Merritt College
2021 - 2022 Catalog Supplement

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ABOUT THIS SUPPLEMENT

The Merritt College Catalog Supplement for 2021-2022 is a summary of additions, deactivations, corrections, and changes that have been made in curriculum and policies affecting students since the publication of the 2021–2022 Catalog. Changes to curriculum are made on an ongoing basis throughout the academic year and are usually effective for a subsequent term. All individual course additions and changes show the effective term in parenthesis after the course number. All program additions and changes show the effective term after the program title.

ACCURACY STATEMENT

Merritt College endeavors to accurately and fairly present its programs, course descriptions, schedules and policies and to ensure that all information presented here is correct and current as of the date of its release. Merritt College assumes no responsibility for administrative or publication errors. In addition, Merritt College reserves the right to add, amend, modify, or withdraw any of its policies, course descriptions, class schedules or other information reflected here from time to time. Please check our website at www.merritt.edu/catalog for our catalog supplement and the most current, available information.

NEW COURSES

BIOL 5 (effective term Fall 2022)
Botany
- 4 units, 3 hours lecture, 3 hours laboratory (GR or P/NP)
- Acceptable for credit: CSU, UC

Introductory study of botany: Structure, physiology, genetics, ecology, and uses of plants. Laboratory work emphasizes microscopy, physiology experiments, and field identification. 0402.00
AA/AS Area 1; CSU GE Breadth Area B2, B3; IGETC Area 5B

ESOL 511 (NONCREDIT) (effective term Spring 2022)
Reading and Writing 1
- 0 units, 6 hours lecture (P/NP or SP)
- Recommended preparation: ESOL 541D or placement through multiple-measures assessment process.

High beginning level of reading and writing: Fiction and nonfiction readings adapted for ESOL; writing short narrative and descriptive paragraphs. 4930.87

ESOL 512 (NONCREDIT) (effective term Spring 2022)
Reading and Writing 2
- 0 units, 6 hours lecture (P/NP or SP)
- Recommended preparation: ESOL 251A or ESOL 251B or ESOL 511 or placement through multiple-measures assessment process.

Intermediate level of reading and writing: Academic vocabulary and critical thinking skills using intermediate-level ESOL reading materials; expanding paragraphs into simple narratives and essays. 4930.87

ESOL 513 (NONCREDIT) (effective term Spring 2022)
Reading and Writing 3
- 0 units, 6 hours lecture (P/NP or SP)
- Recommended preparation: ESOL 252B or ESOL 512 or ESL 222 or placement through multiple-measures assessment process.

High intermediate level of reading and writing: Critical readings of essays, short academic texts, short stories, and/or a novel; writing well-developed essays and compositions. 4930.87

ESOL 552 (NONCREDIT) (effective term Spring 2022)
Advanced Reading and Writing
- 0 units, 6 hours lecture (P/NP or SP)
- Recommended preparation: ESOL 513 or placement through multiple-measures assessment process.

Advanced Level of Reading and Writing: Critical thinking skills, critical and analytical reading of college level texts, and writing of research and other academic papers. 4930.87

NEW COURSES

ESOL 590 (NONCREDIT) (effective term Spring 2022)
English for Special Purposes

- 0 units, 1 - 2 hours lecture (P/NP or SP)

Intermediate-level English language to career specific training: Practice listening, speaking and some reading and writing in English in the context of the targeted industry. 4931.00

LANHT 230 (effective term Spring 2022)
Introduction to Cannabis Production

- 3 units, 3 hours lecture (GR or P/NP)
- Course will be taught in compliance with federal law and the 2018 Farm Bill, Public Law 115-334. Plants used shall be cultivars of Cannabis sativa meeting the legal definition of "industrial hemp" of having no more than three-tenths of 1 percent tetrahydrocannabinol (THC).

Principles and practical application of commercial cannabis production techniques in the greenhouse and outdoor environment: Overview of the California cannabis industry with emphasis on crop selection and scheduling, market cycles, greenhouse controls and media, watering, basic hydroponics techniques, pest control, post-harvest handling, and marketing. 0109.00

LANHT 233 (effective term Spring 2022)
Cannabis Careers

- 1 units, 1 hour lecture (GR or P/NP)
- Course will be taught in compliance with federal law and the 2018 Farm Bill, Public Law 115-334. Plants used shall be cultivars of Cannabis sativa meeting the legal definition of "industrial hemp" of having no more than three-tenths of 1 percent tetrahydrocannabinol (THC).

Career development strategies and exploration of emerging cannabis industry fields: Exploration of horticulture jobs in cannabis cultivation, nursery and propagation, and harvest and post-harvest sectors, with hands-on training in interviewing and job application preparation. 0109.00

LANHT 234 (effective term Spring 2022)
Cannabis History and Genetics

- 3 units, 3 hours lecture (GR or P/NP)
- Course will be taught in compliance with federal law and the 2018 Farm Bill, Public Law 115-334. Plants used shall be cultivars of Cannabis sativa meeting the legal definition of "industrial hemp" of having no more than three-tenths of 1 percent tetrahydrocannabinol (THC).

History of cannabis use and the effect of prohibition on selective breeding: Overview of world history of cannabis; cannabis drug uses; fiber and food production; and selection for desirable traits including various cannabinoids and terpene profiles. 0109.00

NEW COURSES

LANHT 235 (effective term Spring 2022)
Cannabis Pruning, Harvesting, and Trimming

- .5 unit, .5 hour lecture, .5 hour laboratory (P/NP)
- Course will be taught in compliance with federal law and the 2018 Farm Bill, Public Law 115-334. Plants used shall be cultivars of Cannabis sativa meeting the legal definition of "industrial hemp" of having no more than three-tenths of 1 percent tetrahydrocannabinol (THC).

Principles of cannabis pruning, harvesting, and trimming: Best practices for pruning to increase yield and prevent pests and diseases; harvesting timing and technique; and trimming including post-harvest processing. 0109.00

LANHT 237 (effective term Spring 2022)
Spring Cannabis Lab

- 2 units, 1 hour lecture, 3 hours laboratory (GR or P/NP)
- Course will be taught in compliance with federal law and the 2018 Farm Bill, Public Law 115-334. Plants used shall be cultivars of Cannabis sativa meeting the legal definition of "industrial hemp" of having no more than three-tenths of 1 percent tetrahydrocannabinol (THC).

Application of Spring cannabis cultivation techniques: Starting plants from seed and clones, preparing growing areas, transplanting to field or greenhouse, pest control, and plant nutrition and watering during vegetative growth. 0109.00

LANHT 238 (effective term Spring 2022)
Summer Cannabis Lab

- 2 units, 1 hour lecture, 3 hours laboratory (GR or P/NP)
- Course will be taught in compliance with federal law and the 2018 Farm Bill, Public Law 115-334. Plants used shall be cultivars of Cannabis sativa meeting the legal definition of "industrial hemp" of having no more than three-tenths of 1 percent tetrahydrocannabinol (THC).

Application of Summer cannabis cultivation techniques: Sexing plants, taking vegetative cuttings, nutrition and watering during remainder of vegetative growth and transition to flowering, identifying male flowers on female plants, and monoecious tendency. 0109.00

LANHT 239 (effective term Spring 2022)
Fall Cannabis Lab

- 2 units, 1 hour lecture, 3 hours laboratory (GR or P/NP)
- Course will be taught in compliance with federal law and the 2018 Farm Bill, Public Law 115-334. Plants used shall be cultivars of Cannabis sativa meeting the legal definition of "industrial hemp" of having no more than three-tenths of 1 percent tetrahydrocannabinol (THC).

Application of Fall cannabis cultivation techniques: Pest control during flowering, final pruning to increase yield, nutrition and watering during flowering, stress anther identification, harvesting best practices, trimming, drying and curing, and evaluating finished cannabis. 0109.00

NEW COURSES

LANHT 240 (effective term Spring 2022)
Personal Use Cannabis Garden Cultivation

- 3 units, 2 hours lecture, 3 hours laboratory (GR or P/NP)
- Course will be taught in compliance with federal law and the 2018 Farm Bill, Public Law 115-334. Plants used shall be cultivars of Cannabis sativa meeting the legal definition of "industrial hemp" of having no more than three-tenths of 1 percent tetrahydrocannabinol (THC).

Principles and practical application of home-based cannabis cultivation techniques: Organic, environmentally friendly and sustainable methods for outdoor production in soil and containers at home; including basic propagation techniques; organic pest control methods, nutrients, and building healthy soil; and harvest and storage best practices. 0109.00

LRNRE 572 (NONCREDIT) (effective term Spring 2022)
Computer Access Projects

- 0 units, 1.5 – 6 hours laboratory (P/NP or SP)
- Open-entry/open-exit
- Recommended for students with disabilities. It is recommended that students see a Student Accessibility Services counselor before enrolling
- Course may be repeated as necessary per title 5, Sec. 56029

Introduction to assistive software: Use of screen reading, image enlargement, speech recognition, scan/read or other software appropriate to the student's disability; application of assistive software to complete assignments for mainstream courses. 4930.30

COURSE MODIFICATIONS

UPDATES HIGHLIGHTED BELOW IN YELLOW

ADJUS 115 (effective term Fall 2022)

Transportation and Border Security

- 3 units, 3 hours lecture (GR or P/NP)
- Acceptable for credit: CSU

Border security and security for transportation infrastructure from post 9/11 to the present: Seaports, ships, aircraft, airports, trains, train stations, trucks, highways, bridges, rail lines, pipelines, and buses; overview of modern border and transportation security challenges, as well as different methods used to address these challenges. 2105.00

AFRAM 32 (effective term Fall 2022)

African-American History: 1945 to Present

- 3 units, 3 hours lecture (GR or P/NP)
- ~~Also offered as HIST 52. Not open for credit to students who have completed or are currently enrolled in HIST 52.~~
- Acceptable for credit: CSU, UC

Survey of the experience of African-Americans in the United States from 1945 to the present: Emphasis on the Civil Rights movement and other contemporary issues. 2203.00
AA/AS GE Area 2, 3, 5; CSU GE Breadth Area C2, D; IGETC Area 3B, 4C

AFRAM 52 (effective term Fall 2021)

Hip Hop: A Culture Beyond Beats and Rhymes

- 3 units, 3 hours lecture (GR or P/NP)
- Acceptable for credit: CSU, UC

Social and political exploration of hip hop: Cultural artifact, art form and music genre, from 1970's through today; musical narrative of people of African ancestry. 2203.00

ART 167 (effective term Spring 2022)

Continuing Botanical Drawing

- 2 units, 1 hour lecture, 3 hours laboratory (GR or P/NP)
- ~~Recommended preparation: ART 166~~
- Acceptable for credit: CSU, UC

Continuation of ART 166: Recording details of various plant forms; emphasis on rendering form, color, and texture with graphite, ink pen and colored pencils. 1002.10

ART 168 (effective term Spring 2022)

Advanced Botanical Drawing

- 2 units, 1 hour lecture, 3 hours laboratory (GR or P/NP)
- ~~Recommended preparation: ART 167~~
- Acceptable for credit: CSU, UC

Continuation of ART 167: Recording details of various plant forms in graphite, colored pencils and other materials; emphasis on developing a personal style, working from traditional and contemporary examples as well as personal preference in subject and techniques. 1002.10

COURSE MODIFICATIONS

UPDATES HIGHLIGHTED BELOW IN YELLOW

BIOL 29 (effective term Spring 2022)

Introduction to Biodiversity

- 4 units, 3 hours lecture, 3 hours laboratory (GR or P/NP)
- Acceptable for credit: CSU, UC

Introduction to biology emphasizing chiefly the evolution, adaptations, and classification of life forms from bacteria to animals: Identification of groups of organisms and the most common species; lesser emphasis on cellular and molecular biology and genetics. 0115.00

AA/AS GE Area 1; CSU GE Breadth Area B2, B3; IGETC Area 5B, 5C

BIOL 36 (effective term Fall 2022)

Human Genetics

- 4 units, 3 hours lecture, 3 hours laboratory (GR or P/NP)
- Recommended preparation: BIOL 1A or BIOL 10 and any college level Chemistry
- Acceptable for credit: CSU, UC

Survey of basic Mendelian and modern genetics: Basic cell biology, cytogenetics, pedigree analysis, multi-factorial inheritance, development and sex determination, DNA structure and function, gene expression and regulation, mutation and epigenetics, evolution and population genetics, cancer genes, immune system, biotechnology, behavior genetics, genetic counseling. 0401.00

AA/AS GE Area 1; CSU GE Breadth Area B2, B3; IGETC Area 5B, 5C

BIOL 61K (effective term Fall 2022)

Natural History of the Bay Area: Lichens

- 2 units, 2 hours lecture (GR or P/NP)
- Acceptable for credit: CSU

Common Lichens of the Greater San Francisco Bay Area: Microscopic analysis and field study. 0115.00

BIOL 62S (effective term Fall 2022)

Natural History of the Islands of California

- 2 units, 2 hours lecture (GR or P/NP)
- Acceptable for credit: CSU

Biogeography of California's islands: Botany, zoology, and geology of the Channel Islands, Farallon Islands, and San Francisco Bay Islands. 0115.00

BIOSC 53 (effective term Spring 2022)

Genetics of Neuroscience

- 4 units, 3 hours lecture, 3 hours laboratory (GR)
- Acceptable for credit: CSU

Basic genetic and molecular cell biology concepts explained through neuroscience research techniques: Genetic inheritance and protein expression in Drosophila melanogaster experiments, common lab techniques for DNA extraction, basic fluorescence microscopy. 0401.00

COURSE MODIFICATIONS

UPDATES HIGHLIGHTED BELOW IN YELLOW

BIOSC 102 (effective term Fall 2022)

Fluorescence Microscopy and Specimen Prep

- 6 units, 4 hours lecture, 6 hours laboratory (GR)
- Prerequisite: BIOSC 101
- Eligible for credit by examination
- Acceptable for credit: CSU

Theory and practice of optical microscopy: Image optimization, troubleshooting; specimen prep including tissue culture, immunohistochemistry, and histotechnological stains; project-based hands-on learning with digital microscopes, including DIC, phase, dark field, and motorized widefield fluorescence; hands-on experience with mammalian cell culture and aseptic technique, indirect immunofluorescence, and H&E staining. 0430.00

CHDEV 53 (effective term Fall 2022)

The Child, the Family and the Community

- 3 units, 3 hours lecture (GR or P/NP)
- Acceptable for credit: CSU, UC

Processes of socialization focusing on the interrelationship of family, school, and community: Influence of multiple societal contexts, role of collaboration between family, community, and schools in supporting children's development from birth through adolescence. 1305.00

AA/AS GE Area 2; CSU GE Breadth Area D

C-ID: CDEV 110

CHDEV 54A (effective term Fall 2022)

Social Emotional Foundations for Early Learning

- 3 units, 3 hours lecture (GR or P/NP)
- Prerequisite: CHDEV 51
- Acceptable for credit: CSU

Healthy social and emotional development of young children as the foundation for children's early learning: Building a learning environment and partnerships with parents to promote the healthy social and emotional development of young children. 1305.00

CHDEV 55A (effective term Fall 2022)

Practicum-Field Experience

- 5 units, 2.5 hours lecture, 7.5 hours laboratory (GR or P/NP)
- Prerequisite: CHDEV 50, CHDEV 51, CHDEV 53, CHDEV 54A, and CHDEV 54B
- Acceptable for credit: CSU

Developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals: Connections between theory and practice, development of professional behaviors, and comprehensive understanding of children and families; reflective practice in the design, implementation, and evaluation of approaches, strategies, and techniques that promote development and learning; and exploration of career pathways, professional development, and teacher responsibilities. 1305.40

C-ID: ECE 210

COURSE MODIFICATIONS

UPDATES HIGHLIGHTED BELOW IN YELLOW

CHDEV 74 (effective term Fall 2022)

Health, Safety and Nutrition

- 3 units, 3 hours lecture (GR or P/NP)
- Acceptable for credit: CSU

Laws, regulations, standards, policies, procedures, and best practices related to health, safety, and nutrition in care and education settings for children birth through middle childhood: Teacher's role in prevention strategies, nutrition and meal planning, integrating health safety and nutrition experiences into daily routines, and overall risk management. 1305.00

CSU GE Breadth Area E

C-ID: ECE 220

CHDEV 80 (effective term Spring 2022)

Teaching in a Diverse Society

- 3 units, 3 hours lecture (GR)
- Acceptable for credit: CSU

Examination of the impact of various societal influences on the development of children's personal and social identity: Developmentally appropriate, inclusive, culturally relevant, and anti-bias approaches, including self-examination and reflection on issues related to social identity, stereotypes, and bias. 1305.00

AA/AS GE Area 2, 5; CSU GE Breadth Area D

C-ID: ECE 230

CHDEV 91A (effective term Fall 2022)

Infant/Toddler Lab Practicum

- 5 units, 2.5 hours lecture, 7.5 hours laboratory (GR or P/NP)
- Prerequisite: CHDEV 51, CHDEV 56A, and CHDEV 56B
- Acceptable for credit: CSU

Integration of theory and practice in teaching and guidance of infants and toddlers: Practicum under supervision and application of techniques in meeting individual and group needs of infants, toddlers and their families. 1305.90

CHEM 12B (effective term Fall 2022)

Organic Chemistry

- 5 units, 3 hours lecture, 6 hours laboratory (GR)
- Prerequisite: CHEM 12A
- ~~Students who have previously completed CHEM 8B receive only 1 unit of credit for CHEM 12B.~~
- Acceptable for credit: CSU, UC

Continuation of CHEM 12A: Reactions of functional groups and interactions of polyfunctional compounds, infrared spectroscopy, nuclear magnetic resonance, mass spectrometry, ultraviolet-visible spectroscopy. Introduction to biochemistry: Lipids, carbohydrates, proteins, nucleic acids. Laboratory work includes reactions, purification methods, measurements, multistep syntheses, qualitative analysis, use of instrumentation. 1905.00

AA/AS GE Area 1; CSU GE Breadth Area B1, B3; IGETC Area 5A, 5C

C-ID: CHEM 160S (with CHEM 12A)

COURSE MODIFICATIONS

UPDATES HIGHLIGHTED BELOW IN YELLOW

CHEM 30A (effective term Fall 2022)
Introductory General Chemistry

- 4 units, 3 hours lecture, 3 hours laboratory (GR)
- Prerequisite: MATH 201 or MATH 208 or MATH 210D
- Acceptable for credit: CSU, UC

Fundamental principles of inorganic chemistry: Metric measurements, matter and energy, atomic structure, chemical nomenclature, chemical bonding, chemical reactions, stoichiometry, gas laws, nuclear chemistry, properties of liquids, solids, solutions, acids and bases.1905.00
AA/AS GE Area 1; CSU GE Breadth Area B1, B3; IGETC Area 5A, 5C
C-ID: CHEM 101

CIS 51 (effective term Fall 2022)
Introduction to Information Technology Project Management

- 4 units, 3 hours lecture, 3 hours laboratory (GR or P/NP)
- Recommended preparation: CIS 1
- Acceptable for credit: CSU

Project management fundamentals in technology: Theoretical and practical overview of project management planning with step-by-step introduction to the project management process from initiation to close. 0702.00
AA/AS GE Area 4c

CIS 221 (effective term Fall 2022)
Cyber Safety, Online Identity, and Computer Literacy

- 1 – 3 units, .75 – 2 hours lecture, .75 – 3 hours laboratory (GR or P/NP)

Introduction to computers and instruction in computer safety awareness, identity management, and protection: Overview of computers, mobile devices, software, and connected interactive systems such as social networks; introduction for the novice to cybersecurity career opportunities, cyber ethics, online safety, how computers work, and cyber threats; cybersecurity principles, security policies, tools, account management and fundamental network connectivity and security; analysis and repair of vulnerabilities; introduction to cyber competition. 0701.00
AA/AS GE Area 4c

EDT 1 (effective term Fall 2022)
Introduction to Online Teaching

- 3 units, 2 hours lecture, 3 hours laboratory (GR or P/NP)
- Recommended preparation: CIS 1, CIS 200, or equivalent
- Acceptable for credit: CSU

Online/hybrid teaching pedagogy: Universal design in online course materials; effective organization and delivery of online materials; teaching and learning styles; effective online communication using discussion boards, live chat, online forums, Zoom; best practices for online student assessment, feedback and grading; retention and motivation of online students. 0860.00
AA/AS GE Area 4c

COURSE MODIFICATIONS

UPDATES HIGHLIGHTED BELOW IN YELLOW

EDT 3 (effective term Fall 2022)
Introduction to Hybrid Teaching

- 3 units, 2 hours lecture, 3 hours laboratory (GR or P/NP)
- Acceptable for credit: CSU

Effective practices in hybrid course design and teaching pedagogy: Designing effective online learning activities to meet specific goals and objectives using a combination of online and in-class learning activities; integrating online activities with face-to face meetings; organizing course materials; automating basic activities such as quizzes, grading, and surveys; curating online resources, managing discussion threads, course documents, announcements, and grades.
0860.00
AA/AS GE Area 4c

EDT 5 (effective term Fall 2022)
Creating Multimedia for Online Classes

- 3 units, 2 hours lecture, 3 hours laboratory (GR or P/NP)
- Acceptable for credit: CSU

Introduction to creating multimedia for online instruction: Review of theoretical foundations, application of accessibility, application of Fair Use guidelines, development of multimedia-based instruction including text, audio-visual, and interactive formats. 0860.00
AA/AS GE Area 4c

EDT 7 (effective term Fall 2022)
Building Open Educational Resources

- 3 units, 2 hours lecture, 3 hours laboratory (GR or P/NP)
- Acceptable for credit: CSU

Understanding and development of open educational resources: Fair usage and creative commons licensing; evaluation of existing online resources and e-texts; identification and application of Universal Design for Learning; development and publishing OER in the public domain. 0860.00
AA/AS GE Area 4c

ENVMT 2 (effective term Spring 2022)
Introduction to Sustainable Environmental Systems

- 4 units, 3 hours lecture, 3 hours laboratory (GR or P/NP)
- Acceptable for credit: CSU, UC

Interdisciplinary study of the impact of human civilization on the earth's major ecological systems: Issues examined in historic, contemporary, and future settings, including both Western and non-Western contexts; material presented from a theoretical point of view, with a focus on core concepts and methods related to ecology, sustainability, human population, natural resources, wastes and pollution; reflection of how human economic, political, and ethical behaviors are inextricably interwoven with the environment; and presentation of environmental career options. 0115.00
AA/AS GE Area 2; CSU GE Breadth Area D; IGETC Area 4G~~, 5B, 5C~~

COURSE MODIFICATIONS

UPDATES HIGHLIGHTED BELOW IN YELLOW

ENVMT 14 (effective term Fall 2022)

Environmental Impact Reports

- 2 units, 2 hours lecture (GR or P/NP)
- Acceptable for credit: CSU

Introduction to analysis and writing of Environmental Impact Reports (EIRs), statements, assessments and reviews: Background, purposes, uses, and content of EIRs; analyzing and commenting on EIR elements and tests of significance. 0115.00

LRNRE 297A (effective term Spring 2022)

Metacognitive Learning I

- 1 unit, 1 hour lecture (P/NP)
- Recommended for students with learning disabilities. It is recommended that students see a Student Accessibility Services counselor before enrolling.
- Course may be repeated as necessary per title 5, section 56029.

Overview of issues relating to learning disabilities: Aptitude-achievement discrepancies, processing strengths and deficits, adaptive technology, study strategies, services and accommodations, disability laws, title 5, and the California Community Colleges Learning Disabilities Eligibility Service Model. 4930.32

MATH 203 (effective term Fall 2022)

Intermediate Algebra

- 5 units, 5 hours lecture (GR)
- Prerequisite: MATH 201, MATH 210D, or appropriate placement through multiple-measures assessment process
- Eligible for credit by examination

Intermediate algebraic operations: Real number properties and operations; solutions and graphs of linear equations in one and two variables; absolute value equations; advanced factoring; complex numbers; quadratic equations and systems of quadratic equations; conics; determinants; solutions and graphs of first-degree, quadratic, and rational inequalities; exponential and logarithmic functions; and sequences and series. 1701.00
AA/AS GE Area 4b

MEDAS 102A (effective term Spring 2022)

Clinical Medical Assisting I

- 3 units, 2 hours lecture, 3 hours laboratory (GR or P/NP)
- Prerequisite or corequisite: MEDAS 101B or
- Prerequisite: 201A
- Acceptable for credit: CSU

Fundamentals of clinical medical assisting: Medical and surgical aseptic procedures; vital signs measurement; assisting with physical examinations, positioning, and draping; height, weight, vision, and hearing testing; obtaining patient history; and eye and ear procedures. 1208.10

COURSE MODIFICATIONS

UPDATES HIGHLIGHTED BELOW IN YELLOW

MEDAS 103A (effective term Spring 2022)
Administrative Medical Assisting I

- 2 units, 1.5 hours lecture, 1.5 hours laboratory (GR or P/NP)
- Prerequisite or corequisite: MEDAS 101A or
- Prerequisite: 201A
- Acceptable for credit: CSU

Fundamentals of administrative medical assisting: Appointment scheduling; communication skills and record management, HIPAA and Electronic Health Records (EHR) confidentiality; professional decision-making and computer skills; practice management; and simulation of EHR to facilitate the office visit. 1208.20

MEDAS 103C (effective term Spring 2022)
Administrative Medical Assisting III

- 2 units, 1.5 hours lecture, 1.5 hours laboratory (GR or P/NP)
- Prerequisite: MEDAS 103B
- Acceptable for credit: CSU

Advanced administrative medical assisting: Procedural coding practice management, applying billing to EHR, introduction to the Current Procedural Terminology (CPT) medical coding system and practice finance, claims processing and reimbursement, and role of office manager. 1208.20

NURS 1 (effective term Fall 2022)
Fundamentals in Nursing: Beginning Principles of Health Care

- 9 units, 4 hours lecture, 15 hours hospital/laboratory (GR)
- Prerequisite: BIOL 2 or BIOL 20A, and BIOL 4 or BIOL 20B, and BIOL 3 and MATH 203, and HLTED 11 or American Heart Association (AHA) certification for Basic Life Support (BLS)
- Health clearances: physical examination, negative TB test results
- Corequisite: NURS 11 and 12
- Acceptable for credit: CSU

Fundamental theoretical nursing concepts and clinical practices for medical-surgical patients experiencing disruption in homeostasis: Development of nursing and diagnostic skills; emerging trends in the promotion and conservation of health for individuals, families, and communities; history of health care and changing concepts of health and illness. 1230.10

COURSE MODIFICATIONS

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NURS 4B (effective term Fall 2022)

Psychiatric Nursing

- 4 units, 2 hours lecture, 6 hours laboratory (GR)
- Prerequisite: NURS 1, NURS 11, and NURS 12
- Prerequisite or corequisite: NURS 13
- Acceptable for credit: CSU

Theory and guided practice in working with nursing and health-team members to provide comprehensive care of adults in psychiatric clinical settings: Clinical experience focused on assuming responsibility for planning, implementing and evaluating care of patients with increasingly complex levels of physical, social and emotional disruption and adaptation of homeostasis. 1230.10

NURS 5 (effective term Spring 2022)

Advanced Medical-Surgical Nursing: Disruption in Homeostasis

- 9 units, 4 hours lecture, 15 hours laboratory (GR)
- Prerequisite: NURS 3A, NURS 3B, NURS 4A, NURS 4B, and NURS 14
- Corequisite: NURS 10
- Acceptable for credit: CSU

Introduction to advanced medical-surgical nursing: Clinical practices for critically ill patients with disruption in homeostasis; study of illness and patient care management; development of leadership skills applicable to clinical settings. 1230.10

NUTR 10 (effective term Fall 2022)

Nutrition

- 4 units, 4 hours lecture (GR or P/NP)
- Not open for credit to students who have completed or are currently enrolled in BIOL 28 or BIOL 31
- Acceptable for credit: CSU, UC

Basic principles of human nutrition: Nutrients, their function and food sources, metabolism, problems of excess and deficiency; dietary guidelines for health promotion, disease prevention, weight management, and lifecycle nutrition.
1306.60
AA/AS GE Area 4c, CSU GE Breadth Area E

NUTR 31 (effective term Fall 2022)

Food-Production Systems

- 3 units, 2 hours lecture, 3 hours lecture (GR or P/NP)
- Acceptable for credit: CSU

Functions of institutional food-service operations and production: Menu development and standardization; forecasting, purchasing, storage, preparation and service; staffing, equipment selection and maintenance; evaluation of the food-service system; medical diets including texture and nutrient modifications; information technology in food-service settings including budgeting, cost/inventory control, nutritional analysis, recipe development, forecasting, menu production; and selecting or upgrading systems software. 1306.20

COURSE MODIFICATIONS

UPDATES HIGHLIGHTED BELOW IN YELLOW

NUTR 70A (effective term Fall 2022)

Seminar in Supervised Practice, Level A

- 2 units, 2 hours lecture (GR)
- Prerequisite: NUTR 10, NUTR 12, NUTR 30, NUTR 31, and NUTR 32
- Corequisite: NUTR 71A
- Acceptable for credit: CSU

Advanced study of the specific competencies required of the Dietary Manager and Dietetic Technician in a healthcare or community setting: Assessment, development, practicum, and evaluation of individual skills in nutrition care, sanitation and food safety, supervision, food production, delivery, and service. 1306.20

SPAN 1A (effective term Fall 2022)

Elementary Spanish

- 5 units, 5 hours lecture (GR or P/NP)
- Course is equivalent to two years of high school study.
- ~~Course is taught in Spanish.~~
- Acceptable for credit: CSU, UC

Development and application of language skills and cultural exploration of the Spanish speaking world: Study and practice in understanding, speaking, reading and writing Spanish; readings in Spanish and Latin-American life and culture; course conducted with Spanish as the primary language of instruction. 1105.00

AA/AS GE Area 3; CSU GE Breadth Area C2; IGETC Area 6A

SPAN 1B (effective term Fall 2022)

Elementary Spanish

- 5 units, 5 hours lecture (GR or P/NP)
- Prerequisite: SPAN 1A
- ~~Course is taught in Spanish.~~
- Acceptable for credit: CSU, UC

Continuation of SPAN 1A: Development and application of language skills and cultural exploration of the Spanish speaking world; study and practice in understanding, speaking, reading and writing Spanish; readings in Spanish and Latin-American life and culture; course conducted with Spanish as the primary language of instruction. 1105.00

AA/AS GE Area 3; CSU GE Breadth Area C2; IGETC Area 3B, 6A

COURSE DEACTIVATIONS

ANTHR 30A-D – **Anthropology Museum** (effective term Spring 2022)
ART 9 – **History of World Ceramics: Past and Present** (effective term Spring 2022)
ART 53 – **Advanced Painting** (effective term Spring 2022)
ART 54 – **Special Projects: Painting** (effective term Spring 2022)
ART 66 – **Beginning Pastel Drawing** (effective term Spring 2022)
ART 67 – **Continuing Pastel Drawing** (effective term Spring 2022)
ART 68 – **Special Projects: Pastel Drawing** (effective term Spring 2022)
BIOL 62K – **Natural History of the Ancient Bristlecone Pine Forest** (effective term Spring 2022)
BIOL 62R – **Ecology of Yosemite Valley** (effective term Spring 2022)
BIOL 62V – **Ecology of the Mammoth Lakes Sierra and the Ritter Range** (effective term Spring 2022)
BIOL 62X – **Natural History of Headwaters Forest** (effective term Spring 2022)
BIOL 62Y – **Natural History of Arches National Park** (effective term Spring 2022)
BIOL 65C – **Natural History and Gaucho Culture of Uruguay** (effective term Spring 2022)
BIOL 65D – **Natural History of New South Wales, Australia** (effective term Spring 2022)
BIOL 80D – **Ecology of the California Condor** (effective term Spring 2022)
BIOSC 12 – **Seminar in Microscopy Internship** (effective term Fall 2022)
BIOSC 20 – **Emerging Technologies in Microscopy** (effective term Fall 2022)
BIOSC 34 – **Writing for the Scientific Journal** (effective term Fall 2022)
BIOSC 35 – **Mico-Robotics in DNA Sequencing** (effective term Fall 2022)
BIOSC 36 – **Scientific Presentation** (effective term Fall 2022)
CHDEV 246 – **Emergent Topics: Best Practices for Working with Children** (effective term Fall 2022)
ENVMT 11 – **Sustainable Urban and Regional Planning** (effective term Spring 2022)
ENVMT 35L – **Urban Agroecology Lab** (effective term Spring 2022)
LANHT 3 – **Plant Materials: Ground Covers and Vines ID and Culture with Lab (Day)** (effective term Spring 2022)
LANHT 3E – **Plant Materials: Ground Covers and Vines ID and Culture (Evening**) (effective term Spring 2022)
NURS 15A – **NURS 015A** (effective term Spring 2022)
NURS 15B – **NURS 015B** (effective term Spring 2022)
NURS 250 – **Associate Degree Nursing Success** (effective term Spring 2022)
NURS 270 – **Survey of Nursing Programs and Professions** (effective term Spring 2022)
NURS 275 – **Associate – Degree Nursing Orientatio**n (effective term Spring 2022)
NUTR 25 – **Weight Management Principles and Practice** (effective term Spring 2022)
PSYCH 19 – **Civilization's Impact on the Environment: Psychology of Trashing the Earth** (effective term Fall 2022)

CATALOG COURSE CORRECTIONS

CORRECTIONS HIGHLIGHTED BELOW IN YELLOW

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CS 20

Python Application Programming

- 3 units, 2 hours lecture, 3 hours laboratory (GR or P/ NP)
- Recommended preparation: CIS 5; and MATH 2, MATH 13, or MATH 203
- Acceptable for credit: CSU, UC

Introduction to computer programming in Python 3: Control structures, algorithm design, and the integration of domain specific libraries (tensofflow, numpy, scipy) into a program; elements of good programming style and use of Object Oriented Programming (OOP) to manage complexity and Jupyter interactive notebooks to share results.
0707.10
AA/AS GE Area 4c

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CS 43

High Performance Web Applications and Services

- 3 units, 2 hours lecture, 3 hours laboratory (GR or P/ NP)
- Prerequisites: CIS 6 or CIS 7
- Recommended Preparation: CIS 33 and CIS 66
- Acceptable for credit: CSU, UC

Creation of high performance web applications and services: Object oriented programs using the HTTP protocol to deliver complex system-to-system producer/consumer relationships and Business to Business (B2B) interactions; performance focused use of frameworks: J2EE, Java Persistence Architecture (JPA), Apache Wicket, Object Relational Mapping (ORM), Hibernate, Message Queues, Message Buses, and Microservices. 0707.00
AA/AS GE Area 4c

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CS 60

Applications of Artificial Intelligence and Deep Learning

- 3 units, 2 hours lecture, 3 hours laboratory (GR or P/ NP)
- Recommended Preparation: CIS 5 or CIS 6; and MATH 3E
- Acceptable for credit: CSU, UC

Use of systems that analyze data and suggest patterns: Scripts and computation intensive software libraries (neural networks, image classifiers) to detect patterns, trends, and groupings; exploration of classification models and data sets using tools (Python, Scikit-Learn, Tensorflow and Graphics Processing Units) to emulate learned behavior in software.
0701.00
AA/AS GE Area 4c

CATALOG COURSE CORRECTIONS

CORRECTIONS HIGHLIGHTED BELOW IN YELLOW

Page 216

CS 80

Software Engineering

- 3 units, 2 hours lecture, 3 hours laboratory (GR or P/ NP)
- Recommended Preparation: CIS 5, CIS 6 and CIS 51
- Acceptable for credit: CSU, UC

Introduction to software engineering processes and practices: Formulation of user prototypes, capture of user requirements, organization of software development efforts, survey of methodologies, test methods, and test plans in development of software projects; use of agile software development, Test-Driven Development, version control, dependency management, and defect analysis. 0707.00

AA/AS GE Area 4c

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FISCI 232

Company Officer 2C—Fire Inspection and Investigation

- 2.5 units, 2.5 hours lecture (GR or P/NP)
- Prerequisite: Employment with fire service organization
- Intended for employed firefighters seeking advancement to the company officer level in a fire service organization.

Fundamentals of inspections and investigations for fire company officers: Identifying hazards and addressing violations; performing a fire investigation to determine preliminary cause; and securing the incident scene and preserving evidence. 2133.00

C-ID: FIRE 220 X

NEW PROGRAM

ADMINISTRATIVE MEDICAL ASSISTING
CERTIFICATE OF ACHIEVEMENT
effective term Fall 2021

DESCRIPTION
The Administrative Medical Assisting Certificate of Achievement program prepares students to perform "front office" duties via the Electronic Health Records (EHR) Systems. Students will demonstrate proficiency in the following skills and more: medical records documentation, patient intake, electronic medical records management, patient reception, scheduling appointments, medical insurance, and introduction to billing and coding and collections.

This program can be completed within one year, culminating in a Certificate of Achievement upon satisfactory completion of all major requirements.

CAREER OPPORTUNITIES
Career opportunities may include Medical Assistant (MA), Certified Medical Assistant (C-MA), Administrative Medical Assistant (AMA), Certified Administrative Medical Assistant (C-AMA), Medical Office Assistant, Chiropractic Assistant, Client Services Coordinator, Medical Support Assistant, and Patient Services Specialist, and Patient Navigator.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students will be able to:

1. Clearly communicate through writing, speaking, listening, and reading in the Medical Assistant Program.
2. Reasoning Skills-Acquire, evaluate and interpret information during in the Medical Assistant Program. As a result, student will be able to solve problems relevant to the Medical Assistant Job Duties as outlined by community employers.
3. Professional Behavior- Demonstrate appropriate professional behavior such as timeliness and interpersonal skills such as teamwork and cultural diversity during the medical assistant program.
4. Technical Skills- Demonstrate technical skills appropriate to the medical assistant program with introduction to electronic health record charting and weekly online instruction.

PROGRAM REQUIREMENTS

Subject #	Title	Units
Major Core Courses		
HTLOC 101	Medical Terminology	3
HLTOC 110	CPR and First Aid for Allied Health Programs	1
HLTOC 260	Emotional Intelligence	2
HLTOC 263	Communication Skills for Healthcare Professionals	3
MEDAS 101A	Introduction to Medical Assisting	2
MEDAS 103A	Administrative Medical Assisting I	2
MEDAS 103B	Administrative Medical Assisting II	2
MEDAS 103C	Administrative Medical Assisting III	2
Recommended Course		
COPED 470F	Occupational Work Experience in Medical Assisting	(1)
	Total Units	**17**

RECOMMENDED ONE-YEAR COURSE SEQUENCE

Students can use the following pattern to complete the Administrative Medical Assisting Certificate of Achievement program. This is only one possible pattern. It maps a sequence of courses to help students complete their certificate, regardless of the semester they begin class. This map does not replace consulting with a counselor. Students are advised to meet with a counselor at least once each semester to develop their individual Student Education Plan (SEP) and plan for their educational goals.

Subject #	Title	Units
1st Semester		
MEDAS 101A	Introduction to Medical Assisting	2
HLTOC 101	Medical Terminology	3
MEDAS 103A	Administrative Medical Assisting I	2
HLTOC 260	Emotional Intelligence	2
	1st Semester Units	9
2nd Semester		
HLTOC 110	CPR and First Aid for Allied Health Programs	1
MEDAS 103B	Administrative Medical Assisting II	2
HTLOC 263	Communication Skills for Healthcare Professionals	3
	2nd Semester Units	6
3rd Semester		
MEDAS 103C	Administrative Medical Assisting III	2
	Total Units	17

NEW PROGRAM

CLINICAL MEDICAL ASSISTING
CERTIFICATE OF ACHIEVEMENT
effective term Fall 2021

DESCRIPTION

The Clinical Medical Assisting Certificate of Achievement is a Career Education program that delivers quality instruction within a comprehensive curriculum that provides students with enhanced employment opportunities and/or upward career mobility in the areas of healthcare, public health, and "back office" medical assisting duties. The program prepares students with the knowledge, skills, and attributes necessary for obtaining work in the health care field as a Medical Assistant. Graduates of this program are prepared to work with physicians and other team members and facilitate office visits for patients to be seen by the health care provider. Under the direction of the Medical Doctor, graduates assist with many procedures and often assist in health education to support clients' health and disease management. This program can be completed within one year, culminating in a Certificate of Achievement upon satisfactory completion of all requirements.

CAREER OPPORTUNITIES

Career opportunities may include Medical Assistant (MA), Certified Medical Assistant (C-MA), Administrative Medical Assistant (AMA), Certified Administrative Medical Assistant (C-AMA), Medical Office Assistant, Chiropractic Assistant, Client Services Coordinator, Medical Support Assistant, and Patient Services Specialist, and Patient Navigator or Health Navigator.

PROGRAM LEARNING OUTCOMES

Upon successful completion of this program, students will be able to:

1. Clearly communicate through writing, speaking, listening, and reading in the Medical Assistant Program.
2. Reasoning Skills-Acquire, evaluate and interpret information during in the Medical Assistant Program. As a result, student will be able to solve problems relevant to the Medical Assistant Job Duties as outlined by community employers.
3. Professional Behavior- Demonstrate appropriate professional behavior such as timeliness and interpersonal skills such as teamwork and cultural diversity during the medical assistant program.
4. Technical Skills- Demonstrate technical skills appropriate to the medical assistant program with introduction to electronic health record charting and weekly online instruction.

PROGRAM REQUIREMENTS

Subject #	Title	Units
	Major Core Courses	
COPED 470F	Occupational Work Experience in Medical Assisting	2

HTLOC 101 or HLTOC 201	Medical Terminology Medical Terminology I	3 2
HLTOC 110 or HLTED 11	CPR and First Aid for Allied Health Programs Cardiopulmonary Resuscitation	1 .5
HLTOC 260	Emotional Intelligence	2
MEDAS 101A	Introduction to Medical Assisting	2
MEDAS 101B	Disorders of the Body Systems in Primary Care	3
MEDAS 102A	Clinical Medical Assisting I	3
MEDAS 102B	Clinical Medical Assisting II	3
MEDAS 102C	Clinical Medical Assisting III	2
	Total Units	**19.5 -- 21**

RECOMMENDED ONE-YEAR COURSE SEQUENCE

Students can use the following pattern to complete the Clinical Medical Assisting Certificate of Achievement program. This is only one possible pattern. It maps a sequence of courses to help students complete their certificate, regardless of the semester they begin class. This map does not replace consulting with a counselor. Students are advised to meet with a counselor at least once each semester to develop their individual Student Education Plan (SEP) and plan for their educational goals.

Subject #	Title	Units
1st Semester		
HLTOC 101 or HLTOC 201	Medical Terminology Medical Terminology I	3 2
MEDAS 101A	Introduction to Medical Assisting	2
MEDAS 101B	Disorders of the Body Systems in Primary Care	3
MEDAS 102A	Clinical Medical Assisting I	3
	1st Semester Units	**10 - 11**
2nd Semester		
HLTOC 110 or HLTED 11	CPR and First Aid for Allied Health Programs Cardiopulmonary Resuscitation	1 .5
HTLOC 260	Emotional Intelligence	2
MEDAS 102B	Clinical Medical Assisting II	3
	2nd Semester Units	**5.5 - 6**
3rd Semester		
MEDAS 102C	Clinical Medical Assisting III	2
COPED 470F	Occupational Work Experience in Medical Assisting	2
	3rd Semester Units	**4**
	Total Units	**19.5 - 21**

NEW PROGRAM

Computer Project Management
Certificate of Achievement
Effective term Fall 2021

DESCRIPTION
The Computer Project Management Certificate of Achievement Program is a workforce program providing instruction in the application of Software Engineering skills to Business projects that use computers for process improvement or innovation. This program can be completed in one year or less and qualifies the graduate to enter the designated occupation at the prevailing wage. It includes training in both principles of management and software engineering to support successful completion of these projects. It also equips the non-technical project manager to manage software projects enabling them to compete for project management positions in the software development work force.

Specifically, students will learn use of the software engineering process and application of skills, tools, and techniques to manage project activities; enumeration of project goals as sequences of tasks with clearly defined beginning, end, scope, and resources; analysis of project goals to create a prioritized task list that will lead to successful completion; analysis of budget and human resources to develop a utilization plan; and communication of progress, status, and milestones. Skills applicable to any kind of project are supplemented by instruction in software engineering to support one of the prevalent project management needs of the Silicon Valley and the Bay Area workforce. These enable the design of integrated software systems to efficiently fulfill business processes and needs.

To qualify for the Computer Project Management Certificate of Achievement Program, students must complete 14-15 units of required core courses with the option to complete 2 units (*150 hours of paid work or 120 hours of unpaid work*) of Occupational Work Experience (OWE) in Project Management. This OWE qualifies them to take the Certified Associate Project Manager (CAPM) examination from the governing body Project Management Institute.

CAREER OPPORTUNITIES
Career opportunities may include Computer and Information Systems Manager, Computer Systems Analysts and Information Security Analysts.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students will be able to:

1. Manage activities with defined beginning and end in time, defined scope and resources accomplish a singular goal.
2. Coordinate a project team to deliver the on-time, on-budget results.
3. Prioritize activities and communicate results, milestones, and deadlines.

PROGRAM REQUIREMENTS

Subject #	Title	Units
	Major Core Courses	
BUS 50	Principles of Management	3
CIS 1 or CIS 5	Introduction to Computer Information Systems Introduction to Computer Science	4 5
CIS 51	Introduction to Information Technology Project Management	4
CS 80	Software Engineering	3
	Recommended Courses	
COPED 469*	Occupational Work Experience in Security Administration	(2)
BUS 83	Introduction to Digital Marketing	(3)
	Total Units	**14 - 15**

NOTE: * Students who select COPED 469 are able to provide evidence of applicable work experience on their college transcript. The student must secure 150 hours of paid work or 120 hours of unpaid work in project management.

RECOMMENDED ONE-SEMESTER COURSE SEQUENCE

Students can use the following pattern to complete the Computer Project Management Certificate of Achievement program. This is only one possible pattern. It maps a sequence of courses to help students complete their certificate, regardless of the semester they begin class. This map does not replace consulting with a counselor. Students are advised to meet with a counselor at least once each semester to develop their individual Student Education Plan (SEP) and plan for their educational goals.

Subject #	Title	Units
	1st Semester	
BUS 50	Principles of Management	3
CIS 1 or CIS 5	Introduction to Computer Information Systems Introduction to Computer Science	4 5
CIS 51	Introduction to Information Technology Project Management	4
CS 80	Software Engineering	3
COPED 469*	Occupational Work Experience in Security Administration	(2)
BUS 83	Introduction to Digital Marketing	(3)
	Total Units	**14 - 15**

NEW PROGRAM

Transitional Kindergarten (TK)
Certificate of Achievement
effective term Fall 2021

DESCRIPTION
The Transitional Kindergarten (TK) Certificate of Achievement program is designed to prepare students who are interested in becoming Transitional Kindergarten teachers with the necessary Early Childhood Education units required by the Department of Education to fulfill the requirements of the position. This specialization option under the Child Development Department provides comprehensive knowledge of the California Preschool Learning Foundations and Frameworks as well as instruction in effective behavior management strategies, for working with children from diverse cultural backgrounds, and knowledge of how to create quality curriculum and environments for young children. This program is designed both for credentialed teachers who want to earn the Early Childhood Education units necessary to qualify as a transitional Kindergarten teacher and for current preschool teachers who want to deepen their understanding of the Preschool Foundations and Frameworks.

A Certificate of Achievement will be awarded upon successful completion of the courses specified below. The program can be completed in two semesters.

CAREER OPPORTUNITIES
Career opportunities may include Childcare Workers, Preschool Teachers (Except Special Education), Preschool Special Education Teachers, Preschool and Childcare Center/Program Education Administrators, Postsecondary Education Teachers and Teacher Assistants. The career opportunities for teachers with an elementary teaching credential expands to Transitional Kindergarten teacher with the addition of 24 Child Development units.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students will be able to:

- Identify, evaluate and develop developmentally and culturally appropriate practices and curriculum for preschool aged children.
- Expand on knowledge and ability to work with diverse children, families and communities
- Communicate effectively orally, and in writing on relevant topics in the field of Early Care and Education specific to preschool aged children.

PROGRAM REQUIREMENTS

Subject #	Title	Units
	Major Core Courses	
CHDEV 201	California Preschool Learning Foundations: English Language Development	1
CHDEV 202	California Preschool Learning Foundations: Literacy	1
CHDEV 203	California Preschool Learning Foundations: Math	1
CHDEV 204	California Preschool Learning Foundations: Performing Arts	1
CHDEV 205	California Preschool Learning Foundations: Science	1
CHDEV 206	California Preschool Learning Foundations: Visual Arts	1
CHDEV 207	California Preschool Learning Foundations: Social and Emotional Development	1
CHDEV 208	Strategies for Working with Challenging Behaviors	3
	Total Units	**10**

RECOMMENDED TWO-SEMESTER COURSE SEQUENCE

Students can use the following pattern to complete the Transitional Kindergarten (TK) Certificate of Achievement program. This is only one possible pattern. It maps a sequence of courses to help students complete their certificate, regardless of the semester they begin class. This map does not replace consulting with a counselor. Students are advised to meet with a counselor at least once each semester to develop their individual Student Education Plan (SEP) and plan for their educational goals.

Subject #	Title	Units
1st Semester		
CHDEV 201	California Preschool Learning Foundations: English Language Development	1
CHDEV 202	California Preschool Learning Foundations: Literacy	1
CHDEV 203	California Preschool Learning Foundations: Math	1
CHDEV 204	California Preschool Learning Foundations: Performing Arts	1
CHDEV 205	California Preschool Learning Foundations: Science	1
	1st Semester Units	**5**
2nd Semester		
CHDEV 206	California Preschool Learning Foundations: Visual Arts	1
CHDEV 207	California Preschool Learning Foundations: Social and Emotional Development	1
CHDEV 208	Strategies for Working with Challenging Behaviors	3
	2nd Semester Units	**5**
	Total Units	**10**

NEW PROGRAM

BASIC EMPLOYABILITY PREPARATION
CERTIFICATE OF PROFIEIENCY
effective term Spring 2022

DESCRIPTION
The Basic Employability Preparation Certificate of Proficiency program is designed to prepare students with basic English and Math skills and an awareness of the local employment market. Students will be ready to seek and obtain entry level positions that are consistent with their skills, interests and abilities to pursue further education in a specific career area. The Basic Employability Preparation Certificate of Proficiency will be awarded upon satisfactory completion of the program course requirements.

CAREER OPPORTUNITIES
Entry level positions that are consistent with a student's skills, interests and abilities to pursue further education.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students will be able to:

1. Demonstrate the ability to read, write and speak accurately with peers and supervisors.
2. Identify a career plan that matches with your skills, interests and abilities by using the internet and other resources to clarify options available.

PROGRAM REQUIREMENTS

Subject #	Title	Units
	Major Core Courses	
LRNRE 261	English for Life and Career Success	3
LRNRE 262	Mathematics for Life and Career Success	3
LRNRE 281	Career Awareness, Disability and Success	3
	Total Units	**9**

PROGRAM MODIFICATION

UPDATE HIGHLIGHTED BELOW IN YELLOW

ADMINISTRATION OF JUSTICE
ASSOCIATE IN SCIENCE FOR TRANSFER (AS-T) DEGREE
EFFECTIVE FALL 2021

DESCRIPTION

The Associate in Science in Administration of Justice for Transfer (AS-T) degree program is for students who plan to transfer and complete a bachelor's degree at a California State University (CSU) or another four-year college or university. Successful completion of this degree affords students specific guarantees for admission to the CSU system with junior status to a program or major in Administration of Justice or a similar major such as Law Enforcement, Correctional Administration, Social Science, and Pre-Law.

The program is for those preparing for a career in criminal justice. It is also for those currently employed in an administration of justice agency who seek training for career advancement. A set of core courses provides knowledge of the criminal justice system and the training necessary to enter various careers in the criminal justice sector including jobs in public law enforcement agencies, municipal police, probation officers, county deputy sheriffs, correctional offices, game wardens, state parks, and private security.

To qualify for the Associate in Arts in Administration of Justice for Transfer (AS-T) degree, students are required to complete the following Major course and General Education requirements:

1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:
   (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
   (B) A minimum of 18 semester units (or 27 quarter units) in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.
3. Obtainment of a minimum grade of "C" (or "P") for each course in the major.

See the *Transfer Information* section of this catalog for more information on AS-T requirements and CSU GE-Breadth or IGETC.

CAREER OPPORTUNITIES

The program prepares students for positions such as police officer, deputy sheriff, state or federal patrol and investigative officer, correctional aide, security specialist, community service officer, police cadet, and reserve officer, as well as manager and supervisor in these individual fields. Placement may depend on job availability and the successful completion of an entrance examination.

PROGRAM LEARNING OUTCOMES
Upon successful completion of this program, students will be able to:

1. Demonstrate an understanding and ability to analyze crime, policies, procedures, and the people that shape the justice system.
2. Bridge policies and procedures with practical knowledge and apply that knowledge to prospective careers in the criminal justice sector.
3. Demonstrate the critical thinking skills necessary to effectively evaluate problems in the criminal justice system and provide solutions to these problems nationally and locally.
4. Create and contribute to an environment conducive and accepting of in-depth analysis and critique of social policy and social justice issues as it relates to socioeconomic status, race, gender, ethnicity, and culture.

PROGRAM REQUIREMENTS

Subject #	Title	Units
Major Core Courses		
ADJUS 21	Introduction to Administration of Justice	3
ADJUS 22	Concepts of Criminal Law	3
Major Elective Courses		
Group A: Select two courses for 6 units from the following:		
ADJUS 23	Principles and Procedures of the Justice System	3
ADJUS 24	Legal Aspects of Evidence	3
ADJUS 25	Community Relations	3
ADJUS 26	Introduction to Forensic Investigation	3
ADJUS 51	Juvenile Law and Procedures	3
ADJUS 56	Criminal Investigation	3
ADJUS 63	Introduction to Corrections	3
Group B : Select two courses for 6 units from any Group A course not already used or the following:		
MATH 13	Introduction to Statistics	4
PSYCH 1A	Introduction to General Psychology	3
SOC 1	Introduction to Sociology	3
	Total Units for the Major	18 - 19
	Total Units that may be double-counted (The transfer GE Area limits must ***not*** be exceeded)	12
	General Education (CSU-GE or IGETC) **Units**	39 - 37
	Elective (CSU Transferable) **Units**	9 - 11
	Total Degree Units (maximum)	60

PROGRAM MODIFICATION

UPDATE HIGHLIGHTED BELOW IN YELLOW

COMMUNICATION STUDIES
ASSOCIATE IN ARTS FOR TRANSFER (AA-T) DEGREE
EFFECTIVE FALL 2021

Description

Communication skills are essential to forming and maintaining personal relationships, acquiring and excelling in a job, and relating to the world around us. Through the study and practice of interpersonal, professional, and intercultural communication skills, students will learn how their perceptions and self-esteem affect their interactions with others. Beyond this, students will improve their abilities to speak, write, and present information effectively, whether in face-to-face interactions or in public or mass-media settings.

The Communication Studies program prepares students to transfer to a four-year college or university to obtain a degree in Communication or a related Social Science field. The courses in the program also improve job attainment and performance skills, providing students with the training necessary for public speaking, customer service, conflict resolution, and interviewing. Students who complete the Associate in Arts for Transfer (AA-T) degree in Communication Studies will learn and practice cultural awareness, situation analyses, and goal-oriented solutions to practical problems, giving them valuable assets in their future relationships and workplaces. Lastly, this course of study improves students' logic and reasoning skills, thus providing the foundation for understanding math and science, the world around them, and the skills and insights necessary to think through ethical issues and achieve their goals.

The Associate Degree for Transfer (ADT) program allows students to fulfill lower division major requirements at a community college and guarantees transfer with junior status to the California State University (CSU) system. Students who complete an ADT and transfer to a similar major at a CSU are guaranteed a pathway to finish their baccalaureate degrees in 60 semester units.

This AA-T degree program requires students to meet the following requirements:

1. Completion of 60 semester units that are eligible for transfer to the CSU system, including the following:
    a. The Intersegmental GE Transfer Curriculum (IGETC) or the California State University GE-Breadth Requirements (CSU GE-Breadth).
    b. A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.
    c. A minimum of 12 semester units earned at Merritt College.
2. Obtainment of a minimum grade point average of 2.0.
3. Obtainment of a minimum grade of "C" (or "P") for each course in the major.

Career Opportunities

Career opportunities may include Customer Service Representative, Salesperson, Nonprofit Organizer, Consultant, Focus Group Facilitator, Interviewer, Human Resource Representative, Negotiator, or Startup job in mass media organization.

Program Leaning Outcomes

Upon successful completion of this program, students will be able to:

1. Critical Listening and Thinking- Speak, listen, and think critically, to set goals for effective communication, resolve conflict, and get your message across.
2. Public Speaking- Deliver presentations that are clear in message and voice, using appropriate nonverbal communication.
3. Group Cohesion- Strengthen group cohesion through shared vision creation and development.
4. Relationship between Mass Media and Face-to-Face Communication- Analyze the impact and influence that mass media and mediated communication have on face-to-face interactions.
5. Cultural Competency- Interact with people of different cultures in ways that result in shared understanding.
6. Self-Awareness and Ethics- Know how your own upbringing and cultural background affects your perceptions of yourself and others and integrate ethics in your everyday communication interactions.

PROGRAM REQUIREMENTS

Subject #	Title	Units
Major Core Courses		
COMM 4	Dynamics of Group Discussion	3
COMM 20	Interpersonal Communication Skills	3
COMM 45	Public Speaking	3
Major Elective Courses		
Group A: Select two courses for 6 units from the following:		
COMM 3	Introduction to Human Communication	3
COMM 6	Intercultural Communication	3
COMM 19	Survey of Mass Media	3
Group B : Select one course for 3 units from any Group A course not already used or the following:		
COMM 10	Gender and Communication	3
ENGL 5	Critical Thinking in Reading and Writing	3
PSYCH 1A	Introduction to General Psychology	3
SOC 1	Introduction to Sociology	3
	Total Units for the Major	18
	Total Units that may be double-counted (The transfer GE Area limits must ***not*** be exceeded)	9 - 12
	General Education (CSU-GE or IGETC) **Units**	39 - 37
	Elective (CSU Transferable) **Units**	12 - 14
	Total Degree Units (maximum)	60

PROGRAM DEACTIVATION

EFECTIVE FALL 2021

Administrative Medical Assisting, Certificate of Proficiency

Clinical Medical Assisting, Certificate of Proficiency