYS 263 must be taken.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**BUS 360 BUSINESS COMMUNICATION (3 UNITS)**

Written and oral communication including theory, business writing, oral reports, problem-solving, data analysis, use of visual aids in communication and ethical/legal issues. Prerequisite: SPCH 150, BUS 214, JEPET or equivalents: all C- or better.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**BUS 682 SEMINAR IN BUSINESS ENVIRONMENT (3 UNITS)**

Evolution of business and its interaction with the political, legal, social, and ethical environments. Effects of environment upon managing the business enterprise.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**MKTG 431 MARKETING (3 UNITS)**

Marketing functions designed to satisfy an organization's target market's needs for goods, services, and ideas. Domestic and international settings show how organizations determine products, prices, promotion, and distribution. Prerequisite: ACCT 101, ECON 100, 101 (ECON 305 for non-business majors), ENG 214.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**MGMT 405 INTRODUCTION TO MANAGEMENT AND ORGANIZATIONAL BEHAVIOR (3 UNITS)**

Management and organizational behavior within domestic and international organizations. Functions of planning, organizing, directing, and controlling; managerial process of decision-making and communication; individual motivation and group dynamics within the organizational setting. Prerequisite: BUS/ENG 214 (C- or better).

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**MGMT 407 ECONOMICS FOR MANAGERS (3 UNITS)**

Macroeconomic and microeconomic environments within which business organizations operate. Applications of economic theory to business operations and management decisions on a local, national, and international basis. Prerequisite: DS 110, Econ 100, 101.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**BUS 690 SEMINAR IN BUSINESS POLICY AND STRATEGIC MANAGEMENT (3 UNITS)**

Capstone seminar in business policy and strategic management. Emphasizes international environment. Solutions to organizational and functional problems through case studies. Prerequisites: Average grade of C in BUS 682, MKTG 431, ISYS 363, DS 412, FIN 350, BUS 360, and MGMT 405.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**CLASSES FOR FALL 2004 AT CAÑADA COLLEGE**

**Due to California state budget constraints, all courses are subject to change. For current information, please refer to the following web site: <http://cob.sfsu.edu/COB/programs/pathway>**

**IBUS 330 INTERNATIONAL BUSINESS AND MULTICULTURAL RELATIONS (3 UNITS)**

International business: social, political, cultural and economic environments and their effects on functional management. Trade, global strategy, foreign direct investment, economic integration, foreign exchange, and multinational enterprise. Prerequisite: One Economics course recommended.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**BUS 360 BUSINESS COMMUNICATION (3 UNITS)**

Written and oral communication including theory, business writing, oral reports, problem-solving, data analysis, use of visual aids in communication and ethical/legal issues. Prerequisite: SPCH 150, BUS 214, JEPET or equivalents: all C- or better.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**FIN 350 BUSINESS FINANCE (3 UNITS)**

Sources, methods, and instruments used by firms in obtaining and utilizing funds, in domestic and international markets, for short- and long-term operations, designed to maximize shareholders' wealth. Prerequisites: ACCT 101, ECON 101, DS 110, 212; ISYS 263 recommended.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**ISYS 363 INFORMATION SYSTEMS FOR MANAGEMENT (3 UNITS)**

Information systems for management decision-making. Information system development from the end-user's perspective. Applications software used to develop solutions to business problems. Classwork, 2 units; laboratory, 1 unit. Prerequisite: ACCT 101, DS 212, ISYS 263. Prerequisite may be satisfied by passing a waiver examination in basic computing proficiency.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**MGMT 405 INTRODUCTION TO MANAGEMENT AND ORGANIZATIONAL BEHAVIOR (3 UNITS)**

Management and organizational behavior within domestic and international organizations. Functions of planning, organizing, directing, and controlling; managerial process of decision-making and communication; individual motivation and group dynamics within the organizational setting. Prerequisite: BUS/ENG 214 (C- or better).

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**MGMT 407 ECONOMICS FOR MANAGERS (3 UNITS)**

Macroeconomic and microeconomic environments within which business organizations operate. Applications of economic theory to business operations and management decisions on a local, national, and international basis. Prerequisite: DS 110, Econ 100, 101.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**DS 412 OPERATIONS MANAGEMENT (3 UNITS)**

Management of manufacturing and service operations. Use of computer-based models. Decision analysis, linear programming, forecasting, material requirements planning, project scheduling, quality and inventory management. Prerequisite: DS 110, DS 212, ISYS 263, or pass computer proficiency examination. If examination is not passed, ISYS 263 must be taken.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**MKTG 431 MARKETING (3 UNITS)**

Marketing functions designed to satisfy an organization's target market's needs for goods, services, and ideas. Domestic and international settings show how organizations determine products, prices, promotion, and distribution. Prerequisite: ACCT 101, ECON 100, 101 (ECON 305 for non-business majors), ENG 214.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**BUS 682 SEMINAR IN BUSINESS ENVIRONMENT (3 UNITS)**

Evolution of business and its interaction with the political, legal, social, and ethical environments. Effects of environment upon managing the business enterprise.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**

**BUS 690 SEMINAR IN BUSINESS POLICY AND STRATEGIC MANAGEMENT (3 UNITS)**

Capstone seminar in business policy and strategic management. Emphasizes international environment. Solutions to organizational and functional problems through case studies. Prerequisites: Average grade of C- in MKTG 431, ISYS 363, DS 412, FIN 350, BUS 360, and MGMT 405.

**Specific dates, times, instructor, location TBA. See <http://cob.sfsu.edu/COB/programs/pathway> for updated information.**



## BACHELOR OF SCIENCE IN NURSING

The Bachelor of Science in Nursing Program prepares students for entry level positions in professional nursing practice. The program provides the basis for leadership and graduate education in nursing. Graduates are prepared for staff nurse positions in maternity, pediatrics, medical-surgical nursing, gerontology, psychiatric/mental health, community health and home care nursing. Graduates are eligible for RN licensure and Public Health Nursing Certification in California upon completion of the program. BSN graduates practice in a variety of settings including hospitals, community clinics, long term care, home care, and community health agencies. The program is approved by the California Board of Registered Nursing and accredited by the American Association of Colleges in Nursing (AACN).

### FOR SPECIFIC PROGRAM INFORMATION INCLUDING TUITION AND FEES CONTACT:

**Hilary Pritchard**

Voice Mail: 415 405-2346

Email: [hpritch@sfsu.edu](mailto:hpritch@sfsu.edu)

Web address: <http://www.canadacollege.edu/overview.html>

### CLASSES FOR FALL 2004 AT CAÑADA COLLEGE

#### NURS 111 PROFESSIONAL NURSING CONCEPTS (3 UNITS)

Conceptual framework of the nursing program. Principles of professional nursing practice focusing on communication skill, use of the nursing process, professional behaviors, and social and economic issues affecting the nursing profession.

**Aug 31–Dec 7                      Instructor: Petross                      Tuesday                      1:10–4:00                      17-209**

#### NURS 112 HEALTHY AGING (1 UNIT)

Biopsychosocial aging concepts. Attitudes/myths of aging, normal physical, psychological, and cognitive changes, and their impact on social function. Health risks and selected interventions.

**Aug 26–Dec 9                      Instructor: TBA                      Thursday                      3:10–4:00                      17-209**

#### NURS 113 NURSING PRACTICUM I - 01 (2 UNITS)

Theories and principles from nursing and related sciences applied to fundamental skills/procedures, and nursing process. Clinical experience in gerontological settings. Clinical requirements apply. Laboratory. Extra fee required.

**Sep 27–Dec 6                      Instructor: TBA                      Monday                      7:30–3:30                      Hospital\*\***

#### NURS 113 NURSING PRACTICUM I - 02 (2 UNITS)

Theories and principles from nursing and related sciences applied to fundamental skills/procedures, and nursing process. Clinical experience in gerontological settings. Clinical requirements apply. Laboratory. Extra fee required.

**Sep 27–Dec 6                      Instructor: TBA                      Monday                      7:30–3:30                      Hospital\*\***

#### NURS 113 NURSING PRACTICUM I - 03 (2 UNITS)

Theories and principles from nursing and related sciences applied to fundamental skills/procedures, and nursing process. Clinical experience in gerontological settings. Clinical requirements apply. Laboratory. Extra fee required.

**Oct 1–Dec 3                      Instructor: TBA                      Friday                      7:30–3:30                      Hospital\*\***

#### NURS 113 NURSING PRACTICUM I - 04 (2 UNITS)

Theories and principles from nursing and related sciences applied to fundamental skills/procedures, and nursing process. Clinical experience in gerontological settings. Clinical requirements apply. Laboratory. Extra fee required.

**Oct 1–Dec 3                      Instructor: TBA                      Friday                      7:30–3:30                      Hospital\*\***

#### NURS 114 HEALTH ASSESSMENT (2 UNITS)

Strategies to obtain health history and physical assessment data for diverse populations across life span. Health risk prevention and promotion of health behaviors. Communication observation, inspection, palpation, percussion, and auscultation as assessment methods. Extra fee required.

**Aug 26–Dec 9                      Instructor: TBA                      Thursday                      1:30–3:00                      17-209**

## FROM SAN FRANCISCO STATE UNIVERSITY

### **NURS 115 HEALTH ASSESSMENT SKILLS LABORATORY - 01 (1 UNIT)**

Health assessment across age span. Procedures including health interviewing, history taking, basic techniques of physical examination. Focus on identification and recording of findings in particular body systems. Psychosocial, cultural variables are incorporated.

**Aug 25–Dec 8                      Instructor: TBA                      Wednesday 8:10–12                      18-205**

### **NURS 115 HEALTH ASSESSMENT SKILLS LABORATORY - 02 (1 UNIT)**

Health assessment across age span. Procedures including health interviewing, history taking, basic techniques of physical examination. Focus on identification and recording of findings in particular body systems. Psychosocial, cultural variables are incorporated.

**Aug 25–Dec 8                      Instructor: TBA                      Wednesday 1:10–5:00                      18-205**

### **NURS 116 BASIC NURSING SKILLS LABORATORY - 01 (1 UNIT)**

Theories and principles from nursing and related sciences applied to fundamental nursing skills and nursing process. Laboratory with demonstration, practice, and return demonstration. Extra fee may be required.

**Aug 30–Sep 28                      Instructor: TBA                      Monday 9:10–12:00/1:10–4:00/Tuesday 9:10–12:00\*                      18-205**

### **NURS 116 BASIC NURSING SKILLS LABORATORY - 01 (1 UNIT)**

Theories and principles from nursing and related sciences applied to fundamental nursing skills and nursing process. Laboratory with demonstration, practice, and return demonstration. Extra fee may be required.

**Aug 26–Sep 24                      Instructor: TBA                      Thursday 9:10–12:00/Friday 9:10–12:00/1:10–4                      18-205**

\*\*N113 is one 8.5 hour clinical day per week for the last ten weeks of the semester.

\*N116 is nine hours over two days for the first five weeks of the semester.

## TEACHING CREDENTIALS FOR ELEMENTARY & SECONDARY EDUCATION

The Teaching Credential Programs offered at Cañada College are especially designed for teachers who are not fully credentialed and who have not yet begun a credential program at another institution. Applicants must hold a baccalaureate degree from an accredited institution, fulfill a minimum requirement of 45 hours of Early Field Experience, have verified subject matter competence, and take the CBEST prior to applying to the Multiple or Single Subject Credential Program.

**THIS PROGRAM IS OPEN ONLY TO CANDIDATES ADMITTED TO SAN FRANCISCO STATE UNIVERSITY CREDENTIAL PROGRAM. FOR SPECIFIC PROGRAM INFORMATION INCLUDING TUITION AND FEES, PLEASE CONTACT:**

**Dr. Vera Lane, Professor**

415-338-1058

Email: [vlane@sfsu.edu](mailto:vlane@sfsu.edu)

Web Address: <http://www.sfsu.edu/~credinfo>

### CLASSES FOR SUMMER 2004 AT CAÑADA COLLEGE

Due to California state budget constraints, all courses are subject to change. For current information, please refer to the following Web site: <http://www.sfsu.edu/~credinfo>.

#### **EED 687 FIELD EXPERIENCE (1 UNIT)**

Understanding schools and classroom culture, roles of the teacher in contemporary urban school settings. Instruction, teaching, evaluation, professional responsibilities and opportunities, and community relationships. Application of theory to practice.

**June 15–July 29      Instructor: TBA      4:00–5:00      Tuesday/Thursday      13-113**

#### **EED 782 LITERACY DEVELOPMENT IN ELEMENTARY SCHOOLS (3 UNITS)**

Research and theory on literacy development in native and non-native languages. Teaching skills in meaningful context; assessment; early intervention.

**June 14–July 28      Instructor: TBA      1:00–4:30      Monday /Wednesday      13-111**

#### **EED 783 ANALYZING CHILD BEHAVIOR IN CULTURALLY/LINGUISTICALLY DIVERSE CLASSROOMS (3 UNITS)**

Theory and research-based examination of the cognitive, language, social-emotional, ethical, and physical development in socio-cultural contexts. Impact of culture, family, community and school examined for teaching developmentally. Application to teaching in diverse elementary classroom settings also included by concurrently taking EED 646.

**June 15–July 29      Instructor: TBA      1:00–4:00      Tuesday/Thursday      13-111**

#### **ITEC 601 INSTRUCTIONAL COMPUTING (1 UNIT)**

Basic computer skills as they apply to teaching. Development of competencies in operation and care of computer-related hardware, basic troubleshooting techniques, appropriate uses of computer-based technology in teaching and learning, and evaluation of educational software. Students will demonstrate basic skills in writing, presentation, e-mail, and database software as applied to instruction. Prerequisites: senior standing.

**June 18–July 9      Instructor: Moran      1:00–6:00      Friday      22-118**

#### **ISED 747 CULTURE, LANGUAGE, AND SOCIETY IN EDUCATION (3 UNITS)**

Research on interactions of culture, education, and society; the notion of culture; identifying interactions of culture and language in K-12 and adult education programs.

**June 14–July 15      Instructor: Lei      1:00–4:30      Monday/Tuesday/Thursday      22-113**

#### **SED 615 SEC 02 CONSTITUTIONAL CONCEPTS FOR TEACHERS (2 UNITS)**

Major concepts include separation/sharing of powers; popular sovereignty; limits on government. Meets U.S constitutional requirement for basic teaching credential. **Prerequisites:** upper division standing or consent of instructor.

**June 25–26, July 16–17      Instructor: Wells      Friday 4:00–10:00/Saturday 8:00–6:00      22-113**

# FROM SAN FRANCISCO STATE UNIVERSITY

## CLASSES FOR FALL 2004 AT CAÑADA COLLEGE

Classes are subject to change. Please check the SFSU web site "Class Schedule" for up-to-date information at <http://www.sfsu.edu/~credinfo>.

### SED 615 CONSTITUTION CONCEPTS FOR TEACHERS (2 UNITS)

Major concepts include separation/sharing of powers; popular sovereignty; limits on government. Meets U.S constitutional requirement for basic teaching credential. **Prerequisites:** upper division standing or consent of instructor.

**Sept 17–18 & Oct 1–2**      **Instructor: Wells**      **Friday 4:00–10:00/Saturday 8:00–6:00**      **13-117**

### SED 701 SOCIAL CULTURAL HISTORICAL FOUNDATIONS (3 UNITS)

This pre- or co-requisite course examines historical, social and cultural foundations for theoretical frameworks and pedagogical practices for the classroom. Development of a critical perspective is emphasized.

**Aug 31–Dec 14**      **Instructor: TBA**      **Tuesday 4:00–6:50**      **22-113**

### SED 753 STUDENT TEACHING SEMINAR (3 UNITS)

Problems of educating multi-cultural urban youth: attitudes of minority students, parents, and community members towards secondary schools; development of appropriate teaching strategies.

**Aug 30–Dec 13**      **Instructor: TBA**      **Monday 4:00–7:00**      **17-103**

### ITEC 601 COMPUTER FUNDAMENTALS FOR TEACHERS (1 UNIT)

Learn and practice with computers in laboratory classroom for acquisition of basic computing competencies, especially those which emphasize instructional applications of software. Primary focus on integration of computing in teaching, and in designing computer-based lessons. (This course meets CTC Preliminary Technology )

**Date: TBA**      **Moran**      **Day: TBA**      **Time: TBA**      **Room: TBA**

### EED 686 STUDENT TEACHING SEMINAR (3 UNITS)

Understanding the multiple roles of the teacher: classroom instruction, professional responsibilities, community relationships. Guiding and evaluating learning opportunities. Performance based objectives. CR/NC grading only. Prerequisite: must be taken concurrently with EED 685.

**Aug 26–Dec 16**      **Instructor: TBA**      **Thursday 4:00–7:00**      **13-116**

### EED 679 CURRICULUM & INSTRUCTION IN SCIENCE (3 UNITS)

Planning, developing, teaching, and evaluating learning experiences in science. Performance based objectives. Classwork, 1 unit; laboratory, 2 units. Prerequisite: Admission to Multiple Subject Credential Program.

**Aug 31–Dec 14**      **Instructor: TBA**      **Tuesday 4:00–7:00**      **18-311 & 13-113**

### EED 681 CURRICULUM & INSTRUCTION IN SOCIAL STUDIES (3 UNITS)

Planning and instruction common to all subject matter. Emphasis on social studies and teaching in culturally and linguistically diverse school settings. Guided experience in schools. Prerequisite: Admission to Multiple Subject Credential Program.

**Aug 26–Dec 16**      **Instructor: TBA**      **Thursday 4:00–6:50**      **13-112**

### EED 701 SOCIAL CULTURAL HISTORICAL FOUNDATIONS (3 UNITS)

This pre- or co-requisite course examines historical, social and cultural foundations for theoretical frameworks and pedagogical practices for the classroom. Development of a critical perspective is emphasized.

**Aug 31–Dec 14**      **Instructor: TBA**      **Tuesday 4:00–6:50**      **13-112**

### EED 749 SECOND LANGUAGE ACQUISITION (3 UNITS)

First and second language acquisition theories and their relationship to second language learning; psychological, social, and linguistic aspects of second language acquisition of children; socio-political factors related to language issues. Prerequisites: None.

**Aug 26–Dec 16**      **Instructor: TBA**      **Thursday 4:00–7:00**      **22-116**



## CERTIFICATE IN TEACHING READING AT THE POST-SECONDARY LEVEL

The **Certificate in Teaching Reading at the Post-Secondary Level**, which provides 12 units of coursework in the theory and practice of reading instruction, is designed to assist prospective and already practicing post secondary teachers in meeting specific individual professional needs in the areas of basic literacy and reading instruction. The Certificate meets requirements for teaching reading in the community colleges (Assembly Bill 1725) which specifies that new instructors must possess a Masters Degree in Education with a specialization in reading, or a Masters in English or ESL with additional certification in the teaching of reading.

The course of study is comprised of four core courses:

ENG 701: Theoretical Backgrounds in Community College and College Reading Instruction

ENG 702: Reading/Writing Connections

ENG 705: Issues in Teaching Reading

ENG 715: Issues in Teaching Post-Secondary Reading

English 701 and 715 are offered in the fall, while English 702 and 705 are offered in the spring.

### FOR SPECIFIC PROGRAM INFORMATION INCLUDING TUITION AND FEES, PLEASE CONTACT:

*Patricia Baldwin, MA, Lecturer-English*

*415 338-7033*

*E-mail: pattiey@sfsu.edu*

### TENTATIVE CLASSES FOR FALL 2004 AT CAÑADA COLLEGE\*

#### ENG 701: THEORETICAL BACKGROUNDS IN COMMUNITY COLLEGE AND COLLEGE READING INSTRUCTION (3 UNITS)

This seminar explores the theoretical background and recent research influencing secondary and college-level reading instruction. Topics will include current observations concerning the role of prior knowledge and reader's "schema" in the reading process, general linguistic processes involved in developing reading and other basic literacy skills, and reading and writing relationships. Students participate in planning individual and group presentations as well as classroom lessons, which translate some aspect of research into effective teaching practice. This course can be taken concurrently with **English 715**. Although not a prerequisite, some prior or concurrent experience in teaching or tutoring is desirable.

<b>Aug 30–Dec 13</b>	<b>Baldwin</b>	<b>Monday</b>	<b>4:00–7:00</b>	<b>22-118</b>
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#### ENG 715: PROJECTS IN TEACHING READING (3 UNITS)

This course combines an introduction to theory and specific techniques in reading instruction for low-level readers, ESL learners, and college students with "hands-on" experience and **observation**. Through **tutoring assignments**, students will learn to identify and diagnose specific reading/basic-literacy problems and develop effective strategies for attacking these problems. (**With instructor approval**, practicing teachers may substitute work with their own students for this requirement.) Although not a prerequisite, concurrent enrollment in **English 701** is desirable.

<b>Aug 25–Dec 15</b>	<b>Baldwin</b>	<b>Wednesday</b>	<b>4:00–7:00</b>	<b>22-118</b>
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\*The ability to offer these courses and this program in the fall of 2004 is contingent on final approval from both Cañada College and San Francisco State University. Please contact the University Center at 650 306-3399 for updates on the availability of these courses.

## MASTER OF BUSINESS ADMINISTRATION

The Accelerated MBA is a fixed curriculum, cohort program designed to accelerate mid-career professionals into executive management. Each Saturday students attend two classes, and in 23 months they earn an MBA. Specialized\* courses include seminar courses in leadership, international business, international business negotiating, emerging issues in management, and strategic management.

The program is accredited by the most respected accrediting association in the U.S.A.: AACSB International. This accreditation insures continuous improvement of faculty and programs in all areas including teaching, research, professional service, and program content.

\*Actual courses to be offered in each cohort are subject to change.

### FOR SPECIFIC PROGRAM INFORMATION INCLUDING TUITION AND FEES, PLEASE CONTACT:

**Crystal Kam, MBA, Marketing & Research Analyst**

415 405-3692

Email: [amba@sfsu.edu](mailto:amba@sfsu.edu)

**Joseph Messina, MBA, PhD, Director**

415 338-6348

Email: [jmessina@sfsu.edu](mailto:jmessina@sfsu.edu)

Web address: [www.sfsu.edu/~amba](http://www.sfsu.edu/~amba)

## CLASSES FOR SUMMER 2004 AT CAÑADA COLLEGE

### BUS 881 FINANCIAL AND MANAGERIAL ACCOUNTING (4 UNITS)

Financial and managerial accounting survey, including relevant standards and concepts. Financial statement preparation; use of accounting information in planning, control, and decision making. Measurement and reporting of financial position and income.

**Apr 24–July 31**      **Instructor: O'Shaughnessy**      **8:00–6:00**      **Saturday**      **22-116**

### BUS 887 STRATEGIC MARKETING (4 UNITS)

Introduction to both domestic and international marketing concepts, theories, techniques, and marketing environmental parameters, a case, issues oriented seminar integrating corporate mission with development of strategic marketing plans for product markets. Selecting marketing planning units, situational analysis, target market strategies, and positioning statements to reflect global short/ long range environment.

**Apr 24–July 31**      **Instructor: Sengupta**      **8:00–6:00**      **Saturday**      **22-116**

## CLASSES FOR FALL 2004 AT CAÑADA COLLEGE

### BUS 886 STATISTICS AND OPERATIONS ANALYSIS (4 UNITS)

Operations planning and control and related computer applications. Elements of probability and statistics, quality management, inventory control, project management, and demand forecasting. Quantitative analysis and computer applications.

**Sep 11 – Dec 18**      **Instructor: Elimam**      **8:00-6:00**      **Saturday**      **22-116**

### IBUS 815 INTERNATIONAL BUSINESS (3 UNITS)

Themes of culture and environments; the multinational enterprise and forms of international structure and strategy; rationalization of value chains, locational decisions and FDI; foreign exchange; global and regional economic integration.

**Sep 11 – Dec 18**      **Instructor: Wong**      **8:00-6:00**      **Saturday**      **22-116**

## BACHELOR OF ARTS IN LIBERAL STUDIES-ACCELERATED DEGREE PROGRAM WITH OPTION IN BUSINESS STUDIES

Through Cañada College and California State University Hayward, San Mateo County employees have the opportunity to earn an Associate of Science Degree in Business Administration and a Bachelor of Arts Degree in Liberal Studies with an option in Business Studies. Liberal Studies graduates are able to pursue a broad range of careers and occupations in community service, business, and government institutions. Taught in accelerated eight-week sessions, most classes are held at the San Mateo County Office of Education, located at 455 County Center Dr. in Redwood City. However, on occasion, classes will be held at Cañada. Please check listings carefully.

### FOR SPECIFIC INFORMATION INCLUDING TUITION AND FEES, PLEASE CONTACT:

**Ileana Gadea, MSW, Project Director**

University Center

Cañada College

650 306-3141

Email: [gadeai@smccd.net](mailto:gadeai@smccd.net)

Web address: <http://www.canadacollege.edu/university/overview.html>

### TO SCHEDULE A COUNSELING APPOINTMENT, PLEASE CONTACT:

Counseling Center

Cañada College

650 306-3452

## CLASSES FOR SUMMER 2004 AT THE SAN MATEO COUNTY OFFICE OF EDUCATION

### HIST 310 CALIFORNIA HISTORY (3 UNITS)

A survey of major trends in California's growth, including the cultures of Native Americans, the Spanish period, the Mexican period, and the development under the United States up to the present. Includes the constitution of the State of California and the relationships between the State, Federal, and local governments, political, economic, social, intellectual, and environmental movements, and geography. Recommended: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400.

**June 14–July 21      Instructor: TBA      5:30–9:45      Mon/Wed      455 County Center Dr.**

### MATH 200 ELEMENTARY PROBABILITY AND STATISTICS (4 UNITS)

Measures of central tendency, and dispersion; sampling distributions, statistical inference, regression, and correlation. One by arrangement hour of lab per week is required. Recommended: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400. Prerequisites: MATH 120 or 121 or 123, or appropriate score on District Math Placement Test, and other measures as appropriate. (CAN STAT 2) (CSU, UC)

**June 14–July 22      Instructor: TBA      6:30–10:10      Mon/Tues/Thur      Cañada, 17-205**

## CLASSES FOR FALL 2004 AT CAÑADA COLLEGE

### ECON 102 PRINCIPLES OF MICRO ECONOMICS (3 UNITS)

Concepts of supply and demand. Pricing and output decisions under competitive, imperfectly competitive, and monopolistic markets. Recommended: Eligibility for READ 802 or 836, and ENGL 800 or 836 or 400.

**Aug 23–Dec 13      Hirmana      6:30–9:35      Monday      Cañada, 13-116**

### BIOL 310 NUTRITION (3 UNITS)

Introduction to nutrient functions, structures, and food sources; health consequences of nutrient deficiencies and excesses; related chronic diseases; interrelationships of diet to body's metabolism. Emphasis is placed on applying information to personal life. Recommended: Eligibility for READ 802 or 836, ENGL 800 or 836 or 400, and MATH 111.

**Aug 24–Dec 14      Kmetz      7:05–10:10      Tuesday      Cañada, 17-205**

## BACHELOR OF ARTS IN LIBERAL STUDIES DISTRIBUTED

California State University Monterey Bay offers an online degree program in Liberal Studies which integrates the arts and humanities with the natural, social, and technological sciences. The Liberal Studies major offers a solid multidisciplinary foundation for graduates interested in pursuing entry-level positions or graduate programs in the fields of education, social work, law, and business. The Liberal Studies Distributed Program focuses on a teaching pathway for students interested in a K-8 teaching career.

### FOR SPECIFIC PROGRAM INFORMATION INCLUDING TUITION AND FEES, PLEASE CONTACT:

**Dan Granger, PhD, Director of Distributed Learning and Extended Education**  
(831) 582-4500

Email: [dan\\_granger@csumb.edu](mailto:dan_granger@csumb.edu)

Web address: <http://csumb.edu/academic/schedule/summer2004/LS.html>  
<http://csumb.edu/academic/schedule/fall2004/LS.html>

### TENTATIVE CLASSES FOR SUMMER 2004

For current information, please refer to the following Web site: <http://csumb.edu/academic/schedule/summer2004/LS.html>

#### ASL 201 SEC. 01 INTERMEDIATE AMERICAN SIGN LANGUAGE CRN 35014 (1-4 UNITS)

Continues the study of American Sign Language (ASL). Practices developing visual comprehension, signing, writing with gloss system, and using basic expressive and receptive skills in laboratory setting. Studies readings and videos. Classes and extracurricular activities teach the aspects of ASL and the deaf culture. (Offered every semester.) Prerequisite(s): ASL 102 or equivalent.

**June 1-June 30**

**Instructor: Stem**

**Online course**

#### CST 303 SEC. 01 COMPUTERS IN SCHOOLS CRN 35001 (4 UNITS)

You will use technology for acquiring and presenting information as well as demonstrating how technology can be used in a curriculum. You will work with various applications from Microsoft Office Suite and be introduced to Flash Dreamweaver Mozilla. Internet is an integral part of this course. This course will address skills, courseware evaluation, copyright and censorship issues as well as resource management.

**June 7-July 2**

**Instructor: Andrade**

**Online Course**

#### ESSP 304 SEC. 01 ENVIRONMENTAL GEOLOGY FOR TEACHERS CRN 35053 (3 UNITS)

Focuses on earth science content and scientific investigation and experimentation abilities required for the multiple-subject teaching credential. Topics include Earth's atmosphere and water, structure and composition of the solid Earth, processes that change the Earth (with emphasis on plate tectonics and California geology), Earth's resources, and Earth's place in the solar system and universe.

**June 7-July 30**

**Instructor: Weber**

**Online Course**

#### HWI 260 SEC.01 FOUNDATIONS OF WELLNESS/EXERCISE AND FITNESS CRN 35044 (3 UNITS)

For individuals and educators. Addresses the core concepts of health and wellness, and the benefits of physical fitness, proper nutrition, and effective stress management. Includes self-assessments, personal wellness plans, and self-reflection on consequences of lifestyle choices. Students discover the role of physical activity in positive self-image development and of goal setting to promote lifelong participation in physical activity. Required for Liberal Studies students in Blended Program. Corequisite(s): HWI 260L.

**June 7-July 30**

**Instructor: Bonace**

**Online Course**

#### HWI 260 L SEC. 01 FOUNDATIONS OF WELLNESS/EXERCISE AND FITNESS LAB CRN 35045 (1 UNIT)

Required lab course for HWI 260. Physical activity learning lab focusing on fitness testing and fundamental exercise physiology. Required for Liberal Studies students in Blended Program. (Offered every semester.)

**June 7-July 30**

**Instructor: Bonace**

#### HWI 374 SEC. 01 PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL CHILD CRN 35047 (4 UNITS)

Focuses on the neurological foundations of movement for children preschool to eighth grade from a growth and development perspective. Emphasis is placed on physical activity and programmatic organization in the gymnasium and on the playground as it relates to problem solving and academic success; multicultural approaches to movement, moral development, and self image; and movement exploration, body/spatial awareness, and other non-locomotor skills. Laboratory experience is built into the online class requirements. (Offered every semester.)

**June 7-July 30**

**Instructor: Karwas**

**Online Course**

#### HWI 374 L SEC. 01 PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL CHILD/PRACTICUM CRN 35048 (1 UNIT)

Required lab course for HWI 374. Corequisite(s): HWI 374.

**June 7-July 30**

**Instructor: Karwas**



## FROM CALIFORNIA STATE UNIVERSITY, MONTEREY BAY

### **HWI 380 SEC. 01 MODERN SPORTS ADMINISTRATION CRN 35046 (3 UNITS)**

Looks at administration as the framework and the machinery of the organization of sport. Covers guiding and managing human behavior; the fundamental functions of management; policies and procedures; strategic planning; and the business of sport including personnel issues, future directions, collegiate trademark licensing, communications, event management, media relations, and financial principles applied to sport. (Offered fall semester of even years.)

**June 7–July 30**

**Instructor: Bonace**

**Online Course**

### **LS 323 SEC. 01 WORLD MYTHOLOGICAL LITERATURE CRN 35016 (4 UNITS)**

Surveys world mythology and global mythologies including Hindu, Norse, Celtic, and American Indian. Examines the universal motifs which make cross-cultural stories similar in light of scholarly theory. Compares mythic literature from around the world. Aligns with LS MLOs 1,3,7.

**June 7–July 30**

**Instructor: Martin**

**Online Course**

### **LS 391 SEC. 01 CULTURE AND CULTURAL DIVERSITY CRN 35019 (4 UNITS)**

Develops competency in cross-cultural analysis, involving a working knowledge of one's own ethnic heritage and the ability to make constructive comparisons with at least one other ethnic group. Addresses a conceptual understanding of culture, methodologies for studying and understanding culture, knowledge of cross-cultural relations in the United States, sociocultural experiences of U.S.-based social/ethnic groups, power relations and equity, and sociopolitical systems and effects on "status" of a cultural group.

**June 7–July 30**

**Instructor: Bynoe**

**Online Course**

## **TENTATIVE CLASSES FOR FALL 2004 AT CAÑADA COLLEGE**

Classes are subject to change. For the most updated information available, please check the csUMB web schedule:

<http://csUMB.edu/academic/schedule/fall2004/LS.html>.

### **CST 101 SEC. 50 TECHNOLOGY TOOLS CRN 40149 (2 UNITS)**

Learn to use computers creatively, effectively, and ethically. Provides hands-on experiences using computers for electronic communication and presentations, and to design and create documents using word processing, spreadsheets, and image manipulation. Students will also become competent in information literacy including internet searching, the research process, and the correct citation of reference material. (Offered every semester.)

Corequisite(s): cst 101L.

**Date: TBA**

**Instructor: TBA**

**Online Course**

### **CST 102 THE INTERNET CRN 40538 (4 UNITS)**

Online laboratory course that examines the management and organizational structure of the internet, its topography, transmission media, and participants. Covers web authoring, ftp, telnet, newsgroups, electronic mail, netiquette, online research, evaluating information resources, correctly citing internet resources, and weekly online discussions. (offered only as interest warrants.)

Prerequisite(S): Some Basic Familiarity With Computers (Mac Or Pc), Or Instructor Consent.

**Date: TBA**

**Instructor: TBA**

**Online Course**

### **ESSP 204 SURVEY OF EARTH SYSTEMS SCIENCE AND POLICY CRN 40978 (2 UNITS)**

Lecture course designed for new and prospective ESSP majors to introduce them to the many science, resource management, and public policy issues that are studied in-depth by ESSP majors. Emphasizes the development of critical-thinking, problem-solving, and writing skills in the context of real-world issues addressed by faculty and student research and community partners. (Offered fall semester.)

**Date: TBA**

**Instructor: TBA**

**Online Course**

### **ESSP 304 EARTH SCIENCE FOR TEACHERS CRN 40517 (3 UNITS)**

Focuses on earth science content and scientific investigation and experimentation abilities required for the multiple-subject teaching credential.

Topics include Earth's atmosphere and water, structure and composition of the solid Earth, processes that change the Earth (with emphasis on plate tectonics and California geology), Earth's resources, and Earth's place in the solar system and universe. (Offered fall and spring semesters.)

Prerequisite(s): MATH 99 or equivalent. Corequisite(s): ESSP 304L.

**Date: TBA**

**Instructor: TBA**

**Online Course**

### **ESSP 304L EARTH SCIENCE FOR TEACHERS LAB CRN 40518 (1 UNIT)**

Required lab course for ESSP 304. Emphasizes inquiry-driven earth science investigations. Teaching science in a local school or after-school program is required. (Offered fall and spring semesters.) Corequisite(s): ESSP 304.

**Date: TBA**

**Instructor: TBA**

**Online Course**

## FROM CALIFORNIA STATE UNIVERSITY, MONTEREY BAY

### **HCOM 318 ADVANCED COMPOSITION THEORY AND PRACTICE FOR K-8 TEACHERS CRN 41204 (4 UNITS)**

Introduces students to writing conventions, contemporary composition theories, and major forms of written expression such as expressive, interpretive, technical, rhetorical, argumentative, invitational, and creative. Offers built-in assessment in HCOM MLO 1. Requires successful completion of coursework that satisfies the ENGCOM ULR. (Offered every other year.)

**Date:** TBA

**Instructor:** TBA

**Online Course**

### **HPWE (FORMERLY HWI) 260L FOUNDATIONS OF WELLNESS/EXERCISE AND FITNESS CRN 41096 (3 UNITS)**

For individuals and educators. Addresses the core concepts of health and wellness, and the benefits of physical fitness, proper nutrition, and effective stress management. - Includes self-assessments, personal wellness plans, and self-reflection on consequences of lifestyle choices. Students discover the role of physical activity in positive self-image development and of goal setting to promote lifelong participation in physical activity. Required for Liberal Studies students in Blended Program. (Offered every semester.) Corequisite(s): HWI 260L.

**Date:** TBA

**Instructor:** TBA

**Online Course**

### **HPWE (FORMERLY HWI) 260L FOUNDATIONS OF WELLNESS/EXERCISE AND FITNESS LAB CRN 41098 (1 UNIT)**

Required lab course for HWI 260. Physical activity learning lab focusing on fitness testing and fundamental exercise physiology. Required for Liberal Studies students in Blended Program. (Offered every semester.) Corequisite(s): HWI 260.

**Date:** TBA

**Instructor:** TBA

**Online Course**

### **HPWE (FORMERLY HWI) 374 PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL CHILD CRN 41107 (3 UNITS)**

Focuses on the neurological foundations of movement for children preschool to eighth grade from a growth and development perspective. Emphasis is placed on physical activity and programmatic organization in the gymnasium and on the playground as it relates to problem solving and academic success; multicultural approaches to movement, moral development, and self image; and movement exploration, body/spatial awareness, and other non-locomotor skills. Also offered online. (Offered every semester.) Corequisite(s) HWI 374L.

**Date:** TBA

**Instructor:** TBA

**Online Course**

### **JAPN 380 JAPAN: LAND AND PEOPLE ON-LINE CRN 40945 (4 UNITS)**

Introduces the Language and Culture of Japan in a thematic approach. Selected topics are geography, climate, population, and industries. Designed to develop Japanese language skills and introduce various aspects of Japanese culture related to course topics using technology and web-based materials. Hybrid course of synchronous and asynchronous learning.

**Date:** TBA

**Instructor:** TBA

**Online Course**

### **LS 300 MAJOR PROSEMINAR: ORIENTATION, PERSPECTIVES & LIFELONG LEARNING CRN 40526 (4 UNITS)**

Focuses on academic orientation and lifelong learning skills that are applicable in academic and professional contexts: basic and advanced writing skills, critical thinking, collaborative learning, academic self-development, research, and multicultural education. In consultation with the ProSeminar instructor, students develop an Academic Learning Plan and an outcomes-based portfolio. Aligns with LS MLOs 1,3,5,6,7,9. (Offered every semester.) Prerequisite(s): completion of college level reading, writing, critical thinking, and ethics or philosophy. Registration restriction(s): junior level status.

**Date:** TBA

**Instructor:** TBA

**Online Course**

### **LS 391 CULTURE AND CULTURAL DIVERSITY CRN 40096 (4 UNITS)**

Develops competency in cross-cultural analysis, involving a working knowledge of one's own ethnic heritage and the ability to make constructive comparisons with at least one other ethnic group. Addresses a conceptual understanding of culture, methodologies for studying and understanding culture, knowledge of cross-cultural relations in the U.S., sociocultural experiences of U.S.-based social/ethnic groups, power relations and equity, and sociopolitical systems and effects on "status" of a cultural group. Aligns with SB 2042 and LS MLOs 1,3,4,7. (Offered every semester.)

**Date:** TBA

**Instructor:** TBA

**Online Course**

### **LS 394S MULTICULTURAL CHILDREN'S LITERATURE SERVICE LEARNING CRN 40101 (4 UNITS)**

Familiarizes students with diverse and award-winning children's literature from various cultural groups. Engages students in identifying bias-free literature, shared readings, reading aloud activities, and opportunities to learn effective storytelling techniques. Examines literature within historical, sociopolitical, cultural, and psychological contexts with emphasis on differential power relationships. Requires completion of an approved community service project. Aligns with SB 2042 and LS MLOs 1-7. (Offered every semester.)

**Date:** TBA

**Instructor:** TBA

**Online Course**

### **LS 400 SENIOR CAPSTONE: INTEGRATION AND SYNTHESIS CRN 41063 (2 UNITS)**

As the culminating learning experience in the major, the Capstone course requires students to demonstrate depth of knowledge, and integration and synthesis of their learning across the disciplines through a well-defined research paper and project. It is also the final point of revision and presentation of the Learning Portfolio that was developed initially in LS 300 Major ProSeminar. Aligns with LS MLOs 1-10. (Offered every semester.) Prerequisite(s): completion of LS 300; remaining units at point of Capstone must be no more than 14 semester units (including the 2-unit Capstone).

**Date:** TBA

**Instructor:** TBA

**Online Course**

## FROM CALIFORNIA STATE UNIVERSITY, MONTEREY BAY

### **MATH 308 ELEMENTARY MATHEMATICS FROM AN ADVANCED VIEWPOINT A CRN 40509 (4 UNITS)**

The first of a two-course sequence intended for future elementary teachers. Students develop an in-depth understanding of key concepts in K-8 mathematics and of students' learning of K-8 mathematics concepts. (Offered fall and spring semesters.) Prerequisite(s): MATH 100 or equivalent, or a college level mathematics course and satisfactory score on Elementary Mathematics Advisory Test.

**Date: TBA**

**Instructor: TBA**

**Online Course**

### **MATH 309 ELEMENTARY MATHEMATICS FROM AN ADVANCED VIEWPOINT B CRN 41255 (4 UNITS)**

Second in a sequence of courses intended for future elementary and middle school teachers. Students in this course will develop an in-depth understanding of additional key concepts in K-8 mathematics and further develop their understanding of children's learning processes in mathematics in general. (Offered fall and spring semesters.) Prerequisite(s): MATH 308 with C or better, or instructor consent.

**Date: TBA**

**Instructor: TBA**

**Online Course**

### **MPA 360 SURVEY OF WORLD MUSIC: ONLINE CRN 40322 (4 UNITS)**

Introduces non-Western music and arts within global sociocultural context, with an emphasis on indigenous, folk, and classical music as art forms. All work is conducted online except for four class meetings that take place on the first Tuesday of each month. (Offered every semester.)

**Date: TBA**

**Instructor: TBA**

**Online Course**

### **SBS 318 COMPUTING SKILLS FOR THE SOCIAL SCIENCES CRN 40815 (4 UNITS)**

Covers fundamentals of computer and electronic applications necessary for success in both academia and industry. Students attain competency in the use of software and electronic communication tools to analyze and manipulate data, and present research findings. Emphasizes using multimedia technologies in the context of the social and behavioral sciences, including Web page development and design, photographic image manipulation, and web-based portfolios. Formerly known as SBSC 318.

**Date: TBA**

**Instructor: TBA**

**Online Course**

### **SPAN 201 INTERMEDIATE SPANISH I CRN 40318 (4 UNITS)**

Reviews and develops the fundamentals of Spanish grammar. Emphasizes the development of speaking, listening, reading, and writing skills by studying and discussing short reading selections. Also available online. (Offered every semester.)

Prerequisite(s): SPAN 102 or equivalent, or instructor consent.

**Date: TBA**

**Instructor: TBA**

**Online Course**

### **VPA 312 VISUAL ARTS FOR TEACHING CRN 40662 (4 UNITS)**

Helps prepare teachers and others in the visual arts education field with lesson plans developed in conjunction with VPA projects, visiting artists, and museum arts education models. (Offered fall and spring semesters.)

**Date: TBA**

**Instructor: TBA**

**Online Course**

# UNIVERSITY CENTER



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