### Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008-2009 Academic Calendar, Important Phone Numbers</td>
<td>1</td>
</tr>
<tr>
<td>Courses of Study and Prefixes</td>
<td>2</td>
</tr>
<tr>
<td>A Message from Folsom Lake College President Dr. Thelma Scott-Skillman</td>
<td>3</td>
</tr>
<tr>
<td>About Folsom Lake College</td>
<td>4</td>
</tr>
<tr>
<td>About Our Programs</td>
<td>6</td>
</tr>
<tr>
<td>Admission, Matriculation, and Registration</td>
<td>8</td>
</tr>
<tr>
<td>Fees</td>
<td>11</td>
</tr>
<tr>
<td>Student Access Card</td>
<td>13</td>
</tr>
<tr>
<td>College and Academic Regulations</td>
<td>14</td>
</tr>
<tr>
<td>Alternative Credit/Study Options</td>
<td>18</td>
</tr>
<tr>
<td>Graduation Requirements</td>
<td>21</td>
</tr>
<tr>
<td>Associates Degree Graduation Requirements</td>
<td>22</td>
</tr>
<tr>
<td>Degrees and Certificates</td>
<td>23</td>
</tr>
<tr>
<td>Transfer Information</td>
<td>24</td>
</tr>
<tr>
<td>Student Development Programs and Services</td>
<td>28</td>
</tr>
<tr>
<td>Libraries</td>
<td>32</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>33</td>
</tr>
<tr>
<td>Policies on the Rights of Individuals</td>
<td>35</td>
</tr>
<tr>
<td>Student Rights and Responsibilities</td>
<td>38</td>
</tr>
<tr>
<td>Campus Safety and Security</td>
<td>43</td>
</tr>
<tr>
<td>Course Numbering, Prerequisites, &amp; More</td>
<td>48</td>
</tr>
<tr>
<td>Course, Degree, &amp; Certificate Offerings</td>
<td>49</td>
</tr>
<tr>
<td>Faculty and Staff</td>
<td>165</td>
</tr>
<tr>
<td>Catalog Index</td>
<td>170</td>
</tr>
<tr>
<td>Campus Maps</td>
<td>174-inside back cover</td>
</tr>
</tbody>
</table>

### About this Catalog

The Los Rios Community College District and Folsom Lake College have made every effort to determine that everything stated in this catalog is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the Administration of the Los Rios Community College District and Folsom Lake College for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District and the College. The District and the College further reserve the right to add, amend, or repeal any of their rules, regulations, policies, and procedures.

Published by the Folsom Lake College Public Information Office, March 2008. Cover photo by Wes Thompson. Design by Matthew Battershell.
### Courses of Study and Prefixes

<table>
<thead>
<tr>
<th>Discipline</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting (ACCT)</td>
<td>49</td>
</tr>
<tr>
<td>Administration of Justice (ADMJ)</td>
<td>52</td>
</tr>
<tr>
<td>Allied Health (AH)</td>
<td>54</td>
</tr>
<tr>
<td>American Studies (see Interdisciplinary Studies)</td>
<td>55</td>
</tr>
<tr>
<td>Anthropology (ANTH)</td>
<td>55</td>
</tr>
<tr>
<td>Architecture (ARCH)</td>
<td>56</td>
</tr>
<tr>
<td>Art (ART)</td>
<td>57</td>
</tr>
<tr>
<td>Art History (ARTH)</td>
<td>59</td>
</tr>
<tr>
<td>Astronomy (ASTR) (see Physics)</td>
<td>60</td>
</tr>
<tr>
<td>Automotive Mechanics Technology (AMT)</td>
<td>60</td>
</tr>
<tr>
<td>Biology (BIOL)</td>
<td>61</td>
</tr>
<tr>
<td>Business (BUS)</td>
<td>64</td>
</tr>
<tr>
<td>Business Technology (BSTEC)</td>
<td>68</td>
</tr>
<tr>
<td>Chemistry (CHEM)</td>
<td>69</td>
</tr>
<tr>
<td>Communication Studies (COMM)</td>
<td>71</td>
</tr>
<tr>
<td>Communications Media (CMED)</td>
<td>74</td>
</tr>
<tr>
<td>Computer Information Science (CIS)</td>
<td>75</td>
</tr>
<tr>
<td>Applications (CISA)</td>
<td>78</td>
</tr>
<tr>
<td>Core (CISC)</td>
<td>79</td>
</tr>
<tr>
<td>Programming (CISP)</td>
<td>80</td>
</tr>
<tr>
<td>Web (CISW)</td>
<td>81</td>
</tr>
<tr>
<td>Construction Management Technology (CMT)</td>
<td>82</td>
</tr>
<tr>
<td>Criminal Justice (CJ)</td>
<td>82</td>
</tr>
<tr>
<td>Early Childhood Education (ECE)</td>
<td>83</td>
</tr>
<tr>
<td>Economics (ECON)</td>
<td>91</td>
</tr>
<tr>
<td>Education/Teaching</td>
<td>92</td>
</tr>
<tr>
<td>Emergency Medical Technology (EMT)</td>
<td>93</td>
</tr>
<tr>
<td>Engineering (ENGR)</td>
<td>94</td>
</tr>
<tr>
<td>English</td>
<td>95</td>
</tr>
<tr>
<td>Creative Writing (ENGCW)</td>
<td>95</td>
</tr>
<tr>
<td>Education (ENGED)</td>
<td>96</td>
</tr>
<tr>
<td>Laboratory (ENGLB)</td>
<td>96</td>
</tr>
<tr>
<td>Literature (ENGLT)</td>
<td>96</td>
</tr>
<tr>
<td>Reading (ENGRD)</td>
<td>98</td>
</tr>
<tr>
<td>Writing (ENGWR)</td>
<td>99</td>
</tr>
<tr>
<td>English as a Second Language</td>
<td>101</td>
</tr>
<tr>
<td>Grammar (ESLG)</td>
<td>101</td>
</tr>
<tr>
<td>Listening (ESLL)</td>
<td>101</td>
</tr>
<tr>
<td>Pronunciation (ESLP)</td>
<td>102</td>
</tr>
<tr>
<td>Reading (ESLR)</td>
<td>102</td>
</tr>
<tr>
<td>Writing (ESLW)</td>
<td>102</td>
</tr>
<tr>
<td>Environmental Technology (ENVT)</td>
<td>104</td>
</tr>
<tr>
<td>Family and Consumer Science (FCS)</td>
<td>106</td>
</tr>
<tr>
<td>Film &amp; Media Studies (FMS)</td>
<td>106</td>
</tr>
<tr>
<td>Finance</td>
<td>107</td>
</tr>
<tr>
<td>Fire Technology (FT)</td>
<td>108</td>
</tr>
<tr>
<td>French (FREN)</td>
<td>110</td>
</tr>
<tr>
<td>Geography (GEOG)</td>
<td>111</td>
</tr>
<tr>
<td>Geology (GEOL)</td>
<td>111</td>
</tr>
<tr>
<td>Gerontology (see Human Services)</td>
<td>113</td>
</tr>
<tr>
<td>Graphic Communication (GCOM)</td>
<td>115</td>
</tr>
<tr>
<td>Health Education (HEED)</td>
<td>116</td>
</tr>
<tr>
<td>History (HIST)</td>
<td>117</td>
</tr>
<tr>
<td>Horticulture (HORT)</td>
<td>119</td>
</tr>
<tr>
<td>Human/Career Development (HCD)</td>
<td>120</td>
</tr>
<tr>
<td>Human Services (HSER)</td>
<td>121</td>
</tr>
<tr>
<td>Humanities (HUM)</td>
<td>124</td>
</tr>
<tr>
<td>Interdisciplinary Studies</td>
<td>126</td>
</tr>
<tr>
<td>Journalism (JOUR)</td>
<td>126</td>
</tr>
<tr>
<td>Library (LIBR)</td>
<td>127</td>
</tr>
<tr>
<td>Management (MGMT)</td>
<td>128</td>
</tr>
<tr>
<td>Management Information Systems (see CIS)</td>
<td>130</td>
</tr>
<tr>
<td>Marketing (MKT)</td>
<td>130</td>
</tr>
<tr>
<td>Mathematics (MATH)</td>
<td>132</td>
</tr>
<tr>
<td>Music</td>
<td>135</td>
</tr>
<tr>
<td>History &amp; Literature (MUFHL)</td>
<td>135</td>
</tr>
<tr>
<td>Voice (MUIVI)</td>
<td>135</td>
</tr>
<tr>
<td>Performance (MUP)</td>
<td>136</td>
</tr>
<tr>
<td>Specialization (MUSM)</td>
<td>137</td>
</tr>
<tr>
<td>Natural Resources (NATR)</td>
<td>138</td>
</tr>
<tr>
<td>Nutrition &amp; Foods (NUTRI)</td>
<td>139</td>
</tr>
<tr>
<td>Philosophy (PHIL)</td>
<td>140</td>
</tr>
<tr>
<td>Photography (PHOTO)</td>
<td>141</td>
</tr>
<tr>
<td>Physical Education</td>
<td>142</td>
</tr>
<tr>
<td>Adapted PE (ADAPT)</td>
<td>142</td>
</tr>
<tr>
<td>Dance (DANCE)</td>
<td>142</td>
</tr>
<tr>
<td>Fitness (FITNS)</td>
<td>143</td>
</tr>
<tr>
<td>Individual Activities (PACT)</td>
<td>144</td>
</tr>
<tr>
<td>Team Activities (TMACT)</td>
<td>145</td>
</tr>
<tr>
<td>Theory (PET)</td>
<td>145</td>
</tr>
<tr>
<td>Physics (PHYS)</td>
<td>147</td>
</tr>
<tr>
<td>Physical Science (see Physics)</td>
<td>149</td>
</tr>
<tr>
<td>Political Science (POLS)</td>
<td>150</td>
</tr>
<tr>
<td>Project Management (PRJMGMT)</td>
<td>152</td>
</tr>
<tr>
<td>Psychology (PSYC)</td>
<td>152</td>
</tr>
<tr>
<td>Real Estate (RE)</td>
<td>154</td>
</tr>
<tr>
<td>Science (major program)</td>
<td>156</td>
</tr>
<tr>
<td>Sign Language Studies (SILA)</td>
<td>157</td>
</tr>
<tr>
<td>Social Science</td>
<td>158</td>
</tr>
<tr>
<td>Sociology (SOC)</td>
<td>158</td>
</tr>
<tr>
<td>Spanish (SPAN)</td>
<td>159</td>
</tr>
<tr>
<td>Statistics (STAT) (see Mathematics)</td>
<td>161</td>
</tr>
<tr>
<td>Student Government (SGVT)</td>
<td>161</td>
</tr>
<tr>
<td>Theatre Arts (TA)</td>
<td>162</td>
</tr>
<tr>
<td>Viticulture (VITI)</td>
<td>163</td>
</tr>
<tr>
<td>Women’s Studies (see Interdisciplinary Studies)</td>
<td>164</td>
</tr>
<tr>
<td>Work Experience (WEXP)</td>
<td>164</td>
</tr>
</tbody>
</table>
A Message from the President

If you’re looking for great information about Folsom Lake College, you’ve found the perfect publication! This 2008-09 Folsom Lake College catalog is packed with lots of details to help you make informed choices about your education.

Inside, you’ll find information about:

- detailed specifics on the college’s academic programs, degrees, and certificates
- the resources Folsom Lake College offers to help you succeed as a student
- steps on how to become a student

Folsom Lake College is a community college—our primary mission is to serve the educational needs of our communities. We are proud to serve our communities and provide higher-education opportunities for all. We offer a friendly, student-centered environment designed to help everyone succeed—whatever your educational goals may be.

Your goal may be to prepare for transfer to a 4-year university, boost your career, or just learn something new. You’ll find something at Folsom Lake College regardless of what that goal may be.

One thing I wanted to mention is that Folsom Lake College is developing new academic programs, especially in various career and technical fields. This catalog includes exciting new classes and programs in Project Management, Nonprofit Management, Fire Technology, Theatre Arts, and Water Resource Management.

I hope you will consider Folsom Lake College as you pursue your educational dreams and goals. Thank you for your interest in Folsom Lake College.
Los Rios Community College District (LRCCD)
Folsom Lake College is one of four community colleges within the Los Rios Community College District. The Los Rios District was founded in July 1965 when voters in ten separate school districts covering five counties opted to consolidate. The election established a regional community college district of 2,400 square miles and brought together, under one governing board, the then-existing Sacramento City and American River colleges. Currently the district enrolls nearly 80,000 students throughout Sacramento and El Dorado counties and parts of Yolo, Placer, and Solano counties.

Los Rios Community College District Values
- Student success
- The contributions of all our members
- Collegiality
- Diversity
- Informed and decentralized decision making
- Measured risk taking
- Blame-free culture
- Serving the community
- Financial stability
- Democratic practices
- Lifelong learning
- Academic rigor
- Relationships
- Economic development of the community
- Excellence
- Access

Folsom Lake College Mission Statements
- Inspire and prepare our students to reach their educational goals by providing:
  - Excellence in teaching,
  - Rigorous academic programs for completion and transfer,
  - Training to enhance employment and career skills; and
  - Preparatory programs for student success.
- Introduce students to those broad areas of human knowledge and understanding that add meaning to their lives.
- Provide curriculum, instruction, and comprehensive student support programs that promote the participation and success of all students.
- Create opportunities for lifelong learning and enrichment.
- Develop and maintain a collaborative and innovative college environment that promotes personal interaction as the foundation of learning, honors and is responsive to the diverse backgrounds, perspectives, abilities and needs within each of the evolving communities we serve.
- Establish and strengthen partnerships with educational institutions, community groups, and business and government entities.

Folsom Lake College Vision Statement
Folsom Lake College, as a learning community committed to pursuing excellence and inspiring achievement, provides quality educational programs and services to enrich and empower students to reach their full potential as informed and productive members of the community.

Folsom Lake College Value Statements
Excellence
Folsom Lake College strives for excellence in programs and services through fostering innovative teaching practices and educational technologies and valuing personal interactions as the core to learning.

Inclusion
Folsom Lake College provides equitable access to programs and services, celebrates the diversity of students and staff, fosters an atmosphere of collaboration, and encourages the free exchange of ideas and the pursuit of individual goals.

Community
Folsom Lake College endeavors to build community through addressing the educational needs of its service area, reaching out to underrepresented populations, fostering relationships with local schools and transfer institutions, and forging partnerships with businesses and community organizations.

Student Success
Folsom Lake College promotes student success by providing student centered academic and support services and creating opportunities for employment, internships, and community service.
El Dorado Center
Folsom Lake College’s El Dorado Center was established in the mid-1960s as a state-funded education center and was located in several portable buildings on El Dorado County land next to the county fairgrounds. Because of the continued enrollment growth at the center, and the keen interest and desire of the citizens of the Greater Placerville area to have a permanent community college center in Placerville, the Los Rios Community College District Board of Trustees authorized the purchase of approximately 19 acres of land from the El Dorado County Board of Education. The site was approved by the California Community Colleges and the State of California for a permanent site in 1988. Construction of the first phase of permanent facilities was completed in the spring of 1994 and opened for classes in August 1994. A physical education building was completed and opened for classes in January 1999. An additional parking lot opened in Fall 2003. A second instructional building that completed the center’s build-out was opened in Spring 2006.

The El Dorado Center serves the educational needs of those working and living on the western slope of the Sierra Nevada in El Dorado and adjoining counties. More than 2,500 students attend the El Dorado Center. The facility has state-of-the-art science labs and a fitness center, and has been recognized with a statewide architectural award of excellence. The center offers a full range of transfer and vocational programs as well as student support services. The center is well positioned to meet the educational needs of the area’s growing population.

About FLC Students

<table>
<thead>
<tr>
<th>Gender</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Female</td>
<td>63%</td>
</tr>
<tr>
<td>Male</td>
<td>37%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Age</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under 18</td>
<td>4%</td>
</tr>
<tr>
<td>18-20</td>
<td>33%</td>
</tr>
<tr>
<td>21-24</td>
<td>18%</td>
</tr>
<tr>
<td>25-29</td>
<td>11%</td>
</tr>
<tr>
<td>30-39</td>
<td>13%</td>
</tr>
<tr>
<td>40+</td>
<td>22%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Race/ethnicity</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>African-American</td>
<td>2%</td>
</tr>
<tr>
<td>Asian</td>
<td>10%</td>
</tr>
<tr>
<td>Hispanic/Latino</td>
<td>10%</td>
</tr>
<tr>
<td>Native American</td>
<td>2%</td>
</tr>
<tr>
<td>Other</td>
<td>2%</td>
</tr>
<tr>
<td>White</td>
<td>74%</td>
</tr>
</tbody>
</table>

Rancho Cordova Center
The Rancho Cordova Center, an outreach center operated by Folsom Lake College, is located just minutes south of Highway 50 and 10 miles east of downtown Sacramento. The center was developed in response to the growing number of residents in this service area. The center offers a comprehensive English as a Second Language curriculum, as well as a range of general education, computer science, physical education, administration of justice, and business courses. Alternative course delivery options, including online and televised courses, are available. The center also provides a variety of support services to assist students in achieving their educational goals.

One of the instructional buildings at the El Dorado Center in Placerville

The entrance to the Rancho Cordova Center
A Commitment to Student Success
Folsom Lake College is a publicly supported and locally oriented college that offers programs for associate degrees and transfer to a four-year college, career education programs, remedial or basic skills programs for students who lack a strong educational background, and continuing education for cultural growth, life enrichment, and skills improvement. FLC is committed to providing the highest quality instructional programs in transfer, vocational, and general education, using the best of current or emerging instructional methods and technologies. The college promotes flexible teaching and learning methods to support the success of its diverse student population in attaining educational and career goals.

Accreditation
Folsom Lake College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, an institutional accrediting body recognized by the Council for Higher Education Accreditation (CHEA) and the U.S. Department of Education. The El Dorado and Rancho Cordova Centers are fully accredited under Folsom Lake College.

Student Access
Folsom Lake College, as a member of the multi-college Los Rios Community College District, endorses the open door policy of the district. As a multi-cultural institution, our academic programs and services are open to all persons without regard to race, color, marital status, religion, national origin, age, gender, sexual orientation, physical or mental disability, or veteran status.

Equal Opportunity: FLC is committed to identifying and modifying any action that may alienate individuals and groups from each other. To do this, the college has:
- Established varied programs and services that ensure equal opportunities for women, minority, low-income, disabled, and disadvantaged students to succeed in all areas within the college program;
- Assured equal opportunity for ethnic minorities, disabled persons, and women in the areas of employment, promotions, and assignments; and
- Implemented programs to increase understanding and sensitivity among members of the majority group to the rising aspirations and occasionally unique needs of minority groups.

Open Courses: Folsom Lake College places an emphasis on providing both general education and high quality career technical programs and is committed to offering day, evening, weekend, and summer courses. The policy of this District is that, unless specifically exempted by statute or regulation, every course, course section, or class reported for state aid, wherever offered and maintained by the District, shall be fully open to enrollment and participation by any person who has been admitted to the college(s) and who meets such prerequisites as may be established.

Student Development Programs And Services
As a community-based institution, the college strives to be responsive to the educational needs of growing communities of the Greater Sacramento region. To meet the challenges of population growth, we explore new delivery approaches to provide a high level of access to education. We also provide comprehensive support services to ensure access by reducing or eliminating significant barriers and by promoting diversity. We are committed to ensuring that students from a wide variety of backgrounds have an equal chance to achieve their educational goals.

Associate Degrees and Certificates
Folsom Lake College offers training needed to qualify students for a well-paying job with opportunities for advancement. Students majoring in a two-year curriculum and planning to graduate with an Associate in Arts or Science degree must complete the general education requirements. Certificate programs have been developed to assist those already employed in business and industry or those who desire to upgrade their skills or acquire special training. Career technical programs are offered in many areas that employers need. Career technical (vocational or occupational) education includes technical trades, health occupations, business and finance, computer sciences, law enforcement, landscaping trades, and many others. The college has up-to-date equipment, facilities, and professors who are experts in their fields.

General Education
General education courses are those classes that cover a wide range of disciplines. The college is committed to the principle of providing a broad general education that includes: Natural Science, Social and Behavioral Sciences, Humanities and the Arts, and Language and Critical Thinking. The college continues to offer other courses that enhance lifelong learning and prepare students for the needs and demands of everyday life. All of these skills help create a balanced life in a democratic society that is diverse in its social, cultural, and educational backgrounds.

Transfer Education
The college offers courses that meet lower-division (first two years) requirements of a four-year college or university. The college staff is continually developing lower-division educational programs that parallel the first- and second-year courses of four-year colleges and universities.

Advanced Education for High School Students
The college may allow eligible students less than 18 years of age to enroll in up to 2 courses per semester for advanced educational enrichment with the recommendation of their school principal/counselor, parent/guardian, and college advisor/counselor. These advanced education students are exempt from enrollment fees but not from books/materials/Access Card costs. In addition, fees for non-residents and international students still apply. The Advanced Education Application must accompany the college enrollment process. Students interested in this program should first contact their local high school counseling center.

Basic Skills Education
Courses designed to assist students who need to strengthen the basic skills of reading, writing, speaking, and analyzing are offered in several non-degree applicable programs.

Community Education
These programs are designed to respond to community needs and expectations with auxiliary programs such as: credit and non-credit classes, workshops, lecture and film series, concerts, art exhibits, television courses, continuing education courses, community services classes, and specially funded projects.

Continuing Education
In its commitment to lifelong learning, the college offers courses that are responsive to the varied needs of anyone interested in pursuing academic experiences in an educational setting.
Innovative Teaching and Learning
With an Innovation Center dedicated to the development and implementation of innovative teaching and learning approaches, the college demonstrates its commitment to meeting the various learning needs of its diverse student body. Folsom Lake College provides continued professional development for faculty, classified staff, and administration.

Other resources
Contract Education/Contract Training
Customized training and education for employers and their employees in the Sacramento area are offered by FLC in collaboration with the LRCCD Training Source. Contract courses are scheduled at any time throughout the year and vary from a single workshop to a series of classes provided over a few weeks or months. The Training Source also conducts on-site college credit and degree programs, customized instruction for an employer’s assessed training requirements, as well as performance consulting. Since 1985, the Training Source has provided training to more than 58,000 Sacramento-area employees, including Intel, Bank of America, Aerojet General, SMUD, and many state and local public agencies and school districts. To arrange for specific educational training for your organization, contact the Training Source at (916) 563-3230. The Training Source is located at 1410 Ethan Way in Sacramento, by Cal Expo.

Greater Sacramento Small Business Development Center (SBDC)
The Greater Sacramento Small Business Development Center offers personalized business counseling in: Business Management, Finance Resource, and Marketing Strategy. To make a confidential appointment, call the SBDC at (916) 563-3210, email info@sbdc.net or visit www.sbdc.net. The SBDC is located at 1410 Ethan Way in Sacramento, between Hallmark and Hurley.

North/Far North-Regional Environmental Business Resource and Assistance Center (N/FN-REBRAC)
The North/Far North-Regional Environmental Business Resource and Assistance Center (N/FN-REBRAC) was established to provide environmental education and assistance to businesses, college faculty, individuals, and public agencies with the goal of decreasing the costs associated with: hazardous material and waste management, controlling air and wastewater emissions, maintaining a safe work environment, and the consumption of water and energy. Services include: client, student and faculty training, dissemination of technical information, referrals to service providers, and research into creative Environmental Health and Safety (EH&S) procedures and financial support options for EH&S equipment purchases. For more information call (916) 563-3241 or (800) 614-0000, or visit rebrac.losrios.edu.
Admission Eligibility
Admission is open to any high school graduate (or equivalent) or non-high school graduate 18 years of age or older. High school students eligible for Advanced Education enrollment may enroll in up to two (2) courses for any given semester.

Determination of Residency
California state law requires that each student enrolled in or applying for admission to a California Community College provide proof of his/her residence classification.

The statutes regarding residence determination are found in Sections 68000-68090 and 76140 of the Education Code, Sections 54000-54072 of the California Administrative Code, and in the regulations of the Los Rios Community College District. These regulations are available in the Admissions & Records office of the college and are subject to the interpretation of the college.

The California residency requirement has two parts: Act and Intent. To claim residency a student must have lived in, and shown intent to reside in, California by one or more of the following acts of intent:

- Paying California income taxes;
- Possessing a valid California driver's license;
- Registering and voting in the state;
- Owning and registering a car in California; and/or
- The absence of these ties with another state or country.

Concurrent with these acts of intent, physical presence in the state for one year prior to the first day of the semester is needed to establish California residency in the District. Because the residency requirement is complicated, students with questions should contact the Admissions & Records office for more information.

Non-Resident Student: A student classified as a non-resident will be required to pay out-of-state tuition, which is set by the Board of Trustees of the Los Rios Community College District. Under Assembly Bill 540, some non-resident students, who are U.S. citizens, may be eligible for a waiver of non-resident tuition fees. Interested students should contact the Admissions & Records office to discuss eligibility. Qualified students are still responsible for the PER UNIT general enrollment fee.

Information regarding tuition fees and refunds is found in the "Schedule of Fees" and "Fee Refund" sections of this catalog.

Undocumented Alien: Under Assembly Bill 540, a student (non-U.S. citizen) who is residing in the United States without official authorization from the U.S. Immigration and Naturalization Service (INS) may be eligible for a waiver of non-resident tuition fees. Interested students should contact the Admissions & Records office to discuss eligibility. Qualified students are still responsible for the PER UNIT general enrollment fee.

All inquiries are strictly confidential, and the student's information is not reported to the INS.

Incorrect Classification: Non-resident students who have falsified information and enrolled without paying their fees will be excluded from classes upon notification. Written notification may be given at any time. These students will not be readmitted during the semester or summer session from which they were excluded, nor shall they be admitted to any following semester or summer session until all previously incurred tuition obligations are paid. If a student is erroneously determined to be a non-resident and a tuition fee is paid, the fee is refundable provided acceptable proof of state residence is presented within the period for which the fee was paid.

Application Process
New or returning students must complete and submit an application before registering for classes. There are two ways to use the Web to apply for enrollment at a Los Rios college: Applications may be filled out online or downloaded, printed and returned to the Admissions & Records department at any Los Rios college or outreach center. An online application may be submitted to any of the district's colleges. All of the Los Rios colleges—Folsom Lake, American River, Cosumnes River, and Sacramento City—use the same application.

If you have further questions, or if you’d like to talk to someone about the community college experience, contact the college’s counseling office to make an appointment.

International Student Admissions
Folsom Lake College welcomes international students from all over the world. Students who enter the U.S. on a non-immigrant visa are considered international students; however, there are different attendance requirements for each visa type. FLC is approved by the Immigration and Naturalization Service (INS) to issue the I-20 for the F-1 visa.

An international student must be enrolled in at least 12 units and must maintain a C (2.0) grade point average at all times, in order to be certified as a full-time student with the INS. For fee information, contact the Admissions Office.

Requirements for I-20 Issuance:

1. Evidence of English Proficiency:
   - Official TOEFL test result of 450 minimum (written), 133 (computer based), or 45 minimum (Internet based). The FLC TOEFL school code # is 8685 or;
   - FLC ESL assessment exam (you can access this schedule online at www.fls.losrios.edu).

2. Financial Support:
   - Official bank letter/BCIS affidavit of support in the exchange rate of $15,500 U.S.

3. Educational History:
   - 1 official high school diploma/transcript showing graduation, or;
   - 1 official college transcript (non-English documents must be accompanied by translated copies).

4. FLC International Student SEVIS Enrollment form completed.

5. Los Rios online application (or download paper application)

6. $50 non-refundable application fee payable to FLC in the form of a check, money order, or cashier's check.

7. Certification of negative tuberculosis skin test.

8. Evidence of Health Insurance.

9. Under age 18; must also provide an official power of attorney from home country stating guardianship.

The International Student Application and instructions are online or in the Admissions & Records office. For more information, contact the Admissions & Records office at (916) 608-6500.
## Registration Steps for Students

<table>
<thead>
<tr>
<th>If you are a...</th>
<th>then . . .</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Continuing Student</strong> (this means you were registered at one of the Los Rios Community College District campuses during the most recent regular academic semester).</td>
<td>To qualify for Priority 1, Priority 2, or open registration, you do not need to submit an application. Simply use the Los Rios eServices system to complete the Supplemental Enrollment Information Form.</td>
</tr>
</tbody>
</table>
| **First-time Student** (never attended college before even though you may have taken college classes while in high school). | To qualify for Priority 1 registration, all First-time Students need to complete the following:  
  a) Complete an online application for admission.  
  b) Take the appropriate assessment test. Test schedules are available from Admissions & Records online and at each site.  
  c) Attend Orientation & Counseling.  
  d) After you have completed a, b, and c you can register for classes. For Priority 2 or open registration all new students must first complete an application and complete a-c above.                                                                                  |
| **New Transfer Student** (never attended a Los Rios college before)  
**Returning Student** (attended a Los Rios college before and returning after an absence). Those students who have earned grades averaging less than 2.0 (“C”) will be admitted on probation. Students who have been dismissed or disqualified from another accredited collegiate institution may be denied admission for one semester after dismissal or disqualification, if applying for admission to Folsom Lake College, immediately after dismissal. | For Priority 2 or open registration, New Transfer and Returning Students need to:  
  a) Complete an online application.  
  b) Submit official transcripts of all college work to the Admissions & Records office.  
  c) After completing a and b, register for classes.                                                                                                                                                                                                                   |
| **Veteran and/or Dependent** All recipients must confirm their classes with the Admissions & Records office after completion of registration. All material submitted to the Veterans Administration takes approximately two months for processing through the Veterans Administration Regional Office in Muskogee, Oklahoma. After enrolling at FLC, a veteran may apply for evaluation of military service experience for college credit. A copy of the veteran's DD214 separation paper MUST be submitted to the Admissions & Records office. For more information, veterans or dependents should contact the FLC Admissions & Records office at (916) 608-6500. | Two months prior to the term of attendance, complete an online application and contact the Admissions & Records office.                                                                                                                                                  |
| **International Student** | Six months prior to the term of attendance, complete an online application and contact the Admissions & Records office. For more details, see the International Student Admissions section.                                                                                                           |
| **High School Student** (concurrently enrolled in high school)  
See your high school counselor for an Advanced Education Application or contact the Admissions & Records office. | To qualify for Priority 2 or open registration:  
  1. Complete an online application.  
  2. Obtain an Advanced Education Application through high school and obtain appropriate approvals.  
  3. Submit Advanced Education Application along with copy of most recent high school transcript for college counselor approval.  
  4. Register for classes in person only.                                                                                                                                                                                                                           |
Matriculation

Students who enroll in credit courses are entitled to services designed to help them succeed. “Matriculation” is the official name of the process that brings the college and the student into an agreement for the purpose of realizing the student’s educational objectives.

For the college, the agreement includes providing an admission process; orientation to college, student services, pre-enrollment assessment, counseling, and advisement for course selection; a curriculum or program of courses; follow-up on student progress with referral to support services when needed; and a program of institutional research and evaluation.

For the student, the agreement includes identification of an educational intent and willingness to declare a specific educational objective within a reasonable period of enrollment. In addition, students will exercise diligence in class attendance, completion of assigned course work, and maintain progress toward an educational goal according to standards established by the College and the State of California. Students are encouraged to participate in all aspects of the matriculation process although they may be exempt or challenge part or all of the process with cause.

How does the Matriculation process work?

The matriculation process includes the following procedures designed to assist students in achieving their educational objectives:

1. Admission
Admissions materials are available and must be completed by all students for enrollment into the college. All new and first-time students are directed to matriculation services as needed. New first-time non-exempt students who complete the matriculation process are given priority registration which allows them to register with continuing students.

2. Assessment
All new (to college and/or to FLC) and non-exempt students are required to complete the basic skills assessment test in English or ESL, reading, and mathematics. These tests will assist the counselor and the student to determine the appropriate skill level of the student when developing an educational plan. Test dates and times are available online at www.flc.losrios.edu (go to the Assessment quick link) or in the Admissions & Records office.

3. Orientation
Orientation services are available to all students and highly recommended for first-time students. Full orientation sessions are provided throughout the fall and spring semesters prior to the beginning of registration. Online orientations are also available.

4. Counseling Services
All matriculation students should meet with a counselor prior to the beginning of classes for the purpose of developing a student education plan. Recent high school students are also encouraged to bring a copy of their high school transcripts with them to the counseling session.

5. Follow-up
Students are encouraged to see their counselor regularly and to participate in activities and programs designed to support student success.

Exemption Criteria

Students can elect to not participate or be exempt from most or parts of the matriculation requirements based on the following criteria:

- Student has completed an associate degree or higher.
- Student satisfies at least two of the following:
  - identified a goal of upgrading job skills
  - enrolled for fewer than 12 units
  - concurrently enrolled in another postsecondary institution
  - declared no degree or occupational objective

Students who wish to challenge any part or all of the matriculation process (orientation, assessment, or counseling) must meet with the matriculation coordinator or designated representative to discuss the reason and rational for the challenge, or provide information to the matriculation coordinator supporting the challenge.

In addition, students wishing to challenge specific matriculation services will be informed of their rights to participate in all other non-disputed components, and will be asked to sign a statement waiving their right to the matriculation services, thus providing acknowledgment to the college of receipt of the information above.

Transcripts from Other Colleges

Students enrolled at Folsom Lake College who desire academic credit for courses taken at other accredited colleges/universities must submit official transcripts of that work to the Admissions & Records office. It is the student’s responsibility to initiate a request to each institution asking that an official transcript of his/her work be sent directly to the Admissions & Records office at Folsom Lake College.

Students who have completed college or university level courses outside the United States and are requesting credit must have those transcripts evaluated by a Foreign Credit Evaluation Services. A list of these Evaluation Services can be found at www.naces.org/.

A student’s official transcript from another college or university or from a high school becomes the property of FLC and cannot be distributed to a third party, including the student, without a court order, in accordance with District policy 2215. Students desiring such transcripts must request them directly from the issuing institution.

Registration

Students may register for classes using the following methods:

- Via the Internet using eServices at www.flc.losrios.edu or
- In person at the Admissions & Records offices.
- The Telephone Registration System will not be available for use beginning March 18, 2008. It is expected that the system will be available by July 2008. Until then, students can use the online registration system or they can register on campus by going to Admissions & Records offices during regular hours. Please check the Los Rios District Web site at www.losrios.edu/lrc/lrc_reg.html for updated information concerning telephone registration.

For detailed information on registration procedures refer to the current class schedule or online at www.flc.losrios.edu.
Schedule of Fees
At the time of publication of this catalog, the following fees are in effect (all fee amounts subject to change):

**General Enrollment Fees:** All students must pay a general enrollment fee of $20 PER UNIT. The California Community College Board of Governors provides a waiver of fees for qualified students (see Financial Aid section in this catalog).

**Note:** General Enrollment Fees are subject to change as they are set by the State Legislature. Students who have registered for classes prior to any increase may be billed for the additional amount. Fees are due and payable at time of registration.

**Non-Resident Tuition:** Students classified as non-residents (see “Determination of Residency”) are required to pay a nonresident tuition fee, plus the PER UNIT general enrollment fee.

**International Student Capital Outlay Fee:** International students who are both a citizen and resident of a foreign country will be assessed an international student tuition fee.

**Instructional Material Fees:** Instructional material fees for designated courses may be assessed in accordance with Title 5, Section 59400 and District Policy 2253.

**Student Representation Fee:** A mandatory representation fee of $1 per student per semester (excluding summer session) has been established by an election held on May 21-22, 1991. Under the provision of California Education Code, section 76060.5 and the California Administrative Code sections 54801-54805, the students established the representation fee by a two-thirds majority of students voting in the election.

Use of Student Representation Fee: The money collected from the student fee shall be expended to provide support for students or representatives who may be stating their positions and viewpoints before city, county, and district government, and before offices and agencies of the state and federal government.

Right to Request a Refund: The fee is mandatory; however students have the right to request a refund for religious, political, moral, or financial reasons. To request a refund the student must fill out a form available in the Admissions & Records office or online.

**Universal Transit Pass Fee/Student Access Card:** Students approved a Universal Transit Pass (UTP) fee that allows students to use all public transit bus and light rail systems in Sacramento, Yolo, Folsom, El Dorado, and Elk Grove at a greatly reduced rate. Your Student Access card is your transit pass and it is good seven days a week from August 1 through December 31 and from January 1 through May 31. This is an incredible bargain.

Here’s how it works:

- The UTP fee is charged when a student registers for classes. The fee is $5 per semester for less than six units ($2.50 for students receiving BOG fee waivers); $10 per semester for 6 to 11.9 units ($5.00 for students receiving BOG fee waivers); and $15 per semester for 12 units or more ($7.50 for students receiving BOG fee waivers). The fee is not charged for the Summer Session.

- The fee is refundable if a student drops courses within the fee refund period. A fee of $5 will be withheld from the refund if a Student Access card has already been issued to the student.

- The fee is waived for students enrolled in the Criminal Justice Training Consortium; students enrolled in Apprenticeship programs; those UC Davis students taking classes on the UC Davis main campus; and students studying abroad. Students who are enrolled in online courses only may request a refund during the semester.

- Students can get their Student Access card beginning August 1 for the Fall semester and January 5 for the Spring semester. To get the card, students should bring a photo ID and proof of payment for the semester (this can be printed from eServices) or a copy of their BOG fee waiver and proof of enrollment. For your card to be valid, it must have the current semester sticker attached.

For the latest information on the Student Access Card, go to the District home page at www.losrios.edu.

**Parking Fees:** All students wishing to park a motorized vehicle on campus will be subject to parking fees. A semester parking permit (decal) may be purchased in Admissions & Records or a daily parking ticket may be purchased from machines located in various parking lots. The parking costs are:

**FALL/SPRING SEMESTER**
- Auto $30
- Auto (Student w/BOG Waiver) $20
- Motorcycle $15
- Daily parking permit $1

**SUMMER SESSION**
- Auto $15
- Motorcycle $8
- Daily parking permit $1

The daily parking ticket will be available for automobiles - not recommended for motorcycles.

Vehicles not having a valid parking decal or daily parking permit properly displayed will be issued a parking citation (LRCCD R-2252). If a parking decal is lost or stolen, a new decal must be purchased at full price. If a vehicle is sold or damaged (i.e., windshield replaced) during the effective term of the decal, a replacement can be issued for $2.00 if the proof of sale or repair of vehicle and the old decal (decal number intact) are submitted to the Admissions & Records office.

For additional parking/traffic information, please see the Safety and Security section.

**Fee Refunds**
It is the responsibility of the student to apply for a fee/tuition refund. To be eligible for processing, the student must:

- Drop his/her classes using eServices at www.flc.losrios.edu or in person at the Admissions & Records office by the second Friday of the semester for full-semester classes and the first Friday of the semester for short-term classes (5-week, 8-week, summer sessions).

- Submit a Request for Fee Refund form to the Admissions & Records office no later than the last day of the semester or session currently being completed. Students can also apply online for a refund (Fees and Payment link on website).

- Enrollment fees are not transferable from term to term.
For all semester-length courses, enrollment, tuition, and international capital outlay fees are 100% refundable through the second Friday of the semester. Short-term courses are 100% refundable through the first Friday of the term. Prorated refunds are not available under current legislative law. Application and installment payment plan fees are not refundable.

Parking Fees are 100% refundable only through the second Friday of the fall or spring semester and the first Friday of the term for the summer session. To be eligible for a refund, the parking decal must be attached to the refund request form and submitted to the Admissions & Records office.

**Debts Owed to the College**

Should a student or former student fail to pay a debt owed to the institution, the institution may withhold permission to register, to use facilities for which a fee is authorized to be charged, to receive services, materials, food, or merchandise, or any combination of the above from any person owing a debt until the debt is paid (see Sections 42380 and 42381 of the Title 5, California Code of Regulations). If a student believes he/she does not owe all or part of an unpaid obligation, the student should contact the Admissions & Records office.

**Federal Education Tax Credits**

(Hope Credit and Lifetime Learning Credit)

Students or parents of dependent students and independent students may be able to obtain federal tax credits for enrollment fees if enrolled in at least 6 units during any semester or summer session, and meet the other conditions prescribed by federal law. The District Office will automatically mail an IRS form 1098 to each student so the student can claim any credits on their federal tax return.

If the 1098 form should be sent to the parent instead, please contact the college Admissions & Records office for the appropriate forms in which to make this change. If choosing this option, provide the parent’s full name, social security number, and mailing address. This change must be made prior to December 31. The District Office will then send 1098 forms to the parent for all future years, unless directed otherwise by the student no later than December 31 of any given year. More information on the Hope Credit or Lifetime Learning Credit is available by obtaining a copy of IRS Publication 970 or the IRS website: [www.irs.gov/](http://www.irs.gov/).
Student Access Card

The Student Access card is your:
• Official College Photo ID Card
• Regional Transit Pass Card
• College Library Card
• GoPrint Card
• Discount Card at participating stores

When you first pick up your Student Access card, you will get a semester sticker that validates it. Your card must have a sticker for the current semester to be valid. NOTE THIS ONE EXCEPTION: your card does not need a sticker for the Summer Session.

Official College Photo ID Card
Your Student Access card is your official college ID card. Use it to get into college sports events and other college activities where student identification is required.

Regional Transit Pass Card
Students approved a Universal Transit Pass fee which allows students to use all public transit bus and light rail systems in Sacramento, Yolo, Folsom, El Dorado and Elk Grove at a greatly reduced rate. Your Student Access card is your transit pass and it is good seven days a week from August 1 through December 31 and from January 1 through May 31. This is an incredible bargain.

College Library Card
Your Student Access card is also your College Library card. It has a bar code which you activate by presenting your card at the library circulation counter. You should activate your card as soon as possible so you can access the online library databases and services that are available from off-campus. You will need to update your library account at the circulation counter each semester you are enrolled.

GoPrint Card
You can use your Student Access card to make photo copies or prints at any GoPrint station at any college in the Los Rios District. To activate the debit stripe on the back of your card, insert it into any vend/revalue GoPrint station and deposit the amount of value (minimum $1.00) you wish to put on the card. Additional value may be added to the debit stripe any time thereafter. (Note: If you still have money on a former Los Rios GoPrint card, you can continue to use that card until the value is spent by going to a Revalue Station and inserting your card to reactivate it.)

Discount Card
Some stores and merchants offer discounts to our students. Use your Student Access card to prove you qualify for the discount.

Where to pick up your Student Access card:
FLC: Computer Lab/Library in FL1
EDC: Computer Lab
RCC: Main Counter

Can I get a card for the Summer Session?
Yes, new students who are only attending classes during the summer can get a Student Access Card. The card functions the same as a regular semester card, except students cannot use it as a public transportation pass. Students continuing in summer from the spring semester should continue to use their existing card for the summer session.

If your card is lost, stolen, or damaged:
There is no charge to replace a damaged, lost, or stolen card. Damaged cards or damaged stickers will be replaced free of charge. Please bring the damaged card with sticker to a location where cards are issued. Fees will be charged if the sticker is not on a damaged card.
Academic Honors
Each semester, honors may be earned by students enrolled in 12 units or more, nine (9) of which must be graded on a letter grade basis exclusive of Credit (CR). Students will be placed on the Honors List if they earn a grade point average of at least 3.0. If they earn a grade point average of 3.5 or better they will be placed on the Highest Honors List.

Academic Renewal without Course Repetition
A student may have previous substandard work earned within the District alleviated if it is not reflective of a student’s current demonstrated ability according to the following regulations and procedures:

- For purposes of academic renewal, substandard work is defined as a D or F grade; and alleviate is defined as the letter grade remaining on the transcript but removed from calculating the grade point average;
- The maximum amount of coursework that may be alleviated is thirty (30) units;
- A minimum of 12 consecutive months shall have elapsed since the end of the semester or summer session in which the work to be alleviated was recorded; and a minimum of twelve (12) semester units (or its equivalent) with a grade of C or Credit or better shall have been attained. The coursework must have been completed at a regionally accredited college.
- All work on the permanent record must remain legible, insuring a true and complete academic history;
- College procedures related to academic renewal will be published in the college catalog and will be implemented by the Office of Admissions and Records;
- Records of academic renewal action shall be kept by the Admissions and Records Office at each college.
- If using coursework from outside of the Los Rios Community College District, an official transcript must be on file at Admissions and Records.

Attendance
Students are expected to attend all sessions of the class in which they are registered. If, however, absence is excessive, students may be dropped from a particular class. It is nevertheless the responsibility of the student, and not the instructor, to process a class drop either online using eServices at www.flc.losrios.edu, or in person. Excessive absence is defined as exceeding six percent (6%) of the total hours of class time. For attendance purposes, the college regards a laboratory session as the equivalent of one class meeting. Instructors shall state in each course syllabus what constitutes excessive absence for that course.

Students who fail to attend one of the first three class sessions of a course will be dropped by the instructor as a “No Show.”

Students may appeal for reinstatement in a class from which they have been excluded because of excessive absences by contacting their instructor.

Veterans who drop below the number of units required by the Veterans Administration for any reason during a semester, including being dropped from a class for excessive absences, will lose part of their government assistance allowances.

Auditing Courses
Folsom Lake College does not permit auditing, which is defined as attending a course or courses without completing the registration process.

Catalog Rights
For purposes of graduation from any of the colleges of the Los Rios district, students who remain in attendance in one regular session (quarter, semester, or summer session) at any California community college, or any combination of California community colleges, campuses of the California State University, the University of California, or any accredited institution of higher education, may elect to meet the requirements in effect at the Los Rios college from which the student intends to graduate, in one of three ways:

1. Requirements in effect at the time of admission to a Los Rios college, or
2. Requirements in effect at the time the student originally enrolled in an accredited college or university, or
3. Requirements in effect at the intended date of graduation from a Los Rios college.

Please note:
- A college may authorize or request substitution for discontinued courses.
- Students changing their major field of study may be required to complete those requirements for the major in effect at the point of change.
- For purposes of this section, “attendance” means taking classes in at least one session (i.e. quarter semester or summer session) in each calendar year. Absence for attendance at another accredited institution shall not be considered an interruption in attendance.

Change of Address/Name
Students must report a change of address immediately to the Admissions & Records office using a Change of Student Data form (or submit the change online via eServices at www.losrios.edu). Folsom Lake College cannot be responsible for misdirected mail if the address change is not provided by the student.

Requests to have a student’s name changed are submitted directly to the Admissions & Records office. In order for this type of request to be processed, documentation (such as marriage license, court documents, or naturalization papers) is required in order to verify a legal name change.

Students can submit birth date and social security number corrections to the Admissions & Records office along with proper documentation (official birth certificates, social security verification, etc.). Contact the Admissions & Records office for additional information.

Course Repetition
Repetition of courses taken at accredited colleges will not be allowed, except for the following specified cases. A course may be repeated twice. One of the following conditions must be present for the repetition to be allowed:

- A student may repeat a course in which a substandard grade was received. Substandard grade is defined as D, F, or NP. The grade and credits earned in the second or third enrollment shall be used exclusively in determining the grade points earned for that particular course.
- A student may repeat a course a third time per extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of
the student. Grades awarded for courses repeated under this circumstance shall not be counted in calculating a student's grade point average.

- The college finds, upon a student's petition, that a student should repeat a course because there has been a significant lapse of time since the student previously took the course. Grades awarded for courses repeated under this circumstance shall not be counted in calculating a student's grade point average.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

The colleges shall identify courses in their catalogs that are repeatable up to a maximum of three times beyond the first enrollment on the basis that the course content differs each time it is offered, and that the student who repeats it is gaining an expanded educational experience for one of the following reasons:

- Skills or proficiencies are enhanced by supervised repetition and practice within class periods.
- Active participatory experience in individual or group assignments is the basic means by which learning objectives are obtained.

Course repetition that is necessary for a student to meet a legally mandated training requirement as a condition of continued paid or volunteer employment is not limited to one repetition (Title V, section 58161).

**Dismissal**

**Academic Dismissal:** A student on Academic Dismissal is subject to dismissal when the student earns a cumulative grade point average of less than 2.0 in all units attempted in each of three consecutive semesters.

**Progress Dismissal:** A student on Progress Dismissal is subject to dismissal if one half or more of the units in which the student has been enrolled have recorded entries of "W", "I" and "NC" in at least three consecutive semesters.

**Appeal Option:** A dismissed student may appeal to the Dean of Student Development and Enrollment Management for permission to enroll if the student feels that extenuating circumstances caused the dismissal. It is the student's responsibility to detail those circumstances in writing on a petition for readmission after dismissal and meet with a counselor.

Any changes or updates to Los Rios Board policy can be obtained at this website: www.losrios.edu/legal/GCpolreg.htm

**Final Examinations**

The college requires final examinations in all courses. The college publishes a time schedule for final examinations early in each semester so students may be notified in sufficient time regarding the examination schedule.

**Good Standing**

Both quality of performance and progress toward completion of objectives are considered in determining a student's eligibility to attain or remain in good standing and attendance at a Los Rios college. A student merits good standing only by completing 12 or more semester units with a 2.0 GPA on a 4-point grading scale and by completing 50% or more of all enrolled units.

**Grades and Grade Point Averages**

At the end of each semester or summer session, a report of academic performance is made for every course undertaken. The grading standards, with their grade point equivalents, are as follows:

- **A** – Excellent 4 grade points per unit
- **B** – Good 3 grade points per unit
- **C** – Satisfactory 2 grade points per unit
- **D** – Passing, less than satisfactory 1 grade point per unit
- **F** – Failing 0 grade points, no units earned

**CR – Credit**
Not computed in GPA, but (C or better) affects progress probation and dismissal

**NC – No Credit**
Not computed in GPA, but (less than C) affects progress probation and dismissal

**I – Incomplete**
Not computed in GPA, but affects progress probation and dismissal

**W – Withdrawal**
Not computed in GPA, but affects progress probation and dismissal

**Credit-No Credit Grading (CR/NC)**
A student may elect one course per semester to be graded on a Credit or a No Credit basis. The Credit/No Credit petition must be filed with the Admissions & Records office for this option prior to the deadlines published in the class schedules. The equivalent of an "A", "B" or "C" received for the course will be recorded as "CR", with units earned. The equivalent of "D" or "F" will be recorded as "NC", with no units earned. Units attempted for Credit-No Credit grades are not computed in the grade point average, but are used for determining Progress Probation and Progress Dismissal (see Probation and Dismissal information).

A maximum of 15 credit units may be applied toward the Associate in Arts or Science degree.

Note: Please check with your transfer institution to ensure that they accept courses with a "Credit" versus a letter (A, B, C) grade.

Once elected, the Credit-No Credit grade may not be changed to a letter grade ("A", "B", "C", "D", "F") assigned by the instructor.

**Incomplete Grading (I)**

An incomplete grade, "I", may be assigned by the instructor when, in the judgment of that instructor, the student is unable to complete the course requirements before the end of the semester due to unforeseeable, emergency, and justifiable circumstances. To receive credit for the course, the incomplete work must be finished no later than one year from the end of the semester in which it was assigned. A final grade will be assigned when the incomplete work has been finished and evaluated, or when the time limit for completing the work has elapsed. A student receiving an incomplete may NOT re-enroll in the course. A student may petition for a time extension due to extenuating circumstances.

**Withdrawal from Class or the College (W)**

A student may withdraw from full-semester classes without a notation being placed on the permanent academic record if the class is dropped by the student prior to the end of the fourth week of classes or 30% of a course whichever time frame is shorter. Withdrawals will be noted on the permanent academic record as "W" between the beginning of the fifth week or after 30% of a course whichever time frame is shorter and...
the last 25% of semester courses. No withdrawals are permitted during the last 25% of a course.

Under extenuating circumstances (verified cases of accident, illness, or other circumstances beyond the control of the student), a student may petition for withdrawal during the last 25% of a semester course. After consultation with the instructor and with administrative approval, such withdrawal may be recorded as a “W”. Withdrawal deadlines for courses of less than a semester in length (6-week, 9-week, etc.) are shown in the class schedule.

A “W” is not used in calculating grade point averages, but is used for determining progress probation and progress dismissal. See page 14 for the progress probation and dismissal procedures.

Students may drop classes two different ways: online using eServices or in person (with submission of Add/Drop Request form).

**Military Withdrawal:** Military withdrawal occurs when a student who is a member of an active or reserve U.S. military service receives orders compelling withdrawal from courses. Upon verification of such orders, a withdrawal symbol may be assigned at any time during the semester. Contact the Admissions & Records office for more information.

**Leave of Absence:** Students may petition for a leave of absence from the college in order to maintain catalog rights to a specified degree requirement option. A leave of absence may be granted for verified medical or military situations or religious obligation that prevent the student from attending classes in any college session in a calendar year. A leave of absence shall be limited to two successive calendar years.

**Honors at Graduation**

Students who maintain a high scholarship average are eligible for honors at graduation. Students who maintain a scholarship average of 3.5 or better are eligible for graduation with honors. Students who maintain a scholarship average of 3.0 or better are eligible for graduation with honors. The published lists of students are compiled from the data available at the time of publication and may be subject to subsequent revision.

**Probation**

There are two types of probation: academic and progress.

**Academic Probation:** A student who has attempted at least 12 units is placed on Academic Probation if the student has earned a grade point average below 2.0.

**Progress Probation:** A student who has enrolled in a minimum of 12 semester units is placed on Progress Probation when “W,” “I,” and “NC” grades are recorded in one half or more of all units in which a student

**Unit Limitation:** A student on either Academic or Progress Probation may be limited to 12 units plus a physical education activity course, or to a maximum load recommended by the student’s counselor.

**Removal from Probation:** A student on Academic Probation is removed from probation and achieves good standing when the student’s cumulative grade point average is 2.0 or higher.

A student on Progress Probation is removed from probation and placed in good standing when the “W,” “I” and “NC” units drop below one half.

Any changes or updates to Los Rios Board policy can be obtained at this website: www.losrios.edu/legal/GCpolreg.htm

---

**Commutations:**

<table>
<thead>
<tr>
<th>Grade Point</th>
<th>=</th>
<th>Total Grade Points Earned (divided by)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average</td>
<td>=</td>
<td>Total Units Attempted with letter grade</td>
</tr>
<tr>
<td>Progress</td>
<td>=</td>
<td>Total Units with “W”, “I” and “NC” (divided by)</td>
</tr>
<tr>
<td>Percentage</td>
<td>=</td>
<td>Total Units Enrolled</td>
</tr>
</tbody>
</table>

**Transcripts**

Students who desire transcripts of their academic record must submit a written request to the Admissions & Records office indicating the student’s name used while attending, SSN or Student ID number, and the number of transcripts requested, and name and address of the designated recipient. Transcripts are provided only in response to a written request from the student. Official transcripts will be mailed directly to the designated recipient. Request forms can be found online or in the Admissions & Records office.

Any coursework completed prior to Summer 2003 will be reflected on a Cosumnes River College official transcript. Coursework completed at FLC beginning Summer 2003 will be reflected on an FLC official transcript.

The Admissions & Records office will send the first two official copies of a student’s Folsom Lake College transcript to any college or university without charge. Additional copies may be obtained for $2 each. There is a $10 fee for a 24-hour rush request for an official transcript. Unofficial transcripts can be viewed and printed by accessing Los Ríos eServices.

**Unit Limitation**

Eighteen (18) units per semester is a maximum load. A petition to exceed the maximum load should be submitted in writing to the Admissions & Records office prior to registration. Students planning to carry more than 18 units must confer with their counselor.

<table>
<thead>
<tr>
<th>A student is:</th>
<th>if enrolled in:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part-time</td>
<td>fewer than 12 units</td>
</tr>
<tr>
<td>Full-time</td>
<td>12 or more units</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>A student is a:</th>
<th>upon completing:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>fewer than 30 units</td>
</tr>
<tr>
<td>Sophomore</td>
<td>30 or more units</td>
</tr>
<tr>
<td>Graduate</td>
<td>requirements for an Associate degree, or a higher degree by a recognized collegiate institution</td>
</tr>
</tbody>
</table>

**Note:** During the summer session, a student carrying six (6) units is considered full-time.

**Unit of Credit**

Units of credit are assigned to courses based on the “Carnegie unit,” which assigns one unit of credit for three hours of work by the student per week. Usually this means one hour of lecture or discussion led by the instructor and two hours of outside preparation by the student. In laboratory courses, three hours of work in the laboratory are normally assigned one unit of credit which may include some additional preparation outside of class time. Students can find the number of units of credit with each course description.
Valedictorian

It is the intention of this college to honor those students with the highest scholastic standing, and from those will be selected an individual to deliver a speech known as the valedictory address to his/her fellow classmates on behalf of them. It shall be the policy of this college to select a valedictorian for each commencement exercise. To be eligible for valedictorian, the following criteria must be met:

The valedictorian will be the student with the highest grade point average by the end of the previous fall semester. Grade point average (GPA) will be computed by dividing the total number of grade points by the units attempted within Los Rios Community College District and transferable courses taken outside of Los Rios. The candidates must be in good standing.

Notification of the valedictorian(s) will be made by the college in early April. If a tie exists for valedictorian, there will be shared valedictorians. Valedictorians will be honored in alphabetical order.

The valedictory address will be delivered by the individual selected through a process governed by the Associated Student Government, the Matriculation/Student Success Committee, and upon approval of the College President or his/her designee.
In addition to regularly scheduled credit classes, students may receive college credit for participation in the following alternative credit and study options:

### Advanced Placement Tests

Folsom Lake College grants credit towards its degrees for examinations successfully completed through the College Board Advanced Placement (AP) program. A student who meets the following requirements may receive credit for exams successfully passed:

- Be currently enrolled in a course other than the one in which the student is petitioning for Advance Credit.
- Be in good standing, which is defined as having completed at least 12 units of credit classes and having a 2.0 GPA.

These requirements may be waived by petition under special circumstances. A maximum of 15 units may be earned by examination. AP scores may be requested from Educational Testing Service (ETS) and must be sent to Folsom Lake College to receive credit. Exams passed with an acceptable score will receive three (3) semester units of credit, except where otherwise noted. The student should be aware that there is no guarantee that an individual transfer institution will accept these scores. Students should see their counselor for further information on particular transfer institutions’ policies. To request scores write: AP Exams, PO Box 6671, Princeton, NJ 08541-6671 or call (888) 225-5427.

Credit/units will be used when evaluating an A.A. or A.S. degree, but grades are not awarded. Credit may not be posted to the FLC transcript for courses that duplicate the credit already allowed for AP exams. Students are encouraged to meet with a counselor for more information.

Credit may vary from year-to-year as requirements and AP exams change. Scores of 2 or less are not granted units in any of the areas.

The following English credit guidelines indicate the credit likely to be given and are subject to change: For English, passing the Advanced Placement Language and Composition test with a score of 4 or higher will earn the student credit for English Writing 300. Passing the Literature and Composition test with a score of 4 or higher will earn the student credit for English Writing 301, with the proviso that if only the Literature and Composition is passed, credit will not be extended until the requirements for English Writing 300 have been met. If both the Lit/Comp and the Lang/Comp are passed with a 4 or higher, six units of credit will be awarded.

### College-Level Examination Program (CLEP)

#### General Examination

After completing 12 units at Folsom Lake College or its centers, a student in good standing may submit scores on General Examinations, from the College Level Examination Program (CLEP) to the Admissions & Records office for college credit evaluation. A maximum of 30 units of credit may be granted toward completion of the general education requirements with the exception of the English requirement. No credit is granted for CLEP Subject Examinations. Scores must be at least in the 50th percentile. Students should be aware that some two-year and four-year colleges have the right to accept, modify, or reject the CLEP units. Students should meet with a counselor for more information on the CLEP.

### Cooperative Work Experience

Cooperative Work Experience Education (WEXP) is an academic program in which students apply what they have learned in the classroom to their job or internship site, and work toward earning college credits. There are two types of programs: vocational and general.

#### Vocational Work Experience

Vocational Work Experience provides students with opportunities to develop or add marketable skills related to their vocational study programs.

Eligible students must:

- Be working in a paid or non-paid job or internship. Students who do not have a job or internship and would like assistance should contact the Cooperative Work Experience Education Office. Students must have a cooperating employer by the end of the third week of the semester to remain in the program.
- Be enrolled in a minimum of 7 units during the semester (may include CO-OP units) or qualify for the “Returning Student” status.
- With employer’s assistance, establish new on-the-job skills that will be documented.
- Attend a one-hour weekly workforce development class or qualify for the “Returning Student” status. However, attendance is required for everyone for the first three orientation sessions.
- Register for 1, 2, 3, or 4 units. One unit of credit may be earned for each 75 hours of paid work experience or for 60 hours of non-pay experience. A total of 16 units may be earned in Vocational Work Experience.

---

### Alternative Credit/Study Options

<table>
<thead>
<tr>
<th>Examination</th>
<th>Score</th>
<th>Credit allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art-Drawing</td>
<td>3</td>
<td>3 units of ART 300</td>
</tr>
<tr>
<td>Art-General</td>
<td>5</td>
<td>3 units of ARTH 309</td>
</tr>
<tr>
<td>Art-General</td>
<td>5</td>
<td>3 units of ARTH 311</td>
</tr>
<tr>
<td>Art-General</td>
<td>4</td>
<td>3 units of ARTH 300</td>
</tr>
<tr>
<td>Art-General</td>
<td>4</td>
<td>3 units of ARTH 309</td>
</tr>
<tr>
<td>Art-General</td>
<td>3</td>
<td>3 units of ARTH 300</td>
</tr>
<tr>
<td>American History</td>
<td>3+</td>
<td>3 units of HIST 312</td>
</tr>
<tr>
<td>American History</td>
<td>3+</td>
<td>3 units of HIST 313</td>
</tr>
<tr>
<td>Politics &amp; Government</td>
<td>3+</td>
<td>3 units of HIST 312</td>
</tr>
<tr>
<td>Politics &amp; Government</td>
<td>3+</td>
<td>3 units of HIST 313</td>
</tr>
<tr>
<td>Biology</td>
<td>4+</td>
<td>5 units of BIOL 400</td>
</tr>
<tr>
<td>Biology</td>
<td>3</td>
<td>5 units of BIOL 310</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3+</td>
<td>5 units of CHEM 400</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3+</td>
<td>5 units of CHEM 401</td>
</tr>
<tr>
<td>English Language &amp; Composition</td>
<td>4+</td>
<td>3 units of ENGWR 300</td>
</tr>
<tr>
<td>English Literature &amp; Composition</td>
<td>4+</td>
<td>3 units of ENGWR 301</td>
</tr>
<tr>
<td>Foreign Languages</td>
<td>3+</td>
<td>8 units in area/subject 401/402</td>
</tr>
<tr>
<td>Mathematics AB</td>
<td>3+</td>
<td>5 units of MATH 400</td>
</tr>
<tr>
<td>Calculus AB</td>
<td>3+</td>
<td>5 units of MATH 400</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>3</td>
<td>5 units of MATH 400</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>4+</td>
<td>10 units of MATH 400 &amp; 401</td>
</tr>
<tr>
<td>Statistics</td>
<td>3+</td>
<td>4 units of STAT 300</td>
</tr>
</tbody>
</table>
Students working in their college majors and taking, or have taken, a course in that area should enroll in that area's work experience class (e.g. a teacher's aid should enroll in Human Services 498 and a sales clerk should enroll in Business 498). Interested students may earn college credit in the following majors:

Accounting
Architecture
Automotive Mechanics Technology
Business
Communications Media
Computer Information Science
Construction Management Technology
Early Childhood Education
Environmental Technology
Fire Technology
Health Education
Horticulture
Human Services
Management
Marketing
Photography
Theatre Arts

CO-OP has two different ways to qualify for the program:

New (First-time) Students:
A. You must be enrolled in no fewer than 7 units including WEXP.
B. You are working a paid or non-paid job or internship.
C. You must attend the class that meets each week. This class will cover workforce/career transition issues.
D. Your grade and units are earned based on your performance in the workplace (developing new skills) and classroom assignments.

Returning Students:
A. You have completed 7 units at a community college or four-year institution in California.
B. You are working a paid or non-paid job or internship.
C. No class attendance is required for this program except for the first three “orientation” sessions. However, you must establish new on-the-job skills with your employer and complete the necessary forms.
D. Your grade and units are earned based on your work performance and outside homework assignments that emphasize career transition.

General Work Experience: General work experience education assists students in learning about the world of work and is open to all students regardless of major or job. Like vocational work experience, it is designed for students wanting to apply skills learned in the classroom to their actual job.

College credit (1-3 units) will be earned for working in the students' current job per semester. No more than six units may be earned in the program. One unit of credit may be earned for each 75 hours of paid work experience or for 60 hours of volunteer experience. Students must have a cooperative employer by the end of the third week of the semester to remain in the program.

Eligible students must meet all requirements listed for Vocational Work Experience Credit above and register for “General Work Experience” (Work Experience 198), rather than Cooperative Work Experience courses.

For more information, call (916) 608-6552.

Credit by Examination
A student who meets the following requirements may take an examination to establish credit (these requirements may be waived by petition under special circumstances):

- Completed 12.0 units at Folsom Lake College with a minimum GPA of 2.0.
- Be currently enrolled in a course other than the one in which the student is petitioning for Credit by Examination.
- Be in good standing (not on academic or progress probation).
- AND qualified by experience or previous training.

A maximum of 15 units may be earned through Credit by Exam. Credit by examination is not applicable to all courses. Eligibility for Credit by Exam is NOT permissible under the following situations:

- Student has completed or enrolled in a more advanced course, which follows this course in sequence.
- An examination for the same course was previously taken and not successfully passed.
- Examination would duplicate coursework for which credit was granted previously.
- Student does not meet the prerequisite or corequisite for the course.

Any student wishing to qualify for Credit by Examination must initiate a request for such credit with the appropriate instructor. If a Credit by Examination is approved, the examining instructor will determine the scope and form of the test to be taken by the student.

Students who pass the examination will receive credit (“CR” notation) which the college identifies under the notation “Credit by Examination” on the transcript. Students will be charged the appropriate per unit fee for units granted through the credit by examination process. Fees are waived for students covered under formal articulation agreements.

Appropriate Credit by Examination fees must be paid when the petition for Credit by Examination is submitted. For California residents, this is equivalent to the general enrollment fee. Nonresident and international students must also pay the appropriate nonresident or international student tuition.

The college does not include this pass grade in computing the student's grade point average.

Please note that some 4-year colleges and universities do NOT accept units granted through Credit by Examination. Students are encouraged to meet with a counselor for more information.

Independent Studies
An Independent Study course involves an individual student or small group of students in study, research, or activities beyond the scope of regularly offered courses, pursuant to an agreement among the college, faculty member, and student(s). Independent Studies require regular meetings between student and instructor; additionally, the instructor may require examinations or other measures of evaluation, field trips, term papers, and other assignments.

Students who are enrolled in regular catalog courses at Folsom Lake College and are in good standing may petition to enroll in an independent studies offering. Students may petition to enroll in one (1) to three (3) units in a single department per semester, with a maximum of six (6) units of Independent Studies allowed per semester. A maximum of twelve (12) units of Independent Studies is allowed toward graduation requirements. Students can normally expect to successfully accomplish only one such project per semester, as one (1) unit of credit represents approximately 54 hours of work.
Military Service - Credit
Credit for military service is granted upon presentation of papers showing honorable discharge from and active duty of one year or more in the United States armed forces. A veteran may receive three (3) units of living skills graduation requirements and one (1) unit of elective credit, if applicable, by submitting a copy of the DD214 separation papers. Under rare circumstances, veterans may also receive credit for satisfactory training completed in service school.

After enrolling at FLC, a veteran may apply for evaluation of military service experience for college credit. A copy of the veteran's DD214 separation paper MUST be submitted at the Admissions & Records office after the first semester of attendance. Credit granted for military service is based on A Guide to the Evaluation of Educational Experiences in the Armed Services, published by the American Council on Education.

Students in the six-month reserve training program are not eligible for military credit. This is in accordance with the recommendation of the American Council on Education.

Self-Paced Learning
Online Instruction
Folsom Lake College offers instruction via the Internet. Learning opportunities using this medium will come in two modes. In the first, all or most course instruction takes place online through the use of materials and activities posted on an Internet site. In the second mode, the instructor of a class that meets face-to-face in the traditional way may use the Internet to post learning materials, resources and assignments, as well as provide individual contact with students through email or other electronic means.

Registration and rules governing these courses are the same as those of traditional in-class courses. For information about orientation dates and times, announcements, syllabus and assignments, see the website at: www.flc.losrios.edu/~csline.

Online Classes With Web Support: Taking an online course requires self-directed study, motivation, and the ability to independently complete course assignments on schedule. Online courses are often full-semester courses. Basic Internet skills and access to a computer are necessary to take an online course.

Online coursework can be completed at home or in the Library/Personal Learning Environment (PLE) during regular PLE hours. Students must attend the mandatory on-campus orientation session to get complete information about the course. All testing will be conducted on the campus. Students are expected to attend these on-campus tests at the days and times listed for the course. The days and times for testing and other course information can be obtained from the websites for each course. Full course descriptions can be found in the college catalog under the heading for that course discipline.

Online Computer Application and Office Technology Courses: The online program offered by the Computer Information Science and Business departments offers classes in computer application and office skills courses in an online format. This program is housed in the computer lab at the Rancho Cordova Center (RCC) and the Personal Learning Environment (PLE) at Folsom Lake College (FLC). Students can choose from a selection of computer application courses and office skills courses that can lead to a variety of Degrees or Certificates.

Students will use a combination of instructional software, text materials, and instructor support to complete their coursework. They can work at their own pace either at home or in the computer lab. Students can enroll any time throughout the semester up until the end of the eleventh week. Students may finish their course as soon as they have completed the course requirements, but they must finish by the end of the semester. Anyone enrolled in a course can work in the labs during any of the hours that the labs are open. An online orientation for this program is available. For information about the orientation, announcements, syllabus and assignments, see the website at: www.flc.losrios.edu/~bustec.

Televised Instruction
Folsom Lake College's televised instruction provides a different way for students to take courses toward an Associate Degree, certificate, or transfer. Taking the courses at home or at a convenient outreach center can save time, money, and transportation or childcare costs.

Live Interactive Classes from Folsom Lake College: The instructor lectures live at Folsom Lake College (FLC) and interacts with distant students via two-way audio-video. Students participate in rooms at FLC, the El Dorado Center (EDC), the Rancho Cordova Center (RCC), and at home by viewing a cable channel in Sacramento and El Dorado counties. Cable students can interact with the instructor during the lecture by phone. The center rooms are wired for direct contact with the instructor. Testing will be done at either FLC, EDC, or RCC. For more information, visit: www.flc.losrios.edu/~itv

All distance education courses are held to the same academic rigor that applies to on-campus courses. Students must attend the first class meeting in-person or by watching the course on cable. The first class meeting is when students will receive the information about the course and get the initial course handouts and syllabus. Full course descriptions can be found in this schedule under the heading for that course discipline.

Study Abroad Programs
Study abroad can be an enlightening, maturing, and life-changing experience. Students are challenged to re-examine themselves, their attitudes, and their studies as they learn to understand new and different cultures.

In cooperation with the American Institute for Foreign Study, the Los Rios Community College District offers unique study opportunities in cities such as London, England; Madrid, Spain; Paris, France; and Florence, Italy.

For more information on how to apply for Study Abroad programs, call the Study Abroad Office at (916) 691-7187 or visit the website at www.partnershipcenter.com.
Degree and Certificate Programs

Folsom Lake College offers certificate and degree career curricula to students planning to enter occupations directly upon completing their work at a community college. The college also offers two-year general education curricula for students who do not seek intensive training for specific jobs but rather to broaden their cultural backgrounds or become more effective citizens and/or parents. Many four-year institutions will give partial or full credit for courses in these areas completed with acceptable grades; however, these courses are not specifically designed for students planning to transfer to four-year institutions.

Degree Programs: Students majoring in a two-year curriculum and planning to graduate with the Associate in Arts or Science degree must comply with the graduation requirements listed in this catalog. Candidates for graduation must file a petition for graduation.

Check the Academic Calendar in this catalog and class schedules for the last date to file for graduation.

Certificate Programs: Folsom Lake College can help students get the training needed to qualify for a well-paying job with room for advancement. Career education vocational programs are offered in areas that employers need. Certificate programs have been developed to assist those already employed in business and industry or those who desire to upgrade their skills or acquire specialized training. Areas of vocational (occupational) education include technical and industrial trades, health occupations, business and finance, electronics and computer sciences, police and fire science, building and landscaping trades, and many others. FLC has up-to-date equipment and facilities and vocational instructors who are experts in their fields. Depending on the occupation selected, training may take from six months to two years. Students may further their education by pursuing an Associate degree or fulfilling university transfer requirements. Upon fulfillment of required courses, students can meet with a counselor to prepare a Petition for Certification form.

Although some equivalent course work at other accredited institutions might apply toward a Certificate of Completion, a grade of “C” is required in each course leading to a certificate. A minimum of twelve (12) units must be completed at Folsom Lake College or its centers. Certificate programs which are scheduled for fewer than twelve (12) units may be completed by satisfying the certificate program requirements.

Commencement Exercises

All students expecting to graduate or transfer to a four-year college/university with an associate’s degree must complete a Petition for Graduation form available in the Counseling Office by the date set forth in the academic calendar (located on the inside front cover of this catalog).

Students may graduate at the end of the fall semester, end of the spring semester, or end of the summer session. Because commencement ceremonies are held only once a year in May, students who will complete their degree requirements during the following summer may attend the May commencement ceremonies with special arrangements made through Admissions & Records office. Those who complete their Associate in Arts or Associate in Science degree or transfer requirements in fall or spring are encouraged to attend the May ceremonies.

New Numbering for Associates Degree General Education Patterns

Beginning with the 2008-09 catalog, all associates degree general education patterns within the Los Rios Community College District will align to a new numbering system. As a result, the format of the general education pattern has changed. Please use the chart below as a reference for the pattern. If you have questions, please consult a counselor.

<table>
<thead>
<tr>
<th>Courses in Categories for GE Requirements before 2008-09</th>
<th>New categories beginning 2008-09</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Natural Sciences</td>
<td>IV. Natural Sciences</td>
</tr>
<tr>
<td>2. Social and Behavioral Sciences</td>
<td>V.b. Social and Behavioral Sciences — Other</td>
</tr>
<tr>
<td>4. Humanities</td>
<td>I. Humanities</td>
</tr>
<tr>
<td>5.a. Languages and Rationality — English Composition</td>
<td>II.a. Languages and Rationality — English Composition</td>
</tr>
<tr>
<td>5.b. Languages and Rationality — Communications &amp; Analytical Thinking</td>
<td>II.b. Languages and Rationality — Communications &amp; Analytical Thinking</td>
</tr>
<tr>
<td>6.a. Living Skills — Physical Education</td>
<td>III.a. Living Skills — Physical Education</td>
</tr>
<tr>
<td>6.b. Living Skills — Other</td>
<td>III.b. Living Skills — Other</td>
</tr>
<tr>
<td>7. Ethnic/Multicultural Studies Requirement</td>
<td>VI. Ethnic/Multicultural Studies Requirement</td>
</tr>
</tbody>
</table>
Associates Degree Graduation Requirements

For 2008-09, the format of the general education pattern has changed. Please see the chart on page 21 for more information.

2008 - 2009 Folsom Lake College

Associates Degree Graduation Requirements

Requirements for the Associates Degree are outlined as follows. Minimum Graduation Requirements:

A. Satisfactory completion of 60 units of collegiate work with a “C” (2.0) grade point average in a curriculum that the district accepts toward the degree. At least 12 units must be earned at Folsom Lake College.

B. MAJOR – Complete one of the degree programs listed in the Catalog with a minimum “C” grade in each course used for the major.

GENERAL EDUCATION - Complete the following (21 units minimum)

C. I. HUMANITIES (3 units minimum) selected from:
- Architecture 310
- Art History 300, 303, 309, 311, 312, 326, 332, 333
- Art 300, 304, 307, 320, 323, 370, 372, 390, 430
- Communications Media 305, Communication Studies 305
- Early Childhood Education 361, English Writing 301
- English Literature 303, 310, 311, 320, 321, 339, 340, 341, 345, 360, 370, 402
- Film and Media Studies 320
- French 101, 102, 401, 402, 411
- German 101, 201, 300, 301, 322, 324, 340
- Music Fundamentals, History & Literature 300, 310, 311, 330, 400, 401
- Music Specializations 370, Philosophy 304, 310, 330, 331, 338, 350, 352, 356
- Photography 301, 425
- Sign Language 305, 306, 315
- Spanish 101, 102, 401, 402, 411, 412
- Theater Arts 300, 302, 303, 340, 350

Course from other college: _________________________  College Name: ________________________

VI. ETHNIC/MULTICULTURAL STUDIES REQUIREMENT

Students must fulfill a 3-units Ethnic/Multicultural Studies course requirement.

Most of these courses may also be used to meet General Education requirements.

Courses which satisfy this requirement are:
- Anthropology 310, 330
- Art History 332
- Business 330
- Communications Studies 325
- Early Childhood Education 430
- English Literature 340, 345, 360
- Geography 310
- History 307, 308, 344
- Journalism 330
- Philosophy 360
- Political Science 302, 310
- Psychology 300, 320, 340, 351, 368, 370
- Sociology 300, 301, 321

Course from other college: _________________________  College Name: ________________________

D. GRADUATION COMPETENCY REQUIREMENTS

1. READING COMPETENCY – Satisfactorily passing a college level reading examination, or passing English Reading 310 with a “C” grade or better. Students who possess an A. A. degree or higher shall be deemed competent in reading.

2. WRITTEN EXPRESSION COMPETENCY – Completion, with a grade of “C” or better, English Writing 101, 103, 124, 300, Business 310, or an equivalent course from another accredited college.

3. MATHEMATICS COMPETENCY – Completion, with a grade of “C” or better, Mathematics 100 or a higher level mathematics course; Psychology 330; Statistics 300

Course from other college: _________________________  College Name: ________________________

- Courses listed in more than one area may only be used to satisfy the requirements in a single area (Exception: Ethnic/Multicultural Studies).
- Courses marked with a single "*" have credit limitations. Please consult a counselor for details.

2008-2009 AA degree requirements  Version 1.0 February 21, 2008
# Degrees and Certificates

Folsom Lake College offers a variety of degree and certificate options. Requirements are identified for each vocational and general education program and, for most, a course sequence is suggested. The courses required in a program must all be completed to earn the degree or certificate, regardless of the order in which they are completed.

## Degrees

<table>
<thead>
<tr>
<th>Accounting (AA)</th>
<th>Communication Studies</th>
<th>Liberal Studies for Elementary Education (AA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration of Justice (AA)</td>
<td>• Organizational Communication (AA)</td>
<td>Management (AA)</td>
</tr>
<tr>
<td>• Correctional Science (AA)</td>
<td>Computer Information Science</td>
<td>Marketing (AA)</td>
</tr>
<tr>
<td>Art</td>
<td>• Computer Science (AS)</td>
<td>Mathematics (AS)</td>
</tr>
<tr>
<td>• Studio Art (AA)</td>
<td>Early Childhood Education (AA)</td>
<td>Physics (AS)</td>
</tr>
<tr>
<td>• Design (AA)</td>
<td>• ECE Site Supervisor (AA)</td>
<td>Psychology (AA)</td>
</tr>
<tr>
<td>• Art History (AA)</td>
<td>English (AA)</td>
<td>Real Estate (AA)</td>
</tr>
<tr>
<td>Biology</td>
<td>Finance (AA)</td>
<td>Science, General (AS)</td>
</tr>
<tr>
<td>• Biological Sciences (AS)</td>
<td>Geology (AS)</td>
<td>Social Science (AA)</td>
</tr>
<tr>
<td>Biological Option</td>
<td>Human Services</td>
<td></td>
</tr>
<tr>
<td>Health Science, Pre-Professional Option</td>
<td>• General (AA)</td>
<td></td>
</tr>
<tr>
<td>Pre-Nursing Option</td>
<td>• Gerontology (AA)</td>
<td></td>
</tr>
<tr>
<td>Business</td>
<td>Interdisciplinary Studies</td>
<td></td>
</tr>
<tr>
<td>• Administrative Assistant (AA)</td>
<td>• American Studies (AA)</td>
<td></td>
</tr>
<tr>
<td>• Business: General (AA)</td>
<td>• Humanities (AA)</td>
<td></td>
</tr>
<tr>
<td>• Business: General, Transfer (AA)</td>
<td>• Women’s Studies (AA)</td>
<td></td>
</tr>
<tr>
<td>• Small Business Management/Entrepreneurship (AA)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Certificates of Achievement (A) & Recognition (R)

<table>
<thead>
<tr>
<th>Accounting</th>
<th>Early Childhood Education</th>
<th>Management Information Systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Accounting (A)</td>
<td>• Assistant Teacher (R)</td>
<td>• Application Data Entry (R)</td>
</tr>
<tr>
<td>• Accounting - Advanced (A)</td>
<td>• Associate Teacher (R)</td>
<td>• Application Technician (A)</td>
</tr>
<tr>
<td>• Accounting Clerk (A)</td>
<td>• Early Childhood Education Teacher (A)</td>
<td>• Information Processing (A)</td>
</tr>
<tr>
<td>• Accounting - Computer Applications (A)</td>
<td>• Family Child Care (R)</td>
<td></td>
</tr>
<tr>
<td>Business</td>
<td>• Infant Specialist (A)</td>
<td>Real Estate</td>
</tr>
<tr>
<td>• Office Assistant (R)</td>
<td>• Master Teacher (A)</td>
<td>• Broker (A)</td>
</tr>
<tr>
<td>• Office Technician (A)</td>
<td>• Site Supervisor (A)</td>
<td>• Sales (R)</td>
</tr>
<tr>
<td>• Small Business Management/Entrepreneurship (A)</td>
<td>• School Age Specialist (A)</td>
<td></td>
</tr>
<tr>
<td>Communication Studies</td>
<td>Graphic Communication</td>
<td></td>
</tr>
<tr>
<td>• Applied Communication Skills (R)</td>
<td>• Web/Graphics Production (R)</td>
<td></td>
</tr>
<tr>
<td>Computer Information Science</td>
<td>Human Services</td>
<td></td>
</tr>
<tr>
<td>• Computer Programmer SQL (A)</td>
<td>• General (A)</td>
<td></td>
</tr>
<tr>
<td>• Database Analyst SQL (R)</td>
<td>• Gerontology (A)</td>
<td></td>
</tr>
<tr>
<td>• Programming (A)</td>
<td>• Home Caregiver (R)</td>
<td></td>
</tr>
<tr>
<td>• Relational Database Administration (A)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Web Developer (A)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Web Publishing (R)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Windows Programming (A)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Biology</th>
<th>Management Information Systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Biological Sciences (AS)</td>
<td>• Application Data Entry (R)</td>
</tr>
<tr>
<td></td>
<td>• Application Technician (A)</td>
</tr>
<tr>
<td></td>
<td>• Information Processing (A)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Biology</th>
<th>Liberal Studies for Elementary Education (AA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Biological Sciences (AS)</td>
<td>Management (AA)</td>
</tr>
<tr>
<td>Biology Option</td>
<td>Marketing (AA)</td>
</tr>
<tr>
<td>Health Science, Pre-Professional Option</td>
<td>Mathematics (AS)</td>
</tr>
<tr>
<td>Pre-Nursing Option</td>
<td>Physics (AS)</td>
</tr>
<tr>
<td></td>
<td>Psychology (AA)</td>
</tr>
<tr>
<td></td>
<td>Real Estate (AA)</td>
</tr>
<tr>
<td></td>
<td>Science, General (AS)</td>
</tr>
<tr>
<td></td>
<td>Social Science (AA)</td>
</tr>
</tbody>
</table>
Transfer Information

Make a plan for your transfer success
Students planning to transfer to a California university should plan a program to meet the admissions and graduation requirements of the specific institution that they plan to attend. Transfer admission eligibility is based on transferable college units and/or high school record(s) and test scores. Each institution has its own requirements for admission and for junior standing. To prepare for transfer, students must decide which school they will attend and consult a counselor for the specific requirements for that particular institution and to create a written educational plan.

The college has a variety of support services available to assist students with career decision-making, problem resolution, and goal achievement.

Guaranteed Admission with Four-Year Colleges: Folsom Lake College enjoys guaranteed admission with 13 colleges and universities. Participating institutions include:
- CSU Monterey Bay
- Golden Gate University
- Sacramento State University
- Saint Mary’s University
- San Francisco State University
- UC Davis
- UC Merced
- UC Irvine
- UC Riverside
- UC San Diego
- UC Santa Cruz
- UC Santa Barbara
- University of the Pacific

Students may file a transfer admission guarantee (known as a TAG) after completing a specified number of transferable units with a minimum GPA (typically a 2.8 or higher) as determined by the transfer institution. Please see a counselor for TAG details including application deadlines.

Transfer to California State University
California State University System — Eligible for CSU Admissions after High School: Students who were eligible for admission to a CSU when they graduated from high school, but decided to attend a community college, can transfer to some CSUs at any time as long as a 2.0 grade point average or better for all transferable coursework completed at the community college is maintained. High school eligibility is based on test scores, grade point averages, and completion of specific subject area requirements.

Community College Transfer: Students who were not eligible for admission to a CSU when they graduated from high school may be eligible once they have completed a minimum of 60 transferable units with a 2.0 grade point average or better (2.4 for international or non-resident students) and the following additional requirements:
- Complete Area A, sections 1, 2, and 3 ("C" grade or better for each course)
- Area B, section 4 ("C" grade or better)
- A minimum of 30 semester units of general education with a 2.0 grade point average. This includes items A and B listed above.

GPA requirements are higher for more competitive campuses or majors. Students are highly encouraged to complete lower-division preparatory courses for their major as required by the CSU of their choice, in addition to general education-breadth requirements, and graduation requirements. Lower-division major requirements can be obtained from ASSIST (www.assist.org), the official state-wide repository for transfer and course articulation information.

The CSU will accept a maximum of 70 transferable semester units completed in the community colleges. FLC students should meet with a counselor once a semester to plan appropriate course selection.

Lower-Division Transfer Patterns (LDTP): The Lower-Division Transfer Pattern (LDTP) project, sponsored by the California State University (CSU) and supported by the California Community Colleges, presents potential transfer students with the most direct path to a bachelor’s degree in the CSU system. The LDTP project provides a set of “road maps” for students to follow that will ensure appropriate academic preparation and that will decrease time to graduation once LDTP students enter the CSU. Students may enter into an LDTP agreement up to the time they have completed 45 transferable units. Students who elect to follow the LDTP option will receive the highest priority for admission to a CSU campus.

“Highest priority for admission” is defined as a written guarantee of admission to a particular CSU campus and major, and it goes into effect when both the student and the CSU campus ratify an LDTP agreement. The guarantee is subject both to satisfactory completion of the agreement requirements and to the campus’s ability to accommodate the student. Students will be asked to complete successfully a specified set of general education courses and major courses that will be common to all CSU campuses offering that major, and they will be asked to complete successfully an additional set of courses identified by the particular CSU campus named in the LDTP agreement. The coursework in the systemwide and campus-specific LDTP pattern will total at least 60 units, the number needed to transfer to CSU as an upper-division student. Through CSUMentor and ASSIST, students and counselors will be able to find road maps detailing coursework preparation by CSU campus and major.

Please contact an FLC Counselor for additional information about the LDTP program.

Crossover Enrollment with Sacramento State University: Students who have completed 30 transferable units with a 2.0 GPA may be eligible to take classes at Sacramento State University through the Crossover Enrollment Program, free of charge. For details and a crossover application, please contact the counseling department.
Transfer to University of California

University of California System - Eligible for UC Admission after High School:
Students who were eligible for admission to the university when they graduated from high school (meaning they satisfied the Subject, Scholarship, and Examination Requirements) are eligible to transfer if they have a “C” (2.0) average in transferable coursework.

Community College Transfer: Students who met the Scholarship Requirement, but not the Subject Requirement must take transferable college courses in the missing subjects earning a “C” or better in each required course, and have an overall “C” average in all transferable coursework to be eligible to transfer.

Students who met the Scholarship Requirement, but not the Examination Requirement must complete a minimum of 12 semester units of transferable work and earn an overall “C” (2.0) average in all transferable college coursework completed.

Students who did not meet the Scholarship Requirement must:

a) Complete 60 semester units of transferable college credit with a grade point average of at least 2.4 for California residents, 2.8 for non-residents, and;

b) Complete the following course pattern, earning a grade of “C” or better in each course:
   • two transferable college courses (3 semester units each) in English composition; and
   • one transferable college course (3 semester units) in mathematical concepts and quantitative reasoning; and
   • four transferable college courses (3 semester units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, the physical and biological sciences.

(Students who satisfy the Intersegmental General Education Transfer Curriculum prior to transferring to UC will satisfy Option b above.)

Transfer to Private Colleges

Independent California College and Universities:
California’s fully accredited independent colleges and universities provide a host of options at undergraduate, graduate, and professional levels for students planning to continue their education beyond community college.

Students who transfer to independent colleges or universities will be given academic credit for most, if not all, of their community college studies. Virtually all institutions give full credit for general education courses and usually for other courses designated for transfer by the community college.

Some colleges and universities stipulate a certain number of completed units before considering students eligible for transfer. Others do not and will accept students at any time. The requirements are outlined in the respective college catalogs, available upon request from the College’s Transition Center. Students are urged to contact their counselors for additional information.
### CSU General Education Requirements

**Information is current as of the 2007-08 academic year. Students need to meet with a counselor for updated requirements.**

#### CSU – General Education/Breadth Requirements

A total of 39 units of lower division general education may be certified by Folsom Lake College (note GE represents part of the 60 units required to transfer as an upper division transfer student). It is important that the student seek the aid of a counselor when selecting courses, since many variables, like choice of major, affect appropriate course selection. The completion of this pattern will also satisfy the "major" requirements for an associates degree at Folsom Lake College.

Students completing 39 units, as specified in the General Education pattern below, may request "Certification" of completion at the time of transfer to any of the campuses of The California State University. Courses that are listed in more than one area may only be used to satisfy the requirements in a single area. Some campuses/majors limit the use of "double-counting" of courses for fulfillment of General Education/Breadth and Major requirements. See a counselor for more information regarding limitations.

#### AREA A – ORAL and WRITTEN COMMUNICATION, and CRITICAL THINKING ("C" grade or better required)

9 units, with one course from each group:

<table>
<thead>
<tr>
<th>A1</th>
<th>Oral Communication:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications Studies 301, 331, 361</td>
<td></td>
</tr>
<tr>
<td>Course from another college:</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>A2</th>
<th>Written Communication:</th>
</tr>
</thead>
<tbody>
<tr>
<td>English-Writing 300</td>
<td></td>
</tr>
<tr>
<td>Course from another college:</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>A3</th>
<th>Critical Thinking:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications Studies 311, 315; English-Writing 301, 302; Philosophy 300, 320, 325, 328</td>
<td></td>
</tr>
<tr>
<td>Course from another college:</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
</tbody>
</table>

#### AREA B – PHYSICAL UNIVERSE and ITS LIFE FORMS – 9 to 12 Units total, with at least 3 units from each group.

At least one course from the Physical Sciences or Life Forms must include a Laboratory (A single * indicates a lab-only course, which must be completed with the associated lecture course; a double ** indicates courses with combined lecture and lab).

<table>
<thead>
<tr>
<th>B1</th>
<th>Physical Sciences:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course(s) from other college(s):</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B2</th>
<th>Life Forms:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course(s) from other college(s):</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B4</th>
<th>Mathematics/Quantitative Reasoning (&quot;C&quot; grade or better required):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathematics 300, 310, 335, 341, 343, 344, 350, 351, 370, 400, 401, 402, 410, 420; Psychology 330; Statistics 300</td>
<td></td>
</tr>
<tr>
<td>Course(s) from other college(s):</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
</tbody>
</table>

#### AREA C – ARTS, FOREIGN LANGUAGES, LITERATURE and PHILOSOPHY – 9 units minimum, with AT LEAST one course from Arts, and one from Humanities

<table>
<thead>
<tr>
<th>C1</th>
<th>Arts:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Architecture 310; Art-History 300, 303, 309, 311, 312, 326, 332, 333; Art 300, 302, 304, 305, 312, 320, 323, 327, 328, 370, 372, 430; Communications Media 305; Film &amp; Media Studies 300; Music Fundamentals, History &amp; Literature 300, 310, 311, 321, 330, 400, 401, 410; Music Instrumental/Voice Instruction 310, 311, 370, 371, 495; Music Performance 350, 357; Photography 300, 301, 425; Theatre Arts 300</td>
<td></td>
</tr>
<tr>
<td>Course(s) from other college(s):</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C2</th>
<th>Humanities:</th>
</tr>
</thead>
<tbody>
<tr>
<td>English-Creative Writing 400, 410; English-Literature 303, 310, 311, 320, 321, 339, 340, 341, 345, 360, 370, 402; English-Writing 301; French 311, 312, 401, 402, 411, 412; History 307, 308; Humanities 300, 310, 320, 332, 334, 340; Philosophy 304, 310, 330, 331, 338, 350, 352, 356, Sign Language Studies 315, 316; Spanish 401, 402, 411, 412, 425</td>
<td></td>
</tr>
<tr>
<td>Course(s) from other college(s):</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
</tbody>
</table>

#### AREA D (DD-D9) – SOCIAL and BEHAVIORAL SCIENCES – 9 units minimum (An ^ denotes courses that satisfy CSUS’ Race and Ethnicity Grad Requirement)

<table>
<thead>
<tr>
<th>D1</th>
<th>American History and Institutions:</th>
</tr>
</thead>
<tbody>
<tr>
<td>can be met by one of the following combinations:</td>
<td></td>
</tr>
<tr>
<td>6 semester units, choose one two-course combination from Group 1 or Group 2</td>
<td></td>
</tr>
<tr>
<td>Group 1: One course from History 312, 313, or 331 paired with Political Science 301 OR</td>
<td></td>
</tr>
<tr>
<td>Group 2: Two History 312 paired with one course from History 313 or 314</td>
<td></td>
</tr>
<tr>
<td>Course(s) from other college(s):</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D2</th>
<th>3 units, selected from the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthropology 310, 319, 320, 330; Business 330, 345; Communications Studies 325**, 341, 363; Communications Media 300; Economics 302, 304; Early Childhood Education 312*, 314*; Family &amp; Consumer Sciences 312*, 314*: Geography 310; Gerontology 300; History 307, 308, 344; Journalism 310; Philosophy 360; Political Science 302, 310, 320, 325, 340, 350, 351, 368, 372; Social Sciences 338, 360; Sociology 300, 301, 321**, 335</td>
<td></td>
</tr>
<tr>
<td>Course(s) from other college(s):</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
</tbody>
</table>

#### AREA E – LIFELONG UNDERSTANDING and DEVELOPMENT – 3 units minimum

<table>
<thead>
<tr>
<th>E1</th>
<th>Communications Studies 321; Early Childhood Education 314*; English Education 320; Family &amp; Consumer Sciences 314*; 322, 324; Gerontology 300; Health Education 300, 350; Human &amp; Career Development 310; Human Services 302; Nutrition and Foods 300; Physical Education Activity (not more than one unit of PE activity may count in Area E); Physical Education Theory 301; Psychology 340, 354, 356, 358, 360; Sociology 310, 335</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course from another college:</td>
<td></td>
</tr>
<tr>
<td>College Name:</td>
<td></td>
</tr>
<tr>
<td>Military Service Credit: (clears one unit of PE activity) Requires copy of DD-214</td>
<td></td>
</tr>
</tbody>
</table>

Folsom Lake College CSU-GE Certification Information Sheet 2007-2008 | Version 1.0 | 5/1/07

NOTE: Courses marked with a single ** have credit limitations – see a counselor for more information.
Completion of the Intersegmental General Education Transfer Curriculum (IGETC) will permit a student to transfer from a California Community College to a campus in either the California State University or the University of California without the need, after transfer, to take additional lower division general education courses to satisfy campus general education requirements. The course requirements in ALL areas must be completed before IGETC can be certified. All courses must be completed with a grade of "C" or better (Grades of "C-" will not fulfill this requirement). NOTE: IGETC is NOT appropriate for certain majors and/or campuses.

Consult with a Counselor BEFORE choosing IGETC to fulfill General Education/Breadth requirements to make sure that it is an appropriate choice.

**Information is current as of the 2007-08 academic year. Students need to meet with a counselor for updated requirements.**

### AREA 1 – ENGLISH COMMUNICATION

- **CSU**: 3 courses required, one from Group A, one from Group B, and one from Group C
- **UC**: Courses required, one from Group A and one from Group B

#### Group A: English Composition
- Course from another college:
- Course from another college:
- Course from another college:

#### Group B: Critical Thinking – English Composition
- Course from another college:

#### Group C: Oral Communications (CSU requirement only)
- Course from another college:

### AREA 2 MATHETICAL CONCEPTS and QUANTITATIVE REASONING

- 1 course, minimum 3 semester/4-5 quarter units
- Math 341*, 344, 350*, 351*, 370*, 400*, 401*, 402*; Psychology 330*; Statistics 300*

Course(s) from other college(s) Advanced Placement Score:

### AREA 3 – (A) ARTS and (B) HUMANITIES

3 Courses, with at least one course from the Arts and one course from the Humanities, 9 semester/12-15 quarter units

#### (A) ARTS:
- Art History 300, 303, 309, 311, 312, 326, 332, 333; Communications Media 305*; Film & Media Studies 300;
- Music Fundamentals, History & Literature 300*, 310, 311, 321*, 330, 400, 401; Photography 425*; Theatre Arts 300

Course(s) from other college(s) Advanced Placement Score:

#### (B) HUMANITIES:
- English Literature 300, 310, 311, 320, 321, 339, 341, 345, 360, 402; French 411, 412; History 307, 308;
- Humanities 300, 310, 320, 332, 334, 340; Philosophy 300, 304, 310, 330, 331, 338, 350, 352, 356, 360; Sign
- Language Studies 318; Spanish 411, 412, 425

Course(s) from other college(s) Advanced Placement Score:

### Additional ARTS OR HUMANITIES

### AREA 4 (4A - 4J) – SOCIAL and BEHAVIORAL SCIENCES

3 courses from at least 2 disciplines or an interdisciplinary sequence, 9 semester/12-15 quarter units

- Anthropology 310, 320, 330; Business 345*; Communications Studies 325**;
- Economics 302, 304; Early Childhood Education 312*; Family & Consumer Science 312*; Geography 310; History
- 307, 308, 319, 331, 344; Journalism 310*; Political Science 301, 302, 310; Psychology 300, 320, 340, 351, 356, 360, 368, 372*;

Course(s) from other college(s) Advanced Placement Score:

**Indicates courses that satisfy CSUS’ Race and Ethnicity Graduation Requirement

### AREA 5 (A/B) – PHYSICAL and BIOLOGICAL SCIENCES

At least 2 courses, one Physical Science course and one Biological Science course; at least one course must include a laboratory

#### (A) PHYSICAL SCIENCES:

Course(s) from other college(s) Advanced Placement Score:

#### (B) BIOLOGICAL/LIFE SCIENCES:
- Psychology 321**

Course(s) from other college(s) Advanced Placement Score:

### AREA 6(A) – LANGUAGE OTHER THAN ENGLISH (UC requirement only)

Proficiency equivalent to two years of High School study in the SAME language. Grades of "C" or better required.

Complete either: French 401, Sign Language Studies 305, Spanish 401

OR earn a score of 3 or higher on the foreign language Advanced Placement Test

OR 550 on the College Board Achievement Test in Foreign Language

Course from another college:

Other (specify Advanced Placement or other exam):

### CSU GRADUATION REQUIREMENT IN U.S. HISTORY, CONSTITUTION, and AMERICAN IDEALS

(Non part of IGETC; may be completed prior to transfer). 6 semester units, choose one two-course combination from Group 1 or Group 2. NOTE: Courses used to meet this requirement may NOT be used to satisfy IGETC requirements.

Group 1: Political Science 301 plus one course from History 312, 313, 331

Group 2: History 312 paired with one course from History 313 or 314

Course(s) from other college(s) Advanced Placement Score:
Student Development Programs and Services

Assessment Services
FLC (916) 608-6573 ; EDC (530) 642-5649; RCC (916) 255-0717
FLC provides a variety of testing services to assist students in determining appropriate course placement. Free course placement assessments are available year-round for English, reading, mathematics, and English-as-a-Second-Language (ESL). Availability is on a first-come, first-serve basis. Competency exams to meet reading competency requirements are also available during regularly scheduled assessment sessions. Competency exams to meet math competency requirements can be arranged by appointment. A monthly testing schedule is available online at www.flc.losrios.edu or in the Student Services. Students with special testing needs should call Assessment prior to the testing date to arrange for accommodations.

Bookstore
FLC (916) 608-6565 ; EDC (530) 642-5656; RCC (916) 255-0717
In addition to required and optional textbooks, the bookstores sell a variety of school and office supplies, study aids, computer software, clothing, snacks, and souvenirs. The stores offer day and evening hours. For inquiries about specific merchandise, payment options and acceptance policies, hours, and directions, please call the bookstore. Students should bring a copy of their class schedule when purchasing textbooks and should have their student I.D. number available for purchases as well as returns.

Textbook Refund Policy: A receipt from the current semester must accompany all returns. Refund dates are listed on the refund slip attached to the receipt. Books purchased new MUST be free from writing, marks, bent corners, and completely intact. If not, the used purchase price will be refunded. Picture I.D. is required for all returns. Charge card purchases will be credited to the correct credit card.

Textbook Buyback Policy: Picture I.D. is required for all returns. Books may be purchased from students during most of the year at market value. During finals textbooks ordered by faculty for the upcoming semester may be sold at a higher value. Contact the bookstore for details and dates. The bookstore cannot guarantee the buyback of any book at any time.

CalWORKs
FLC (916) 608-6560; EDC (530) 642-5648; RCC (916) 255-0717
CalWORKs supports students who are currently receiving cash aid from the county. We have many services to offer qualified students:
- Counseling
- Job Placement Referrals
- Case Management Referrals
- Assistance with county book services
- Child Care services on and off campus
- Job Development and Exploration Workshops
- On and Off Campus Workstudy
- Supply Voucher

CARE (Cooperative Agencies Resources for Education)
FLC (916) 608-6560 ; EDC (530) 642-5648; RCC (916) 255-0717
The CARE Program is a state-funded program providing academic, The CARE Program is a state-funded program providing academic, career, and personal counseling; campus and community referrals; child care; transportation financial assistance; supply voucher; priority registration; transfer assistance; and support workshops to eligible students.

To be eligible, a student must be:
- at least 18 years of age
- eligible for the Extended Opportunity Programs and Services (EOP&S) program
- currently receiving cash aid for self and/or child(ren) under the age of 14
- a single head of household
- a California resident

Child Development Center
FLC (916) 608-6598
The Child Development Center serves the child care needs of student-parents who are continuing their education at Folsom Lake College, El Dorado Center, and Rancho Cordova Center. Priority is given to families who meet the eligibility and need guidelines established by the State Department of Education. Children must be 3-5 years of age and fully toilet-trained to attend.

The program provides a developmentally-appropriate environment where children develop a positive self-esteem, grow and share, learn to get along with others, experience success, and develop self-control. The center provides educational opportunities for Early Childhood Education, Nursing, Child Development, and Psychology students to work with young children while pursuing their educational goals.

College Police
(916) 558-2221
The police department is a P.O.S.T. certified agency and provides both law enforcement and security services to the students. In addition to assisting and handling cases of emergencies, they handle all parking enforcement, lost and found, vehicle jumpstarts and lockouts, and escorts. The FLC Campus Police Office is located on the lower level of the Falcon's Roost. The EDC Campus Police Office is in Building 2, room B-128.

Computer Labs
FLC (916) 608-6540 ; EDC (530) 642-5689 ; RCC (916) 255-0717
The Computer Labs are open to all registered students. These facilities are available to meet your computer needs while on campus. Each lab has knowledgeable staff available for assistance. To sign up for computer access, students need their current registration and photo ID. Hours of service vary at each site. Please call or check the posted schedules to confirm when each location is open. Also, wireless access is available at the main Folsom campus.

Counseling
FLC (916) 608-6500 ; EDC (530) 642-5645; RCC (916) 255-0717
Counselors are available throughout the year on an appointment or walk-in basis. The professional counseling staff provides:
- Academic counseling to assist students in assessing, planning, and implementing immediate and long-range educational and/or transfer goals.
- Career counseling to assist students in assessing and researching aptitudes, abilities, interests, and current and future employment trends.
- Personal counseling to assist students with personal, family, or other social concerns, when that assistance is related to the student's education.
- Crisis counseling to assist students with immediate intervention or appropriate referral to other resources on campus or in the community.
• Multicultural counseling ensuring that students are counseled with a respect for their origins and cultural values.
• Instruction in Human Career Development courses, College Success, Study Skills, and Career Exploration.
• Consultation to the college governance process and liaison to the college community to make the environment as beneficial to the intellectual, emotional, and physical development of students as possible.

DSP&S - Disabled Student Programs & Services
FLC (916) 608-6611 ; EDC (530) 642-5630 ;
(916) 691-7273 (TDD/Voice)

Disabled Student Programs & Services (DSP&S) provides equal educational opportunities for students with physical, psychological, and learning disabilities. Students with disabilities are encouraged to lead active and independent lives by participating in all college programs. Counseling, support services, and academic accommodations are provided to students who are eligible for the program.

Physical and Psychological Disabilities: Students with the following disabilities are eligible to receive support services and academic accommodations: attention deficit disorder (ADD/ADHD); blind and visually-impaired; deaf and hearing-impaired; mobility-impaired, psychological and mental health issues, and other medical and health problems that would require special assistance.

Learning Disabilities: Students of average or above average learning aptitude may have a specific learning disability that significantly impacts their educational progress. The program provides support services and accommodations to students who have documentation of a specific learning disability from another school or an appropriate professional. In addition, testing and assessment services are available at FLC.

Academic Accommodations: Accommodations are individually determined for students with disabilities, according to the functional limitations of the disability. Accommodations may include:

• Testing accommodations, including an extension of time, distraction reduced room, use of calculator, spelling checker, computer, alternative method of testing, or modification of the test response format.
• The use of equipment and materials such as a tape recorder, calculator, computer, taped or electronic text or spelling checker in the classroom and in meeting class assignments.
• The use of personnel such as interpreters, note-takers (while attending classes), readers and scribes.
• Individualized tutoring when student needs exceed existing college tutorial services, which are available to all students.
• Alternate Formats: These alternate formats, including electronic text, books on tape, large print and Braille, help accommodate specific processing needs. Students with verified disabilities who require alternate formats of college publications and resources should check with Disabled Students Programs and Services. These are obtained in the timeliest manner possible.

If an academic accommodation is requested that is not listed, the request will be forwarded by the DSP&S Staff to the Vice President of Student Development and Enrollment Management for consideration. The student has a right to appeal any decision regarding academic accommodations. Contact the DSP&S Office for more information.

Employment Opportunities

Students may work on or off campus at any of the three sites through a variety of programs. On-campus employment is limited to a maximum of 20 hours per week (all program sources). Student help opportunities may be found through the EOP&S office. Students may also be employed as part of their financial aid package and should consult the Financial Aid Office. A job board provides resources to employment off-campus.

Students can also take advantage of the Los Rios Job Connection program; for more information go to the Los Rios home page at: www.losrios.edu.

EOP&S - Extended Opportunity Programs and Services
FLC (916) 608-6560 ; EDC (530) 642-5648; RCC (916) 255-0717

EOP&S provides support to educationally and economically disadvantaged students in pursuit of their academic and career goals. To this end, we offer a number of services to encourage personal and professional growth, enrollment and retention, and transfer to four-year universities. The following comprehensive support services are provided to eligible students at either site:

• Early registration each semester
• Book service program
• Connections to academic, career, and personal counseling
• Career/major exploration
• CARE program
• Visits to 4-year colleges and universities
• Application fee waivers (CSU, UC)
• Workshops
• Cap & Gown paid
• Phi Theta Kappa membership paid
• Annual Scholars Night Celebration
• Multi-lingual Services

To be eligible, a student must:

• Be a California resident (have lived in the state one year and one day before school starts)
• Be enrolled in 12 units (some students with exceptional conditions may be accepted at a reduced load)
• Qualify to receive the Board of Governors Waiver (BOGW - method A or B)
• Not have completed more than 50 units of degree applicable units.
• Submit an application to the EOP&S program
• Meet specific income and educational criteria as established by EOP&S

Applications may be picked up at any campus and appointments may be scheduled by visiting or calling EOP&S.

Financial Aid Services
FLC (916) 608-6646 ; EDC (530) 642-5651; RCC (916) 255-0717

Financial aid is available for students who need help in meeting their educational costs. Information and applications can be obtained from the Financial Aid Office. Financial assistance for students may include: grants, federal work-study (on-campus employment), various FLC Foundation scholarships as well as privately supported scholarships for outstanding students in particular fields, and loans. In addition to the general financial aid programs, the Board of Governors Fee Waiver is available which will pay the community college enrollment fee for low-income state resident students. The financial aid staff is available by appointment or drop-in basis to assist students and their parents. For additional information, please refer to the “Financial Aid” section of this catalog.
FLC Reading, Writing, & Math Center and EDC English Center

FLC (916) 608-6577; EDC (530) 642-5686
The FLC Reading and Writing Center (FL2-239) and the EDC English Center (C213) are supportive and personalized learning environments. By enrolling in one or more of the classes the centers have to offer, students receive innovative, individualized, and quality instruction in reading, writing, and English language skills. In addition, students can receive assistance with their reading and writing assignments across the disciplines. The FLC Online Math Office is also located in the RWMC. Each center has a spacious room with tables and chairs for individual work; breakout rooms for group work; a computer lab for internet access, word processing, and electronic library research; bibliographic and speed reading software.

Maintenance Allowance
A California resident who resides more than sixty (60) miles from the nearest public community college campus may file an application for maintenance allowance in the college Admissions & Records office. The rate of payment is determined by the State Chancellor’s Office and is issued to the parent or guardian of minor non-district students, and directly to adult non-district students and married minors. Payment is based on each day of full-time scheduled attendance.

Additional information is available in the Admissions & Records office.

Publications/Website
FLC (916) 608-6993
This college catalog and the class schedules are important resources for student success. These publications include valuable and current information on available services, course/program selection, and graduation and transfer requirements. Students should keep one or both publications as references throughout the year.

A tabloid-style publication (with class listings and other college information) is mailed twice a year (spring and fall) to approximately 150,000 homes in the region.

The college website at www.flc.losrios.edu provides a wide variety of student information, including the latest campus news & class schedules.

Student Government
FLC (916) 608-6591; EDC (530) 642-5609
Student Government (SG) is the official student association on campus. This organization, recognized as the voice of the students, operates under the direction of officers who are elected at-large.

The purpose of the council is to provide leadership and support for the student body, encourage student participation in college governance matters, establish open communication among the students, faculty, staff, and administrators of the site, and facilitate scholastic, cultural, social, and recreational activities on-campus and in the community. Representatives who serve on college committees are appointed by the elected SG president and many also serve on district-wide committees.

Being a student government representative also means being recognized by prospective colleges and employers as having an edge over other applicants for leadership abilities, community awareness, and support. All students enrolled in six (6) units or more with a cumulative G.P.A. of at least 2.0 are eligible to become student government representatives.

Clubs and Organizations: These activities offer diversified social and educational opportunities. Each club must have a faculty advisor and be approved by the Student Life Coordinator. Anyone interested in forming a club or student organization should contact the Student Life Coordinator.

Other services: SG is willing to provide assistance and information to campus clubs and groups on event planning, publicity, and fund-raising. SG also provides information to students who are interested in initiating changes to existing policies or creating new policies at the college, district, and governmental levels.

For more information, contact the campus directly at the numbers above or online at: www.flc.losrios.edu/~stugov.

Transition Center/Services
FLC (916) 608-6500; EDC (530) 642-5644
There are four major areas of information offered through the Transition Center:
• Career Exploration
• Co-Op Work Experience Education
• Employment
• Transfer

Our students are in continuous “transition” from one stage of life to another. Whatever transition our students make, the Transition Center is a great one-stop resource to gather information and make future plans. It is located in the Student Services area at Folsom Lake College.

Career-related activities and resources are available to help meet individual career needs. Activities include:

• Resume assistance – on the computer, in a workshop, and/or in-person
• Job search – traditional, “hidden jobs”, and computerized job banks
• Interviewing – skills to be more competitive
• Transfer Fair – employers visit on-campus to provide career information, employment, internships, and transfer information to students
• Computers/Internet – self assessment and researching career-related topics
• Reference materials – books, videos, and handouts
• Workshops – We offer workshops and seminars to develop the skills you will need to communicate with employers. Check the Transition Center for current scheduled offerings.

Employment Opportunities are made available to students seeking on- and off-campus employment. The Transition Center schedules employers on-campus for information, recruitment, interviews, or to gather applications and resumes.

Transfer Services: Folsom Lake College is committed to transferring qualified students to the four-year university of their choice. The Transition Center offers university applications, catalogs, and other resource materials. Information on transfer opportunities is also available at the El Dorado and Rancho Cordova Centers. Students may talk with counselors as well as representatives from various four-year colleges and universities about course work, housing, financial aid, and more.

Crossover Enrollment with Sacramento State University: Students who have completed 30 transferable units with a 2.0 GPA may be eligible to take classes at Sacramento State University through the Crossover Enrollment Program, free of charge. For details and a crossover application, please contact the counseling department.
Guaranteed Admission with Four-Year Colleges: Folsom Lake College enjoys guaranteed admission with 13 colleges and universities. Participating institutions include CSU Monterey Bay, Golden Gate University, Sacramento State University, Saint Mary’s University, San Francisco State University, UC Davis, UC Irvine, UC Merced, UC Riverside, UC San Diego, UC Santa Cruz, UC Santa Barbara, and University of the Pacific.

The center also helps students to concurrently enroll at CSUS (with fees waived) and provides for admission through a Transfer Admissions Guarantee (TAG) to UC Davis, UC Riverside, UC Santa Cruz, UC San Diego, UC Santa Barbara, CSU Monterey Bay, San Francisco State, and the University of the Pacific. Online application services are available for all colleges. For more information, call 916-608-6500.

ASSIST is an online student information system that provides the most accurate and up-to-date information about student transfer in California. Please visit www.assist.org for more information.

Tutorial Services
The Tutorial Services Program offers students free tutoring assistance for their college courses, with the exception of English or related reading/writing skills, all of which are provided at the Folsom campus by the Reading/Writing Center and at EDC by the English Center. The Tutorial Program offers individualized and small group tutoring in various subjects, dependent upon the availability of qualified peer tutors. Tutorial Services are available on a drop-in basis during the posted tutoring hours. Given the availability of student tutors, tutoring hours may change over the course of the semester, so students should regularly check the current tutoring schedule. For more information, go to: www.flc.losrios.edu/~tutoring.

Veterans Educational Benefits

Educational Benefits
Folsom Lake College is approved to offer instruction to service persons, reservists, and other eligible persons under Title 38, U.S. Code and Department of Veterans Affairs (V.A.) regulations. Eligibility for benefits under any of these programs is determined by the appropriate federal or state agency, and not by the college.

Dependents of Veterans
A student who is a dependent of a veteran with a service-connected disability or who died of a service-connected cause may be eligible to receive a waiver of enrollment fees through the California Dependents of Veterans College Fee Waiver Program. Application forms and additional information may be obtained by contacting your local county veterans service office, listed in the telephone directory under county government. Approved authorization letters may be submitted directly to the Financial Aid Office for a fee waiver.

Certification Process
New students should first enroll in the College and register into courses, following the regular matriculation process for all students. Once enrolled, students may apply for V.A. benefits by completing a V.A. Application for Educational Benefits, which is available from the Admissions & Records office or online at the V.A. website: www.gibill.va.gov. Students should also submit additional required FLC V.A. documents as well as a DD214 (member 4 copy) if the veteran served on active duty. Students must request enrollment certification each semester. Students must notify the college V.A. certifying official if their enrollment, major, or address changes. The certifying officer will make necessary certifications of enrollment or changes in enrollment and progress.

Evaluation of Prior Education and Training
During the first semester, all students receiving veterans educational benefits are required to: 1) have submitted to the Admissions & Records office official academic transcripts from each school previously attended, 2) have submitted a DD214 if they were on activity duty, and 3) complete a V.A. Education Plan with a counselor, which establishes a personalized education plan based on prior education and training and the student’s current academic objective.

Course Restrictions for Certification
Courses will NOT be certified for benefits after the first semester until the Education Plan is complete. Only courses that meet requirements of their prerequisites for the major and degree objective as indicated on the education plan will be certified for payment. If the academic objective is changed, the student must complete a new education plan accordingly. The college can only certify for certificate, AA, or AS majors listed in the FLC catalog, or for transfer majors for which official articulation has been completed between FLC and the intended transfer college and program.

For more information, contact the Folsom Lake College Admissions & Records office at (916) 608-6500 or the Veterans Administration Regional Office at (888) 442-4551 or www.gibill.va.gov

Work Experience Education (WEXP)
(916) 608-6552

Work Experience is an academic program in which students apply what they have learned in the classroom to their job or internship site and work toward earning college credits. Students will develop new skills on-the-job or in a skilled professional level assignment on campus or in the community. One 50-minute weekly class is also attended which focuses on workforce and career transition. Internship and job assistance is available. Internships may be paid or non-paid, and will provide preparation for a career by providing professional skill development, employment contacts, confidence building, and more.
Libraries

Libraries are central to inquiry and learning. They support the college course offerings by providing access to information through their collection of books, periodicals, media, and online resources. The libraries also provide reference, circulation, and interlibrary loan services, reserve materials, research computers, and group study rooms.

The libraries at both Folsom Lake College and El Dorado Center are a great place to find reliable information or for a quiet location to study. They are equipped with computers and fee-based photocopiars and printers. Wireless Internet connection is available in the libraries for personal laptop usage. Study rooms are available in the libraries for group study or individual study on a two-hour reservation basis.

LIBRARIANS
Librarians are available to provide individual, group, drop-in, and class instruction on various library services and resources, including assistance with selecting appropriate research tools and creating effective search strategies. The library also offers credit courses (see the Library listing in this catalog). These courses are designed to make your academic research easier and more rewarding. Librarians also help students identify reliable web sites and information in order to expand their research to the Internet. Additionally, the EDC Librarian’s Internet Guide contains carefully selected links to various scholarly directories linking users to many web sites by subject. This guide is available at: http://flc.losrios.edu/~imener/ (This link is also available on the FLC and EDC library web sites.)

LIBRARY CARD
The Student Access Card is your Los Rios Library Card, as well as your official college Photo ID, Regional Transit pass (with current RT sticker), and GoPrint card. Access Cards can be obtained in the FLC or EDC Computer Lab.

Your Access Card has your library barcode, which must be activated at the Library Circulation Counter each semester you are enrolled. Once your barcode is activated, it allows you to check out library materials and gives you access to valuable online services and resources from off campus, including the library research databases. A lost or stolen Access Card should be reported immediately. You are responsible for any material checked out on your card. Violation of library policies may result in the loss of library privileges.

LIBRARY CATALOG
The online library catalog, Los Rios Online Information System (LOIS), identifies books, eBooks, periodicals, media, and reserve materials available at FLC/EDC and the other Los Rios Community College District Libraries. Additional services such as renewing books online, viewing your library account, and requesting books from other Los Rios College Libraries are accessed through the online catalog as well. Ask a librarian if you need assistance using the catalog.

ONLINE RESEARCH DATABASES
In addition to the print and media collections, the libraries provide online access to a variety of databases that contain full-text magazines, journals, and newspapers, as well as encyclopedias, reference works, literary criticism, biography, international affairs, and current events. Library research databases are available to Los Rios Community College students, faculty, and staff. These databases can be accessed from off-campus by using your library barcode and PIN. Ask a librarian if you need assistance using the databases. Visit the FLC Library website at: www.flc.losrios.edu/~library or the EDC Library website at: www.flc.losrios.edu/~lrc for information on accessing these resources.

LOAN PERIODS
General circulating books check out for 21 days and may be renewed once unless there is a hold on the item(s). You may check out up to 7 general circulating books at a time. General circulating media check out for 7 days, with no renewals. You may check out 2 general media at a time. Reserve materials check out for 2 hours, 1 day, 3 days, or 7 days. You may check out 2 reserve items at a time.

<table>
<thead>
<tr>
<th>Item type</th>
<th>Loan period</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Circulating Books</td>
<td>21 days</td>
</tr>
<tr>
<td>General Circulating Media</td>
<td>7 days</td>
</tr>
<tr>
<td>Reserve Materials</td>
<td>2 hours, 1 day, 3 days, or 7 days</td>
</tr>
<tr>
<td>Reference Books &amp; Periodicals</td>
<td>Library Use Only</td>
</tr>
</tbody>
</table>

OVERDUE FINES
Fines also accrue during the hours and days the library is closed. Fines can be paid at the Circulation Counter.

<table>
<thead>
<tr>
<th>Fine rates</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Circulating Books</td>
</tr>
<tr>
<td>1-day, 3-day, 7-day Materials</td>
</tr>
<tr>
<td>2-hr Reserve Materials</td>
</tr>
</tbody>
</table>

LOST MATERIALS
Library materials that are lost will have a current replacement cost, plus a $10.00 non-refundable processing fee.

RESERVE MATERIALS
These items are supplementary resources, including textbooks, made available by instructors and circulate for short loan periods. Reserve materials can be found by searching under Reserves in the Library Catalog.

FLC Library: www.flc.losrios.edu/~library
(916) 608-6613
EDC Library: www.flc.losrios.edu/~lrc
(530) 642-5695
## Financial Aid

The Financial Aid Office provides a wide range of financial assistance to students in the form of grants, part-time on-campus employment, scholarships, and loans. All awards are contingent upon financial need, cost of attendance and enrollment status (full-time or part-time).

The basic premise for all need-based financial aid programs is that the primary responsibility for financing a student's post-secondary education rests with the student and his/her family. Student financial aid is intended to assist with those educational costs that remain after the student's resources and an expected contribution from the family have been taken into account. To be considered for financial aid, a student must complete a Free Application for Federal Student Aid (FAFSA) each academic year, and preferably by March 2nd to be eligible for maximum aid. Forms are available at the Financial Aid Office or on the web at www.fafsa.ed.gov. The Title IV federal school code for Folsom Lake College is: 038713.

Once the FAFSA is submitted online, a Student Aid Report (SAR) will be emailed or mailed directly to the student and a duplicate version will be transmitted electronically to the designated school. Students will be notified by Folsom Lake College regarding any additional documents needed in order to complete their file upon receipt of their SAR. If selected for verification, a student must complete all verification documentation as required by federal guidelines.

Folsom Lake College participates in the following programs:

### Board of Governors Fee Waiver (BOGFW)

This program waives your enrollment fees for the academic year (summer session and fall/spring semester) and does not require repayment. Only one application per year is necessary and you must reapply each year. There is no deadline to apply. Applications are available online starting April 1, 2008 at www.fafsa.ed.gov. The Title IV federal school code for Folsom Lake College is: 038713.

Eligibility:
- Must be a California resident.
- Complete a simple application form available online or in the Financial Aid Office.
- Be prepared to provide proof of eligibility. There are four methods by which you may qualify:
  - Special Classification: Dependents of Veterans or National Guard; recipient or the child of a recipient of the Congressional Medal of Honor; a dependent of a victim of the September 11, 2001 terrorist attack; or a dependent of a deceased law enforcement/fire suppression personnel killed in the line of duty recipients must bring documentation in order to qualify. Documents submitted will be accepted only if they are dated within the last 30 days.
  - Method A: TANF/CalWORKs, SSI/SSP, or General Assistance recipients must bring documentation (aid verification summary, last voucher, or check) in order to qualify. Documents submitted will be accepted only if they are dated within the last 30 days.
  - Method B: If you meet household (low) income standards (see chart). Dependent students must use the Parent's income (do not include the student's income). Income includes adjusted gross income, wages not reported on a tax return, all untaxed income and cash received or any money paid on your behalf.
  - Method C: If you have completed a Free Application for Federal Student Aid (FAFSA) and have been determined to have just $1 of “financial need” based on Federal calculation.

### 2008-2009 BOGFW Income Standards

<table>
<thead>
<tr>
<th>Family Size</th>
<th>2007 Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$15,315</td>
</tr>
<tr>
<td>2</td>
<td>$20,535</td>
</tr>
<tr>
<td>3</td>
<td>$25,755</td>
</tr>
<tr>
<td>Each Additional Family Member</td>
<td>$5,220</td>
</tr>
</tbody>
</table>

### Federal and State Grants (do not require repayment)

#### Federal Pell Grant

This program aids students who have not yet received a bachelor's degree from any institution. The Pell Grant is intended to be the “foundation” of a student's financial aid package with other sources of aid to supplement it. Eligibility will vary according to enrollment status and federally determined Expected Family Contribution (EFC).

#### Federal Supplemental Educational Opportunity Grants (FSEOG)

This program is limited to undergraduate students with exceptional financial need who, for lack of financial means, would be unable to enter or remain in college. Funding is limited; therefore, students are encouraged to apply early.

### Academic Competitiveness Grant (ACG)

This program is for full-time, Pell-eligible students who have completed a rigorous high school program of study and maintain a 3.0 GPA while in college. Students must be a U.S. Citizen to qualify, and cannot have attended college before.

#### State Cal Grants

Cal Grant are administered and processed by the California Student Aid Commission (CSAC). The FAFSA and a GPA Verification form must be completed by March 2nd prior to the award year. Contact the Financial Aid office for GPA Verification form requirements.

- Cal Grant A: Helps low and middle-income students with tuition costs at 4-year colleges and universities. Grant recipients are selected on the basis of financial need and grade point average.
- The California Student Aid Commission will hold tuition fee awards for those who qualify, until the student transfers to a four-year college. Students must maintain eligibility each year.
- Cal Grant B: Aids students from low-income and disadvantaged backgrounds. This grant may be used at a community college or a university for up to four years.
- Cal Grant C: Provides assistance for low and middle-income students formally enrolled in and pursuing a vocational training program at Folsom Lake College.

### On-Campus Employment (money earned - does not require repayment)

Federal Work Study Program (FWS)

The Federal Work Study program allows students to earn money for their educational expenses while in school. Students are encouraged to find jobs relating to their program of study on the college campus. Work study wages are based on federal minimum wage guidelines. Students may qualify by virtue of their need, satisfactory academic standing, availability and feasible work skills.

<table>
<thead>
<tr>
<th>Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>TANF/CalWORKs, SSI/SSP, or General Assistance recipients bring documentation (aid verification summary, last voucher, or check) in order to qualify.</td>
</tr>
<tr>
<td>B</td>
<td>If you meet household (low) income standards (see chart). Dependent students must use the Parent’s income (do not include the student’s income). Income includes adjusted gross income, wages not reported on a tax return, all untaxed income and cash received or any money paid on your behalf.</td>
</tr>
<tr>
<td>C</td>
<td>If you have completed a Free Application for Federal Student Aid (FAFSA) and have been determined to have just $1 of “financial need” based on Federal calculation.</td>
</tr>
</tbody>
</table>
Scholarships (do not require repayment)
Scholarships awards are available for students who are interested in particular fields of study, who are members of underrepresented groups, who live in certain areas of the country or who demonstrate financial need. The Financial Aid Office maintains a list of local, state and national scholarships. Enrollment verification is usually required. Scholarships from many donors are available for the student who is returning for a second year, as well as for the student who plans to transfer to a four-year institution. Number of awards depends on the number of applications and funds available.

El Dorado Center Patron's Club Scholarship
These awards are donated by the El Dorado Center Patrons Club. Awards are based on the goals stated by the student, academic effort shown by adequate grades, financial need, community service and/or work experience. Awards may be renewed. A second application is required for the second year. Award amount is $250.00 per student per year.

Foundation Scholarship
These awards are provided by the Folsom Lake College Foundation and are granted to graduating seniors and currently enrolled students who do not have a high school diploma or the equivalent. A student must

- Complete a Free Application for Federal Student Aid (FAFSA)
- Be enrolled in at least six units
- Maintain a cumulative 2.0 GPA
- Receive award letter for other forms of federal/state financial aid
- Attend a loan entrance counseling workshop to obtain loan applications.
- Successfully complete a student loan pre-test
- Attend exit loan counseling every academic year or upon graduation or exiting the college

Accepting any federal student loan is accepting a huge responsibility. Defaulting on any federal student loans will result in disqualification of all financial aid, adverse credit and severe legal action. By accepting a Federal Stafford Student Loan, the student accepts the responsibility to repay it.

REQUIREMENTS FOR FEDERAL/STATE FINANCIAL AID
Ability to Benefit: Applies to students who are admitted to college but who do not have a high school diploma or the equivalent. A student must pass a standardized placement test, which measures the student’s ability to complete the course of study. To schedule a testing appointment, please contact the Assessment Office at (916) 608-6573.

Eligibility for financial assistance is determined by:
- Demonstrated financial need. Financial need exists when the cost of education exceeds all of the resources available to a student. This need must be determined each academic year for which a student applies.
- Being a U.S. citizen, a permanent resident, or status as a resident alien with the appropriate visa.
- Registering for Selective Service: Federal and state laws require that men between the ages of 18-25 register with the U.S. Selective Service System to be eligible for school Financial Aid (50 U.S.C. App. 451, et seq.)
- Making satisfactory academic progress. Satisfactory academic progress is defined by the Federal Department of Education as 150 percent of normal length of time for a student to achieve an educational objective. Congress and the Federal Department of Education award funds to students who are making satisfactory progress toward their educational goal. Therefore, the Financial Aid Office is required to monitor academic progress and deny aid to any student who fails to meet satisfactory academic progress as measured by:

1. Grade Point Average (GPA)- minimum FLC GPA of a 2.0
2. Maintain Progress - Complete at least 75% of units enrolled:
3. Progress Percentage = Total Units With “F”, “NC”, “W”, “I”, and “RD” divided by the total units attempted. Non-completion percentage must be 25% or less.
4. Total Units (Maximum Time Frame) - Students may attempt up to 90 units toward the completion of degree or certificate program. Students who have attempted 90 or more units will be denied financial aid. Units taken at another college or taken without the assistance of financial aid are calculated into the total number of units attempted. Up to 30 units of remedial coursework may be deducted from the total units accumulated.
5. Completion of Degree or Certificate - Students who complete a degree or certificate are considered to have reached their maximum time frame and will be denied financial aid.

A student may be placed on financial aid probation for one semester. Aid will be denied to students who fail to make satisfactory academic progress during the probationary semester. Students with extenuating circumstances may file a Financial Aid Petition to reinstate financial aid.

Basis for Denial of Financial Aid
- Financial Aid may be denied for the following reasons:
  - Default on Stafford Loans.
  - Owing a refund or repayment on Pell or FSEOG.
  - Failure to meet the satisfactory academic progress standard adopted by FLC for financial aid recipients.
  - Completion of an AA or AS Degree or 90 or more units, (whichever comes first), unless a special petition has been approved by the Financial Aid Office.
  - Falsification of information that affects the determination of eligibility or aid.
  - Failure to provide necessary verification/documented income and resources.
Policies on the Rights of Individuals

Los Rios Community College District
Non-Discrimination Policy
The Los Rios Community College District, in compliance with all pertinent Titles and Sections of the Civil Rights Act of 1964, the Educational Amendments of 1972, the Rehabilitation Act of 1973, Americans with Disabilities Act, and all other applicable federal, state, and local laws, does not discriminate on the basis of race, color, marital status, religion, sexual preference, national origin, sex, age over forty, handicap, or Vietnam-era veteran status, physical or mental disability, nor shall any students be discriminated against for conversing in a language other than English, in any of its functions or activities, including employment, educational programs and services, admissions, and financial aid.

The District further complies with those federal and state laws and the regulations of the Board of Governors of the California Community Colleges which prohibit sexual harassment.

Such non-discrimination policies extend to all of the functions and activities of the Los Rios Community College District including employment and employment selection, educational programs, services, admissions, and financial aid.

Inquiries regarding this policy may be directed to the Equity Officer at (916) 608-6620; Gender Equity Coordinator (Title IX, Section 504) and ADA Vice President for Administration at (916) 608-6555; or the Los Rios Community College District, Assistant Chancellor of Human Resources, 1919 Spanos Court, Sacramento, CA 95825, (916) 568-3116, or to the Director of the Office of Civil Rights, U.S. Department of Health, Education and Welfare, Washington, D.C.

Política Contra La Discriminación
El Distrito Universitario Comunitario Los Ríos, en cumplimiento con todos los Títulos y Secciones pertinentes de la Ley de Derechos Civiles de 1964, las Enmiendas Educativas de 1972, la Ley de Rehabilitación de 1973, la Ley de Americanos con Incapacidades y todas las demás leyes aplicables federales, estatales y locales, no discrimina con base en la raza, color, estado civil, religión, preferencia sexual, nacionalidad, sexo, edad de mayor de cuarenta años, estado de inhabilitado o veterano de la guerra de Vietnam, incapacidad física o mental; y ningún estudiante será discriminado por conversar en un idioma que no sea inglés, en ninguna de sus funciones o actividades, incluyendo el empleo

El Distrito cumple además con aquellas leyes federales y estatales y las normas de la Junta de Directores de los Colegios Comunitarios de California, las cuales prohíben el hostigamiento sexual.

Tales políticas antidiscriminatorias se extienden a todas las funciones y actividades del Distrito Universitario Comunitario Los Ríos, incluyendo el empleo y la selección de empleos, programas educativos, servicios, admisiones y ayuda financiera.

Diversity/Equity Commitment
Folsom Lake College believes that the world of tomorrow will be shaped by what happens to the individual and the community today. Thus, we seek to enhance, through learning, the unique potential of every person entering our doors and to nourish the quality of life in our community. In particular, the college strives to create an institutional climate of full enfranchisement and participation for all students, faculty, and staff. This includes addressing the needs of the culturally diverse student population at the college, ensuring gender equity, and facilitating student and staff understanding of cultural perspectives of others, as well as their own.

Title IX (Sex Discrimination)
Folsom Lake College supports and complies with Title IX Education Amendments, which prohibit sex discrimination in admission to, or employment in, all its educational programs and activities. Inquiries concerning Title IX may be directed to the College Title IX Coordinator, Equity Officer at (916) 608-6620 or to the Director of the Office of Civil Rights, U.S. Department of Education, Washington D.C.

Disability
Folsom Lake College does not discriminate on the basis of disability in admission or access to, or treatment or employment in, its programs and activities. Section 504 of the Rehabilitation Act of 1973, as amended, and the regulations adopted thereunder and the Americans with Disabilities Act prohibit such discrimination.

Race, Color, National Origin, or Disability
Folsom Lake College complies with the requirement of Title VII of the Civil Rights Act of 1964 as amended by the Americans with Disabilities Act and the regulations adopted thereunder. No person shall, on the grounds of race, color, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program of Folsom Lake College. Referrals may be made to the Equity Officer.

Age, Marital Status, Religion
Folsom Lake College does not discriminate on the basis of age, marital status, religion, or sexual orientation. Referrals may be made to the Equity Officer.

Gender Harassment
Sex discrimination in the form of gender harassment consists primarily of repeated comments, jokes, and innuendoes directed at persons because of their gender or sexual orientation. This behavior typically is not aimed at eliciting sexual cooperation, but, like racial harassment, it contaminates the learning and work environment and has no place at Folsom Lake College.

Examples of gender harassment include the following:
• Disparaging women’s intellectual abilities and potential;
• Using sexist statements in classroom discussions;
• Disparaging the lifestyles or behaviors of gays or lesbians.

Sexual Harassment Policy
It is the desire of the Los Rios Community College District Board of Trustees to provide for all students and employees an educational environment and work place free from sexual harassment. Sexual harassment in any situation is unacceptable, and is in violation of state and federal laws and regulations. Where evidence of harassment is found, appropriate corrective action shall be taken.

Definition of sexual harassment
A. Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:
1. Submission to the conduct is explicitly or implicitly made a term or a condition of an individual’s employment, academic status, or progress.
2. Submission to, or rejection of, the conduct by the individual is used as the basis of employment or an academic decision affecting the individual.
3. The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment.

4. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

Complaint Procedure And Impact
Any individual who believes that he or she has been sexually harassed is encouraged to follow the complaint procedures as set forth in the District's Discrimination Complaint Regulation R-2423. Throughout the procedures, the College President and the College/District Equity Officers will insure that confidentially will be maintained and that due process will be followed with respect to both parties. In the case of a student, it shall not affect grades, class selection, or other matters pertaining to his or her status as a student. In a situation where evidence is found that an allegation of sexual harassment is brought solely for the purpose of vexation, the appropriate disciplinary action will be taken. Sexual harassment policy, procedural steps, and forms are available from the campus Equity Officer, (916) 608-6620 or Vice President of Administration, (916) 608-6555.

Faculty Statement of Professional Ethics
1. Faculty members, guided by a deep conviction of the worth and dignity of the advancement of knowledge, recognize the special responsibilities placed upon them. Their primary responsibility to their subjects is to seek and to state the truth as they see it. To this end they devote their energies to developing and improving their scholarly and teaching competence. They accept the obligation to exercise critical self-discipline and judgment in using, extending and transmitting knowledge. They practice intellectual honesty. Although they may follow subsidiary interests, these interests must never seriously hamper or compromise their freedom of inquiry.

2. As teachers, faculty members encourage the free pursuit of learning in their students. They hold before them the best scholarly standards of their discipline. They demonstrate respect for the student as an individual and adhere to their proper role as intellectual guides and counselors. They make every reasonable effort to foster honest academic conduct and to assure that their evaluation of students reflects their true merit. They respect the confidential nature of the relationship between faculty member and student. They avoid any exploitation of students for their private advantage and acknowledge significant assistance from them. They protect their academic freedom.

3. As colleagues, faculty members have obligations that derive from common membership in the community of scholars. They respect and defend the free inquiry of their associates. In the exchange of criticism and ideas they show due respect for the opinions of others. They acknowledge their academic debts and strive to be objective in their professional judgment of colleagues. They accept their share of faculty responsibilities for the governance of their institution.

4. As members of their institution, faculty members seek above all to be effective teachers and scholars. Although they observe the stated regulations of the institution, provided they do not contravene academic freedom, they maintain their right to criticize and seek revision. They determine the amount and character of the work they do outside their institution with due regard to their paramount responsibilities within it. When considering the interruption or termination of their service, they recognize the effect of their decision upon the program of the institution and give due notice of their intentions.

Statement of Principles on Academic Freedom
(American Association of University Professors)
• The purpose of this statement is to promote public understanding and support of academic freedom and tenure and agreement upon procedures to ensure them in colleges and universities. Institutions of higher education are conducted for the common good and not to further the interest of either the individual teacher or the institution as a whole. The common good depends upon the free search for truth and its free exposition.
• Academic freedom is essential to these purposes and applies to both teaching and research. Freedom in research is fundamental to the advancement of truth. Academic freedom in its teaching aspect is fundamental for the protection of the rights of the teacher in teaching and the freedom of the student in learning. It carries with it duties correlative with rights.
• Teachers are entitled to freedom in the classroom in discussing their subject, but they should be careful not to introduce into their teaching controversial matter, which has no relation to their subject.
* College and university teachers are citizens, members of a learned profession, and officers of an educational institution. When they speak or write as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As scholars and educational officers, they should remember that the public may judge their profession and their institution by their utterances. Hence they should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that they are not speaking for the institution.

Los Rios Colleges Federation of Teachers
Statement on Academic Freedom

The LRCCD and LRCFT agree that Academic Freedom is essential for the fulfillment of the educational mission of the District and for the ability of faculty members to perform their professional duties. In addition, Academic Freedom ensures faculty member’s rights and obligations of Professional Protection, Autonomy and Responsibility.

Professional Protections—faculty members shall be protected from:
• censorship, restraint, or dismissal in their ability to study, investigate, present, interpret, or discuss the relevant facts and ideas within the assigned curriculum and outline
• extraneous considerations such as a faculty member’s ethnicity, race, religion, political beliefs or affiliation, sexual orientation, or disability being used in evaluations of professional performance.

Professional Autonomy
Faculty members have the principle right and responsibility to determine the methods of instruction, the planning and presentation of course materials, and the fair and equitable methods of assessment in their assignment in accordance with the approved curriculum and course outline and the educational mission of the District in accordance with state laws and regulations.

Professional Commitments and Obligations—all faculty members should:
• conduct a classroom environment that is conducive to student learning, growth, and development; in which students are free from discrimination, prejudice, and harassment; and in which students are free to express relevant ideas and opinions.
• clearly differentiate to students the expression of a faculty member’s personal opinions or convictions from the objective presentation of theory, fact, or ideas.
• adhere to District procedures for using approved materials and resources.

(Inform by documents of the AAUP, LRCFT, LRCCD)

Reaffirmed by the Folsom Lake College Academic Senate on March 8, 2005

Classified Staff Code of Ethics

1. Recognizing that faculty and students will give us gifts or offer us favors, we must be aware of potential implications. We should always demonstrate both the substance and the appearance of propriety at all times.

2. Acknowledging that faculty and student sensitivities should be respected, we must appreciate that remarks regarding gender, race, religion, ethnicity, physical or learning disability, or sexual orientation are appropriate only in an educational context.

3. Since classified staff are concerned with the welfare of faculty and students and since either one will at times wish to share information of a personal nature, classified staff must, for additional help and/or information refer students to the college’s counseling center or office of Student Development; and, refer faculty to the Dean or Vice President of Instruction.

4. Classified staff should never engage in or condone sexual harassment. In the professional context, the term “sexual harassment” may be used to describe a wide range of behavior. However, the fundamental element is the unwelcome personal attention by a classified member to any person, staff, faculty, or student.

5. Classified staff interaction with students and faculty should always take place in an appropriate setting.

Administrator’s Code of Ethics

The administrators of Folsom Lake College shall serve the college community by facilitating the process of education through creating and maintaining an environment conducive to teaching, learning, supportive service and student success. Administrators have a responsibility to exemplify the best qualities of the College and to observe the highest standards of personal and professional conduct. An administrator at Folsom Lake College shall:

1. demonstrate personal integrity, truthfulness, honesty, and fortitude in meeting his/her professional responsibilities;
2. be accountable for serving the interests of the College;
3. accord respect to self and others;
4. strive to give fair and just treatment to all;
5. accept intellectual and moral responsibility for his or her actions;
6. aspire to achieve excellence;
7. avoid conflict or the appearance of conflict between personal and institutional interests;
8. promote, support and implement diversity;
9. encourage civil expression of one’s own views and tolerance for the views of others; and
10. exercise freedom of conscience and the right to refuse to engage in actions that violate the ethical principles contained in this code or provisions of law.

Adopted 3/12/08
Student Rights and Responsibilities

Essential Elements of a High-Quality Education

FLC envisions an education system in which specific rights, obligations, and expectations for students and education providers will be clearly expressed, so that all participants in the educational process, including families, can understand and respond to them. These rights, obligations, and expectations would define what we consider to be the essential elements of high-quality teaching and learning to which all students and education providers should have access. Folsom Lake College proposes that these rights, obligations, and expectations be defined as follows:

Every student has the right to:

- Be taught by a competent, fully qualified faculty member;
- Receive an education, including intervention when necessary, that is sufficient to allow successful transition into the next levels of education and into the workforce;
- Be provided access to high-quality learning materials and resources, including textbooks and technologies that foster and support the knowledge and skills s/he is expected to learn;
- Receive counseling and academic advising to assist in successful educational progress and planning;
- Be in a clean, modern, and safe environment that is conducive to learning;
- Be provided with sufficient information regarding educational, economic, social, and political options to be able to make informed choices for his or her future; and
- Receive information about financial support for postsecondary education attendance.

Every student would be expected to:

- Attend college regularly and participate in the educational opportunities that are provided;
- Commit to the level of effort needed to succeed; and
- Contribute to maintaining a safe, positive college environment.

The Los Rios Student Rights and Responsibilities document is based upon the following three fundamental concepts:

- College students, citizens of the United States, and foreign guests are members of the academic community.
- They have the same rights and freedoms that all citizens have as students, and must comply with federal and state laws and statutes.
- Students must also comply with Los Rios Board policies and individual college rules and regulations.

Use and Release of Student Information (FERPA)

The Los Rios Board of Trustees, in order to meet the provisions of the Family Rights and Privacy Act of 1974 and the Education Code, has established policies giving students and parents of dependent students access to certain designated records. A summary of the rights and procedures for access are contained in the Students Rights and Responsibilities section of the Los Rios Community College District Policy manual. Complete copies of the Act, Education Code, and Board policies are available in the offices of Admissions and Records and Student Development & Enrollment Management. The primary rights afforded each student are the right to inspect and review his/her educational records, the right to seek to have the records amended, and the right to have some control over the disclosure of information from the records.

District Regulation 2265 provides for the release, without student consent, of Student Directory Information, i.e. student’s name, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and most recent previous public or private school attended. In addition, federal law provides that representatives of the U.S. Department of Defense shall be provided a student’s name, address, and telephone number for recruitment purposes. Students have the right to refuse the release of one or more such designated categories by submitting a written statement to the Admissions & Records office.

Student Right-to-Know Program Completion

In compliance with the Student Right to Know and Campus Security Act of 1990, completion and transfer rates for students attending Folsom Lake College can be found on the California Community College State Chancellor’s Office Website at: www.cccco.edu.

Student Academic Rights

The classroom (including laboratories, field trips, independent study, etc.) is the essential part of any college where freedom to learn should flourish. The instructor has the responsibility for the manner of instruction and the conduct of the classroom. The instructor should not act in any way that denies the rights of students as set forth below:

1. In preparing student publications, the editorial staff and faculty advisors shall be free from censorship and advance copy approval except as provided by published district policy, statutes, or campus regulations. These publications should do the following:
   - Adhere to canons of responsible journalism, such as avoidance of libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo.
   - State on the editorial page that the opinions expressed are not necessarily those of the college or the student body.

2. Students shall have the right to take stands on issues, the right to examine and discuss questions of interest to them, and the right to support causes by orderly means which are in harmony with the regular functioning of the institution.

3. Students shall have the right to hear speakers on any subject and on-campus recognized student organizations shall have the right to present speakers on any subject. In addition, students shall have the right of free assembly on each campus subject to regulations that assure the regular functioning of the institution. The policies and regulations shall include reasonable provisions for the time, place, and manner of conducting these activities, but shall not prohibit the right of students to exercise free expression including, but not limited to, the use of bulletin boards, the distribution of printed materials or petitions, and the wearing of buttons, badges, and other insignia. Expression which is obscene, libelous, or slanderous according to current legal standards, or which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District or college regulations, or the substantial disruption of the orderly operation of the college, shall be prohibited.

4. Students shall have the right to form an organization around any particular interest; this right will include the freedom to organize and to join student organizations subject to published campus and District regulations.
5. Students shall have the right to be informed on all campus matters that can be shown to be directly relevant to them by having a voice in decision making that affects their academic future with the exception of staff appointment, termination, and tenure. In case of conflict in determining what campus matters are relevant to students, the determination will be made by a campus-designated student, faculty, and administrative committee. In addition, student representatives shall be members of all faculty and administrative committees related to students’ concerns; such student representatives shall have a vote as committee members.

6. Students shall have the right to have their academic records treated in a confidential and responsible manner with due regard to the personal nature of the information these records contain. Students’ records will be released only on the written consent of the students or as provided by law.

7. Students shall have the right to file a grievance as outlined in the procedures of the District Student Grievance Policy, in the event of an alleged breach of their rights. The designated Grievance Officer will hear grievances of students who believe their academic rights have been denied or violated.

Academic Integrity and Responsibility - Plagiarism Policy

What academic integrity and responsibility are:
Academic integrity and responsibility means acting honestly, conscientiously, and most importantly, with honor and integrity in all academic endeavors. You are accountable for all that you say and write. Since trust is the foundation of an intellectual community, and since your work is the basis for your instructors to evaluate your performance in courses, you should not misrepresent your work nor give or receive unauthorized assistance.

What academic integrity and responsibility are not:
The lack of academic integrity and responsibility takes the form of plagiarism. From the Latin word plagiarius meaning kidnapper, plagiarism is generally the taking of words, sentences, organization, and ideas from another source without acknowledging the source(s).

Plagiarism can include:
• Submitting papers, examinations, or assignments written by others;
• Copying directly portions of another’s work without enclosing the copied passage in quotation marks for written work or without appropriate citation in an oral presentation and acknowledging the source in the appropriate scholarly convention whether the work is presented in written or oral form;
• Using a unique term or concept without acknowledging the source;
• Paraphrasing or summarizing a source’s ideas without acknowledging the source;
• Replicating a visual presentation, representation, or performance without acknowledging the source;
• Fabricating or altering a source or data in a laboratory or experiment;
• Collaborating with others when collaboration is not permitted, or when the contributions of the others are not made clear;
• Giving or receiving unauthorized assistance during an examination.

What the results of academic dishonesty are:
• A faculty member has the right to choose whether or not to pursue suspected cases of plagiarism.
• When a faculty member has reasonable evidence to suspect plagiarism, the faculty member should notify the student of the concern.
• A faculty member may consult with other faculty, the pertinent Division Dean, and the Dean or Vice President for Student Services when evaluating whether plagiarism has occurred.

• In situations where plagiarism has been confirmed, the faculty member will determine the consequences in compliance with Los Rios Community College District (LRCCD) Board policy and regulations. The consequences may include the following options:
  • Giving the student a written warning
  • Giving the student an additional assignment
  • Giving the student a zero or “F” on the assignment
  • Assigning a grade of “F” for the course
Or other appropriate consequences that comply with LRCCD Board policy and regulations, including suspension or expulsion per Board regulations (Reg. 2441, par. 3.2e).

• In situations where plagiarism has occurred, the faculty member may notify the student that a “Referral for Student Standards of Conduct Violation” will be filed through the Division Dean to the office of the Dean or Vice President of Student Services.

• Students have the right to grieve the action if they believe the action violates their student rights. However, students should be aware that grades per se are not grievable and should consult the Student Handbook and district policies and regulations for further information.

The office of the Dean or Vice President for Student Services will be responsible for maintaining records related to plagiarism.

Approved by PAC 10-20-03
Approved by Academic Senate 11-07-03

Student Responsibilities

Admission to college assumes the expectation that the student will be a responsible member of the college community; will obey the law; comply with the published rules and regulations of the college; respect the rights, privileges, and property of the other members of the college community; and not interfere with legitimate college affairs. Students enrolled in a class are responsible for meeting standards of performance and conduct established by the Los Rios Community College District and the instructor. Students are responsible for registering and “adding” and “dropping” classes in a timely fashion, to insure that others will have an opportunity to take classes. Students are responsible for completing and submitting all class assignments, examinations, tests, projects, reports, etc., by scheduled due dates, or face penalties. If any problem arises regarding course work or attendance, the student will be held responsible for initiating communication and contact with the instructor. In addition, students will be held responsible for behavior and conduct adverse to the preservation of order as established by the college and the instructor. Students are responsible for meeting their degree requirements as provided in the college catalog.

Students also have the responsibility to use information technology resources effectively. Each user has the responsibility to:
• Use the resources appropriately and efficiently;
• Respect the freedom and privacy of others;
• Protect the stability and security of the resources; and
• Understand and fully abide by established college policies and applicable public laws.

In the case of student conduct which involves an alleged or proven violation of criminal law, the disciplinary authority of the college will not be used to duplicate the function of criminal authority. Disciplinary action may be taken if the conduct also involves a violation of District or campus policy.
Student Conduct Standards
A student enrolling in one of the Los Rios colleges may rightfully expect that students, faculty, and administrators will maintain an environment in which there is freedom to learn.

Student conduct must comply with federal and state laws, college rules and regulations, and District policies and regulations. Students who violate such rules and regulations are subject to disciplinary action.

- Willful disobedience, disruptive behavior, profanity or vulgarity, or the abuse of the college.
- Persistent serious misconduct.
- Violation of college rules and regulations including those concerning student organizations, the use of college facilities, or the time, place, and manner of public expression or distribution of materials.
- Dishonestly, such as cheating, plagiarism, or knowingly furnishing false information to the college.
- Unauthorized entry to or use of the facilities.
- Forging, alteration, or misuse of college documents, records, or identification.
- Obstruction or disruption of teaching, or other authorized college activities.
- Theft of or damage to property, or the possession of stolen property belonging to the college, a member of the college community, or a campus visitor.
- Misconduct which results in injury or death to a student or college personnel, or which results in injury to any real or personal property owned by the District.
- Soliciting or assisting another to do any act which would subject a student to discipline.
- Assault or battery, sexual assault, abuse, or any threat of force or violence directed toward any member of the college community.
- Use, possession, distribution or being under the influence of alcoholic beverages, narcotics, or dangerous drugs.
- Knowing possession or use of explosives, dangerous chemicals, or deadly weapons on college property.
- Knowingly access and without permission, alter, damage, copy, delete, destroy or otherwise use any data, computer program, computer system, or computer network.
- Smoking in any posted no-smoking area.

Discipline Process
An instructor may remove a student from the class and the next meeting for violation of the Standards of Conduct.

Procedure
1. The Disciplinary Authority is notified verbally and in writing within three (3) instructional days of an infraction committed by a student.
2. The student is informed by the Disciplinary Authority of the alleged infraction and of the time and place of the investigative meeting with the Disciplinary Authority.
3. The Disciplinary Authority shall interview the student for the purpose of discussing the alleged misconduct and disciplinary action, if any, which should be taken.
4. The Disciplinary Authority may initiate disciplinary action by notifying the Chief Student Services Officer and serving such notice on the student charged.

Action
Students are subject to the following disciplinary actions:
- Probation via verbal or written reprimand.
- Suspension from classes/activities for a specified time.
- Expulsion from the District.

Appeal
1. The notice of disciplinary action shall contain a statement affording the student the right to appeal by submitting a letter of appeal not later than seven (7) days after service of notice.
2. If no appeal is filed in the prescribed time, the disciplinary action shall be referred to the College President for approval, rejection, or modification.
3. If an appeal is filed within the prescribed time, a Disciplinary Appeals Committee shall conduct a hearing.
4. The Disciplinary Appeals Committee shall prepare a written decision that includes findings of facts, conclusion regarding whether the infraction occurred, and a recommendation for disciplinary action within ten (10) days of conclusion of hearing.
5. The decision of the Disciplinary Appeals Committee is transmitted to the President for approval, rejection, or modification. The decision of the President is final.

Expulsion
If the President recommends expulsion, the decision is referred to the District Chancellor for approval, rejection, or modification. The Board of Trustees must approve recommendation for expulsion. The decision of the Board of Trustees is final.

For further assistance and/or information:
Student Disciplinary Authority
(916) 608-6713
Campus Police
Folsom campus (916) 608-6588; El Dorado Center (530) 642-5664

Student Grievance Policy
It is the intent of the Los Rios Board of Trustees to provide prompt and equitable means for resolving student grievances.

A student may file a grievance or grieve an action or decision of the District or one of its colleges when the student’s status and/or rights have been adversely affected.

Grievances relating to grades are subject to Education Code Section 76224(a), which reads:

“When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetency, shall be final.”

Steps to Filing Grievance:
Student Grievance Officer
(916) 608-6768

Level 1
Informal Grievance Resolution (Mandatory)
Timeline: Within ten days of alleged act.
With Whom: Student shall meet with staff member involved OR with staff member’s immediate supervisor.
Purpose: To attempt informal resolution AND if no resolution is reached within ten (10) days, student may proceed to formal grievance process.
Level 2
Formal Grievance Process (Grievability)
Timeline: Within five (5) days of completion of the informal process AND not later than twenty-five (25) days from date of alleged wrongful act.
With Whom: Formal grievance form (completed) to be filed with Student Grievance Officer.
Purpose: To determine if problem is grievable AND if grievable, a hearing will be scheduled.

Level 3
Formal Grievance Process (Hearing)
Timeline: Within ten (10) days of appointment of a Hearing Officer, a hearing will be scheduled.
With Whom: All parties and Hearing Officer
Purpose: To determine the merit of the grievance.
Decision: Within ten (10) days of completion of hearing.

Level 4
Formal Grievance Process (Appeal)
Timeline: Within five (5) days of Hearing Officer’s decisions.
With Whom: Chief Student Services Officer
Process: Written appeal, stating specific grounds for appeal (see R2412, 3.9.1). Review of record only.
Decision: Within ten (10) days of receipt of appeal documents. Decision is final.

Complete policies and regulations on the Student Grievance procedure are available on the Los Rios Community College District website at www.losrios.edu.

Alcohol and Drug Policy
The abuse of illicit drugs and alcohol disrupts classes, compromises our physical and mental health, subjects us to criminal penalties, and impairs our ability to benefit from the learning experience. We therefore ask you to actively support the creation of a drug- and alcohol-free learning environment by knowing and making others aware of college policies and the substantial health and legal consequences of abuse. If you or someone you know is having problems with alcohol or drugs, contact one of the agencies listed under “Confidential Assistance.”

District Policy
Los Rios Community College District policy 2443 states that the District “is committed to maintaining a drug- and alcohol-free workplace in accordance with the requirements of the U.S. Drug-Free Workplace Act of 1988, and a drug- and alcohol-free college environment for students and employees in accordance with the requirements of the Drug-Free Schools and Community Act Amendment of 1989.”

Legal Sanctions
The LRCCD Standards of Student Conduct prohibit the use, sale, or possession on campus of, or presence on campus under the influence of, any controlled substance. Controlled substances include cocaine, marijuana, LSD, heroin, methadone, mescaline, peyote, and methaqualone, among others.

If you abuse drugs or alcohol on campus, or appear on campus or at a college-sponsored function under the influence of drugs or alcohol, you can be suspended, expelled, and/or criminally prosecuted. The penalties for the more common offenses are:

• Possession or use of alcohol by a minor: one year in jail and/or fine
• If you are a student employee, you may be terminated
• You are required to report any convictions within five days of the occurrence
• You will be ineligible for financial aid

Health Consequences
Use or misuse of controlled substances can lead to overdose, sudden death, liver disease, psychological disorders, brain damage; long-term alcohol abuse can cause ulcers, gastritis, pancreatitis, liver disease, cancer, loss of coordination, heart disease, stroke, emotional distress, sexual dysfunction, and other health problems.

Occasional misuse may cause:
• Impaired learning due to drowsiness, memory loss, and indifference to academic achievement.
• Impaired judgment leading to accidents, unwanted pregnancy, sexually transmitted diseases, violent behavior, and financial problems
• Any drug used intravenously can spread AIDS or hepatitis.

Confidential Assistance:
On Campus Counseling ......................... FLC (916) 608-6500
EDC (530) 642-5645
Sacramento Mental Health Center ................. (916) 875-1055
El Dorado County Mental Health .................... (530) 621-6200
Alcoholics Anonymous ......................... Sacramento (916) 454-1100
Placerville (530) 622-3500
Narcotics Anonymous ......................... (800) 600-4673
Cocaine Anonymous ......................... (916) 927-5740
Dept. of Alcohol & Drug Programs ................. (800) 879-2772
Alcohol & Drug Bureau ......................... (916) 874-9754

Smoking Policy
It is the Folsom Lake College policy that no smoking be permitted inside buildings, or outside within 30 feet of building entrances. This policy is to be enforced through common courtesy.
Computer Use Policy
Equipment in the lab should be used for class assignments only.
Computers are available on a first-come, first-served basis.
Food and/or drinks (including water bottles) are not allowed.
Please turn off cellular phones. Conduct phone conversations outside.
Children are not allowed to use computer equipment.
Students are to supply their own headphones for sound.
Pets are not allowed, except for Seeing Eye dogs.
Students need to show consideration for other students around them by:
• Keeping noise to a minimum
• Using one workstation per person
• Keeping backpacks out of the walkways
• Reporting problems with computers and/or printers
A valid login may be used for assigned purposes only. Sharing access with others is not permitted.
All downloading and saving must be to a 3 1/2" floppy, zip disk, or CD's.
Software may not be copied from the computers or network drives.
Installing any software or games on the computers is prohibited.
Playing games on the computers is prohibited except for class assignments.
Directions must be followed when given by any lab assistant or instructor concerning equipment/facilities or student conduct.

Internet Use Policy
Internet access is limited to classroom assignments only.
The rules and restrictions concerning Internet use must be followed where applicable. The following activities are not allowed:
• Transmitting unsolicited information, which contains profane language or panders to bigotry, sexism, or other forms of discrimination.
• Using the Internet to gain unauthorized access to any computer.
• Engaging in personal attacks: writing bullying, intimidating, threatening, or harassing entries.
• Making threats (directed towards others or yourself) without expecting the recipients of those threats, the college, and the police to consider them real.
• Transmitting information that contains obscene, indecent, lewd, or lascivious material or other material that explicitly or implicitly refers to sexual conduct. This includes displaying such material where other individuals could potentially view it.
• Inappropriate mass mailing, which includes multiple mailing to newsgroups, mailing lists, or individuals, e.g. “spamming”, “flooding”, or “bombing”.
Attempts by students to obtain, manipulate, delete or change the contents of another user’s files, passwords, etc., are regarded as infractions of the January 1980 California Computer Crime Penal Code (Senate Bill No. 66). Attempts to “break” the operating system constitute a felony under this law.
Campus Safety and Security

Campus Traffic Regulations
The college has posted both maximum speed limits and designated parking areas. It is the responsibility of all students, staff, and visitors to observe and honor these traffic regulations. All violators will be cited.

The issuance of a semester parking permit or daily parking ticket does not guarantee parking availability. The responsibility of finding a legal parking space rests with the motor vehicle operator. Lack of parking spaces on campus is not considered a valid reason for violation of Los Rios parking regulations and California Vehicle Code provisions. Vehicles displaying a valid parking permit may only park in spaces designated for student parking. A valid parking permit or valid daily parking ticket is required from 7:00am to 11:00pm Monday through Thursday, and 7:00am to 5:00pm on Friday whenever classes are in session. Parking regulations will be enforced 24 hours a day, seven days per week (LRCCD-2252).

Safety Awareness and Crime Prevention
Safety at Folsom Lake College is everybody's business. Students, staff, and faculty are partners with the college in creating an atmosphere that is safe and encourages learning.

Folsom Lake College is a diverse community within a community. At the same time, the college is very much a part of the greater Sacramento metropolitan area and El Dorado County.

The college is a community center for lifelong learning through education, cultural, and recreational programs. Many community members visit and use the services the college offers seven days a week. The college strives to be accessible to the community and welcomes the use of its facilities.

No community, of course, can be totally risk-free in today's society. Folsom Lake College and its centers strongly believes it has a major role in providing a safe learning environment, but, also, is realistic enough to recognize that students, staff and faculty must come together in a strong partnership and use common sense precautions to reduce the opportunity for criminal/anti-social activities. Thefts, assaults, and other crimes happen at Folsom Lake College just as at many other college campuses.

To reduce the possibility that any student may be exposed to potential hazards, Folsom Lake College has taken many steps, described herein, to reduce whatever risks there may be. All of us can further reduce risks by thinking about personal safety and taking common sense precautions.

Safety programs at Folsom Lake College are under the direction of the Vice President of Administration. The college takes a proactive approach to campus safety that is best viewed as education, prevention, and ability to respond to questionable events.

Safety Education
The key to crime prevention is an awareness gained through education. At Folsom Lake College, the College Police department, staff, faculty, and students work together and take responsibility for their own safety and are ready to help others in time of need. This is a very potent force.

The vast majority of incidents on college campuses can be avoided if the college population recognizes they are potential victims and take basic precautions, such as using the “buddy system” when walking at night, locking car doors, and not leaving valuables unattended. The College Police department is available to meet with groups or individuals to discuss anti-crime tactics or any anti-social activities.

Folsom Lake College encourages reporting of all crimes, even minor crimes, and any suspicious activity. The College Police department would rather have a hundred unfounded calls of suspicious activities than miss one call when a crime is occurring. We need to know about crimes that occur. If we are not informed of a crime, we cannot advise and help students, faculty, and staff.

Crimes occurring on campus should be reported immediately to a College Police officer. When appropriate, College Police will contact the local law enforcement agency for assistance and/or to conduct an investigation. A College Police report will be made; a copy of the report will be made available to the reporting individual provided he/she is the victim of the crime. Officers may be contacted by telephone or by coming to the Police office located at Folsom Lake College on the lower level of the Falcon's Roost or at El Dorado Center in Building 2, room B-128.

COLLEGE POLICE: (916) 558-2221

Prevention
The college actively supports crime prevention through a number of programs. These include:

- **Emergency automobile assistance.** While not mechanics, College Police officers are equipped and trained to start cars with dead batteries or unlock non-electric car doors. Proper identification is required for the performance of these services.
- **Firearms.** Firearms are not permitted on campus except for professional law enforcement officers. Persons with firearms on campus will be subject to disciplinary action. (LRCCD Regulation 2441)
- **Alcohol.** Consumption of or being under the influence of alcohol while on campus is strictly prohibited. Violators are subject to suspension, expulsion, and/or criminal prosecution. (LRCCD Policy 2443)
- **Emergency Telephones.** Outdoor emergency telephones have been installed at strategic locations throughout the Folsom Lake College main campus. These phones, when accessed, will automatically connect the caller to the College Police department.
- **Illegal Drugs.** Folsom Lake College is committed to being a drug-free campus. Violators will be subject to disciplinary procedures. The use, sale, or possession on campus of, or presence on campus under the influence of, any controlled substance is strictly prohibited. Violators are subject to suspension, expulsion, and/or criminal prosecution. (LRCCD Policy 2441 and 2443)
- **Children on Campus.** It is not appropriate for children to attend classes with their parents. All children on campus must be under the direct supervision of a parent, guardian, or other authorized adult. Unattended or disruptive children will be reported to the proper authorities.
• **Parking.** Remember that Folsom Lake College and El Dorado Center follow the same parking regulations as the City of Folsom and the Counties of Sacramento and El Dorado. Vehicles not having a valid parking decal or daily ticket properly displayed will be issued a parking citation. There is a $275 fine for parking in designated disabled spaces (including hatch marks next to disabled spaces) without a state-issued disabled decal or plate.

- **Students attending Rancho Cordova Center** are reminded that parking is not allowed in spaces designated for other tenants in the business complex between 8:00am and 5:00pm. This is enforced through common courtesy and security patrol.

- **Sexual Harassment.** Sexual harassment in any situation is unacceptable and is in violation of state and federal laws and regulations. Corrective action will be taken where evidence of sexual harassment is found. (LRCCD Policy 2424).

College Police officers are also available to address classes about prevention of crime.

### Reporting Sexual Assault

1.0 Procedure

1.1 It is the objective of the college, in accord with EC67385, that students, faculty, and staff who are victims of sexual assault committed at or upon the grounds of or upon off-campus grounds or facilities maintained by the college shall receive information and referral to treatment. This information shall be provided with sensitivity and in consideration of the personal needs of the victim.

2.0 Notification

2.1 Any student, faculty, or staff member who is a victim of sexual assault at a college facility as defined above should notify the College Police Department. With the consent of the victim, the College Police Department will notify the Dean of Student Development and Enrollment Management.

3.0 Legal reporting

3.1 Pursuant to legal requirements the College Police Department will notify the appropriate local law enforcement agency of the reported sexual assault.

3.2 In accord with the Campus Crime Awareness and Security Act of 1990, the college, on an annual basis, shall notify students and employees of statistics concerning specific types of crime, including sexual assault. This notice shall be made through appropriate publications/mailings.

3.3 In case of violent crimes considered to be a threat to other students and employees, the college shall make timely reports, respecting the confidentiality of the victim, to the college community in a manner that will aid in the prevention of similar occurrences.

4.0 Campus services and resources

4.1 Upon notification of a sexual assault, the College Police Department will make available to the victim a description of campus resources and services available to the victim as well as appropriate off-campus services. This listing of resources and services shall be updated each September 1 or more frequently as required.

4.2 The listing of resources and services shall be available through the College Police Department and the Counseling Department.

4.3 A victim of sexual assault shall be provided with information about the existence of at least the following options: criminal prosecutions, civil prosecutions, the disciplinary process through the college, the availability of mediation, academic assistance alternatives, and mental health counseling.

5.0 Case management

5.1 A victim of sexual assault shall be kept informed by the College President/designee of the status of and disposition of any District/College disciplinary proceedings in connection with the sexual assault.

5.2 The Counseling Department shall assist, upon request, the victim of sexual assault in dealing with academic difficulties that may arise because of the victimization and its impact.

6.0 Confidentiality and requests for information

6.1 The identity of a victim of sexual assault shall remain confidential unless otherwise prescribed by law. Requests for information regarding the sexual assault from the press, concerned students, and parents will be handled by the college Public Information Office in accord with these regulations, the Family Educational Rights and Privacy Act, applicable California Education and Administrative Code sections, and Los Rios Community College District Policy.

7.0 Dissemination of Procedure

7.1 These procedures shall be published in all student, faculty, and staff handbooks and shall be given to any student or employee who is the victim of sexual assault.

---

Students who are required to comply with PC 290 must contact the College Police immediately. (916) 558-2221, lower level of Falcon’s Roost on the Folsom campus.

This information is updated annually and is available to all students, employees, and applicants. Additional information is available from College Police personnel. Any serious crime involving potential bodily harm will be reported promptly to staff and students.

In 1998, the federal government passed “The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act”, formerly “The Student Right to Know Act” of 1990. Folsom Lake College must annually distribute statistics on the reported occurrences of the following offenses:

- Murder
- Sex Offenses - forcible (rape, sodomy, rape with a foreign object and forcible fondling (sexual battery)
- Sex Offenses - non-forcible (incest and statutory rape)
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Manslaughter
- Arson
- Statistics involving the aforementioned offenses or others involving bodily injury where there is evidence of victim selection based upon actual or perceived race, gender, religion, sexual orientation, ethnicity or disability (hate crimes).
- Arrests or persons referred for campus disciplinary action for liquor law violations, drug abuse violations and weapons possession.

These offenses must be reported according to their occurrence in the following location categories:

- Campus-campus property
- Non-campus building or property-officially recognized by Los Rios Community College District
- Public Property, reasonably contiguous to the campus

These statistics reflect the number of crime reports occurring in the above listed areas from both College Police and other Los Rios Community College District/ Folsom Lake College Campus Security Authorities (other than College Police) for the offense categories under The Clery Act of 1998. Although every effort has been made to avoid duplication between College Police and other official reports, individual incidents may be reported more than once within the same calendar year. Furthermore, some incidents reported to and by other College Officials may not actually meet the criteria and guidelines set forth by The Clery Act for mandated reporting purposes.

Criminal activity if any, at off-campus locations are required to be monitored and recorded through local police agencies. This is required under 20 USC 1092(f) The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

In cases of criminal activities at off-campus locations, the local agency will create a police report and case number for each incident, pursuant to their own procedures for recording criminal incident reports and using FBI Uniform Crime Reporting standards. LRPD/CRC-FLC shall request these statistics under Clery Act offense categories, for each location that meets the criteria for off-campus property.

All statistics are available in the college catalog and College Police Office.

<table>
<thead>
<tr>
<th>CRIMINAL OFFENSES</th>
<th>FOLSOM LAKE COLLEGE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2004</td>
</tr>
<tr>
<td>On-campus</td>
<td></td>
</tr>
<tr>
<td>Murder/Non-negligent manslaughter</td>
<td>0</td>
</tr>
<tr>
<td>Negligent manslaughter</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses - Forcible</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses - Non-forcible (Include only incest and statutory rape)</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated assault</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>4</td>
</tr>
<tr>
<td>Motor vehicle theft</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
</tr>
<tr>
<td>Non-campus</td>
<td></td>
</tr>
<tr>
<td>Murder/Non-negligent manslaughter</td>
<td>0</td>
</tr>
<tr>
<td>Negligent manslaughter</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses - Forcible</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses - Non-forcible (Include only incest and statutory rape)</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated assault</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
</tr>
<tr>
<td>Motor vehicle theft</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
</tr>
<tr>
<td>Public Property</td>
<td></td>
</tr>
<tr>
<td>Murder/Non-negligent manslaughter</td>
<td>0</td>
</tr>
<tr>
<td>Negligent manslaughter</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses - Forcible</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses - Non-forcible (Include only incest and statutory rape)</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated assault</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
</tr>
<tr>
<td>Motor vehicle theft</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
</tr>
<tr>
<td>HATE OFFENSES</td>
<td>FOLSOM LAKE COLLEGE</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td><strong>On-campus</strong></td>
<td>2004</td>
</tr>
<tr>
<td>Murder/Non-negligent manslaughter</td>
<td>0</td>
</tr>
<tr>
<td>Negligent manslaughter</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses - Forcible</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses - Non-forcible (Include only incest and statutory rape)</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated assault</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
</tr>
<tr>
<td>Motor vehicle theft</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
</tr>
<tr>
<td>Any other crime involving bodily injury</td>
<td>0</td>
</tr>
<tr>
<td><strong>Non-campus</strong></td>
<td>2004</td>
</tr>
<tr>
<td>Murder/Non-negligent manslaughter</td>
<td>0</td>
</tr>
<tr>
<td>Negligent manslaughter</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses - Forcible</td>
<td>0</td>
</tr>
<tr>
<td>Sex offenses - Non-forcible (Include only incest and statutory rape)</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated assault</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
</tr>
<tr>
<td>Motor vehicle theft</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
</tr>
<tr>
<td>Any other crime involving bodily injury</td>
<td>0</td>
</tr>
</tbody>
</table>

| **Public Property**            | 2004  | 2005  | 2006 |
| Murder/Non-negligent manslaughter | 0    | 0    | 0    |
| Negligent manslaughter          | 0    | 0    | 0    |
| Sex offenses - Forcible         | 0    | 0    | 0    |
| Sex offenses - Non-forcible (Include only incest and statutory rape) | 0    | 0    | 0    |
| Robbery                        | 0    | 0    | 0    |
| Aggravated assault              | 0    | 0    | 0    |
| Burglary                       | 0    | 0    | 0    |
| Motor vehicle theft             | 0    | 0    | 0    |
| Arson                          | 0    | 0    | 0    |
| Any other crime involving bodily injury | 0    | 0    | 0    |

<table>
<thead>
<tr>
<th>ARRESTS</th>
<th>FOLSOM LAKE COLLEGE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>On-campus</strong></td>
<td>2004</td>
</tr>
<tr>
<td>Illegal weapons possession</td>
<td>0</td>
</tr>
<tr>
<td>Drug law violations</td>
<td>0</td>
</tr>
<tr>
<td>Liquor law violations</td>
<td>1</td>
</tr>
<tr>
<td><strong>Non-campus</strong></td>
<td>2004</td>
</tr>
<tr>
<td>Illegal weapons possession</td>
<td>0</td>
</tr>
<tr>
<td>Drug law violations</td>
<td>0</td>
</tr>
<tr>
<td>Liquor law violations</td>
<td>0</td>
</tr>
<tr>
<td><strong>Public Property</strong></td>
<td>2004</td>
</tr>
<tr>
<td>Illegal weapons possession</td>
<td>0</td>
</tr>
<tr>
<td>Drug law violations</td>
<td>0</td>
</tr>
<tr>
<td>Liquor law violations</td>
<td>0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DISCIPLINARY ACTION/JUDICIAL REFERRALS</th>
<th>FOLSOM LAKE COLLEGE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>On-campus</strong></td>
<td>2004</td>
</tr>
<tr>
<td>Illegal weapons possession</td>
<td>0</td>
</tr>
<tr>
<td>Drug law violations</td>
<td>0</td>
</tr>
<tr>
<td>Liquor law violations</td>
<td>0</td>
</tr>
<tr>
<td><strong>Non-campus</strong></td>
<td>2004</td>
</tr>
<tr>
<td>Illegal weapons possession</td>
<td>0</td>
</tr>
<tr>
<td>Drug law violations</td>
<td>0</td>
</tr>
<tr>
<td>Liquor law violations</td>
<td>0</td>
</tr>
<tr>
<td><strong>Public Property</strong></td>
<td>2004</td>
</tr>
<tr>
<td>Illegal weapons possession</td>
<td>0</td>
</tr>
<tr>
<td>Drug law violations</td>
<td>0</td>
</tr>
<tr>
<td>Liquor law violations</td>
<td>0</td>
</tr>
</tbody>
</table>
Courses, Degrees, & Certificates:
Accounting (ACCT) -
Work Experience (WEXP)
Course Numbering System

Folsom Lake College has a standardized course numbering system described below. The numbers are designed to provide students with general information regarding the focus and intent of courses.

<table>
<thead>
<tr>
<th>Number</th>
<th>Course Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-99</td>
<td>Credit courses that are considered developmental or basic skills and are not acceptable for the Associate Degree or transfer credit.</td>
</tr>
<tr>
<td>100-299</td>
<td>Applicable to the Associate Degree but not transferable to a 4-year institution</td>
</tr>
<tr>
<td>300-499</td>
<td>Articulated for transfer with four-year institutions and are intended to meet major, general education or elective credit requirements.</td>
</tr>
<tr>
<td>1000-1999</td>
<td>Continuing education courses for working professionals who need to update their skills for employment or licensure, as well as, tutoring and other attendance-only courses. These courses are non-degree applicable</td>
</tr>
</tbody>
</table>

Transfer Credit – Courses accepted for transfer by the University of California (UC) and/or California State University (CSU) are listed with the course description and are identified under “course transferable to . . .” Students who have questions regarding transferability of credit for specific courses to specific institutions should consult with a counselor.

Prerequisites, Corequisites, and Advisories

Many courses and educational programs have enrollment conditions such as prerequisites, corequisites or advisories on recommended preparation. These faculty-approved conditions are considered necessary and appropriate to ensure that students are adequately prepared to succeed in the course or educational program. Enrollment restrictions are defined below. It is the student’s responsibility to meet any and all enrollment conditions.

- **Prerequisite:** A course that a student is required to take in order to demonstrate current readiness for enrollment in another course or educational program. For example, in order to take English 301 (College Composition & Literature), you must already have completed English 300 with a grade of “C” or better.

- **Corequisite:** A course that a student is required to take the same semester as another course. For example, the Basic Anatomy and Physiology Lab must be taken along with Basic Anatomy and Physiology.

- **Advisory on recommended preparation:** A condition of enrollment when a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program. Students who believe they have satisfied the advisory by means other than the stated advisory are urged to consult with the appropriate department to determine their readiness to enroll in the course or educational program.

Verifying prerequisites

Students enrolled in courses that have a prerequisite must provide verification to the instructor that they have met the prerequisite. Supporting evidence includes:

- Transcript that verifies that you have earned a ‘C’ or better in the prerequisite course. Los Rios students may print an unofficial transcript by logging on to eServices. Instructors have access to this information on their roster if the class was taken within Los Rios since 2003 (prior course information cannot be viewed).
- Assessment test scores.

Verifying corequisites

Your personal class schedule provides verification of enrollment in a corequisite course or prior completion of a course.

Prerequisite challenge process

- If you do not have the credentials described above but believe that you should qualify to enroll in the course, or one of the conditions below exists, then you may challenge a prerequisite.
- Challenges should be filed at least one week before the beginning of instruction. Prerequisite Challenge Forms are available at all instructional area deans’ offices and at the Admissions and Records Office.

Criteria for challenging a course are:

Students who have not met the criteria outlined above but feel they are prepared to enroll in the course may challenge the course prerequisite by completing the Prerequisite Challenge Application form. Criteria for challenging a course include:

- You have knowledge or ability to succeed in the course without the prerequisite.
- The course that provides the prerequisite is not readily available.
- You believe that the prerequisite is discriminatory or being applied in that manner.
- You believe that the prerequisite was established in violation of regulations and/or the established District-approved policy and procedures.

Once you have completed the challenge form, your challenge will be reviewed by the appropriate department’s prerequisite challenge committee. You will be informed in writing of the committee’s determination within five working days of the review. If a student enrolls for a class and does not meet the prerequisite, the instructor must drop the student from the class.
DEGREE
A.A.—Accounting

CERTIFICATES OF ACHIEVEMENT
Accounting

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 301</td>
<td>Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUS 300</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 310</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUS 330</td>
<td>Managing Diversity in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>BUS 340</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUSTEC 302</td>
<td>Computer-Keyboarding</td>
<td>2</td>
</tr>
<tr>
<td>CISC 310</td>
<td>Intro. to Computer Information Science</td>
<td>3</td>
</tr>
</tbody>
</table>

Three (3) units to include:
- CISC 300 Computer Familiarization - (1) unit
  - OSA 300, OSA 310, OSA 320, OSA 330, OSA 340, OSA 350, OSA 360

Two (2) additional units selected from:
- CISA 300
- CISA 310
- CISA 320
- CISA 330
- CISA 340
- CISA 350
- CISA 360
- CICA 300
- CICA 310
- CICA 320
- CICA 330
- CICA 340
- CICA 350
- CICA 360

HIGHLIGHTS

The Accounting degree is designed for students planning to seek accounting positions in business, industry, or government upon completion of two years of college study. The program also meets the needs of employed individuals seeking to learn applications of accounting theory as practiced in the field. The program provides the foundation for individuals to prepare financial statements and record business transactions for all types of business and industry. Students develop a strong knowledge base of U.S. Generally Accepted Accounting Principles (GAAP) and accounting procedures. Communication skills, teamwork, computer technology, and ethical behavior are also emphasized.

For those students interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with an FLC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that FLC require for an A.A. degree in this major may be different from the requirements needed for a Bachelor’s degree.

Upon completion of this program, the student will be able to:

• Record, classify, summarize and report the business transactions of a company.
• Prepare financial statements in conformity with accounting principles generally accepted in the United States of America.
• Analyze and prepare financial information for management decision-making.
• Communicate financial information effectively within a business environment.
• Provide management support in the budgeting, planning and decision-making processes.
• Understand the role of ethics and standards of professional conduct in the accounting profession.
• Integrate the principles of business, business law, taxation, and economics into accounting functions.
• Apply principles of accounting to business situations and to understand other functions of business: marketing, management, finance and information processing.

CERTIFICATE OF ACHIEVEMENT
Accounting

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 107</td>
<td>Auditing</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 111</td>
<td>Cost Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 301</td>
<td>Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 311</td>
<td>Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 341</td>
<td>Accounting on the Microcomputer</td>
<td>2</td>
</tr>
<tr>
<td>BUS 340</td>
<td>Business Law</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED | 19 |

*Business 341 recommended for students intending to enter public accounting profession.

The Accounting Certificate is a program which prepares students for entry level positions in accounting. The program is designed for students who would like to gain a core understanding of the principals of accounting. Many who take the Certificate program are looking for advancement in their careers or the ability to learn a new skill set. Certificate recipients are competent to record and maintain financial data in journals and ledgers from date of original transaction through a full accounting cycle terminating with closing entries and statement preparation.

Upon completion of this program, the student will be able to:

• Record, classify, summarize and report the business transactions of a company.
• Prepare financial statements in conformity with accounting principles generally accepted in the United States of America.
• Analyze and prepare financial information for management decision-making.
• Communicate financial information effectively within a business environment.
• Provide management support in the budgeting, planning and decision-making processes.
CERTIFICATE OF ACHIEVEMENT
Accounting, Advanced

REQUIRED PROGRAM ..................................................Units
ACCT 107 Auditing .........................................................3
ACCT 111 Cost Accounting ............................................3
ACCT 125 Federal and State Taxation .............................4
ACCT 301 Financial Accounting .....................................4
ACCT 311 Managerial Accounting ..................................4
BUS 300 Introduction to Business .................................3
BUS 340 Business Law ..................................................3
BUSTEC 101 Computer Keyboarding: 10-Key ......................1

TOTAL UNITS REQUIRED ...........................................25

The advanced accounting certificate is designed to build upon the skills learned in the accounting certificate. Students will continue their studies and receive training in federal and state tax applications.

Upon completion of this program, the student will be able to:
• Record, classify, summarize and report the business transactions of a company.
• Prepare financial statements in conformity with accounting principles generally accepted in the United States of America.
• Analyze and prepare financial information for management decision-making.
• Communicate financial information effectively within a business environment.
• Provide management support in the budgeting, planning and decision-making processes.
• Prepare fundamental individual federal and state income tax returns.

CERTIFICATE OF ACHIEVEMENT
Accounting Clerk

REQUIRED PROGRAM ..................................................Units
ACCT 101 Fundamentals of College Accounting ................3
ACCT 121 Payroll Accounting ........................................3
ACCT 341 Accounting on the Microcomputer ....................2
BUS 100 Business English ............................................3
BUS 105 Business Mathematics .....................................3
BUSTEC 101 Computer Keyboarding: 10-Key ......................1
BUSTEC 498 Work Experience .........................................1-2
BUSTEC 302 Computer Keyboarding or Keyboarding speed verification at 25 wpm or better .................0-2
CISC 300 Computer Familiarization .................................1
CISA 310 Electronic Spreadsheets ..................................1

TOTAL UNITS REQUIRED ...........................................17-20

The Accounting Clerk Certificate is a program offering basic courses designed for students with little or no work experience. The certificate provides students with an introduction to business technology, communication and basic accounting skills and helps prepare them for entry level positions as accounting clerks, data entry clerks, accounts payable clerks, accounts receivable clerks, office financial clerks, payroll assistants, and other positions in an office or business environment. The program is also intended to prepare students who are currently employed and wish to gain new skill sets in bookkeeping, financial software, and communication.

Upon completion of this program, the student will be able to:
• Perform basic bookkeeping and accounting tasks both manually and on the computer.
• Demonstrate proficiency on the computer keyboard and ten-key calculator.
• Prepare written business communications.
• Perform basic accounting operations using a spreadsheet such as Excel.
• Understand essential features of the Windows XP operating system.

CERTIFICATE OF ACHIEVEMENT
Accounting, Computer Applications

REQUIRED PROGRAM ..................................................Units
ACCT 121 Payroll Accounting ........................................3
ACCT 301 Financial Accounting .....................................4
ACCT 311 Managerial Accounting ..................................4
ACCT 341 Accounting on the Microcomputer ....................2
CISA 310 Intro to Electronic Spreadsheets ........................1
CISA 311 Intro to Microsoft Excel .................................1
CISA 320 Intro to Database Management .........................1

Plus one of three (1-3) units selected from:
CISC 300 Intro to Computer Information Science ................1

TOTAL UNITS REQUIRED ...........................................18-20

The Accounting Computer Applications program is designed for those individuals who wish to become proficient in the use of computers for business accounting purposes. The program offers a core curriculum that provides the academic and technical background for individuals who wish to prepare for entry-level accounting positions in business and industry using both accounting and personal computer skills.

This curriculum is designed for those individuals who wish to become proficient in the use of computers for business accounting purposes. Students who continue their education by pursuing another accounting certificate or an Associate in Arts degree in business may do so without repeating any courses taken during the Computer Applications for Accounting program.

Upon completion of this program, the student will be able to:
• Record, classify, summarize and report the business transactions of a company.
• Prepare financial statements in conformity with accounting principles generally accepted in the United States of America.
• Analyze and prepare financial information for management decision-making.
• Communicate financial information effectively within a business environment.
• Perform basic business computer skills with specific knowledge of commercial accounting software.

Accounting (ACCT)

ACCT 101 FUNDAMENTALS OF COLLEGE ACCOUNTING 3 UNITS
Prerequisite: None.
Hours: 54 hours LEC
This course covers basic accounting principles which emphasize a practical application approach to the use of accounts, journals, ledgers, and financial statements. This course is recommended for students who intend to seek employment in the business office of a sole proprietorship or organized for service or sales activity.

ACCT 103 INTERMEDIATE ACCOUNTING - PART 1 4 UNITS
Prerequisite: ACCT 101. Grade of "C" or better required to meet prerequisite.
Hours: 72 hours LEC
This course provides a continuing study of the measurement and reporting of the results of operations and the financial condition of profit-directed business entities. Special emphasis will be given to the valuation of assets using the Financial Accounting Standards Board (FASB) as authority. Completion of ACCT 103 and 104 is required to complete the "advanced accounting" requirement for accounting classifications in state service. This course is not intended for transfer to a four-year college.

ACCT 104 INTERMEDIATE ACCOUNTING 4 UNITS
Prerequisite: ACCT 103. Grade of "C" or better required to meet prerequisite.
Hours: 72 hours LEC
This course is a continuing study of the measurement and reporting of the results of operations and the financial condition of profit-directed business entities. An emphasis is placed on accounting for stockholder’s equity, long-term liabilities, retained earnings, and dividends. This course and ACCT 103 constitute the "advanced accounting" requirement for some professional level accounting classifications in California state service. ACCT 104 is not intended for transfer to a four-year college.
### Accounting

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Prerequisite</th>
<th>Advisory</th>
<th>Hours:</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 107</td>
<td>Auditing</td>
<td>3</td>
<td>None</td>
<td>ACCT 301.</td>
<td>54</td>
<td>The procedures and practices used in the verification of financial statement balances and accounting transactions will be the focus of the course. The types of audits and audit occupations as well as the legal liabilities of the auditor will be discussed. This course is acceptable as elective units toward civil service professional accounting education requirements.</td>
</tr>
<tr>
<td>ACCT 111</td>
<td>Cost Accounting</td>
<td>3</td>
<td>None</td>
<td>ACCT 311.</td>
<td>54</td>
<td>This course is an introduction to cost accounting methods, including job order, process and standard cost system. Special attention will be given to managerial uses of cost accounting. This course is not intended for transfer to a four-year college.</td>
</tr>
<tr>
<td>ACCT 121</td>
<td>Payroll Accounting</td>
<td>3</td>
<td>None</td>
<td>ACCT 101.</td>
<td>54</td>
<td>This is a study of payroll and personnel records, procedures and regulations. The course will include a study of the various California and Federal laws pertaining to the computation of earnings and withholdings. Payroll tax payment requirements and preparation of the employer's California and Federal payroll tax reports will be included. A comprehensive simulation project will be completed as part of the course. The project will include one quarterly payroll reporting cycle.</td>
</tr>
<tr>
<td>ACCT 125</td>
<td>Federal and State Taxation</td>
<td>4</td>
<td>None</td>
<td></td>
<td>72</td>
<td>This course is a study of basic Federal and State Income Tax regulations with an emphasis on the skills necessary for the preparation of individual income tax returns. Included are filing requirements, determination of taxable income, allowable deductions, tax computation, tax credits, other taxes, payment methods, and audit procedures. The course is acceptable as elective for civil service professional accounting operations and recommended for accounting majors.</td>
</tr>
<tr>
<td>ACCT 295</td>
<td>Independent Studies in Accounting</td>
<td>1-3</td>
<td>None</td>
<td></td>
<td>18-54</td>
<td></td>
</tr>
<tr>
<td>ACCT 299</td>
<td>Experimental Offering in Accounting</td>
<td>.5-4</td>
<td>None</td>
<td></td>
<td>72</td>
<td></td>
</tr>
<tr>
<td>ACCT 301</td>
<td>Financial Accounting</td>
<td>4</td>
<td>None</td>
<td>BUS 105 or MATH 120</td>
<td>72</td>
<td>This course covers accounting as the basis of an information system with emphasis on concepts and assumptions underlying data accumulation for financial reports. Emphasis is on the preparation of journals, ledgers, work sheets, financial statements, and other summary reports. The course includes units in receivables and payables, inventories, depreciation, forms of business organization, corporate securities, and financial statement analysis.</td>
</tr>
<tr>
<td>ACCT 311</td>
<td>Managerial Accounting</td>
<td>4</td>
<td>ACCT 301. Grade of &quot;C&quot; or better required to meet prerequisite.</td>
<td></td>
<td>72</td>
<td>This course is a study of the use and reporting of accounting data for managerial planning, cost control, and decision making purposes. The course includes broad coverage of concepts, classifications, and behaviors of costs. Study will include cost-volume-profit relationships, short and long-term budgeting, and contribution reporting.</td>
</tr>
<tr>
<td>ACCT 341</td>
<td>Accounting on the Microcomputer</td>
<td>2</td>
<td>Two years of high school accounting, ACCT 101 or ACCT 301. Grade of &quot;C&quot; or better required to meet prerequisite.</td>
<td></td>
<td>18-54</td>
<td>This is a course using the computer to prepare financial accounting statements and reports used in business. Areas of study include general ledger, accounts payable, accounts receivable, inventory, payroll, and depreciation. The ability to type 20-30 wpm and to use a ten-key calculator by the touch method will be useful for completing class assignments. Students may receive two units credit for each topic (software product) offered. Consult the class schedule for specific topics.</td>
</tr>
<tr>
<td>ACCT 495</td>
<td>Independent Studies in Accounting</td>
<td>1-3</td>
<td>None</td>
<td></td>
<td>18-54</td>
<td></td>
</tr>
<tr>
<td>ACCT 498</td>
<td>Work Experience in Accounting</td>
<td>1-4</td>
<td>None</td>
<td></td>
<td>18-54</td>
<td></td>
</tr>
<tr>
<td>ACCT 499</td>
<td>Experimental Offering in Accounting</td>
<td>.5-4</td>
<td>None</td>
<td></td>
<td>18-54</td>
<td></td>
</tr>
</tbody>
</table>
Administration of Justice

DEGREE A.A. - Administration of Justice

Never before has there been a greater demand for well-trained and educated professionals in the law enforcement and correctional fields. Folsom Lake College's program concentrates on training individuals for entry-level positions in a wide variety of careers in the Administration of Justice field. Graduates will be able to seek employment at either the local, state, federal or private level. Such careers include corrections, uniform patrol, investigations and criminal identification.

Career Options
Police Officer; Deputy Sheriff; Corrections Officer; Parole Officer; Probation Officer; State Police; State Dept. of Justice; Federal Dept. of Justice

Some positions, however, require a four-year degree for which FLC's program is a good base for transfer.

DEGREE A.A. — Administration of Justice

REQUIRED PROGRAM  ..........................................................Units
ADMJ 300 Introduction to Administration of Justice ..................3
ADMJ 305 Community Relations ..............................................3
ADMJ 320 Concepts of Criminal Law ....................................3
ADMJ 323 Legal Aspects of Evidence ....................................3
ADMJ 330 Criminal Investigation ........................................3
ADMJ 340 Introduction to Correctional Services ......................3
ADMJ 498 Work Experience in Administration of Justice ..........2-4

TOTAL UNITS REQUIRED ................................................................26-28

Suggested Electives:
ADMJ 314, 315, 317; PSYC 320, 351; SOC 321; CISA 300 & CISA 301

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:
- Identify and evaluate various local, state, and federal law enforcement career options.
- Recognize the complexities of law enforcement career application and hiring process and develop the most effective career strategy.
- Recall and appreciate the philosophy of the American justice system (adult and juvenile).
- Analyze crime causation, criminal statutes and procedures
- Understand the complexities of punishment, corrections, community and human relations.
- Recognize the complex legal aspects of criminal investigations, procedures, constitutional law, and case law.
- Identify various controlled substances and interpret their addictive properties, influences, and impact on society and law enforcement.
- Apply laws and procedures for the collection and use of evidence.
- Identify and adapt to ethical standards placed on law enforcement professionals and recognize how they impact their daily decisions and actions.

Copyright © Folsom Lake College 2008-2009

Administration of Justice (ADMJ)

ADMJ 300 INTRODUCTION TO ADMINISTRATION OF JUSTICE  3 UNITS
Prerequisite: None
Advisory: Eligibility for ENGWR 101 and ENGRD 112.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces students to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, response to crime, components of the system, and current challenges to the system.

ADMJ 301 APPLIED REPORTING TECHNIQUES FOR CRIMINAL JUSTICE  3 UNITS
Prerequisite: ENGWR 101 with a grade of "C" or better
Course Transferable to CSU
Hours: 54 hours LEC
This course provides a study of the techniques of communicating facts, information, and ideas effectively in a simple, clear, and logical manner in the various types of criminal justice system reports: letters, memorandums, directives, and administrative reports. Emphasis will be placed on criminal justice terminology; use of English and organization of information; experience in note taking and report writing; and presentation of testimony in court.

ADMJ 302 COMMUNITY RELATIONS: MULTICULTURAL ISSUES  3 UNITS
Prerequisite: None.
Advisory: ENGWR 101
Course Transferable to CSU
Hours: 54 hours LEC
This course examines the complex, dynamic relationship between communities and the institutions of the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse, multicultural population. The course addresses the role that race, ethnicity, gender, sexual orientation, social class, culture and the criminal justice professional play in shaping these relationships. The course examines new strategies, skills, tools, and cultural knowledge necessary for personnel engaged in all aspects of the criminal justice system. Special topics include the impact that terrorism and the need for homeland security have changed the dynamics of police community relations.

ADMJ 304 JUVENILE DELINQUENCY  3 UNITS
Prerequisite: ADMJ 300 and 340. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC
Organization, functions and jurisdiction of juvenile agencies; the processing and detention of juveniles; juvenile case disposition; juvenile statutes and court procedures.

ADMJ 305 COMMUNITY RELATIONS  3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
Survey of the community relations problems currently facing the nation. Includes local, state and federal programs; methods of practical application of expanded ideas; directions for future innovation and change. Concepts of human relations applied to administration of justice problems.

ADMJ 309 PROFESSIONAL EMPLOYMENT PREPARATION FOR LAW ENFORCEMENT OCCUPATIONS  3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed for students who are pursuing careers in law enforcement and corrections. This course will cover employment and career search, application processes, resume development, and cover letter. Participation will prepare students for pre-employment testing, interview techniques, background investigation, polygraph examination, medical screening, conditional job offer, and hiring processes.
ADMJ 320  CONCEPTS OF CRIMINAL LAW  3 UNITS  
Prerequisite: None  
Advisory: ENGRD 310 and ENGW 101. 
Course Transferable to UC/CSU  
Hours: 54 hours LEC 
This course examines the philosophy, history and structure of criminal law in the United States. Special emphasis is placed on the classification of crime, the general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case studies to introduce students to criminal law and the classification of crimes against persons, property, morals, and public welfare. The course will also include some discussion of the U.S. Constitution, prosecution and defense decision making, criminal culpability, and defenses to crimes.

ADMJ 322  CRIMINAL PROCEDURES  3 UNITS  
Prerequisite: None  
Advisory: Eligibility for ENGW 101 and ENGRD 112. ADMJ 300 and 340 is recommended.  
Course Transferable to CSU  
Hours: 54 hours LEC 
This course will study the justice system. Topics will include bail, extradition, and rendition; order of trial, motions, writs, and appeals; limitations of prosecuting; rights of defendant; judgment and sentence.

ADMJ 323  LEGAL ASPECTS OF EVIDENCE  3 UNITS  
Prerequisite: None  
Advisory: ADMJ 300 and 340.  
Course Transferable to CSU  
Hours: 54 hours LEC 
Search and seizure concepts, the exclusionary rule, the kinds and degrees of evidence, considerations governing the admissibility of evidence in courts, rules of evidence, case studies.

ADMJ 330  CRIMINAL INVESTIGATION  3 UNITS  
Prerequisite: None  
Advisory: ADMJ 300 and 340.  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course introduces students to investigative procedures and concepts as applied to criminal investigations. Topics include crime scene response management and identification, evidence collection, and processing of physical evidence.

ADMJ 331  PATROL PROCEDURES  3 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course will explore the early development and present-day role of patrol operations and techniques used by local law enforcement agencies. Major topics will include community policing, effective patrol strategies, gang awareness, and key factors affecting deployment of patrol resources such as community involvement and meeting department objectives.

ADMJ 340  INTRODUCTION TO CORRECTIONAL SERVICES  3 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
Survey of the Criminal Justice system with emphasis on the contemporary correctional process. Description and evaluation of the impact of deviate behavior, police involvement, jails, the judicial system, correctional institutions, probation, parole and community resources. Introduction to career opportunities in corrections.

ADMJ 345  LEGAL ASPECTS OF CORRECTIONS  3 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course provides students with an awareness of the historical framework, concepts and precedents that guide correctional practice. Course material will broaden the individuals perspective of the corrections environment, the civil right of prisoners and responsibilities and liabilities of corrections officials.

ADMJ 370  ILLEGAL DRUGS - IDENTIFICATION AND INVESTIGATION  3 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
The study of current drugs of abuse will include identification, street terminology, prices, packaging, methods of use, duration of effect, addiction, history, and recognizing persons under the influence. The course also examines current federal and state laws and law enforcement trends including managing informants, search and seizure, courtroom testimony, “knock and talks”, and search warrants.

ADMJ 494  TOPICS IN ADMINISTRATION OF JUSTICE  .5-4 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  
Designed to deal with current problems or specific topics concerning the administration of justice. The particular subject to be covered each semester will be determined by the Administration of Justice staff. May be taken two times for credit.

ADMJ 495  INDEPENDENT STUDIES IN ADMINISTRATION OF JUSTICE  1-3 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  
ADMJ 498  WORK EXPERIENCE IN ADMINISTRATION OF JUSTICE  1-4 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  
ADMJ 499  EXPERIMENTAL OFFERING IN ADMINISTRATION OF JUSTICE  .5-4 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB
Allied Health

These courses offer valuable technical language skills and information to students pursuing a career in the health field.

Career Options
- Medical field opportunities
- Some career options may require more than two years of college study.

Highlight
- Courses taught by certified health care professionals

Allied Health (AH)

AH 110 MEDICAL LANGUAGE FOR HEALTH-CARE PROVIDERS 3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course is an orientation to medical language: basic structure of medical terms and their components: prefixes, suffixes, roots, and combining forms with emphasis on analyzation, meaning, spelling, and pronunciation. The course builds a medical vocabulary applicable to the specialties of medicine, the systems of the body, names of major diseases, and terms used in physical examination, diagnosis, and treatment.

AH 130 INTRODUCTION TO MEDICAL TRANSCRIPTION 1 UNIT
Prerequisite: AH 110, BUSTEC 302 and BUS 100. Grade of "C" or better required to meet prerequisite.
Hours: 12 hours LEC; 18 hours LAB
This course emphasizes transcription of various medical documents into mailable form from prerecorded, authentic physician-dictated reports organized by body systems or medical specialties. This course emphasizes development of accuracy, speed, and medical knowledge for transcription of letters, chart notes, history and physical examination reports, consultations, emergency room reports, operative reports, discharge summaries, laboratory reports, radiology reports and pathology reports. In addition, the following are covered: reference materials and other resources, editing and proofreading techniques, and grammar and punctuation. This course acquaints the student with specialized terminology and provides realistic materials and voices for additional proficiency.
Anthropology (ANTH)

ANTH 300  PHYSICAL ANTHROPOLOGY  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
An introductory course which analyzes the human place in nature. Description of how humans evolved and the unique role of culture in our evolution. How genetics and reproduction shape our lives. The classification and distribution of living and extinct human populations. How we determine the geological age of our ancestors. Our relationship to non-human primates such as apes and monkeys.

ANTH 301  PHYSICAL ANTHROPOLOGY LABORATORY  1 UNIT
Prerequisite: None.
Corequisite: ANTH 300 (may be taken previously)
Course Transferable to UC/CSU
Hours: 54 hours LAB
This is an introductory laboratory course dealing with human evolution, human, ape and monkey bone identification (osteology). Identification and measurement of skeletons, determining age and sex from bones, examination of human fossils, forensics, monkey and ape behavior as well as human development will be covered.

ANTH 310  CULTURAL ANTHROPOLOGY  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to the varieties of customs and forms of social life of human beings, in both western and non-western peoples, with the aim of understanding the structure and functioning of societies. Also analyzed are multicultural customs and their usefulness in the societies in which they occur and how culture is flexible and adaptive in a variety of settings.

ANTH 319  VISUAL ANTHROPOLOGY: INTRODUCTION TO ETHNOGRAPHIC FILM  3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course provides an introduction to the use of film by anthropologists as a research and educational tool. Students will view and evaluate a series of films depicting different cultures from around the world. Analysis will focus on examining various attributes of ethnographic film and their treatment by a number of anthropological filmmakers.

ANTH 320  INTRODUCTION TO ARCHAEOLOGY AND WORLD PREHISTORY  3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces students to the discipline of archaeology and provides a broad survey of world prehistory. Students will explore the fundamental principles, theoretical approaches and methods utilized by archaeologists to reconstruct prehistory, and will explore a sample of the major developments of human prehistory from the Upper Paleolithic period forward. Examples of the archaeological record will be drawn from all major geographic areas of the world.

ANTH 330  MAGIC, WITCHCRAFT, AND RELIGION  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is a cross-cultural study of the forms and functions of supernatural beliefs and associated rituals in various societies of Africa, Asia, Aboriginal Australia, Oceania, South America, native North America and elsewhere. The emphasis of the course is on understanding beliefs and rituals within their social contexts, and on broad comparisons to derive insight into the general functions of beliefs and rituals in human life. A field trip may be included in the course activities.

ANTH 390  ANTHROPOLOGY FIELD STUDY  .5-4 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 18 hours LEC ; 54 hours LAB
This course is a cooperative effort between the college and the organizations involved in anthropology of interest to students interested in history, biology, anthropology, recreation, education, and communication. Not open to students who have received credit for biology 392 or history 392.

ANTH 392  PRINCIPLES OF HERITAGE INTERPRETATION  3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This interdisciplinary course covers the basics of interpreting historical, cultural, and natural resources to the general public. Interpretation is a communication process that forges emotional and intellectual connections between the interests of the audience and the inherent meanings of the resource. Topics will include: developing audience awareness; understanding resource identification; developing a program using a thematic approach; writing measurable performance objectives; and learning program delivery techniques. Completion of this course will qualify students to apply for professional certification through the National Association for Interpretation as a Certified Interpretive Guide (CIG). This course is recommended for students interested in history, biology, anthropology, recreation, education, and communication. Not open to students who have received credit for biology 392 or history 392.

ANTH 393  FIELD EXPERIENCE IN ANTHROPOLOGY OR HERITAGE INTERPRETATION  2 UNITS
Same As: BIOL 393 and HIST 393
Prerequisite: None.
Advisory: Completion of ANTH 310 or ANTH 392 with a grade of "C" or better.
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
This course is a cooperative effort between the college and the organizations involved in anthropology or the related field of heritage interpretation. Internship sponsors assist students in acquisition of skills and the application of knowledge learned in the classroom. In addition to developing applied job related skills, students will learn skills in job seeking, career goal setting, team-building, and leadership. During the internship, students will continue to check in with the class to receive input and feedback on their experience. This course requires that the students obtain an internship during the course of the semester that will last a minimum of 54 hours.
**Anthropology & Architecture**

- **ANTH 495**  **INDEPENDENT STUDIES IN ANTHROPOLOGY**  **1-3 UNITS**
  - Prerequisite: None
  - Course Transferable to CSU
  - Hours: 18 hours LEC; 54 hours LAB

- **ANTH 499**  **EXPERIMENTAL OFFERING IN ANTHROPOLOGY**  **.5-4 UNITS**
  - Prerequisite: None
  - Course Transferable to CSU
  - Hours: 18 hours LEC; 54 hours LAB

- **ARCH**

  - **ARCH 310**  **HISTORY OF ARCHITECTURE**  **3 UNITS**
    - Prerequisite: None
    - Course Transferable to UC/CSU
    - Hours: 54 hours LEC
    - Architecture design theories and practices of the late 19th and 20th century to the present including the Beaux Arts, Art Nouveau, Expressionism, De Stijl international style, Fascist Ideologies, Regionism, Post World War II Amalgamations of Twentieth Century idioms and recent reactions to contemporary standardization.

  - **ARCH 320**  **ARCHITECTURAL DESIGN AND COMMUNICATION I**  **3.5 UNITS**
    - Prerequisite: None
    - Course Transferable to UC/CSU
    - Hours: 54 hours LEC; 27 hours LAB
    - This course includes the principles, concepts, methods and skills pertaining to the freehand and drafted construction of drawings employing orthographic, axonometric, oblique, and lineal perspective drawing systems to represent ideas, objects and environments. The principles and concepts of two and three-dimensional visual and architectural design are included. This course is required of all beginning architectural students.

  - **ARCH 321**  **ARCHITECTURAL DESIGN AND COMMUNICATION II**  **3.5 UNITS**
    - Prerequisite: ARCH 320. Grade of “C” or better required to meet prerequisite.
    - Course Transferable to UC/CSU
    - Hours: 54 hours LEC; 27 hours LAB
    - This course is a continuation and development of the content and issues introduced in ARCH 320 plus the principles, concepts, methods and skills pertaining to the freehand and drafted construction of shadows, physical model building, entourage and color theory.

  - **ARCH 495**  **INDEPENDENT STUDIES IN ARCHITECTURE**  **1-3 UNITS**
    - Prerequisite: None
    - Course Transferable to CSU
    - Hours: 18 hours LEC

  - **ARCH 498**  **WORK EXPERIENCE IN ARCHITECTURE**  **1-4 UNITS**
    - Prerequisite: None
    - Course Transferable to CSU
    - Hours: 18 hours LEC; 54 hours LAB

  - **ARCH 499**  **EXPERIMENTAL OFFERING IN ARCHITECTURE**  **.5-4 UNITS**
    - Prerequisite: None
    - Course Transferable to CSU
    - Hours: 18 hours LEC; 54 hours LAB
Art

DEGREE

A.A. — Art, Design

REQUIRED PROGRAM  ................................................................. Units
ART 300 Elementary Drawing and Composition .......................... 3
ART 304 Figure Drawing and Composition ................................. 3
ART 320 Design: Fundamentals .................................................. 3
ART 327 Design: Color Theory ................................................... 3
ART 370 Three-Dimensional Design .......................................... 3
CISA 330 Desktop Publishing ..................................................... 2
PHOTO 400 Digital Imaging ....................................................... 3
A minimum of 2 units from the following: ................................. 2
CISA 330; CMED 300; PHOTO 410
A minimum of 3 units from the following: ................................. 3
ARTH 300, 303, 309, 311, 312, 326, 332, 333
A minimum of 2 units from the following: ................................. 2
ART 494, 499
TOTAL UNITS REQUIRED .......................................................... 25

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

The A.A. degree in Design is designed for students to develop their skills in Design areas to further their studies as well as for self-enrichment. Students who transfer to earn their BA or BFA can continue their studies in MA and MFA. Design program includes two and three dimensional, fine and applied arts, as well as study in art history. Upon completion of their higher degrees, students can work as designers in interior design, industrial design, graphic design, commercial areas, etc. independent artists and design consultant, educators, etc.

Upon completion of this program, the student will be able to:

• Create, and critique, works of art using different techniques in visual arts, elements of art, and principles of design.
• Create works of art using materials that are traditional and/or contemporary
• Identify the important roles and functions of design elements in fine and applied arts
• Analyze and understand the visual forms using different techniques
• Express individual or collective ideas through visual forms
• Distinguish historical developments of design in traditional visual and commercial arts.
• Evaluate how different styles and aesthetic viewpoints are depicted in traditional and contemporary art.

DEGREE

A.A. — Art, History

REQUIRED PROGRAM  ................................................................. Units
ARTH 300 Introduction to Art ..................................................... 3
ARTH 303 Art Survey: Ancient to 14th Century .......................... 3
ARTH 309 Art Survey: Renaissance to 19th Century .................... 3
ARTH 311 Art Survey: Modern Art ............................................. 3
A minimum of 6 units from the following: ................................. 6
ARTH 312, 326, 332, 333; HUM 300, 310, 332; HIST 307, HIST 308
A minimum of 3 units from the following: ................................. 3
ARTH 300, 304, 312, 320, 323, 327, 336, 370, 372, 383, 390, 402
A minimum of 2 units from the following: ................................. 2
ART 494, 499; ARTH 499
TOTAL UNITS REQUIRED .......................................................... 23

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

The A.A. Degree in Art History is designed for students to continue their education in Art History and Art Administration as well as for students who seek self enrichment in the field of Art History. Students, after their transfer and completion of their BA, can further their studies in Master's and Ph.D. in Art History and Art Administration. Upon completion of their continued education, students can work in galleries and museums as docents, programmers, curators, etc., as well as working for private collectors and public organizations in the related fields as well as educators, writers, etc.
Art (ART)

ART 300 ELEMENTARY DRAWING AND COMPOSITION 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This course covers the fundamentals of drawing emphasizing the use of line, shape, value, perspective, space, and composition. It introduces and uses various mediums and techniques for drawing. This is a foundation requirement for all art students. This course may be taken twice for credit.

ART 302 ELEMENTARY DRAWING AND COMPOSITION 3 UNITS
Prerequisite: ART 300 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This studio course utilizes the skills acquired in ART 300 to pursue more complex problems. The student will initiate and execute a series of related works. This course may be taken twice for credit.

ART 304 FIGURE DRAWING AND COMPOSITION 3 UNITS
Prerequisite: ART 300 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This studio class offers drawing from the human figure. There will be lectures and discussion on proportion, anatomy, and the relationship of the figure to space and composition. This course may be taken twice for credit. Students may wish to challenge the prerequisite by presenting to the instructor a portfolio of their work.

ART 305 FIGURE DRAWING AND COMPOSITION 3 UNITS
Prerequisite: ART 304 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This course covers problems in linear and tonal drawing techniques resulting in the accurate representation of objects and environments. This course may be taken twice for credit.

ART 307 RENDERING 3 UNITS
Prerequisite: ART 300 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This course covers problems in linear and tonal drawing techniques resulting in the accurate representation of objects and environments. This course may be taken twice for credit.

ART 312 PORTRAIT DRAWING 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This course is an introduction to and exploration of the human face as a subject in art. Focus will be placed on the development of skills needed to portray specific individuals rather than a generalized image. This is primarily a practice course including elements of the history and traditions of portraiture as well as anatomy. This course may be taken twice for credit.

ART 316 CARTOONING 3 UNITS
Prerequisite: ART 300. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 36 hours LEC ; 54 hours LAB
This course is an introduction to cartoon drawing, styles, and content development as used for comic strips, commercial art, graphic design, periodicals, political cartoons, and animation. This course may be taken twice for credit.

ART 320 DESIGN: FUNDAMENTALS 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This course is comprised of lectures and projects concentrating on the elements of design (line, shape, color, texture, form, space) and the principles of organization (such as unity, variety, contrast, balance, emphasis, etc.) as applicable to both the line and applied arts.

ART 323 DESIGN: COLOR THEORY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This course covers studio problems in the use and understanding of color and its application to works of art, interior design, and graphics; basics of color theory and color interaction. It also includes image and composition as related to the use of color both functionally and creatively.

ART 327 PAINTING 3 UNITS
Prerequisite: ART 300 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This is an introduction to the tools, materials, and techniques of painting. Coursework includes exercises in light and color theory, description of form, color and spatial development, and composition. This course may be taken twice for credit.

ART 328 PAINTING 3 UNITS
Prerequisite: ART 327 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This is an intermediate studio course for the student who wishes to develop greater technical skills and problem-solving ability in a more independent framework. The student will initiate and execute progressively complex problems and assignments. This course may be taken twice for credit.

ART 336 WATERCOLOR PAINTING 3 UNITS
Prerequisite: ART 300. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This is an introduction to transparent watercolor painting. The class covers media, methods of brush painting, representational and non-representational composition, color relationships, and creative resolutions to watercolor problems. This course may be taken twice for credit.

ART 337 INTERMEDIATE WATERCOLOR PAINTING 3 UNITS
Prerequisite: ART 336. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This class builds on skills developed in ART 336. It includes an in-depth study of contemporary methods and concepts in transparent watercolor. Emphasis is given to different approaches in watercolor composition, technical problems and solutions, and individual style development. This course may be taken twice for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

ART 361 PRINTMAKING: SURVEY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This is a printmaking survey course which may include relief (wood and linoleum), intaglio (etching and drypoint), stencil (silkscreening) and monoprint processes. This course may be taken twice for credit. This course has an additional lab fee.

ART 370 THREE DIMENSIONAL DESIGN 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This is a studio course covering the analysis of historical and contemporary designs and the resolution of technical and conceptual problems (using a variety of media such as: wood, fabric, glass, etc.) by the creation of 3-dimensional forms. Form, color, space, composition, and other formal values will be considered.

ART 372 SCULPTURE 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This is a basic practice class in the expressive use of form and color in space. The student will use a variety of media, including plaster, wood, glass, clay, or stone. Creative effort, development of individual expression, new ideas, and knowledge of technical processes will be stressed. Content will be developed by using both historical and contemporary approaches. This course may be taken twice for credit.
**ART 373**  **INTERMEDIATE SCULPTURE**  **3 UNITS**  
Prerequisite: ART 372; Grade of "C" or better required to meet prerequisite.  
Course Transferable to UC/CSU  
Hours: 36 hours LEC ; 54 hours LAB  
This course further develops concepts and techniques acquired in ART 372 in the expressive use of form and color in space. The student will concentrate on given aspects of spatial relationships and the concept of a series, related grouping, or progression of sculpture. This course may be taken two times for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

**ART 383**  **METAL DESIGN: EMPHASIS IN FABRICATION**  **3 UNITS**  
Prerequisite: None  
Course Transferable to CSU  
Hours: 36 hours LEC ; 54 hours LAB  
This course covers historical and contemporary approaches to fabrication of metal and jewelry design. Techniques may include forging, raising hollow forms, and the use of the hydraulic press in anticlastic and synclastic raising, matrix die forming and embossing molds. This is a concentrated study of intermediate work in elements of metal design and form. Students need to purchase metals and some required tools.

**ART 386**  **INTERMEDIATE METAL DESIGN: EMPHASIS IN FABRICATION**  **3 UNITS**  
Prerequisite: ART 383 with a grade of "C" or better  
Course Transferable to CSU  
Hours: 36 hours LEC ; 54 hours LAB  
This is an intermediate course offering a historical and contemporary approach to fabrication of metal and jewelry design. Techniques may include forging, raising hollow forms, and the use of the hydraulic press in anticlastic and synclastic raising, matrix die forming and embossing molds. This is a concentrated study of intermediate work in elements of metal design and form. Students need to purchase metals and some required tools.

**ART 390**  **CERAMICS**  **3 UNITS**  
Prerequisite: None  
Course Transferable to UC/CSU  
Hours: 36 hours LEC ; 54 hours LAB  
This course is an introduction to ceramic techniques and methods. The class includes glazing and firing processes used in clay sculpture. Lectures and group discussions will be conducted in connection with the course. This class may be taken two times for credit.

**ART 402**  **BEGINNING CLAY SCULPTURE**  **3 UNITS**  
Prerequisite: None  
Course Transferable to UC/CSU  
Hours: 36 hours LEC ; 54 hours LAB  
This course is an introduction to the basic hand-building techniques and methods. The class includes glazing and firing processes used in clay sculpture. Lectures and group discussions will be conducted in connection with the course. This class may be taken two times for credit.

**ART 404**  **INTERMEDIATE CLAY SCULPTURE**  **3 UNITS**  
Prerequisite: ART 402; Grade of "C" or better required to meet prerequisite.  
Course Transferable to UC/CSU  
Hours: 36 hours LEC ; 54 hours LAB  
This course is an intermediate class in ceramic sculpture techniques and methods. The class will include glazing, surface treatment and various firing processes used in clay sculpture. Focus will be placed on an in-depth examination of contemporary ceramic sculpture. This class may be taken two times for credit.

**ART 430**  **ART AND CHILDREN**  **3 UNITS**  
Prerequisite: None  
Course Transferable to CSU  
Hours: 36 hours LEC ; 54 hours LAB  
This is an exploratory course in children's art, dealing with the three aspects of art: seeing and feeling visual relationships, producing works of art, and knowing and understanding art objects. Students will select art as it relates to the child's growth and development. This course is suggested for recreational leadership, preschool, K-12 teachers, and caregivers.

**ART 494**  **TOPICS IN ART**  **.5-4 UNITS**  
Prerequisite: None  
Advisory: ART 300 and 320  
Course Transferable to CSU  
Hours: 10 hours LEC ; 54 hours LAB  
Designed to give students an opportunity to study topics not included in current course offerings. May be taken four times for credit, providing there is no duplication of topics.

**ART 495**  **INDEPENDENT STUDIES IN ART**  **1-3 UNITS**  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  
This is an overview of the visual arts including: drawing, sculpture, artifacts, architecture, painting, and printmaking. We will examine the materials, methods, and design principles of creating. This course is recommended as a basis for the understanding of art.

**ART 499**  **EXPERIMENTAL OFFERING IN ART**  **.5-4 UNITS**  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  
This course is a survey of world art from the Prehistoric period to the 14th century. The lecture and discussion include the developments of the visual arts and architecture of the western and non-western cultures. This is a required class for art history major students.

**ART 300**  **INTRODUCTION TO ART**  **3 UNITS**  
Prerequisite: None  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This is an introductory course in the visual arts including: drawing, sculpture, artifacts, architecture, painting, and printmaking. We will examine the materials, methods, and design principles of creating. This course is recommended as a basis for the understanding of art.

**ART 301**  **ART SURVEY: ANCIENT TO 14TH CENTURY**  **3 UNITS**  
Prerequisite: None  
Advisory: ARTH 300 and ENGWR 101  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course is a survey of Western art from the Prehistoric era through the Roman period. Lecture and discussion focus on the visual arts and architecture from the ancient Near Eastern, Egyptian, Greek, and Roman cultures.

**ART 304**  **ANCIENT ART**  **3 UNITS**  
Prerequisite: None  
Advisory: ARTH 300 and ENGWR 101  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course covers the development of Western art from the Prehistoric era through the Roman period. Lecture and discussion focus on the visual arts and architecture from the ancient Near Eastern, Egyptian, Greek, and Roman cultures.

**ART 306**  **MEDIEVAL ART**  **3 UNITS**  
Prerequisite: None  
Advisory: ARTH 300 and ENGWR 101  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course covers the development of Western art from the Prehistoric era through the 10th century. Lecture and discussion focus on the visual arts and architecture from the ancient Near Eastern, Egyptian, Greek, and Roman cultures.

**ART 309**  **ART SURVEY: RENAISSANCE TO 19TH CENTURY**  **3 UNITS**  
Prerequisite: None  
Advisory: ARTH 300 and ENGWR 101  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course covers the development of Western art from the Prehistoric era through the 19th century. Lecture and discussion focus on the visual arts and architecture from the ancient Near Eastern, Egyptian, Greek, and Roman cultures.

**ART 311**  **ART SURVEY: MODERN ART**  **3 UNITS**  
Prerequisite: None  
Advisory: ARTH 300 and ENGWR 101  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course covers the development of Western art from the Prehistoric era through the 20th century. Lecture and discussion focus on the visual arts and architecture from the ancient Near Eastern, Egyptian, Greek, and Roman cultures. This is a required class for art history major students.
The Automotive Mechanics Technology courses emphasize developing skills required for efficient maintenance of the automobile. Folsom Lake College offers a few basic courses in the Automotive Technology area. Because FLC is not a certified NATEF college, the courses we teach in Automotive Mechanics Technology may not be accepted by the programs at American River College or Cosumnes River College.

Career Options
Auto Technician; Field Service/Sales Representative.

Highlights
- Qualified Instructors
- Class sizes with an excellent teacher/student ratio

**Art History & Automotive Mechanics Technology**

**ARTH 312  WOMEN IN ART  3 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is a survey course of women's art from the Middle Ages to the present, including the art of both European and non-European cultures. ARTH 312 is presented through slide lecture and discussion which will include historical and cultural context, limitations imposed by society, and the differences and similarities of other artists in each period.

**ARTH 326  TRADITIONAL NATIVE AMERICAN ART  3 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
Traditional Native American cultures exemplified their religious philosophy and reverence for nature in the utilitarian and art objects they created with clay, stone, fiber and wood. This class introduces the history, culture, mythology and art of the Southwest, Nevada and California Native Americans.

**ARTH 332  ASIAN ART  3 UNITS**
Prerequisite: None.
Advisory: ARTH 300 and ENGW 101
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of Asian art and architecture from the Prehistoric era to the contemporary. The course examines arts from China, India, Korea, and Japan. The lecture and discussion include the development of Eastern philosophy and beliefs and their relationship to the visual arts.

**ARTH 333  INTRODUCTION TO ISLAMIC ART  3 UNITS**
Prerequisite: None
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This is a survey course that studies the art and culture of the Middle East. It primarily focuses on the Islamic Art and Architecture and provides fundamental information on the formation of Islamic art, its history, and philosophy. The students will learn to identify works of art produced by artists from Muslim countries and regions. They will also be able to describe in writing characteristics and key elements in Islamic Art and Architecture. This course will include but not limited to visual examples from Arabic, Persian and Indian cultures.

**ARTH 499  EXPERIMENTAL OFFERING IN ART HISTORY  .5-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

**Automotive Mechanics Tech (AMT)**

**AMT 300  AUTOMOTIVE FUNDAMENTALS AND SHOP PROCEDURES  4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 72 hours LEC
A basic study of the mechanical operations of the automobile directed toward the principles and operation of the automobile engine, engine support systems, the drive train, steering, suspension and brakes. Hand tools, shop equipment and shop procedures will be demonstrated to familiarize the students with the automotive industry.

**AMT 308  LATE MODEL CAR CARE AND MAINTENANCE  3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed for the service technician and late model car owner wishing to perform or schedule car maintenance. This course will provide both men and women with basic automotive repair procedures and a fundamental understanding of how various automotive components and systems work. Use of the owner's manual, repair orders and other resources will be emphasized along with the development of a preventative maintenance schedule.

**AMT 320  AUTOMOTIVE IGNITION SYSTEMS  3 UNITS**
Prerequisite: None
Advisory: AMT 300 and 302.
Course Transferable to CSU
Hours: 36 hours LEC ; 54 hours LAB
A thorough examination of the automotive ignition system, including its function, primary circuit, secondary circuit, diagnosis of electrical troubles, and assembly and repair of equipment including distributorless ignition systems.

**AMT 495  INDEPENDENT STUDIES IN AUTOMOTIVE MECHANICS TECHNOLOGY  1-3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

**AMT 498  WORK EXPERIENCE IN AUTOMOTIVE MECHANICS TECHNOLOGY  1-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

**AMT 499  EXPERIMENTAL OFFERING IN AUTOMOTIVE MECHANICS TECHNOLOGY  .5-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Upon completion of this program, the student will be able to:

- Engage in free exchange of ideas to support creative problem solving
- Recognize and discuss ethical implications of biological research when encountered in personal, community, and scientific matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Differentiate between scientifically-derived knowledge, myth, and conjecture in professional or everyday encounters with information
- Employ appropriate information-gathering tools to investigate scientific matters
- Utilize acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques
- Analyze data sets, recognize the implications of disturbances to biological systems, and synthesize information to draw conclusions
- Differentiate between scientifically-derived knowledge, myth, and conjecture in professional or everyday encounters with information
- Engage in free exchange of ideas to support creative problem solving

This A.S. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:

- Apply acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate scientific matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques
- Utilize acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate health-related matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques

NOTE: This degree is designed for students intending to transfer to a nursing program at a four-year college or university. It does not prepare the student for immediate employment as a nurse. Students earning a nursing degree will need to complete several lower division nursing classes when transferring.

This A.S. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:

- Apply acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate scientific matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques
- Utilize acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate health-related matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques

This A.S. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:

- Apply acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate scientific matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques
- Utilize acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate health-related matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques

This A.S. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:

- Apply acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate scientific matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques
- Utilize acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate health-related matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques

This A.S. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:

- Apply acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate scientific matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques
- Utilize acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate health-related matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques

This A.S. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:

- Apply acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate scientific matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques
- Utilize acquired knowledge, skills, and abilities toward successful completion of coursework at transfer institutions
- Demonstrate knowledge of the language, facts, and concepts that serve as the foundation for working independently on more complex problems
- Employ appropriate information-gathering tools to investigate health-related matters
- Clearly communicate scientific information, both orally and in written form, to diverse audiences
- Demonstrate laboratory habits consistent with accepted practices for safety, documentation, and core techniques

This A.S. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.
Biology (BIOL)

**BIOL 300  THE FOUNDATIONS OF BIOLOGY  3 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU Hours: 54 hours LEC
This course is a survey of major topics in the biological sciences for the non-science major with an emphasis on human biology. Units covered include the origin of life, cell structure and chemistry, metabolism, Mendelian and molecular genetics, genetic engineering, evolution, anatomy and physiology of humans, animal behavior and ecology.

**BIOL 307 BIOLOGY OF ORGANISMS  4 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU Hours: 54 hours LAB
This is a general biology course focusing on a survey of the plant and animal kingdoms. The course covers the general principles of biology including: methods of science, cell organization, genetics, evolution, ecology, biodiversity, and anatomy. These principles are explored in more depth through the examination of additional topics which may include: disease and epidemiology; physiological ecology, animal behavior, biotechnology, population growth and regulation, ecosystem ecology; and conservation biology. Evolution and biodiversity are continuing themes running throughout the course and are included in each major topic. The course is designed for non-science majors and is especially useful for liberal studies, elementary education, environmental studies, recreation, and similar majors.

**BIOL 310 GENERAL BIOLOGY  4 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU Hours: 54 hours LAB
This course is a survey of biological science with an emphasis on human biology. It is intended for the non-science major as well as environmental technology majors. Units covered include cell biology, metabolism, Mendelian and molecular genetics, evolution, anatomy and physiologic, animal behavior, and ecology. The laboratory activities are designed to further investigate and illuminate each topic area.

**BIOL 323 ETHNOBOTANY  4 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU Hours: 54 hours LAB
This introductory course focuses on the concepts, questions, and methods of ethno botany, the scientific study of the interactions between plants and humans. Students will use the scientific method to investigate the ecologic and biological traits of plants, how these traits have shaped multicultural human use, and how plants have been affected by humans. Topics include plant structure and reproduction, the role of biodiversity in natural and cultivated systems, plant evolution under domestication, sustainable use of resources, ethnobotanical research techniques and ethical issues, and comparison of plant use by various cultures for food, medicine, shelter, basketry, and dyes. Laboratory topics include plant identification, experimental investigation of medicinal and food value of selected plants, traditional preparation of selected plants, preparation of herbarium specimens, and analysis of plant fibers and dyes. Field trips are required.

**BIOL 332 INTRODUCTION TO ORNITHOLOGY  2 UNITS**
Prerequisite: None.
Course Transferable to CSU Hours: 18 hours LEC ; 54 hours LAB
This course covers the structure, physiology, ecology, behavior, reproduction, and classification of birds. Field trips are required during class time to study bird identification, behavior, and ecology.

**BIOL 350 ENVIRONMENTAL BIOLOGY  3 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU Hours: 54 hours LEC
This course provides an overview of ecosystems and natural resources. Major topics covered include ecological principles, ecosystem functioning, conservation biology, resource use and management, pollution and other human-caused environmental impacts. This course provides the background needed to understand major global and regional issues such as acid rain, global warming, hazardous waste disposal, deforestation and endangered species recovery. BIOL 350 is especially useful for Environmental Technology, Environmental Sciences, Ecology, Recreation, Education and Political Science majors. Field trips, attendance at public meetings and/or a semester project may be required. This course is the same as ENVT 304, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

**BIOL 380  NATURAL HISTORY FIELD STUDY OF COASTAL ECOSYSTEMS 1-4 UNITS**
Prerequisite: None.
Course Transferable to CSU Hours: 36 hours LEC ; 102 hours LAB
This course will study the ecology and natural history of coastal ecosystems covered in the field. Animals, plants, geology, and environmental impacts unique to coastal areas will be studied and their interrelationships investigated. Assignments, field notes and appropriate exams/quiz will be an integral part of the course. Students will be responsible for providing their own lodging or camping equipment and meals. Campsites will be available. This course is ideal for future teachers, parents, resource management majors and those interested in the biological sciences.

**BIOL 382  NATURAL HISTORY FIELD STUDY OF DESERT ECOSYSTEMS 1-4 UNITS**
Prerequisite: None.
Course Transferable to CSU Hours: 12 hours LEC ; 18 hours LAB
This course will study the ecology and natural history of desert and arid ecosystems covered in the field. Animals, plants, geology, and environmental impacts unique to desert-related areas will be studied and their interrelationships investigated. Assignments, field notes and appropriate exams/quiz will be an integral part of the course. Students will be responsible for providing their own lodging or camping equipment and meals. Campsites will be available. This course is ideal for future teachers, parents, resource management majors and those interested in the biological sciences.

**BIOL 384  NATURAL HISTORY FIELD STUDY OF FOREST ECOSYSTEMS 1-4 UNITS**
Prerequisite: None.
Course Transferable to CSU Hours: 12 hours LEC ; 18 hours LAB
This course will study the ecology and natural history of forest ecosystems covered in the field. Animals, plants, geology, and environmental impacts unique to forest areas will be studied and their interrelationships investigated. Assignments, field notes and appropriate exams/quiz will be an integral part of the course. Students will be responsible for providing their own lodging or camping equipment and meals. Campsites will be available. This course is ideal for future teachers, parents, resource management majors and those interested in the biological sciences.

**BIOL 386  NATURAL HISTORY FIELD STUDY OF MARINE ECOSYSTEMS 1-4 UNITS**
Prerequisite: None.
Course Transferable to CSU Hours: 12 hours LEC ; 18 hours LAB
This course will study the ecology and natural history of marine ecosystems covered in the field. Animals, plants, geology, and environmental impacts unique to ocean areas will be studied and their interrelationships investigated. Assignments, field notes and appropriate exams/quiz will be an integral part of the course. Students will be responsible for providing their own lodging or camping equipment and meals. Campsites will be available. This course is ideal for future teachers, parents, resource management majors and those interested in the biological sciences.

**BIOL 388  NATURAL HISTORY FIELD STUDY OF RIVER ECOSYSTEMS 1-4 UNITS**
Prerequisite: None.
Course Transferable to CSU Hours: 12 hours LEC ; 18 hours LAB
This course will study the ecology and natural history of river ecosystems covered in the field. Animals, plants, geology, and environmental impacts unique to rivers and riparian areas will be studied and their interrelationships investigated. Assignments, field notes and appropriate exams/quiz will be an integral part of the course. Students will be responsible for providing their own lodging or camping equipment and meals. Campsites will be available. This course is ideal for future teachers, parents, resource management majors and those interested in the biological sciences.
Biol 389 Natural History Field Study of Wetland Ecosystems 1-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 12 hours LEC, 18 hours LAB
This course will study the ecology and natural history of wetland ecosystems covered in the field. Animals, plants, geology, and environmental impacts unique to wetland areas will be studied and their interrelationships investigated. Assignments, field notes and appropriate exams/ quizzes will be an integral part of the course. Students will be responsible for providing their own lodging or camping equipment and meals. Campsites will be available. This course is ideal for future teachers, parents, resource management majors and those interested in the biological sciences.

Biol 390 Natural History Field Study .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC, 102 hours LAB
This course will study the ecology and natural history covered in the field. Animals, plants and geology will be studied and their interrelationships investigated. The course(s) will be offered in the appropriate area (mountains, desert or seashore and ocean). Assignments, field notes and appropriate exams/ quizzes will be an integral part of the course. Students will be responsible for providing their own lodging or camping equipment and meals. Campsites will be available. This course is ideal for future teachers, parents, resource management majors and those interested in the biological sciences.

Biol 392 Principles of Heritage Interpretation 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This interdisciplinary course covers the basics of interpreting historical, cultural, and natural resources to the general public. Interpretation is a communication process that forges emotional and intellectual connections between the interests of the audience and the inherent meanings of the resource. Topics will include: developing audience awareness; understanding resource identification; developing a program using a thematic approach; writing measurable performance objectives; and learning project delivery techniques. Completion of this course will fulfill the certification for professional interpretation through the National Association for Interpretation. A Certified Interpretive Guide (CIG). This course is recommended for students interested in history, biology, anthropology, recreation, education, and communication. Not open to students who have received credit for Anthropology 392 or History 392.

Biol 393 Field Experience in Biology or Heritage Interpretation 2 Units
Same As: Anth 393 and Hist 393
Prerequisite: None.
Advisory: Completion of BIOL 392 or BIOL 400 with a grade of "C" or better.
Course Transferable to UC/CSU
Hours: 18 hours LEC, 54 hours LAB
This course is a cooperative effort between the college and the organizations involved in the biological sciences or the related field of heritage interpretation. Internship sponsors assist students in acquisition of skills and the application of knowledge learned in the classroom. In addition to developing applied job related skills, students will learn skills in job seeking, career goal setting, team building, and leadership. During the internship, students will continue to check in with the class to receive input and feedback on their experience. This course requires that the students obtain an internship during the course of the semester that will last a minimum of 54 hours.

Biol 400 Principles of Biology 5 Units
Prerequisite: CHEM 400 with a grade of "C" or better; CHEM 400 may be taken concurrently.
Course Transferable to UC/CSU
Hours: 54 hours LEC, 108 hours LAB
This course introduces universal biological principles, including biological molecules, enzymes, cell structure and function, biochemistry, Mendelian and molecular genetics, evolution and ecology. BIOL 400 is recommended for science majors and students in pre-professional programs.

Biol 410 Principles of Botany 5 Units
Prerequisite: BIOL 400 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC, 108 hours LAB
This course introduces the biology of plants, fungi, cyanobacteria, and algae. Topics covered include the anatomy and physiology, development, classification, evolution and ecology of botanical organisms. Some labs involve local field trips; a weekend field trip may be required (an alternative assignment will be available).

Biol 420 Principles of Zoology 5 Units
Prerequisite: BIOL 400 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC, 108 hours LAB
This course is an introduction to zoology with particular emphasis on comparative anatomy and physiology of vertebrates and invertebrates. The basic principles of evolution, taxonomy, embryology, morphology, physiology, behavior and ecology will be covered.

Biol 430 Anatomy and Physiology 5 Units
Prerequisite: CHEM 300, 305, or 400, or equivalent (Biology Dept will advise Counseling of equivalencies.)
Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC, 108 hours LAB
This is an introductory course in which the basic principles of human anatomy and physiology are presented in an integrated fashion. This course covers anatomical terminology, basic organic chemistry, histology, and the integumentary, skeletal, muscular and nervous systems. Both BIOL 430 and BIOL 431 must be taken to study all of the major body systems.

Biol 431 Anatomy and Physiology 5 Units
Prerequisite: BIOL 430 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC, 108 hours LAB
This is an introductory course in which the basic principles of human anatomy and physiology are presented in an integrated fashion. This course covers the circulatory, respiratory, digestive, urinary, endocrine and reproductive systems. Both BIOL 430 and BIOL 431 must be taken to study all of the major body systems.

Biol 440 General Microbiology 4 Units
Prerequisite: CHEM 305 with a grade of "C" or better; or equivalent high school chemistry.
Course Transferable to UC/CSU
Hours: 54 hours LEC, 72 hours LAB
This course introduces the concepts of microbiology with an emphasis on forms, modes of growth, cell specialization, mutual, commensal and parasitic relationships of bacteria, fungi, molds, protozoans and viruses. Topics will be correlated with medical and health applications to animals and human beings.

Biol 470 Behavioral Biology 3 Units
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides an overview of animal and human behavior in an evolutionary and ecological context. The course includes an introduction to patterns of animal and human behavior, cell and physiological processes, the structure and function of nervous systems, the genetics of behavior, the principles of evolution, and behavioral ecology. It is useful for both science and nonscience majors.

Biol 472 Teaching Science to School-age Children 3 Units
Same As: PS 472
Prerequisite: None.
Advisory: Completion of any general education lab-science course.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will train future teachers in the art and skill of making elementary and middle-school science teaching successful and interesting. Students will gain hands-on experience with numerous ways to teach life, physical, and earth science, including teaching students at a school-age facility. Other topics will include how students learn, how to set up labs, lab safety, environmental education, and assessment. This course is suitable for students majoring in education, interpretation, or science. Not open to students who have received credit for Physical Science 472.

Biol 495 Independent Studies in Biology 1-3 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC, 162 hours LAB

Biol 499 Experimental Offering in Biology .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC, 54 hours LAB
DEGREES
A.A. - Business, General Transfer
A.A. - Business, General
A.A. - Business, Small Business Management/Entrepreneurship
A.A. - Business, Administrative Assistant

CERTIFICATES OF ACHIEVEMENT
Business, Office Technician
Business, Small Business Management/Entrepreneurship

CERTIFICATE OF RECOGNITION
Business, Office Assistant

Folsom Lake College’s business programs are designed to provide an entrance into an exciting career. Many opportunities are available that can lead to immediate employment and/or career advancement. FLC offers a variety of degrees and certificates to meet students’ present and future needs. Whether it is one class or a step toward a degree, there are a variety of options. FLC also offers the award-winning Students in Free Enterprise (SIFE) course for interested students.

Career Options
Account Executive; Analyst; Bank Employee; Buyer; Clerk; Data-Entry Clerk; Data-Entry Specialist; Entrepreneur; Financial Planner; Government Service; Insurance Representative; Investment Counselor; Manager; Marketing; Market Research; Office Assistant; Public Administration; Purchasing Agent; Real Estate; Retail/Industrial Sales; Stockbroker; Tax Consultant

There are some self-employment opportunities available in these fields. Some career options may require more than two years of college study.

Highlights
• Additional training in courses acceptable as electives for civil service occupations
• Hands-on experience in the use of computers for business purposes
• Opportunities for work experience in local industry and business
• Training for small business management, entrepreneurship
• Exceptional and committed instructors
• An award-winning SIFE program

TRANSFER IN BUSINESS ADMINISTRATION

A student transferring with upper division standing to California State University, Sacramento, College of Business Administration, should have completed a minimum of 60, and a maximum of 70, transfer units. The Counseling Center has information regarding requirements, which may vary from the core listed below, at other four-year institutions. The course work may include all of the pre-major core courses and transfer general education requirements.

Each of the following core courses must be completed with a grade of "C" or better:
Accounting 301, 311
Computer Information Science CIS 308, CIS 310, CISC 308
Economics 302, 304
Mathematics 343
Statistics 300

Competency in a foreign language at the 412 level is required for an International Business major

In addition to the above core, a student, in consultation with a counselor, should plan a program to meet the transfer general education requirements.

DEGREE
A.A. — Business, General

This program provides an overview of business fundamentals for students interested in most business occupations. The program is also recommended for general government service occupations.

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 101</td>
<td>Fundamentals of College Accounting or ACCT 301</td>
<td>3-4</td>
</tr>
<tr>
<td>BUS 300</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 310</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUS 330</td>
<td>Managing Diversity in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>BUS 340</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUS 345</td>
<td>Law and Society</td>
<td>3</td>
</tr>
<tr>
<td>CISC 310</td>
<td>Intro to Computer Information Science</td>
<td>3</td>
</tr>
<tr>
<td>Three (3) units to include: CISC 300 (1 unit)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Any two (2) additional units selected from:
CISA 310, CISA 310, CISA 320, CISA 340, CISA 330, CISA 350, CISC 320, CISC 350

Suggested Electives:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC 300</td>
<td>(1 unit)</td>
<td></td>
</tr>
<tr>
<td>BUS 498</td>
<td>Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>ECON 302</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 320/BUS 320</td>
<td>Concepts of Personal Finance</td>
<td>3</td>
</tr>
<tr>
<td>MKT 362</td>
<td>Techniques of Management</td>
<td>3</td>
</tr>
<tr>
<td>MKT 300</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

General Options:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 498</td>
<td>Work Experience</td>
<td>3</td>
</tr>
<tr>
<td>Plus six (6) units from one concentration selected from:</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Accounting, Business, Computer Information Science, Management, Marketing, or Real Estate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL UNITS REQUIRED</td>
<td></td>
<td>36-37</td>
</tr>
</tbody>
</table>

Suggested Electives:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 121, 311, 341</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS 100, 210, 212, 214, 218, 350, 360</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CISA 301, 302, 311, 321, 331</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CISC 321, 351, CISW 380 or 425</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MGMT 176, 308, 360, 372</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MKT 120, 122, 310, 312, 314</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RE 110, 120, 130, 300</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

This program provides an overview of business fundamentals for students interested in most business occupations. The program is also recommended for general government service occupations.

Upon completion of this program, the student will be able to:
• Identify and explain the major functional areas of business organizations including management, marketing, finance, and accounting.
• Develop leadership skills that are effective in managing a multicultural workforce.
• Analyze practical business problems and integrate research and critical thinking to evaluate and recommend alternative solutions.
• Apply accounting concepts and principles to make decisions about business operations.
• Integrate management principles in relationship to finance, personnel, products, services, and information.
• Communicate effectively verbally and in writing in various business settings.
• Apply commonly used computer application programs to create relevant business documents
APPS A.A.—Business, Small Business Management/Entrepreneurship

REQUIRED PROGRAM ........................................................................................................Units
ACCT 101 Fundamentals of College Accounting or ACCT 301 Financial Accounting ..........................3-4
BUS 300 Introduction to Business ..............................................................................3
BUS 310 Business Communication .......................................................................3
BUS 330 Managing Diversity in the Workplace ...................................................3
BUS 340 Business Law or BUS 345 Law and Society ..............................................3
BUSTEC 302 Computer Keyboarding ........................................................................2
CISC 310 Intro to Computer Information Science (3) or Three (3) units to include:
CISC 300 Computer Familiarization (1) and
ACCT 301 Managerial Accounting .................................................................4
ACCT 311 Financial Accounting ...........................................................................4
MKT 201 Principles of Marketing .........................................................................3
ECN 302 Principles of Macroeconomics or ECON 320/BUS 320 Concepts of Personal Finance .................3
ECN 350....................................................................................................................3
RE 300......................................................................................................................3
Suggested Electives: ACCT 125, 341; MGMT 300, 362, 372.

Upon completion of this program, the student will be able to:
• Evaluate the feasibility of success when starting a new business venture.
• Research and compose a business plan that can be used for planning as well as financing.
• Employ appropriate management, finance, accounting, and marketing techniques required in operating a business.
• Develop effective oral and written communication skills that can be applied in various business settings.
• Demonstrate the ability to comprehend, apply, and evaluate standards of ethical behavior in various business settings.
• Formulate original ideas and concepts in addition to integrating the ideas of others into the problem solving process.

DEGREE
A.A.—Business, General Transfer

This program provides the courses necessary for a transfer to a four-year college in business while also allowing the student to select courses which fit his/her individual needs and desires.

REQUIRED PROGRAM ........................................................................................................Units
ACCT 301 Financial Accounting ...........................................................................3
ACCT 311 Managerial Accounting ........................................................................4
BUS 300 Introduction to Business ........................................................................3
CISA 308 Exploring Word Process & Present Software ........................................1
CISA 310 Exploring Computer Environment & the Internet ....................................1
CISC 302 Principles of Macroeconomics ................................................................3
CISC 304 Principles of Microeconomics .................................................................3
STAT 300 Introduction to Probability and Statistics ................................................4
Suggested Electives: ACCT 341; BUS 310, 345, 340, BUSTEC 302; CISC 300, CISP 320; MGMT 372, 362; MGT 300; RE 300.

Upon completion of this program, the student will be able to:
• Identify and explain the major functional areas of business organizations including management, marketing, finance, and accounting.
• Develop leadership skills that are effective in managing a multicultural workforce.
• Analyze practical business problems and integrate research and critical thinking to evaluate and recommend alternative solutions.
• Apply accounting concepts and principles to make decisions about business operations.
• Integrate management principles in relationship to finance, personnel, products, services, and information.
• Communicate effectively verbally and in writing in various business settings.
• Apply commonly used computer application programs to create relevant business documents.

DEGREE
A.A.—Business, Administrative Assistant

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

REQUIRED PROGRAM ........................................................................................................Units
ACCT 301 Financial Accounting ...........................................................................3
ACCT 311 Managerial Accounting ........................................................................4
BUS 300 Introduction to Business ........................................................................3
BUS 310 Business Communication .......................................................................3
BUS 330 Managing Diversity in the Workplace ...................................................3
BUS 340 Business Law or BUS 345 Law and Society ..............................................3
BUSTEC 302 Computer Keyboarding ........................................................................2
CISC 310 Intro to Computer Info Science (3) or Three (3) units to include:
CISC 300 Computer Familiarization (1) and
Any two (2) additional units selected from:
CISA 310, CISA 320, CISA 330, CISA 340, CISA 350, CISC 320, CISC 330, CISC 350
ECN 302 Principles of Macroeconomics or ECON 320/BUS 320 Concepts of Personal Finance .................3
MGMT 362 Techniques of Management ..................................................................3
MKT 300 Principles of Marketing ...........................................................................3

Administrative Assistant Option:
BUS 100 English for the Professional ..................................................................3
BUS 498 Work Experience (3) or BUS 498 Work Experience (3) ..........................3
BUSTEC 302 Computer Keyboarding ........................................................................2
BUSTEC 303 Computer Keyboard Speed & Accuracy Building 2 ..........................3
CISA 300Beginning Word Processing ..................................................................1
CISA 301 Intermediate Word Processing ................................................................1
Plus three (3) units selected from the following: ACCT 125, 341; BUS 105; CISA 311, CISA 331
TOTAL UNITS REQUIRED ...............................................................................................45-49

Upon completion of this program, the student will be able to:
• Apply commonly used computer application programs to create relevant business documents.
CERTIFICATE OF RECOGNITION
Business, Office Assistant

REQUIRED PROGRAM .................................................................Units
Core Courses
BUS 100  English for the Professional .................................3
BUSTEC 101  Computer Keyboarding: 10-Key .......................1
BUSTEC 302  or
Keyboarding speed verification at 25 wpm or better...............0-2
BUSTEC 303  Computer-Keyboard Formatting .....................2
BUSTEC 304  Computer Keyboard Speed-&-Accuracy Bldg or
Keyboarding speed verification at 40 wpm or better..............0-2
CISA 300  Beginning Word Processing .............................1
CISA 310  Intro to Electronic Spreadsheets .......................1
CISC 300  Computer Familiarization .................................1
Office Assistant
BUSTEC 120  Skills for Today’s Office..............................1
TOTAL UNITS REQUIRED .............................................................12-14

This certificate program is designed to provide the tools needed for entry-level office positions. The Office Assistant Certificate is appropriate for students who do not have any clerical work experience. Upon completion of the Office Assistant Certificate, the student would be prepared for an office position as a trainee.

Upon completion of this program, the student will be able to:
• manage multiple office tasks and understand the importance of task prioritization
• produce clear, concise and mechanically correct written business documents.
• demonstrate electronic communication skills (internet and email)
• demonstrate proficiency in using software applications (MS Word and Excel)
• demonstrate proficiency in keyboarding 40 wpm

CERTIFICATE OF ACHIEVEMENT
Business, Office Technician

This certificate program is designed to provide the tools needed for entry-level office positions. The Office Technician Certificate is designed to provide promotional skills for students desiring office positions. Upon completion of the Office Technician Certificate, the student would be prepared for a computer applications specialist position.

REQUIRED PROGRAM .................................................................Units
Core Courses
BUS 100  English for the Professional .................................3
BUSTEC 101  Computer Keyboarding: 10-Key .......................1
BUSTEC 302  or
Keyboarding speed verification at 25 wpm or better...............0-2
BUSTEC 303  Computer-Keyboard Formatting .....................2
BUSTEC 304  Computer Keyboard Speed-&-Accuracy Bldg or
Keyboarding speed verification at 40 wpm or better..............0-2
CISA 300  Beginning Word Processing .............................1
CISA 310  Intro to Electronic Spreadsheets .......................1
CISC 300  Computer Familiarization .................................1
Office Technician
BUSTEC 110  Administrative Procedures .........................3
CISA 301  Intermed Word Processing ...............................1
CISA 311  Intermed Elect Spreadsheets ...........................1
Plus one (1) unit selected from:
CISA 320  Database Management (1)
CISA 340  Presentation Graphics (2)
TOTAL UNITS REQUIRED .............................................................15-19

This certificate program is designed to provide the tools needed for an entry-level office position. The Office Technician certificate is designed to provide promotional skills for students desiring office positions. Upon completion of the Office Technician certificate, the student would be prepared for an office position.

Upon completion of this program, the student will be able to:
• manage multiple office tasks and understand the importance of task prioritization
• produce clear, concise and mechanically correct written business documents.
• demonstrate electronic communication skills (internet and email)
• demonstrate proficiency in using software application (MS Word, Excel, PowerPoint and Database Management)
• demonstrate proficiency in keyboarding 40 wpm

• implement appropriate office procedures.
• demonstrate competence using business office technology (copy machine, fax machine, 10-key calculator)

CERTIFICATE OF ACHIEVEMENT
Small Business Management/Entrepreneurship

REQUIRED PROGRAM .................................................................Units
BUS 300  Introduction to Business .......................................3
BUS 310  Business Communication ....................................3
BUS 350  Small Business Mgmt/Entrepreneurship (3) or
Three (3) units selected from: ...........................................3
BUSTEC 210, 212, 214, 218, 224
BUSTEC 302  Computer Keyboarding ..............................2
CISC 310  Intro to Computer Information Science ............3
MKT 300  Principles of Marketing ....................................3
MKT 310  Selling Professionally .......................................3
TOTAL UNITS REQUIRED ...........................................................20

This certificate is designed for existing and potential entrepreneurs. It provides an organized course of study that enables students to develop their entrepreneurial skills, recognize opportunities, and learn the basics of starting and managing a small business.

Upon completion of this program, the student will be able to:
• create a business plan that covers all facets of operating a business.
• organize and manage the different business functions necessary for ongoing operations.
• appraise and evaluate business opportunities.

Business (BUS)

BUS 100  ENGLISH FOR THE PROFESSIONAL  3 UNITS
Prerequisite: ENGWR 51 and ENGL 16 or ESLW 320 and ESLW 320 or equivalent. Grade of "C" or better required to meet prerequisite. Advisories: BUSTEC 302 and 303.
Hours: 54 hours LEC
This course is designed to prepare the student for business communication. It presents principles of correct and effective English usage as applied in business. Included are skills and techniques of written communication, sentence structure, word usage, punctuation, spelling, business vocabulary, and dictionary usage. Emphasis is placed on critical thinking and effective-writing techniques through analyzing written communication and composing and organizing paragraphs into effective business documents. The computer is used to format documents and search for information. Proofreading skills are stressed throughout the course. The course is recommended for all business majors during their first semester.

BUS 105  BUSINESS MATHEMATICS  3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course is a review of basic mathematical skills and introduces equations and formulas in solving for unknowns. Applications of mathematics in business include such areas as banking, commercial discounts, retail and wholesale markup-markdown, payroll computations, simple and compound interest, bank discount, present value, taxes, insurance, depreciation, and financial statements. Recommended for every major in business.

BUS 180  INTRODUCTION TO THE NONPROFIT SECTOR  3 UNITS
Prerequisite: BUS 100 with a grade of "C" or better
Advisory: ENGWR 101
Hours: 54 hours LEC
This course will provide students with basic level knowledge of the Nonprofit sector, laying the foundation for those interested in pursuing a Nonprofit Organizational Management certificate. This course will examine all aspects of business specific to Nonprofit Organizations and will identify key differences between the Nonprofit sector and the for-profit and public sectors. Subject matter includes governance and boards, fundraising, marketing, communications, and techniques of management. Students completing this course will have an understanding of the fundamentals of business, specific to Nonprofit organizations.

BUS 181  NONPROFIT FUNDRAISING  3 UNITS
Prerequisite: None.
Hours: 54 hours LEC
This course will train students how interact professionally and consistently with the public when raising funds. As many Nonprofits rely heavily on fundraising, this course will provide students with the essential knowledge that can be directly applied to real world organizations to get them the critical, recurring funds needed to fulfill their mission.
BUS 182  NONPROFIT GOVERNANCE AND FINANCIAL MANAGEMENT  3 UNITS
Prerequisite: None.
Hours: 54 hours LEC.
This course will examine board governance and financial management specific to Nonprofit organizations. Students will get an up-close look at Governing Boards, examining their make up and purpose. Additionally, students will be exposed to the unique financial management aspects of the Nonprofit sector.

BUS 210  THE BUSINESS PLAN  1 UNIT
Prerequisite: None
Hours: 18 hours LEC
This course offers an organized, step-by-step approach to preparing a business plan. The plan will enable students to solve problems "on paper" before they become operational or money problems. Every business should have a business plan. Students will create one in this course.

BUS 212  MARKETING FOR SMALL BUSINESS  1 UNIT
Prerequisite: None
Hours: 18 hours LEC
This course emphasizes how a small business or non-profit organization can market its service or product to the consumer. The student will learn about ways to improve market mix, identify target markets, and develop a marketing plan.

BUS 214  FINANCING A SMALL BUSINESS  1 UNIT
Prerequisite: None
Hours: 18 hours LEC
This course covers sources and ways of raising capital for small businesses. How much money is needed and where it can be obtained, start-up costs, and projecting monthly and yearly costs are the focus of this course. Financial ratios and key financial statements are covered.

BUS 219  DEVELOPING YOUR ENTREPRENEURIAL IDEA  1 UNIT
Prerequisite: None
Hours: 18 hours LEC
This course provides students with insight and knowledge into developing their entrepreneurial idea. To develop an entrepreneurial idea you need to have a basic understanding of business planning and business ownership (entrepreneurship). This course investigates these concepts, including the pros and cons of owning a business. Students will explore the characteristics, experience, and skills necessary to be a successful entrepreneur. Students will research their business ideas and gain knowledge in marketing principles. Students will analyze the organization and management of a new business and begin to learn how to plan a new business. This course is designed to provide students with the basics for understanding entrepreneurship and development of entrepreneurial ideas. At the end of this course, students will be able to determine more clearly whether owning their own business is feasible.

BUS 224  CUSTOMER SERVICE  1 UNIT
Prerequisite: None
Hours: 18 hours LEC
This course is a study of the principles involved in building an effective customer service team. Customer service activities in business, government, and other service industries will be examined in terms of the value added to the organization. Improved customer service will be emphasized.

BUS 295  INDEPENDENT STUDIES IN BUSINESS  1-3 UNITS
Prerequisite: None
Hours: 18 hours LEC ; 54 hours LAB

BUS 299  EXPERIMENTAL OFFERING IN BUSINESS  .5-4 UNITS
Prerequisite: None
Hours: 18 hours LEC ; 54 hours LAB

BUS 300  INTRODUCTION TO BUSINESS  3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides a survey of all business areas, including Accounting, Law, Computer Information Science, Management, Marketing, Economics and Finance. The course is designed to be taken by all beginning students interested in business. It is a core requirement for business majors. This course provides an overview often very helpful in assisting students' selection of a specific career in the field of business.

BUS 310  BUSINESS COMMUNICATIONS  3 UNITS
Prerequisite: BUS 100 with a grade of "C" or better
Advisory: Ability to key 20 or more words a minute and use a current office-level word processing program.
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to emphasize the use of communication theory in planning and composing various types of effective business letters and reports. It stresses style, appearance, grammar, punctuation, tone, vocabulary, and reader appeal. Interpersonal communication and listening, cross-cultural communication, electronic communication technology, and ethical and legal guidelines are included. A formal report with graphics is required.

BUS 320  CONCEPTS IN PERSONAL FINANCE  3 UNITS
Same As: ECON 320
Prerequisite: None.
Advisory: BUS 195
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to assist individuals in analyzing their financial affairs. Elements and conceptual basis of financial planning, analysis, and decision making in areas of budgeting, taxes, borrowing, money management, insurance, investments, and retirement will be examined with an emphasis on principles to develop students' economic decision making. Students will be using mathematical concepts as well as reading and interpreting written and oral instructions. The course provides a solid base for a career in financial planning services. This course is not open to student who have received credit for ECON 320.

BUS 330  MANAGING DIVERSITY IN THE WORKPLACE  3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines the leadership skills and abilities needed to manage a multicultural workforce. A primary focus is placed upon the workplace impact of various historical, social, and cultural experiences/ perspectives related to gender, age, ethnicity, and disability. Workforce issues related to the diversity of the American consumer and global consumer impact on the United States are analyzed.

BUS 340  BUSINESS LAW  3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introductory coverage of the law in its relationship to the environment of business. The course covers the American legal system as an instrument of economic, social, and political control. It stresses basic business torts, crime and business, contracts and sales transactions, agency, legal structures of business, government regulation and property rights. For more detailed coverage of some of these topics, see BUS 341.

BUS 341  BUSINESS LAW  3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
General introduction to the legal concepts and principles of real property and landlord/tenant, bankruptcy, consumer law, corporations, securities law and corporate social-ethical responsibility; labor employment law, environmental law, antitrust law and business-related constitutional law.

BUS 345  LAW AND SOCIETY  3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to the American legal system emphasizing the nature, purpose, sources and functioning of American law but including some comparative analysis of other historical and contemporary legal systems. It stresses the evolution of legal concepts as a reflection of the social environment and the role of the judiciary. A theoretical rather than practical viewpoint is used through analysis of selected cases and legislation in the areas of individualism, socioeconomic groups, the family, the economy, crime, criminal procedure and punishment, church and state separation, the environment, and torts. This course should not be taken in place of BUS 340 when required. Not open to students who have received credit for SOCS 360.

BUS 350  SMALL BUSINESS MANAGEMENT/ENTREPRENEURSHIP  3 UNITS
Prerequisite: None
Advisory: ENGWR 101
Course Transferable to CSU
Hours: 54 hours LEC
This class provides an overview of the various elements involved in starting and operating a small business. It introduces such topics as developing a business plan, finding financial resources, developing personal and business goals, meeting legal requirements, understanding marketing concepts, and other topics of interest to the entrepreneur.
BUS 354  STUDENTS IN FREE ENTERPRISE  3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course provides students with an overview of what it takes to be successful in business through implementation of group projects and business leadership practices. Students will complete community-based business projects, focusing on business and project planning, team building, communications, preparing and processing information, and leadership. Students will plan, implement, and evaluate each project and then compose an annual report and deliver a professional presentation that will be evaluated by a selection of industry and business leaders at a regional competition. Students receive instruction in the areas of entrepreneurship, small business management, business planning, project management, oral and written presentation skills. This course emphasizes activities and techniques that develop competencies needed to become a successful business leader. There is a material fee for this course. This course may be taken four times for credit.

BUS 360  E-BUSINESS: INTRODUCTION AND ENVIRONMENT: TECHNOLOGY AND INFRASTRUCTURE  3 UNITS
Prerequisite: None
Advisory: BUS 300, CISC 305
Course Transferable to CSU
Hours: 54 hours LEC
Information is now exchanged very rapidly and customers have an instantaneous way to compare offerings from sellers on a worldwide basis. The purpose of this course is to describe the E-Business environment, describe the options available to business utilizing E-Business, and identify the critical components needed to develop a plan and strategy to implement for a business. The course will focus on E-Business for small and medium sized businesses. Not open to students who have received credit for CISM 380.

BUS 360.1  E-BUSINESS: INTRODUCTION AND ENVIRONMENT  1.5 UNITS
Prerequisite: None
Advisory: BUS 300, CISC 305
Course Transferable to CSU
Hours: 27 hours LEC
Information is now exchanged very rapidly and customers have an instantaneous way to compare offerings from sellers on a worldwide basis. The purpose of this course is to describe the E-Business environment, describe the options available to business utilizing E-Business, and identify the critical components needed to develop a plan and strategy to implement for a business. The course will focus on E-Business for small and medium sized businesses. Not open to students who have received credit for CISM 380.1.

BUS 360.2  E-BUSINESS: TOOLS AND TECHNIQUES  1.5 UNITS
Prerequisite: None
Advisory: BUS 300, CISC 305
Course Transferable to CSU
Hours: 27 hours LEC
The explosive growth of the Internet has changed the fundamental ways in which business is conducted. Information is now exchanged instantly and customers have an instantaneous way to compare offerings from sellers on a worldwide basis. The purpose of this course is to explore the tools, techniques, and technology needed to implement a company’s E-Business strategy. Specific content will include payment systems, privacy and security issues, hardware and software solutions, and business issues directly related to E-Commerce. The course will focus on E-Business infrastructure for small and medium sized businesses. Not open to students who have received credit for CISM 380.2.

BUS 490  INDIVIDUALIZED PROJECTS IN BUSINESS  1-4 UNITS
Prerequisite: None
Advisory: At least two semesters of successful work leading to an Associate Degree or Certificate in Accounting, Business, Computer Information Science, Finance, Management, Marketing, Office Administration or other related field.
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
This course is designed to help the student focus skills previously learned in an area of business. The student, with the help of the instructor, will produce a project that utilizes a variety of skills. The student will describe a problem, plan a process to arrive at a solution, work with the instructor to secure those resources necessary to complete the project, submit progress reports on a regular basis, and present a finished project. This class may be required for some degrees or certificates.

BUS 495  INDEPENDENT STUDIES IN BUSINESS  1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

BUS 498  WORK EXPERIENCE IN BUSINESS  1-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

BUS 499  EXPERIMENTAL OFFERING IN BUSINESS  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

---

Business Technology (BUSTEC)

BUSTEC 101  COMPUTER KEYBOARDING: 10-KEY  1 UNIT
Prerequisite: None
Hours: 18 hours LEC
This course introduces the numeric keypad and develops the ability to key information into a computer with speed and accuracy.

BUSTEC 110  BUSINESS PROCEDURES FOR PROFESSIONAL SUCCESS  3 UNITS
Prerequisite: None
Advisory: BUS 100 (English for the Professional), BUSTEC 302 (Computer-Keyboarding), BUSTEC 303 (Computer-Keyboard Formatting), CISA 308 (Exploring Word Processing and Presentation Software), CISA 310 (Introduction to Electronic Spreadsheets), or CISA 320 (Introduction to Database Management).
Hours: 54 hours LEC
This course prepares students to perform various information processing procedures and problem solving tasks supported by today’s office systems and those of the future. Students learn critical thinking, problem solving, teamwork, supervision skills, office procedures, and information processing technologies to manage their work, as well as necessary attributes of an office professional. These skills will provide the background for advancement to supervision and management positions. Primary emphasis is on processing documents using introductory skills in word processing, spreadsheets, presentation graphics, database and e-mail. Also included are managing information storage and retrieval, and coordinating office communications, to improve the efficiency of office functions.

BUSTEC 120  SKILLS FOR TODAY’S OFFICE  1 UNIT
Prerequisite: None
Advisory: BUSTEC 302 or keyboarding speed verification at 25 wpm or better, and CISA 300 or 305, and CISA 310 or 315.
Hours: 18 hours LEC ; 18 hours LAB
This is a course designed to build upon previous word processing and spreadsheet training in the computer science/business area and to complete the training necessary to perform effectively and become a skilled employee in a computerized office. The course includes preparing and processing information: word processing, spreadsheet, and database documents; communicating via fax, e-mail, voicemail, Internet, and telephone; and using copiers and other office equipment. Students will simulate office situations. This course emphasizes activities and techniques that enhance competencies needed in today’s office.

BUSTEC 302  COMPUTER-KEYBOARDING  2 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC
This intensive introductory computer-keyboard course emphasizes operating alphabetic, numeric, and symbol keys by touch. It includes computer-keyboarding techniques, speed-and-accuracy development, proofreading proficiency, essential computer-keyboarding information, and use of basic features of a current office-level word processing program.

BUSTEC 303  COMPUTER-KEYBOARD FORMATTING  2 UNITS
Prerequisite: BUSTEC 302, Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 36 hours LEC
This intensive computer-keyboard formatting course emphasizes application of the following formatting concepts: horizontal and vertical centering, business letter styles, memorandums, tables, and reports. The course includes developing proofreading proficiency, reinforcing communication skills, developing speed and accuracy, and using the features of a current office-level word processing program. Workplace etiquette and business protocol are reinforced throughout the course.

BUSTEC 304  COMPUTER KEYBOARD SPEED-AND-ACCURACY BUILDING  2 UNITS
Prerequisite: BUSTEC 302. Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 36 hours LEC
This course builds upon previous computer-keyboard skills and stresses speed and accuracy techniques. It includes skills assessment and individually prescribed improvement plans. The student will be reading and interpreting written and oral instructions. Students who feel that they have skills equivalent to the prerequisite are encouraged to apply for credit by examination for BUSTEC 302. This course may be taken two times for credit.

BUSTEC 499  EXPERIMENTAL OFFERING IN BUSINESS TECHNOLOGY  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
The Chemistry Program at Folsom Lake College consists of:

- A series of chemistry courses designed to meet transfer requirements for physical and biological science majors
- A series of courses intended for students majoring in fields other than chemistry, biology, or physical science
- A course designed specifically for students who require preparation or review of the more basic chemical concepts

All chemistry courses at FLC include a practical component where students conduct hands-on chemical experimentation in a modern, well-equipped laboratory.

### Career Options

Chemist; Pharmacist; Chemical Engineer; Physician; Dentist; Veterinarian; Allied Health Professional; Biologist; Physicist; Geologist; Geochemist; Oceanographer

Some career options may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some career options or for preparation for transfer to a university program.

### Highlights

- An outstanding chemistry faculty striving to maintain an aggressive and well-respected chemistry program
- Ample contact with the instructor and the relaxed atmosphere that only a limited class size can offer

### NOTE: ALL CHEMISTRY STUDENTS

All Chemistry students are required to wear closed-toe shoes at all times in the chemistry laboratory. They are also required to wear indirect-vent safety goggles (safety glasses are not acceptable) while working in the laboratory.

### Chemistry (CHEM)

#### CHEM 305  INTRODUCTION TO CHEMISTRY  5 UNITS

- Prerequisite: MATH 100 with a grade of "C" or better; Math 102 or equivalent. Grade "C" or better required to meet prerequisite.
- Advisory: None
- Course Transferable to UC/CSU
- Hours: 72 hours LEC; 54 hours LAB

This course covers principles of chemistry and scientific method, including a brief introduction of organic chemistry. It is primarily designed for general education and majors in allied health, home economics, physical education, physical therapy( ), psychology( ), natural resources( ). "May require CHEM 400.

#### CHEM 306  INTRODUCTION TO CHEMISTRY  5 UNITS

- Prerequisite: CHEM 305 with a grade of "C" or better
- Course Transferable to UC/CSU
- Hours: 72 hours LEC; 54 hours LAB

This course is a continuation of CHEM 305. This course covers the organic functional groups and reactions involved in the mechanisms of the chemistry of life processes (biochemistry) particularly as applied to the health sciences.

#### CHEM 312  ENVIRONMENTAL CHEMISTRY  3 UNITS

- Prerequisite: None.
- Course Transferable to UC/CSU
- Hours: 54 hours LEC

This course explores the interrelationship of human beings and the surrounding environment with regard to the chemical substances that are encountered in everyday life. The role of chemistry in both creating environmental problems as well as providing solutions to environmental problems will be examined. Students will learn how chemicals released to the environment can have adverse effects on ecosystems and human health. Chemical and physical methods of controlling and remediating air, water, and soil pollutants will be covered. The role of environmental regulations in preventing and mitigating environmental degradation will also be covered. By the completion of this course, students will have acquired skills and techniques that can be utilized to examine environmental problems and their proposed solutions.

#### CHEM 322  ENVIRONMENTAL CHEMISTRY LABORATORY  1 UNIT

- Prerequisite: CHEM 301
- Corequisite: CHEM 321; CHEM 321 (may be taken previously).
- Grade of "C" or better required to meet corequisite.
- Course Transferable to UC/CSU
- Hours: 54 hours LAB

This course provides "hands-on" opportunities for students to collect and analyze data about chemicals found in the environment. Students will learn how to collect and analyze soil, water and air samples for environmental quality parameters and the presence of pollutants. Analysis of samples will involve the use of readily available field test equipment. Field trips for sample collection will take place during laboratory periods or at arranged times. There may also be held trips to environmental analytical laboratories.

#### CHEM 400  GENERAL CHEMISTRY  5 UNITS

- Prerequisite: CHEM 300 OR CHEM 305 OR one year high school chemistry lecture and laboratory with a grade of “C” or better, AND MATH 120 with a grade of “C” or better OR placement into a transfer level math course through the assessment process.
- Course Transferable to UC/CSU
- Hours: 54 hours LEC; 108 hours LAB

This is a general college chemistry course intended for students majoring in the scientific disciplines including chemistry, biology, physics, geology and engineering. This course emphasizes the fundamental principles of chemistry. Topics include chemical measurement, physical and chemical processes; nomenclature; stoichiometry; atomic structure; quantum theory; molecular structure; bonding theory; physical properties of gases, liquids, and solids; thermocmetry; and properties of solutions.

#### CHEM 401  GENERAL CHEMISTRY  5 UNITS

- Prerequisite: CHEM 400 with a grade of “C” or better
- Course Transferable to UC/CSU
- Hours: 54 hours LEC; 108 hours LAB

This course is a continuation of the two-semester series in general college chemistry. Topics presented in the course include kinetics, equilibrium, acid/base chemistry, thermodynamics, electrochemistry, radiochemistry, coordination chemistry, and an introduction to organic chemistry. Laboratory exercises include qualitative and quantitative analysis techniques.

#### CHEM 410  QUANTITATIVE ANALYSIS  5 UNITS

- Prerequisite: CHEM 401 with a grade of “C” or better
- Course Transferable to UC/CSU
- Hours: 54 hours LEC; 108 hours LAB

This course focuses on the principles and techniques involved in fundamental gravimetric and volumetric analyses and separation techniques including methods of data analysis, precipitation, acid/base neutralization, complex formation, oxidation-reduction, spectroscopy and chromatography. Also included is an introduction to modern instrumental analytical procedures with emphasis on optical, electrochemical and chromatographic techniques. Emphasis throughout the course will be on sampling, calibration and method validation procedures.

#### CHEM 420  ORGANIC CHEMISTRY  5 UNITS

- Prerequisite: CHEM 401 with a grade of “C” or better
- Course Transferable to UC/CSU
- Hours: 54 hours LEC; 108 hours LAB

This is a lecture/laboratory course designed to introduce students to the basics of organic chemistry. This course is designed for science majors, pre-med, pre-dental, and pre-pharmacy majors. Lecture topics will include a review of acid/base chemistry, pushing electrons, organic nomenclature, alkaline chemistry, alkaline earth chemistry, alkali halides, alcohols, ethers, physical properties of alkanes and cyclic alkanes. 5H1, H2, E1, E2 mechanisms. Laboratory work will include physical properties of organic molecules, analytical chemistry of organic molecules using modern instrumentation (GC, GC/MS, NMR, FTIR, polarimetry, and HPLC). Separation and purification of organic compounds will also be covered in the lab section, including distillation, recrystallization, preparative chromatography and thin-layer chromatography.
CHEM 421  ORGANIC CHEMISTRY  5 UNITS  
Prerequisite: CHEM 420 with a grade of "C" or better  
Course Transferable to UC/CSU  
Hours: 54 hours LEC ; 108 hours LAB  
This course is lecture-laboratory course that is a continuation of Chemistry 420. This course concludes an introduction to organic chemistry. This course is designed for science majors, pre-med, pre-dental, and pre-pharmacy majors. Lecture topics include the chemistry of ethers, epoxides, conjugated dienes, aromatic compounds, carbonyl compounds, enolate condensation, amines, phenols, polymerization reactions, and selected biologically important compounds. The course also includes continued application of spectroscopic methods (IR, NMR, UV-vis and MS) applied to organic chemistry. Laboratory emphasis is on the preparation, isolation, quantitation, purification, identification and mechanism elucidation using both traditional and instrumental techniques. Students will continue to expand their ability to operate and utilize a variety of modern chemical instrumentation - gas chromatography, high performance liquid chromatography, fourier transform - infrared spectroscopy, and gas chromatography-mass spectroscopy.

CHEM 495  INDEPENDENT STUDIES IN CHEMISTRY  1-3 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB

CHEM 499  EXPERIMENTAL OFFERING IN CHEMISTRY  .5-4 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB
Communication Studies (formerly Communication)

DEGREE
A.A. - Communication, Organizational Communication

CERTIFICATE OF RECOGNITION
Applied Communication Skills

The Communication Studies Department at Folsom Lake College is committed to excellent teaching that provides an innovative and stimulating environment for student learning in theoretical and pragmatic applications of communication education. With the primary mission of encouraging completion of an Associate in Arts degree and promoting transfer opportunities, the Department provides superior educational opportunities to a diverse student population and supports a cooperative environment that reflects and honors the diverse backgrounds, perspectives, abilities and interests of all. The Department supports both faculty and students in the pursuit of continuing education to better their personal, academic and professional lives, to help them meet the communication challenges of an increasingly complex world, and to adapt to the changing communication demands of the future.

Career Options
Public Information; Human Resources Development; Corporate Training; Motivational Speaking; Political Speech Writing; Radio & Television; Advertising; Public Relations; College & University Instruction; Organizational Administration; Negotiation & Mediation Services; Writing for Publication; Personnel Management; Customer Service; Social Science Research; Corporate Imaging; Campaign Management; Marketing; Community Relations; Grant Writing

Highlights
• Degree and Certificate program
• Transfer requirements simultaneously met while pursuing degree

Many of the courses required for this degree can also be used to fulfill transfer general education requirements for the CSU system. In the Communication program, our courses are multidisciplinary in nature. Communication studies offer students an opportunity to explore coursework in oral communication, critical thinking, social sciences, multicultural studies, and living skills.

Students will find this background helpful and applicable to their everyday pursuits. Students intending to transfer to a university will have a solid base of courses that will interface with further, focused study in a major. For those wishing to pursue a university degree in the field of communication, degrees can be earned with emphasis in the following areas:
• Mass Media Studies
• Broadcast Electronic Communication Arts
• Organizational Communication
• Intercultural Communication
• Visual Communication
• Rhetoric
• Group Communication
• Interpersonal Communication

DEGREE
A.A. — Communication, Organizational Communication

The role of communication in the workplace today has grown in importance, and workplace communication competencies are increasingly in demand. The number one skill identified by employers is the ability to communicate clearly in both oral and written form. The number two skill identified by employers as necessary is the ability to work effectively as a member of a team. A competitive workplace requires employees to exercise competence in interview skills, professional presentations, written communication, group problem solving, intercultural interactions, conflict management, and analytical reasoning. This degree gives students a foundation that can be used in any career path, increasing their preparation for employment and preparing them for transfer to a four-year college or university.

REQUIRED PROGRAM

Core Courses:
COMM 301 Introduction to Public Speaking .............................................3
COMM 311 Argumentation and Debate..................................................3
COMM 321 Interpersonal Communication ............................................3
CMED 300/JOUR 310 Mass Media and Society ......................................3
Communication in Organizations ................................................................6
COMM 341 Organizational Communication (3)
And one (1) of the following:
BUS 330 Managing Diversity in the Workplace (3)
COMM 315 Persuasion (3)
MGMT 360 Management Communication (3)
Written Communication ...........................................................................6
ENGWR 300 College Composition (3)
And one (1) of the following:
BUS 310 Business Communication (3)
ENGWR 302 Adv Composition & Critical Thinking* (3)
(*) 2nd semester writing requirement for CSUS
Communication for a Diverse World ..........................................................6-7
COMM 325 Intercultural Communication (3)
And one transfer level course of foreign language or American Sign Language (3-4)
Communication in Groups and Teams ....................................................6
COMM 331 Group Discussion (3)
And one (1) of the following:
COMM 373 Forensics Laboratoryary (3)
Or any department approved internship
TOTAL UNITS REQUIRED .........................................................................36-37

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:
• demonstrate an understanding of the history, evolution and multidisciplinary nature of human communication.
• analyze evidence and reasoning to identify and provide appropriate and credible support for written and oral communication.
• demonstrate individual responsibility, integrity, and respect in all communication interactions.
• design and deliver effective and appropriate written and/or oral messages in a variety of personal, professional, and social contexts.
• demonstrate communication competency utilizing both nonverbal and verbal communication strategies appropriate for diverse audiences.
• differentiate amongst various theoretical perspectives within the discipline of Human Communication.
• differentiate amongst various theoretical perspectives within the field of Organizational Communication.
## Communication Studies (COMM)

**COMM 301 INTRODUCTION TO PUBLIC SPEAKING 3 UNITS**
Prerequisite: ENGWR 101 with a grade of “C” or better, or placement through the assessment process.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course prepares students to speak in a variety of rhetorical situations: academic, professional, social, and political. Students will demonstrate effective verbal and non-verbal delivery, ethical research methodology, analytical thinking and listening skills, organization and outlining skills, and appropriate presentation skills. In order to effectively assess oral communication competency, each student will complete a minimum of 22 minutes of evaluated speaking time. Emphasis is on researching, preparing, organizing, writing and presenting a variety of speeches for different audiences. Video taping equipment may be used as an aid to the student’s self-analysis and improvement. Access to a computer with online capabilities may be required and is available on campus.

**COMM 305 ORAL INTERPRETATION 3 UNITS**
Prerequisite: ENGWR 101 with a grade of “C” or better, or placement through the assessment process
Advisory: COMM 301 or ENGWR 300
Course Transferable to UC/CSU
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces students to the field of performance studies through the oral interpretation of various literary genres, including Western and Non-Western literature. The focus is on audience analysis, selection and thematic analysis of literature, script writing, discussion and application of vocal and physiological delivery techniques, program performance, and post performance evaluation. Theoretical issues and historical developments are examined and applied to the current performance trends in solo, duo and interpreters’ theatre.

**COMM 311 ARGUMENTATION AND DEBATE 3 UNITS**
Prerequisite: ENGWR 300 with a grade of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces students to argumentation, critical evaluation of evidence, and reasoning in the context of debate. Intended as a practical course, the fundamentals of proposition analysis, case building and dissent are discussed and applied.

**COMM 315 PERSUASION 3 UNITS**
Prerequisite: ENGWR 300 with a grade of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course presents fundamental theories and techniques of persuasion as they occur in various communication contexts. Students develop critical thinking skills by examining message production, analyzing messages and exploring the social impact of persuasion.

**COMM 321 INTERPERSONAL COMMUNICATION 3 UNITS**
Prerequisite: ENGWR 51 with a grade of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
Explore communication skills associated with satisfying relationships. Using simulations and structured exercises, students experiment with various approaches to successful communication in person-to-person situations. This course strives to increase an individual’s personal communication effectiveness through heightened awareness and greater skill as both a sender and receiver of shared messages.

**COMM 325 INTERCULTURAL COMMUNICATION 3 UNITS**
Prerequisite: ENGWR 51 with a grade of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces students to the challenges and promises of intercultural communications in the United States. Variations and commonalities in communication patterns across cultures are examined as well as processes and outcomes among persons of different group-based experiential backgrounds. Practical application of factors which influence communication among individuals of different cultures is emphasized.

**COMM 331 GROUP DISCUSSION 3 UNITS**
Prerequisite: ENGWR 51 with a grade of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
Increase your understanding of how communication in small groups is uniquely different from other communication. Enhance your effectiveness in small groups by learning about roles, functions, leadership, and norms. Problem-solving and decision-making skills are emphasized through simulations and discussion.
COMM 341  ORGANIZATIONAL COMMUNICATION  3 UNITS
Prerequisite: ENGWR 101 with a grade of "C" or better
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to allow students to examine both theoretical and pragmatic essentials of effective organizational messages from preparation and presentation to effective observation and analysis. Students will explore the dynamics of organizational communications in various situations including focus groups, quality control groups, ad hoc committees, conflict negotiation teams and problem solving/decision making groups. The roles of internal and external messages on the communication process and organizational effectiveness will be examined and analyzed.

COMM 361  THE COMMUNICATION EXPERIENCE  3 UNITS
Prerequisite: ENGWR 51 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces students to basic skills and the fundamental concepts necessary for effective communication in a variety of settings. Special emphasis is placed on practical experiences within groups, facilitation of interpersonal relationships, and methods of conflict resolution.

COMM 363  INTRODUCTION TO COMMUNICATION THEORY  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will introduce the student to the symbolic process of human communication through the study of basic communication models, fundamental theory, and relevant research findings. Emphasis will be placed on achieving an understanding of the communication process, and the process through which researchers in the field add to their existing body of knowledge.

COMM 371  VOICE AND DICTION  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course focuses on individual speech improvement through the study and practice of voice control and manipulation, proper breathing, and diction. Emphasis is placed on achieving correct pronunciation, enunciation, and voice production. Students will build on basic theories and practice of the interpretation of various oral selections chosen by the instructor and by the student. This course is intended for public speaking students, and drama and media majors.
Folsom Lake College has limited offerings in Communications Media. The courses are designed to provide a small range of courses for the student wanting hands-on experience in Television Production and Editing while providing other students the opportunity to take a course of study in the Survey of Mass Media and an Introduction to Film History. Students taking these courses should have a working knowledge of keyboarding.

**Communications Media (CMED)**

**CMED 300  MASS MEDIA AND SOCIETY  3 UNITS**
Same As: JOUR 310
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
The class will offer a survey of the mass media: history, philosophy, structure and trends, as well as theories which help to explain effects and the importance as a social institution. The course will explore economics, technology, law, ethics, and social issues, including cultural and ethnic diversity. This course is the same as JOUR 310, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

**CMED 305  THE HISTORY OF FILM  3 UNITS**
Same as: PHOTO 425
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
An introduction to the art of motion pictures, using both lectures and films. Students will briefly study the history of motion pictures and will view, evaluate, and critique films which are landmarks in the art of movie making. This course is the same as FMS 305, and only one may be taken for credit.

**CMED 332  ADVANCED TELEVISION PRODUCTION  2 UNITS**
Prerequisite: CMED 331. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 108 hours LAB
Students planning the total operational process for actual television programs (on air or closed-circuit), participate in and take responsibility for various aspects of the finished program, such as audio, switching, lighting, sets, graphics and film. May be taken two times for credit.

**CMED 360  INTRODUCTION TO DESKTOP VIDEO  3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC ; 54 hours LAB
This is an introductory course for students interested in multimedia, 3-D computer animation, and emerging broadcast technologies commonly known as desktop video. Students will gain hands-on experience with picture and video manipulation, 3-D compositing, point and draw applications for broadcast, multimedia and the internet. This course may be taken two times for credit.

**CMED 362  DIGITAL NON-LINEAR VIDEO EDITING: FINAL CUT PRO  3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC ; 54 hours LAB
The last decade has ushered in a phenomenal convergence of capabilities among traditional audio/video production technology and personal computers. Multimedia, non-linear editing, computer graphics, computer animation and digital video are but a few of the applications developed as a result of these joint technologies. This course will trace the development of the computer audio/visual applications. Major uses will be explored and future trends examined. In addition, students will receive hands-on production education with Apple’s Final Cut Pro with limited exposure to a variety of other digital video software. This course may be taken two times for credit.

**CMED 377  CORPORATE VIDEO  3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC ; 54 hours LAB
Students will learn how to produce an effective corporate documentary, marketing or training presentation. The roles and relationships of the many players in the telecommunications industry are explored. Students gain experience in organizing, planning, allocating and directing resources. Instruction includes targeting an audience to get a desired response, designing the message, writing the script, shooting, editing and distribution. Students learn about managing complex interrelationships, managing technology in an environment which mix and match vendors, standards, applications and unique customer requirements.

**CMED 495  INDEPENDENT STUDIES IN COMMUNICATIONS MEDIA  1-3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

**CMED 498  WORK EXPERIENCE IN COMMUNICATIONS MEDIA  1-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

**CMED 499  EXPERIMENTAL OFFERING IN COMMUNICATIONS MEDIA  .5-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Computer Information Science

The Folsom Lake College educational program in computing consists of courses, certificates, and degrees in a variety of areas related to computing.

Individual courses are organized into several groups, related to computer application user skills (CSA), programming (CISP), the web (CISW), and general “core” topics (CISC). Students interested in pursuing a certificate or degree may choose from a variety of educational programs. These educational programs are organized into several groups:

* Computer Science and Programming
* Database Technology and Information Technology
* Management Information Systems

### DEGREES

**A.S. — Computer Science**

### CERTIFICATES OF ACHIEVEMENT

**Programming**

**Windows Programming**

### What is Computer Science?

New technology creates the future. Computer scientists use a body of skills and knowledge to create new computer hardware and software technologies. Computer scientists are technically educated professionals, and can be found working in many fields: as programmers and designers, as experts in the use of technology in other fields, and as managers in a variety of organizations.

Computer Science as a field of study encompasses the following subareas: Algorithms and Data Structures, Programming Languages, Hardware and Software Architecture, Software Engineering, Databases, Artificial Intelligence and Robotics, Computer Animation and Graphics, Computer Games, Networks, Security, and Bioinformatics.

### Academic Programs

Help create the technological future of computing.

The Folsom Lake College academic programs in Computer Science and Programming provide comprehensive exposure to computer science in preparation for upper-division computer science courses, and preparation for entry-level employment in government, business, and computer-related industries.

### Career Options

Programmer, Technician, Software Verification and Testing, Systems Analyst, Systems Designer, Software Engineer, Firmware Engineer, Software Architect, Computer Engineer, Computer Technologist, Technical Manager. Many of these options require a Bachelors degree, although some entry-level opportunities exist for individuals with an Associates degree or Certificate.

### Highlights

- A great foundation for entry to university
- A broad-based technical education
- State-of-the-art computer facilities
- Study in a field that has great employment opportunities and encompasses many careers

### DEGREE

**A.S.—Computer Science**

The Computer Science degree provides a comprehensive exposure to computer science in preparation for upper-division computer science courses. The program also prepares students for entry level employment in the computer and related industries. The Computer Science Associate in Science (A.S.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See FLC graduation requirements.

### Required Program

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC 310</td>
<td>Introduction to Computer Information Science</td>
<td>3</td>
</tr>
<tr>
<td>CISP 300</td>
<td>Algorithm Design/Problem Solving</td>
<td>3</td>
</tr>
<tr>
<td>CISP 310</td>
<td>Assembly Language Prog. for Microcomputers</td>
<td>4</td>
</tr>
<tr>
<td>CISP 360</td>
<td>Introduction to Structured Programming</td>
<td>4</td>
</tr>
<tr>
<td>CISP 400</td>
<td>Object Oriented Programming with C++</td>
<td>4</td>
</tr>
<tr>
<td>CISP 430</td>
<td>Data Structures</td>
<td>4</td>
</tr>
<tr>
<td>CISP 440</td>
<td>Discrete Structures for Computer Science</td>
<td>3</td>
</tr>
</tbody>
</table>

A minimum of 10 units from the following:

- CHEM 400 General Chemistry (5)
- CISP 351 Introduction to Relational Database Design & SQL (3)
- CISP 365 Windows API Programming with C (4)
- CISP 370 Beginning Visual Basic (4)
- CISP 371 Intermediate Visual Basic (4)
- CISP 405 Object Oriented Programming using C# on Visual Studio.NET (4)
- CISP 453 Introduction to Systems Programming in Unix (4)
- CISW 400 (4)
- ENGR 303 Introduction to Logic Design (4)
- ENGR 400 Introduction to Electrical Circuits and Devices (3)
- MATH 401 Calculus I (5)
- MATH 401 Calculus II (5)
- PHYS 411 Mechanics of Solids and Fluids (4)
- PHYS 421 Electricity and Magnetism (4)
- PHYS 431 Heat, Waves, Light and Modern Physics (4)

**TOTAL UNITS REQUIRED** 35

Transfer students should select electives and general education courses to fulfill the requirements of the transfer institution. Transfer students are advised to consult with an FLC counselor to plan their programs. Transfer students should also see www.assist.org for required transfer course articulation.

### CERTIFICATE OF ACHIEVEMENT

**Programming**

The Programming Certificate provides students with the basic proficiencies required of entry level software technicians and computer programmers, or for further study in computer science.

### Required Program

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC 310</td>
<td>Introduction to Computer Information Science</td>
<td>3</td>
</tr>
<tr>
<td>CISP 300</td>
<td>Algorithm Design/Problem Solving</td>
<td>3</td>
</tr>
<tr>
<td>CISP 360</td>
<td>Introduction to Structured Programming</td>
<td>4</td>
</tr>
<tr>
<td>CISP 400</td>
<td>Object Oriented Programming with C++</td>
<td>4</td>
</tr>
<tr>
<td>or CISP 401</td>
<td>Object Oriented Programming with JAVA</td>
<td>4</td>
</tr>
<tr>
<td>or CISP 405</td>
<td>Object Oriented Programming using C# on Visual</td>
<td>4</td>
</tr>
<tr>
<td>or CISP 410</td>
<td>Studio.NET</td>
<td>4</td>
</tr>
<tr>
<td>CISW 400</td>
<td>Data Structures</td>
<td>4</td>
</tr>
<tr>
<td>CISP 440</td>
<td>Discrete Structures for Computer Science</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED** 21

- Upon completion of this program, the student will be able to:
  - Design, write, test and debug computer programs, using a low-level language, a structured language, and an object-oriented language.
  - Evaluate various solutions to a proposed problem in terms of programming languages, software architecture, and other appropriate computer technologies.
  - Demonstrate a fundamental knowledge of the basic concepts that define the discipline of computer science, such as data structures, discrete mathematics, basic computer architecture, operating system internals, networking fundamentals, and programming languages.

### Highlights

- A great foundation for entry to university
- A broad-based technical education
- State-of-the-art computer facilities
- Study in a field that has great employment opportunities and encompasses many careers

### DEGREE

**A.S.—Computer Science**

The Computer Science degree provides a comprehensive exposure to computer science in preparation for upper-division computer science courses. The program also prepares students for entry level employment in the computer and related industries. The Computer Science Associate in Science (A.S.) Degree may be obtained by completion of the required program, plus general education requirements, plus sufficient electives to meet a 60-unit total. See FLC graduation requirements.

### Required Program

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC 310</td>
<td>Introduction to Computer Information Science</td>
<td>3</td>
</tr>
<tr>
<td>CISP 300</td>
<td>Algorithm Design/Problem Solving</td>
<td>3</td>
</tr>
<tr>
<td>CISP 310</td>
<td>Assembly Language Prog. for Microcomputers</td>
<td>4</td>
</tr>
<tr>
<td>CISP 360</td>
<td>Introduction to Structured Programming</td>
<td>4</td>
</tr>
<tr>
<td>CISP 400</td>
<td>Object Oriented Programming with C++</td>
<td>4</td>
</tr>
<tr>
<td>or CISP 401</td>
<td>Object Oriented Programming with JAVA</td>
<td>4</td>
</tr>
<tr>
<td>or CISP 405</td>
<td>Object Oriented Programming using C# on Visual</td>
<td>4</td>
</tr>
<tr>
<td>or CISP 410</td>
<td>Studio.NET</td>
<td>4</td>
</tr>
<tr>
<td>CISW 400</td>
<td>Data Structures</td>
<td>4</td>
</tr>
<tr>
<td>CISP 440</td>
<td>Discrete Structures for Computer Science</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED** 21

- Upon completion of this program, the student will be able to:
  - Design, write, test and debug computer programs, using a low-level language, a structured language, and an object-oriented language.
  - Evaluate software systems for conformance to system requirements.
  - Participate as a member of a software development team.
CERTIFICATE OF ACHIEVEMENT
Windows Programming

The Windows Programming Certificate provides students with the basic proficiencies required of entry level software technicians and computer programmers, with an emphasis on Microsoft Windows programming tools. Students may also use this program as a base for further study in computer science.

<table>
<thead>
<tr>
<th>Required Program</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC 310</td>
<td>3</td>
</tr>
<tr>
<td>CISP 300</td>
<td>3</td>
</tr>
<tr>
<td>CISP 370</td>
<td>4</td>
</tr>
</tbody>
</table>

A minimum of 8 units from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISP 365</td>
<td>Windows API Programming with C</td>
<td>4</td>
</tr>
<tr>
<td>CISP 371</td>
<td>Intermediate Visual Basic</td>
<td>4</td>
</tr>
<tr>
<td>CISP 405</td>
<td>Object Oriented Programming using C# on Visual Studio.NET</td>
<td>4</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED: 18

Upon completion of this program, the student will be able to:
- Design, write, test and debug computer programs, using a structured language, and an object-oriented language.
- Participate as a member of a software development team.
- Use current Microsoft programming tools.

Database Technology and Information Technology

CERTIFICATE OF ACHIEVEMENT
Computer Programmer - SQL
Relational Database Administration
Web Developer

CERTIFICATES OF RECOGNITION
Database Analyst - SQL

What is Information Technology?
The modern world runs on information technology. IT professionals use software tools to design, create, and maintain the information systems used to run organizations.

Academic Programs
This Folsom Lake College program includes study in Database Technology and Information Technology systems. It is designed for the student interested in entry-level information-technology oriented employment in government, business and industry. The Database Technology option offers certificates in a “ladder” approach, with introductory certificates providing progress towards more advanced certificates. The Web and Internet Programming certificates provide students with skills required to create database-driven websites for the Internet and the internal intranets used by most business and industry organizations.

Career Options
Database Analyst – SQL; Computer Programmer – SQL; Relational Database Administrator; Systems Analyst; Programmer; Data Entry Specialist; Internet Programmer; Web Programmer

Highlights
- Technical training in designing and administering IT systems
- Hands-on experience in a state-of-the-art computer center
- Study in a field that has great employment opportunities and encompasses many careers.

Database Ladder - Level 1
CERTIFICATE OF RECOGNITION
Database Analyst - SQL

This certificate is designed for beginning students as well as technical professionals who aspire to design, create, or administer relational databases and create client applications. Successful students will be prepared to apply for entry-level positions in industry such as business analyst. The Database Analyst Certificate is the first in a series of three certificate programs designed for the entry-level student and business user.

<table>
<thead>
<tr>
<th>Required Program</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC 310</td>
<td>3</td>
</tr>
<tr>
<td>CISC 323</td>
<td>3</td>
</tr>
<tr>
<td>CISC 324</td>
<td>1</td>
</tr>
<tr>
<td>CISP 300</td>
<td>3</td>
</tr>
<tr>
<td>CISP 351</td>
<td>3</td>
</tr>
<tr>
<td>CISP 352</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED: 14

Upon completion of this program, the student will be able to:
- List the hardware components of a computer system and differentiate among system and application software.
- Describe the relationship of operating systems to database file management.
- Devise computerized solutions in the development of databases by applying a solid foundation of algorithmic principles.
- Distinguish between the user interfaces of the operating system text in regards to using either most effectively.
- Compare and contrast hierarchical, network, and relational databases.
- Design, create, and administer relational databases.
- Create client applications using structured query language (SQL).

Database Ladder - Level 2
CERTIFICATE OF ACHIEVEMENT
Computer Programmer - SQL

This certificate is designed for students who have completed the Database Analyst – SQL Certificate and aspire to be entry level programmers using the Structured Query Language (SQL). This is the second in a series of three certificate programs in Relational Database Management Systems.

<table>
<thead>
<tr>
<th>REQUIRED PROGRAM</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC 310</td>
<td>3</td>
</tr>
<tr>
<td>CISC 323</td>
<td>1</td>
</tr>
<tr>
<td>CISP 324</td>
<td>1</td>
</tr>
<tr>
<td>CISP 300</td>
<td>3</td>
</tr>
<tr>
<td>CISP 351</td>
<td>3</td>
</tr>
<tr>
<td>CISP 352</td>
<td>3</td>
</tr>
<tr>
<td>CISP 353</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED: 19-21

Upon completion of this program, the student will be able to:
- List the hardware components of a computer system and differentiate among system and application software.
- Describe the relationship of operating systems to database file management.
- Devise computerized solutions in the development of databases by applying a solid foundation of algorithmic principles.
- Distinguish between the user interfaces of the operating system text in regards to using either most effectively.
- Compare and contrast hierarchical, network, and relational databases.
- Design, create, and administer relational databases.
- Create client applications using structured query language (SQL).
- Create a user interface with Visual Basic to connect to a database server.
- Design tables, forms, queries, and reports using office database application software.

Database Ladder - Level 3
CERTIFICATE OF ACHIEVEMENT
Relational Database Administration

The Relational Database Administration Certificate is designed for a person who is responsible for interacting with SQL Programmers, Database Designers, Systems Administrators, and Network Engineers as well as the day-to-day operation of a Relational Database Management System. This course of study is appropriate for an entry level Database Administration position.

<table>
<thead>
<tr>
<th>REQUIRED PROGRAM</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISA 320</td>
<td>1</td>
</tr>
<tr>
<td>CISA 321</td>
<td>1</td>
</tr>
<tr>
<td>CISC 310</td>
<td>3</td>
</tr>
<tr>
<td>CISC 323</td>
<td>1</td>
</tr>
<tr>
<td>CISC 324</td>
<td>1</td>
</tr>
<tr>
<td>CISP 300</td>
<td>3</td>
</tr>
<tr>
<td>CISP 351</td>
<td>3</td>
</tr>
<tr>
<td>CISP 352</td>
<td>3</td>
</tr>
<tr>
<td>CISP 354</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED: 20
Upon completion of this program, the student will be able to:

- List the hardware components of a computer system and differentiate among system and application software.
- Design tables, forms, queries, and reports using office database application software.
- Design multi-table forms, establish table relationships and create macros using visual basic for applications (VBA).
- Describe the relationship of operating systems to database file management.
- Apply system administration concepts and perform tasks such as creating file systems and monitor system performance.
- Devise computerized solutions in the development of databases by applying a solid foundation of algorithmic principles.
- Distinguish between the user interfaces of the operating system text in regards to using either most effectively.
- Compare and contrast hierarchical, network, and relational databases.
- Design, create, and administer relational databases.
- Create client applications using structured query language (SQL).
- Create a user interface with visual basic to connect to a database server.
- Perform database backup and recoveries.

**CERTIFICATE OF ACHIEVEMENT**

**Web Developer**
The Web Developer certificate is designed for individuals seeking jobs related to designing, developing, and maintaining interactive database-driven web applications for the Internet and Intranets.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC 310</td>
<td>Introduction to Computer Information Science</td>
<td>3</td>
</tr>
<tr>
<td>CISP 300</td>
<td>Algorithm Design/Problem Solving</td>
<td>3</td>
</tr>
<tr>
<td>CISP 351</td>
<td>Intro to Relational Database Design &amp; SQL</td>
<td>3</td>
</tr>
<tr>
<td>CISW 300</td>
<td>Web Publishing</td>
<td>3</td>
</tr>
<tr>
<td>CISW 400</td>
<td>Client-side Web Scripting</td>
<td>4</td>
</tr>
</tbody>
</table>

A minimum of five (5) units selected from the following: 5

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISP 371</td>
<td>Intermediate Visual Basic (4)</td>
<td>4</td>
</tr>
<tr>
<td>CISP 405</td>
<td>Object Oriented Programming using C# on Visual Studio .NET (4)</td>
<td>4</td>
</tr>
<tr>
<td>CISW 321</td>
<td>Web Site Development using Dreamweaver (3)</td>
<td>3</td>
</tr>
<tr>
<td>GCOMM 361</td>
<td>Creative Web Page Design (3)</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED: 21

Upon completion of this program, the student will be able to:

- Determine requirements, evaluate appropriate tools, design, implement, and administer an effective web-based solution.
- Understand the role of websites within the larger information technology environment.
- Utilize several web development tools and technologies to develop web sites.
- Create and debug client-side or server-side scripts for websites.
- Construct Structured Query Language (SQL) commands to access, display, modify, add, and delete information for a web application.
- Integrate programming functionality with graphics and multimedia content.
- Devise or choose appropriate algorithms for the solution of problems using the control structures of structured programming.
- Utilize object-oriented-event-driven programming techniques to create a web application.

Management Information Systems

**CERTIFICATES OF ACHIEVEMENT**

**M.I.S. - Application Technician**

**M.I.S. - Information Processing**

**CERTIFICATES OF RECOGNITION**

**Web Publishing**
The MIS option offers a "ladder" approach with introductory certificates providing progress towards more advanced certificates. Graduates of the program should expect to find entry-level computer application management or administration oriented employment in government, business and industry, and/or acquire skills for the use of computer applications.

**Career Options**

- Computer Operator; Applications Software Specialist; Systems Analyst; Data Entry Specialist; Computer Systems Specialist; Computer Technician, Webmaster.

**Highlights**

- Hands-on experience in a state-of-the-art computer center.
- Study in a field that has great employment opportunities and encompasses many careers.

**CERTIFICATE OF RECOGNITION**

**Web Publishing**

This certificate is designed to give students the benefits of hands-on training in Web Page Design and Publication, Internet usage, and proficiency with web-related media applications.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 310</td>
<td>Business Communication (3)</td>
<td>3</td>
</tr>
<tr>
<td>ENGWR 300</td>
<td>College Composition (3)</td>
<td>3</td>
</tr>
<tr>
<td>CIS 320</td>
<td>Operating Systems (Windows) (1) or</td>
<td>1</td>
</tr>
<tr>
<td>CIS 323</td>
<td>Operating Systems (Linux) (1) or</td>
<td>1</td>
</tr>
<tr>
<td>CISW 300</td>
<td>Web Publishing</td>
<td>3</td>
</tr>
<tr>
<td>CISW 350</td>
<td>Graphic Design for the Web</td>
<td>1</td>
</tr>
</tbody>
</table>

**Design Electives:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHOTO 400</td>
<td>Digital Imaging</td>
<td>3</td>
</tr>
</tbody>
</table>

**Plus four to six (4-6) units selected from the following:** 4-6

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISA 330</td>
<td>Desktop Publishing</td>
<td>2</td>
</tr>
<tr>
<td>CIS 340</td>
<td>Presentation Graphics</td>
<td>2</td>
</tr>
<tr>
<td>CIS 306</td>
<td>Introduction to Web Page Creation</td>
<td>1</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED: 15-17

**Suggested Electives:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 310</td>
<td>Intro to Computer Information Science (3)</td>
<td>3</td>
</tr>
<tr>
<td>CISW 400</td>
<td>Client-Side Web Scripting</td>
<td>4</td>
</tr>
</tbody>
</table>

Upon completion of this program, the student will be able to:

- Compose on-screen, print and web documents using appropriate business writing style, document appearance, grammar, and mechanics.
- Demonstrate competence using the tools, commands, and other features of a graphical or command-line user interface operating system to run application software, research and receive on-line and off-line help with the system or other software, and perform file management housekeeping tasks.
- Create web pages using Hyper Text Markup Language (HTML) using various web page software programs.
- Explain the characteristics of a well-designed web page in terms of accessibility, download time, composition, image maps, and animation.
- Demonstrate competence and facility with the software, hardware, and networking tools necessary for publishing documents on the World Wide Web.
- Identify the information dissemination needs of a client, design an appropriate WWW solution, implement it, present the solution to the client, and revise as necessary.
- Demonstrate sufficient working knowledge of designing, creating, and publishing office media to the Web to seek employment as an entry level Web Developer.

**MIS Ladder - Level 1**

**CERTIFICATE OF RECOGNITION**

**Management Information Systems ~ Application Data Entry**

This certificate is designed for persons who need to know how to perform computer-related data entry. Students who continue their education by pursuing another Office Administration or Management Information Systems certificate may do so without repeating any courses completed for this certificate.

**Required Program**

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSTEC 101</td>
<td>Computer Keyboarding: 10 Key</td>
<td>1</td>
</tr>
<tr>
<td>BUSTEC 110</td>
<td>Office Procedures</td>
<td>3</td>
</tr>
<tr>
<td>BUSTEC 302</td>
<td>Computer Keyboarding</td>
<td>2</td>
</tr>
<tr>
<td>BUSTEC 303</td>
<td>Computer Keyboard Formatting</td>
<td>2</td>
</tr>
<tr>
<td>CISA 300</td>
<td>Beginning Word Processing</td>
<td>1</td>
</tr>
<tr>
<td>CIS 300</td>
<td>Computer Familiarization</td>
<td>1</td>
</tr>
<tr>
<td>CIS 310</td>
<td>Intro. to Computer Information Science (3)</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED: 10-12

**Highlights**

- Many careers.
- Many opportunities.
- Many advancements.
- Many skills.

**Academic Programs**

This Folsom Lake College program includes study in management information systems. The MIS option offers a "ladder" approach with introductory certificates providing progress towards more advanced certificates. Graduates of the program should expect to find entry-level computer application management or administration oriented employment in government, business and industry, and/or acquire skills for the use of computer applications.
Upon completion of this program, the student will be able to:

- Demonstrate in-depth knowledge of common office computerized application software and operating systems.
- Describe and apply ergonomic principles required to maintain appropriate posture and hand positions, and to avoid eyestrain while using computers for data entry.
- Use the keyboard to input data and use a mouse or other pointing device to issue computer commands or access software functions.
- Type thirty six words a minute with a maximum of three errors.
- Operate a numeric keypad by touch at a rate of 10,000 or more keystrokes an hour with 98 percent accuracy.
- Create business documents such as letters and reports using appropriate business writing style, document appearance, grammar usage, and writing mechanics.
- Operate office equipment such as computers, telephones, fax machines, and reprographic equipment.

MIS Ladder - Level 2
CERTIFICATE OF ACHIEVEMENT
Management Information Systems - Information Processing
This certificate is designed for the person who needs familiarity with the most common computerized business application programs.

Required Program
Management Information Systems, Data Entry Certificate ........................................10-12
BUS 310 Business Communication ..................................................................................3
CISA 301 Intermed Word Processing ...................................................................................1
CISA 310 Electronic Spreadsheets ......................................................................................1
CISA 320 Database Management .......................................................................................1
TOTAL UNITS REQUIRED ..................................................................................................16-18

Upon completion of this program, the student will be able to:

- Create formal business documents such as letters and reports using appropriate business writing style, document appearance, grammar and mechanics.
- Compose and deliver effective oral and graphical presentations in an appropriate manner.
- Describe the characteristics of effective file management principles in storing and retrieving files when using a variety of computer applications.
- Prepare accurate spreadsheets efficiently by using appropriate formulas or functions and format those sheets in an attractive easy-to-understand manner.
- Analyze data needs and prepare tables, forms, queries and reports that display extracted data in an accurate, reliable and readable format.
- Demonstrate a sufficient working knowledge of effective communication and use of office computer applications to seek employment in an office environment as information processing workers.

MIS Ladder - Level 3
CERTIFICATE OF ACHIEVEMENT
Management Information Systems - Application Technician
This certificate provides additional training in the use of the most common computerized business application programs. This course of study would be appropriate for a user who is the lead person in an office.

Required Program
Management Information Systems - Information Processing Certificate ........................16-18
CISA 311 Intermed Elec Spreadsheets .................................................................................1
CISA 321 Intermed Database Management ...........................................................................1
CISC 320 Operating Systems ..............................................................................................1
CISA 340 Presentation Graphics ........................................................................................2
TOTAL UNITS REQUIRED ................................................................................................21-23

Upon completion of this program, the student will be able to:

- Create formal business documents, labels and envelope through mail merging, inclusion of graphics and tables, and use of templates.
- Compose on-screen and print presentations and web pages.
- Prepare and present a variety of charts that present data in a clear and understandable manner.
- Demonstrate competence using the tools, commands, and other features of a graphical user interface operating system to run application software, research and receive on-line and off-line help with the system or other software, and perform file management housekeeping tasks.
- Locate, identify, and change the settings within an operating system to provide more functionality for computer users.
- Design office application macros that reduce redundancy of tasks.
- Prepare accurate spreadsheets that can gather data from other sources.
- Prepare database switchboards that allow non-database users to enter, save, retrieve and print data with little training.
- Seek employment as a lead person in an office environment with an in-depth knowledge of common office computerized application software.

Computer Info Science - Apps (CISA)
CISA 299 EXPERIMENTAL OFFERING IN COMPUTER INFORMATION SCIENCE - APPLICATIONS .5-.4 UNITS
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

CISA 300 BEGINNING WORD PROCESSING 1 UNIT
Prerequisite: BUS 302 or keyboarding speed verification at 25 wpm or better. Grade of "C" or better required to meet prerequisite.
Advisory: CISC 300 or 310.
Course Transferable to CSU
Hours: 18 hours LEC; 18 hours LAB
This course is designed to introduce students to the use of word processing programs. The course includes basic word processing operations: formatting, editing, saving, retrieving, printing text and creating and editing simple tables. It also includes business document formatting. Students may receive one unit credit for each topic offered. Consult the class schedule for specific topics. This course may be taken four times for credit.

CISA 301 INTERMEDIATE WORD PROCESSING 1 UNIT
Prerequisite: CISA 300. Grade of "C" or better required to meet prerequisite.
Advisory: CISC 300 or 310.
Course Transferable to CSU
Hours: 18 hours LEC; 18 hours LAB
This is a course designed to build upon previous training in the use of word processing. The course covers intermediate to advanced word processing features, such as styles, macros, outlines, documents notes, forms, charts, and mail merge. Also covered are integrating word processing with other applications and creating documents for use on the Internet, i.e. web pages and e-mail attachments in video processing. Advanced business document formatting will also be included. Students may receive one unit credit for each topic offered. Consult the class schedule for specific topics. This course may be taken four times for credit.

CISA 308 EXPLORING WORD PROCESSING AND PRESENTATION SOFTWARE 1 UNIT
Prerequisite: None
Advisory: BUS 302 and CISC 300.
Course Transferable to CSU
Hours: 18 hours LEC; 18 hours LAB
This course introduces the student to word processing and presentation software. The basic features and skills of creating, editing, formatting, inserting tables and graphics, and enhancing Microsoft Word documents and PowerPoint presentations are covered. This one unit course is primarily designed to meet the requirements for transfer to School of Business Administration at CSUS as MIS-1C.

CISA 310 INTRODUCTION TO ELECTRONIC SPREADSHEETS 1 UNIT
Prerequisite: None
Advisory: CISC 300 or 310.
Course Transferable to CSU
Hours: 18 hours LEC; 18 hours LAB
This course introduces the student to the use of spreadsheet programs. The course will include the use of spreadsheets, developing formulas for automatic calculations, using special functions, developing what-if models and producing reports. Students will be using mathematical concepts and skills. Students may receive one unit credit for each topic offered. Consult the class schedule for specific topics.

CISA 311 INTERMEDIATE ELECTRONIC SPREADSHEETS 1 UNIT
Prerequisite: CISA 310. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 18 hours LEC; 18 hours LAB
This course introduces the student, through hands-on operations, to the intermediate features of spreadsheet programs on the microcomputer. The course will cover keyboard macros, lookup tables and logical expressions as well as advanced file operations and spreadsheet conventions commands. Students will follow spreadsheet templates and design their own sheets. Students may receive one unit credit for each topic offered. Consult the class schedule for specific topics.

CISA 320 INTRODUCTION TO DATABASE MANAGEMENT 1 UNIT
Prerequisite: None
Advisory: CISC 300 or 310.
Course Transferable to CSU
Hours: 18 hours LEC; 18 hours LAB
This course is designed to introduce the student to the use of database management programs on the computer. The course will include designing a database; accessing, searching and updating files; and designing and producing printed reports. Students will be reading and interpreting written and oral instructions of a technical nature. Students may receive one unit credit for each topic offered. Consult the class schedule for specific topics.
Folsom Lake College 2008-2009

CISC 321  INTERMEDIATE DATABASE MANAGEMENT  1 UNIT
Prerequisite: CISC 300. Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 18 hours LEC ; 18 hours LAB
This course will extend the capabilities of students who have completed a first course in database management. Students design and implement practical database applications, including relational database design to develop programming applications.

CISC 330  DESKTOP PUBLISHING  2 UNITS
Prerequisite: None
Advisory: BUSITC 302, CISA 300, CISA 308, or CISC 300.
Course Transferable to CSU
Hours: 27 hours LEC ; 27 hours LAB
The course introduces desktop publishing through the use of a current desktop publishing application program. Material presented will include page layout skills needed to produce newsletters, brochures, flyers, reports, and marketing materials. Topics include importing graphics and text, using palette menus, layers, master pages, styles, and working with graphic and text frames. Students may incur additional costs for storage media and printing. This course may be taken twice if using a different software package or software version.

CISC 308  EXPLORING COMPUTER ENVIRONMENTS AND THE INTERNET  1 UNIT
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 18 hours LAB
This course acquaints the student with the fundamentals of microcomputer hardware, software and computer networking.

CISC 310  INTRODUCTION TO COMPUTER INFORMATION SCIENCE  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to the computer field covering the function and concepts of hardware, computer programming, application and operating software, data communications, the Internet, databases, employment opportunities, and the social impact of the computer. Students will be reading and interpreting written and oral instruction of a technical nature.

CISC 320  OPERATING SYSTEMS  1 UNIT
Prerequisite: None
Advisory: CISC 300 or 310.
Course Transferable to CSU
Hours: 18 hours LEC ; 18 hours LAB
This course introduces the student to the concepts of an operating system (for example, Windows, AS 400, or UNIX). Students may receive one unit credit for each topic offered. Consult the class schedule for specific topics.

CISC 321  INTERMEDIATE OPERATING SYSTEMS  1 UNIT
Prerequisite: CISC 320. Grade of “C” or better required to meet prerequisite. Computer programing experience highly recommended.
Course Transferable to CSU
Hours: 18 hours LEC ; 18 hours LAB
This course is an extension of concepts learned in Intermediate Linux Operating System course. Concepts include shell, shell scripts, commands, and other scripting languages. Students may receive one unit for each topic offered. Consult the class schedule for specific topics.

CISC 323  LINUX OPERATING SYSTEM  1 UNIT
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 18 hours LAB
This course introduces the Linux operating system for microcomputers. Concepts include kernels, file structures, daemons, shells, GUIs, procedures for installing software, creation of user accounts, shell commands, scripts, and file security.

CISC 324  INTERMEDIATE LINUX OPERATING SYSTEM  1 UNIT
Prerequisite: CISC 323 with a grade of “C” or better.
Course Transferable to CSU
Hours: 18 hours LEC ; 18 hours LAB
This course is a continuation of CISC 323. It covers intermediate shell scripting to include decision-making logic, looping, nesting, and other scripting tools. Students will write simple Perl scripts, C and C++ programs, and will develop an interactive web page using the Common Gateway Interface.

CISC 325  ADVANCED LINUX OPERATING SYSTEM  1 UNIT
Prerequisite: None
Advisory: CISC 324.
Course Transferable to CSU
Hours: 18 hours LEC ; 18 hours LAB
This course is an extension of concepts learned in Intermediate Linux Operating System course. Concepts include system installation, administration, and security. The course will also cover network administration, package managers, and X-Windows.

CISC 305  INTRODUCTION TO THE INTERNET  1 UNIT
Prerequisite: None
Advisory: CISC 300 or 310.
Course Transferable to CSU
Hours: 18 hours LEC ; 18 hours LAB
Students will learn the Internet, how to use the basic services. Topics will include the World Wide Web, e-mail, chat, news groups and mailing lists, Telnet, and File Transfer Protocol (FTP). Students will also be introduced to HyperText Markup Language (HTML).

CISC 306  INTRODUCTION TO WEB PAGE CREATION  1 UNIT
Prerequisite: CISC 305. Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 18 hours LEC ; 18 hours LAB
The student will be able to produce a Web page, including design, layout, construction, and presentation. HTML will be used to format a Web page. This course may be taken four times for credit on different software programs.

CISC 499  EXPERIMENTAL OFFERING IN COMPUTER INFORMATION SCIENCE - APPLICATIONS  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB

CISA 330  DESKTOP PUBLISHING  2 UNITS
Prerequisite: None
Advisory: CISA 300 and CISC 300.
Course Transferable to CSU
Hours: 27 hours LEC ; 27 hours LAB
This course presents an in-depth look at using computer software to develop oral, written, and on-screen presentations. Topics include system requirements, graphic software, elements of a good presentation, types of graphics, and using slide show techniques for visual presentations. Students will learn how to edit and format presentations, animation, organizational charts, and clips (graphics, sounds, or video). Linking presentations into word processing, spreadsheet, or database files will be introduced. Students will use a variety of computer hardware and software to produce individual and/or group projects. This course may be taken twice if using different desktop publishing software or a significantly different software version.

CISA 340  PRESENTATION GRAPHICS  2 UNITS
Prerequisite: None
Advisory: CISA 300.
Course Transferable to CSU
Hours: 27 hours LEC ; 27 hours LAB
This course includes reading and interpreting written and oral instructions of a technical nature. An operating system, wordprocessing software, spreadsheet software, and the Internet will be emphasized. Students will be reading and interpreting written and oral instructions of a technical nature.

CISA 499  EXPERIMENTAL OFFERING IN COMPUTER INFORMATION SCIENCE - APPLICATIONS  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB

Computer Info Science - Core (CISC)
**CISP 401**  **OBJECT ORIENTED PROGRAMMING WITH JAVA**  4 UNITS  
Prerequisite: CISP 360 with a grade of “C” or better  
Course Transferable to UC/CSU  
Hours: 72 hours LEC  
This course covers object oriented programming techniques using class libraries, and an introduction to object oriented design methodology.

**CISP 354**  **INTRODUCTION TO RELATIONAL DATABASE ADMINISTRATION**  3 UNITS  
Prerequisite: None  
Advisory: Completion of CISP 352 or equivalent  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course is designed to introduce students to administering a relational database management system (RDBMS). Topics include managing users, privileges, resources, and tablespaces creating an operational database, managing database files, how to start up and shut down an instance or database, the data dictionary, transaction processing, and backup and recovery issues. Completion will provide students with sufficient knowledge for an entry level database administrator (DBA) position in industry.

**CISP 360**  **INTRODUCTION TO STRUCTURED PROGRAMMING**  4 UNITS  
Prerequisite: CISP 300 or 401. Grade of "C" or better required to meet prerequisite  
Course Transferable to UC/CSU  
Hours: 72 hours LEC  
This course is an introduction to structured programming. The topics covered include: top-down design, input/output considerations, control structures and flow control, variables, constants, the use of libraries, simple to intermediate data structures, functions, and arguments. An introduction into objects will be included.

**CISP 365**  **WINDOWS API PROGRAMMING WITH C**  4 UNITS  
Prerequisite: CISP 360. Grade of “C” or better required to meet prerequisite.  
Course Transferable to UC/CSU  
Hours: 72 hours LEC  
This course is an introduction to the Visual Basic programming language. Students will design console and Graphical User Interface programs for the Windows environment. Topics include control structures such as simple sequence, decisions, and iteration, procedures events, properties, error handling, form handling, and the use of typical controls such as buttons, textboxes, checkboxes, and listboxes. This course will provide students with a foundation in the use of objects, object libraries, and object-oriented-event-driven programming techniques.

**CISP 370**  **BEGINNING VISUAL BASIC**  4 UNITS  
Prerequisite: None  
Course Transferable to UC/CSU  
Hours: 72 hours LEC  
This is a second semester course in Visual Basic programming using Visual Studio.NET. Topics include the Visual Studio.NET Integrated Development Environment (IDE), object oriented programming concepts, and various .NET technologies. Students will develop programs for the Windows desktop and Web browsers (ASP.NET), as well explore other .NET technologies such as Web Services, Windows Services, and .NET Remoting.

**CISP 400**  **OBJECT ORIENTED PROGRAMMING WITH C++**  4 UNITS  
Prerequisite: CISP 360 with a grade of "C" or better  
Course Transferable to UC/CSU  
Hours: 72 hours LEC  
This course is an introduction to the C++ programming language. Topics include classes, encapsulation, polymorphism, inheritance, overload, virtual functions, templates, exception handling, stream I/O, file processing, and the Standard Template Library. Also covered is an introduction to GUI development using class libraries, and an introduction to object oriented design methodology.

**CISP 401**  **OBJECT ORIENTED PROGRAMMING WITH JAVA**  4 UNITS  
Prerequisite: CISP 360 (Introduction to Structured Programming) with a grade of “C” or better.  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 72 hours LEC  
This course is an introduction to Object Oriented Programming using the Java language. The student will learn how to design and implement object oriented applications. Topics will include: objects, classes, UML, function overloading, inheritance, static and dynamic class relationships, polymorphism, components, graphical user interfaces, event driven programming, class associations, interfaces, error handling, threads, file I/O, testing and debugging.
**CISP 405   OBJECT ORIENTED PROGRAM USING C# ON VISUAL STUDIO .NET  4 UNITS**
Prerequisite: CISP 400. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU  
Hours: 72 hours LEC  
This course is an introduction to C# object oriented programming language on Visual Studio. Net environment. Topics will include Visual Studio .NET IDE, Constructors, Methods, Arrays, Inheritance, Polymorphism, Exception Handling, GUI, and Multithreading. This course is designed for students to understand the web base as well as system development capabilities of C#.

**CISP 430   DATA STRUCTURES  4 UNITS**
Prerequisite: CISP 360  
Advisory: CISP 400  
Course Transferable to UC/CSU  
Hours: 72 hours LEC  
This is a course in data structures for computer science. Topics include time complexity analysis and big-O notation, recursion, searching and sorting, linked lists, stacks, queues, priority queues, binary trees, B-trees, graphs, hashing, and basic encryption algorithms.

**CISP 440   DISCRETE STRUCTURES FOR COMPUTER SCIENCE  3 UNITS**
Prerequisite: MATH 370. Grade of "C" or better required to meet prerequisite.  
Corequisite: CISP 430. Grade of "C" or better required to meet corequisite.  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course is an introduction to the essential discrete structures used in Computer Science, with emphasis on their applications. Topics to be covered include: elementary formal logic and set theory; elementary combinatorics; recursive programming and algorithm analysis, digital logic and switching, combinational circuits, and computer arithmetic.

**CISP 453   INTRODUCTION TO SYSTEMS PROGRAMMING IN UNIX  4 UNITS**
Prerequisite: CISP 310 (Assembly Language Programming for Microcomputers) and 430 (Data Structures) with grades of "C" or better.  
Course Transferable to CSU  
Hours: 72 hours DIS  
This course covers the features of the C language commonly used in systems programming, and the application of those features to systems programming in a Linux/UNIX environment. Topics include C preprocessor macros, input/output, bit-manipulation facilities, timesharing system concepts, shell script programming, make files and source code control, basic system calls including fork and exec, pointers and dynamic memory allocation, libraries, and relocation and linking concepts including assembler handling of symbol tables.

**CISP 499   EXPERIMENTAL OFFERING IN COMPUTER INFORMATION SCIENCE - PROGRAMMING  .5-4 UNITS**
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  
This course is an introduction to publishing on the Internet's World Wide Web (WWW), organizing a series of pages into a web site, and uploading web pages to a server. The course makes extensive use of the techniques necessary to create HTML tags, create images, and view web documents. This course prepares apprentice web designers and publishers to identify information and dissemination needs of a client, design and appropriate WWW solution and implement it.

**CISW 300   WEB PUBLISHING  3 UNITS**
Prerequisite: None  
Advisory: CISC 300 and 305.  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course is an introduction to publishing on the Internet's World Wide Web (WWW), organizing a series of pages into a web site, and uploading web pages to a server. The course makes extensive use of the techniques necessary to create HTML tags, create images, and view web documents. This course prepares apprentice web designers and publishers to identify information and dissemination needs of a client, design and appropriate WWW solution and implement it.

**CISW 321   WEB SITE DEVELOPMENT USING DREAMWEAVER  3 UNITS**  
Prerequisite: None  
Advisory: CISW 300  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course is an introduction to publishing on the Internet's World Wide Web (WWW), organizing a series of pages into a web site, and uploading web pages to a server. The course makes extensive use of the techniques necessary to create HTML tags, create images, and view web documents. This course prepares apprentice web designers and publishers to identify information and dissemination needs of a client, design and appropriate WWW solution and implement it.

**CISW 326   INTERMEDIATE WEB SITE DEVELOPMENT USING DREAMWEAVER  3 UNITS**  
Prerequisite: CISW 321 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course will reinforce many Dreamweaver topics covered in the beginning course (CISW 305 or CISW 321) using a more in-depth approach to those topics. In addition the course will introduce the other Macromedia components such as Flash, Shockwave, and content management using Contribute software. Other topics covered include the following: advanced page formatting using style sheets, working with dynamic data, integrating search functionality, adding shopping cart functionality, security, user authentication, and Web services.

**CISW 350   IMAGING FOR THE WEB  1 UNIT**  
Prerequisite: None  
Advisory: CISW 306 or CISW 330.  
Course Transferable to CSU  
Hours: 18 hours LEC ; 18 hours LAB  
This course introduces techniques of assembling graphics for the web. Using industry standard graphic software, students will create original graphics as well as manipulate found imagery. Through lecture, demonstration and hands-on methods as well as class/instructor critiques, students will understand the process for assembling graphics for use on the World Wide Web. Topics include developing graphic elements for a web site using a visual theme, creating buttons and intuitive navigational elements, making background textures and images, understanding web file formats, scanning, and simple animations that enhance a web site. Students may incur additional costs for storage media.

**CISW 400   CLIENT-SIDE WEB SCRIPTING  4 UNITS**  
Prerequisite: CISW 300 with a grade of "C" or better  
Advisory: CISW 310 and CISW 330  
Course Transferable to CSU  
Hours: 72 hours LEC  
This course emphasizes the creation of dynamic and interactive web sites using a client-side scripting language such as JavaScript. Topics include the Document Object Model (DOM) that defines structured Web pages, core features of the client-side scripting language, event handling, control of windows and frames, functions, and form validation. This course may be taken a second time with a different client-side Web scripting language.

**CISW 499   EXPERIMENTAL OFFERING IN COMPUTER INFORMATION SCIENCE-WEB  .5-4 UNITS**  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  
This course is an introduction to publishing on the Internet's World Wide Web (WWW), organizing a series of pages into a web site, and uploading web pages to a server. The course makes extensive use of the techniques necessary to create HTML tags, create images, and view web documents. This course prepares apprentice web designers and publishers to identify information and dissemination needs of a client, design and appropriate WWW solution and implement it.
This Folsom Lake College program is designed for the student who is interested in law enforcement, private security or home safety. It provides basic firearms training in the use of the handgun and shotgun. Safety, ethics, and criminal liability are also covered.

**Career Options**
- Work in Correctional Institutions; work in Law Enforcement Agencies; Private Security Guard; Home Safety

**Highlights**
- Course(s) 832 P.C. POST-approved
- Instruction in safe use and care of firearms as well as moral aspects on and off duty
- Shooting exercises conducted on an approved range
- Authorization to carry handguns in law enforcement or security agency granted only to qualifying students
- Upon successful completion of the each course a certificate will be awarded; one for the Arrest, Search and Seizure Class and one for the Firearms class.

### Criminal Justice (CJ)

**CJ 1000**  ARREST, SEARCH AND SEIZURE  2 UNITS  
Prerequisite: None  
Hours: 40 hours LEC  
Ethics and orientation to police service; discretionary decision-making; arrest, search and seizure laws and cases; methods of arrest. Complies with the requirements of section 832 of the Penal Code. Certified by POST - (Peace Officers Standards and Training).

**CJ 1001**  FIREARMS  1 UNIT  
Prerequisite: CJ 1000 with a grade of "C" or better  
Enrollment Limitation: Students must present California Department of Justice (DOJ) clearance letter prior to attending class.  
Hours: 16 hours LEC ; 8 hours LAB  
In compliance with California Penal Code 832 as well as requirement of the California Commission on Peace Officer Standards and Training (POST), this course is a basic introduction to the legal aspects of firearms usage and safety. Course topics include: handgun familiarization and safety, shooting principles, and live fire exercises. Credit/No Credit Only.
Early Childhood Education

DEGREES
A.A. - Early Childhood Education
A.A. - Early Childhood Education, Site Supervisor

CERTIFICATES OF ACHIEVEMENT
Early Childhood Education, Infant Specialist
Early Childhood Education, Master Teacher
Early Childhood Education, School Age Specialist
Early Childhood Education, Site Supervisor
Early Childhood Education, Teacher

CERTIFICATES OF RECOGNITION
The Folsom Lake College program offers a hands-on approach to learning skills in working with young children from birth through the age of 12. Certificates and degrees have been designed to prepare students for employment at various levels within privately funded child care centers and publicly funded child development programs.

Some career options may require more than two years of college study.

Secondary Teaching
In order for a student to prepare for a secondary teaching credential, the student should complete the lower division requirements for the teaching major while completing the transfer general education requirements needed for transfer. A counselor can assist the student in selecting the appropriate courses.

Suggested Electives for fulfilling GE or 60-unit degree requirement:

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:
- examine and apply the science of child development to articulate children's characteristics and needs within cultural and familial contexts,
- appraise and implement inclusive, culturally and linguistically appropriate learning environments, based on the science of child development, child observations, parental information and knowledge of culturally diverse child rearing practices,
- incorporate strategies for building respectful, reciprocal family and community relationships in order to support and empower families and to involve them in their children's development and learning,
- utilize assessment strategies based on observation, documentation, and interpretation of children's learning and analyze results in partnership with children's families in order to guide decisions about curriculum and teaching strategies,
- evaluate and implement developmentally and culturally appropriate approaches to teaching and learning that include respectful, supportive relationships with children and families, and curriculum that incorporates knowledge of academic content.
- develop personal sensitivity and awareness of the cultural and linguistic diversity of children, families, staff and the community.
DEGREE
A.A. — Early Childhood Education, Site Supervisor

REQUIRED PROGRAM  ............................................................Units
ECE 300  Introduction to Early Childhood Education  ....................................................3
ECE 312  Child Development or
PSYC 372  Child Development  .................................................................3
ECE 314  The Child, the Family and the Community ........................................3
ECE 320  Principles and Practices in ECE .........................................................4
ECE 321  Advanced Principles and Practices in ECE ............................................4
ECE 330  Infant Development (3)  or
ECE 400  The Exceptional Child (3)  or
ECE 404  Children with Special Needs (3)  or ..............................................3
ECE 410  Health and Safety in the Child Care Setting ........................................1
ECE 420  Administration of Child Development Centers ..................................3
ECE 422  Adv. Coord. & Supervision of Child Dev. Programs .............................3
ECE 424  Adult Supervision: Mentoring in a Collaborative Learning Setting .........2
ECE 430  Culture and Diversity in ECE ............................................................3
TOTAL UNITS REQUIRED ................................................................................32

Suggested Electives:
ECE 402, 356, 496, 498; ECE 415/NUTRI 320; FCS 322; MUIVI 340, 341, 370,
MUSM 370; NUTRI 300; SPAN 401, 101; ECE 364; ART 430; ENGLT 370

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total. To be eligible for the Child Development Permit (Site Supervisor), complete AA degree in ECE. Students must also complete experience requirements for the particular permit for which they are applying. See ECE Department for further information.

Upon completion of this program, the student will be able to:
• demonstrate knowledge and understanding of how children grow, develop and learn across the physical, psychosocial, cognitive, language and aesthetic domains by creating and maintaining healthy, respectful, supportive and challenging learning environments.
• demonstrate knowledge and understanding of building family and community relationships by identifying family and community characteristics, the practice of supporting and empowering families and communities through respectful and reciprocal relationships, and skillfully involving families and communities in children’s development and learning.
• demonstrate the ability to synthesize and apply multiple methods of documentation by designing, developing and implementing ethical practices and procedures that provide evidence of developmental measures and outcomes.
• demonstrate competence in effective teaching practices by designing and implementing developmentally and culturally appropriate curriculum, environments, and guidance techniques.
• demonstrate professionalism in the field of Early Childhood Education by actively working as a voice for children’s rights; researching and provisioning resources on behalf of children, families and communities; practicing ethical standards with children, families and communities; practicing professional work ethics; and participating in professional growth activities.
• demonstrate knowledge and application of developmentally appropriate health and safety policies and practices by designing, developing and operating programs for children that adhere to Title 22 regulations mandated by the California Department of Human Services, Community Care Licensing Division, in order to ensure children’s health and safety.
• demonstrate cultural competency by designing, developing and operating programs according to policies that are developmentally and culturally appropriate; promote respectfully inclusive attitudes and environments; and value multiple perspectives.
• demonstrate effective program and leadership development by designing and developing high-quality early childhood programs based on the National Association for the Education of Young Children’s ethical code of conduct, guidelines for developmentally appropriate practice, and accreditation standards; Harms, Clifford, and Cryer’s environmental rating scales; Title 22 regulations mandated by the California Department of Human Services, Community Care Licensing Division to ensure children’s health and safety; and Title 5 legal and regulatory requirements contained in the California Education Code, California Code of Regulations for child development contractors, families, and community members regarding child development programs funded by the state.
• demonstrate management skills by practicing effective strategies in adult supervision and management; human resources and development; and business and fiscal management.

CERTIFICATES
Upon completion of one of the following certificates, and with appropriate documented experience, the student meets the minimum requirements for employment in a privately funded child care program or family day care program. Certificates are designed to meet varying employment levels and focused training with infants and school-age children. These requirements are outlined in Title 22 (Department of Social Services) regulations for child care licensing.

CERTIFICATE OF RECOGNITION
Early Childhood Education, Assistant Teacher

REQUIRED PROGRAM  ..........................................................Units
ECE 300  Intro to Early Childhood Education (3)  or
ECE 314  The Child, The Family, and The Community ....................................3
ECE 312  Child Development or
PSYC 372  Child Development ......................................................................3
TOTAL UNITS REQUIRED ...........................................................................6

Students must take ECE 312 or PSYC 372 AND ECE 300 or ECE 314. Upon successful completion of the Assistant Teacher Certificate, a student demonstrates knowledge, preparation and competencies for an entry-level position in an early learning program. Additionally, the student is eligible to apply for the Assistant Teacher Child Development Permit issued by the California Commission on Teacher Credentialing.

Upon completion of this program, the student will be able to:
• demonstrate knowledge of various theories of development and current research that are responsive to the needs of the total child.
• demonstrate knowledge of the significance and influence of play behavior on the child’s growth and development.
• support the teaching team in the planning and implementation of developmentally and culturally appropriate indoor and outdoor environments for young children.
• apply developmentally appropriate principles in the planning of learning activities for young children.
• distinguish and describe common early childhood education program types.
• compare and contrast common curriculum approaches to teaching young children.
• identify components of quality in early childhood education programs.
• demonstrate a basic understanding of family dynamics and differences in child rearing styles.
• understand the process of the socialization of the child.
• examine and apply the changing roles of family members in a changing society.
• recognize the importance of family adjustments and relationships within the community to the child.
• appreciate the roles and functions and services offered to the child and family by community resource organizations.
• analyze, appreciate and understand the needs of the child as he develops within the social, geographical, economic and other facets of the community at large.
• examine, recognize and synthesize the importance of race, culture and ethnicity to the developing child.
• examine the basic intent of the laws and regulations pertaining to and protecting all children and their families.
CERTIFICATE OF RECOGNITION
Early Childhood Education, Associate Teacher

REQUIRED PROGRAM ..................................................................................Units
ECE 300 Introduction to Early Childhood Education .........................3
ECE 312 Child Development .................................................................3
PSYC 372 Child Development ...............................................................3
ECE 314 The Child, the Family and the Community .........................3
ECE 320 Principles and Practices in ECE ..............................................4
ECE 410 Health and Safety in Child Care Setting ..............................1
ECE 410 OR ECE 411 (.5 unit) and ECE 412 (.25 unit) and ECE 413 (.25 unit)
TOTAL UNITS REQUIRED .......................................................................14

To be eligible for the Child Development Permit (Associate Teacher) students must also complete experience requirements for the specific permit for which they are applying. See ECE Department for further information. Upon successful completion of an Associate Teacher Certificate, and with documented experience, the student demonstrates knowledge, preparation, and competencies to be a teacher in a privately funded early learning program and as a teacher assistant in a publicly funded early learning program. Additionally, the certificate meets mandated licensing requirements for Title 22 of the Health and Safety Code of the Department of Social Services, Community Care Licensing Division and leads to the Associate Teacher Permit issued by the California Commission on Teacher Credentialing.

Upon completion of this program, the student will be able to:
• plan and implement developmentally and culturally appropriate indoor and outdoor environments for young children that support play, exploration, problem solving and learning.
• design, implement, and evaluate developmentally and culturally appropriate learning activities for young children.
• create an intellectually engaging, responsive environment to promote each child’s learning and development.
• make plans to enable children to attain key curriculum goals across various disciplines, such as language arts, mathematics, social studies, science, art, music, physical education, and health.
• support children’s collaboration with interesting, important enterprises.
• develop, refine and use a wide repertoire of teaching strategies to enhance children’s learning and development.
• support the development of responsibility and self-regulation in children.
• distinguish and apply positive guidance and problem solving strategies that teach children self-discipline and appropriate social skills within a diverse group of peers.

CERTIFICATE OF RECOGNITION
Early Childhood Education, Family Child Care

REQUIRED PROGRAM ..................................................................................Units
ECE 300 Introduction to Early Childhood Education .........................3
ECE 304 Introduction to Family Day Care ..........................................1
ECE 312 Child Development .................................................................3
PSYC 372 Child Development ...............................................................3
ECE 314 The Child, the Family and the Community .........................3
ECE 410 Health and Safety in Child Care Setting ..............................1
ECE 410 OR ECE 411 (.5 unit) and ECE 412 (.25 unit) and ECE 413 (.25 unit)
TOTAL UNITS REQUIRED .......................................................................15

Upon completion of this program, the student will be able to:
• evaluate components of a quality family childcare program.
• describe and implement developmentally appropriate activities for infant through school age children.
• apply health and safety practices for infant through school age children.
• construct home-style practices for infant through school age children.
• demonstrate respectful interactions with children and their families.
• create a parent contract for family childcare.
• diagnose needs of families and refer to community resources.

CERTIFICATE OF ACHIEVEMENT
Early Childhood Education, Infant Specialist
(formerly ECE, Infant Care)

REQUIRED PROGRAM ..................................................................................Units
ECE 300 Introduction to Early Childhood Education .........................3
ECE 312 Child Development .................................................................3
PSYC 372 Child Development ...............................................................3
ECE 314 The Child, the Family and the Community .........................3
ECE 320 Principles and Practices in ECE ..............................................4
ECE 321 Advanced Principles and Practices in ECE .........................4
ECE 356 Programs for the School-Age Child ....................................3
ECE 410 Health and Safety in Child Care Setting ..............................1
ECE 410 OR ECE 411 (.5 unit) and ECE 412 (.25 unit) and ECE 413 (.25 unit)
TOTAL UNITS REQUIRED ......................................................................24

Upon successful completion of an Infant Specialist Certificate, and with appropriate documented experience, a student demonstrates knowledge, preparation and competencies to be a teacher and infant and toddler teacher in an early learning program. Certificate completion exceeds minimum requirements for a teacher of infants and toddlers in privately funded early childhood education programs (as required by Title 22 of the California Social Services Code of Regulations) and as an associate teacher of infants and toddlers in publicly funded early learning programs (as required by Title 5 California Education Code of Regulations). A student who completes this certificate also possesses the course work required for the Child Development Associate Teacher Permit issued by the California Commission on Teacher Credentialing.

Upon completion of this program, the student will be able to:
• evaluate and apply knowledge of infant development and the multiple influences on early development and learning to create infant and family programs that are healthy, respectful, supportive, and challenging for children from the prenatal period through the first three years after birth.
• design infant and toddler programs that build respectful, reciprocal family relationships that support optimal infant and toddler development and learning both at home and in group care settings.
• incorporate systematic assessment strategies using observation, documentation, and interpretation in order to guide decisions about support for infant and toddler development and curriculum.
• design, implement, and evaluate developmentally effective curriculum and teaching plans that tie knowledge of academic content to meaningful and challenging learning environments for infants and toddlers in a collaborative effort with colleagues.
• develop a continuing professional growth plan and advocate public policy that supports infants, toddlers, their families and the profession of early childhood education.

CERTIFICATE OF ACHIEVEMENT
Early Childhood Education, School Age Specialist

REQUIRED PROGRAM ..................................................................................Units
ECE 300 Introduction to Early Childhood Education .........................3
ECE 312 Child Development .................................................................3
PSYC 372 Child Development ...............................................................3
ECE 314 The Child, the Family and the Community .........................3
ECE 320 Principles and Practices in ECE ..............................................4
ECE 321 Advanced Principles and Practices in ECE .........................4
ECE 356 Programs for the School-Age Child ....................................3
ECE 410 Health and Safety in Child Care Setting ..............................1
ECE 410 OR ECE 411 (.5 unit) and ECE 412 (.25 unit) and ECE 413 (.25 unit)
TOTAL UNITS REQUIRED ......................................................................26-27

Upon successful completion of the School-Age Specialist Certificate, and with appropriate documented experience, a student demonstrates knowledge, preparation and competencies to be a teacher of school-age children in a before and after school child care program. The certificate exceeds the minimum requirements for employment as a teacher in privately funded before and after school child learning programs as outlined in Title 22 Department of Social Services regulations for childcare licensing.
Upon completion of this program, the student will be able to:

- design before- and after-school classroom communities that build healthy, respectful, and reciprocal relationships that support and empower families, with the intention to involve all families in their school age children's development and learning.
- utilize systematic observations, documentation, and other effective assessment strategies in a responsible way to guide decisions about curriculum and teaching strategies as well as to support school age children's development and learning.
- examine, understand, and use positive relationships and supportive interactions as the foundation for work with school age children.
- examine, understand, and use a wide array of effective approaches, strategies, and tools to support school age children's development and learning.
- understand the importance of each content area in school age children's learning and know the essential concepts, inquiry tools, and structure of content areas including academic subjects and identify resources to deepen understanding.
- design, implement and evaluate meaningful, challenging curriculum that promotes comprehensive developmental and learning outcomes for school age children.
- examine and use ethical guidelines and other professional standards related of early childhood practice.
- develop continuing professional growth plan and advocate for public policy that supports children, families and the profession of early childhood education.

**CERTIFICATE OF ACHIEVEMENT**

**Early Childhood Education, Master Teacher**

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses</td>
<td></td>
</tr>
<tr>
<td>ECE 300 Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 312 Child Development</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 372 Child Development</td>
<td>3</td>
</tr>
<tr>
<td>ECE 314 The Child, the Family and the Community</td>
<td>3</td>
</tr>
<tr>
<td>ECE 320 Principles and Practices in ECE</td>
<td>4</td>
</tr>
<tr>
<td>ECE 321 Advanced Principles and Practices in ECE</td>
<td>4</td>
</tr>
<tr>
<td>ECE 330 Infant Development (3)</td>
<td></td>
</tr>
<tr>
<td>ECE 356 Programs for the School-Age Child (3)</td>
<td>3</td>
</tr>
<tr>
<td>ECE 400 The Exceptional Child (3)</td>
<td></td>
</tr>
<tr>
<td>ECE 404 Children with Special Needs (3)</td>
<td>3</td>
</tr>
<tr>
<td>ECE 410 Health and Safety in the Child Care Setting</td>
<td>1</td>
</tr>
<tr>
<td>ECE 410 OR ECE 411 (.5 unit) and ECE 412 (.25 unit) and ECE 413 (.25 unit)</td>
<td>3</td>
</tr>
<tr>
<td>ECE 424 Adult Supervision: Mentoring in a Collaborative Learning Setting</td>
<td>2</td>
</tr>
<tr>
<td>ECE 430 Culture and Diversity in ECE</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL CORE UNITS REQUIRED</td>
<td>26</td>
</tr>
<tr>
<td>MASTER TEACHER SPECIALIZATION OPTIONS (see specialization list)</td>
<td>16</td>
</tr>
<tr>
<td>GENERAL EDUCATION UNITS</td>
<td></td>
</tr>
<tr>
<td>TOTAL UNITS REQUIRED</td>
<td>48</td>
</tr>
</tbody>
</table>

**Master Teacher Specialization Options**

Select one (1) six-unit option below. Note: Courses may not double count for core and specialization.

- Infant and Toddler Care

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 330 Infant Development (3)</td>
<td>3</td>
</tr>
<tr>
<td>ECE 351 Education and Care of Infants (3)</td>
<td>3</td>
</tr>
<tr>
<td>ECE 334 Laboratory with Infants and Toddlers (1)</td>
<td>1</td>
</tr>
<tr>
<td>Music with Children</td>
<td>6</td>
</tr>
<tr>
<td>And a minimum of three (3) units from the following:</td>
<td></td>
</tr>
<tr>
<td>ART 320 Design Fundamentals (3)</td>
<td></td>
</tr>
<tr>
<td>ART 330 Art and Children (3)</td>
<td></td>
</tr>
<tr>
<td>ART 300 Introduction to Art (3)</td>
<td></td>
</tr>
<tr>
<td>Music for Children</td>
<td>3</td>
</tr>
<tr>
<td>And one of the following:</td>
<td></td>
</tr>
<tr>
<td>MUSM 370 Music for Children (3)</td>
<td></td>
</tr>
<tr>
<td>MUHHL 330 World Music (3)</td>
<td></td>
</tr>
<tr>
<td>MUIV 370 Beginning Guitar (2)</td>
<td></td>
</tr>
<tr>
<td>TOTAL UNITS REQUIRED</td>
<td>26</td>
</tr>
</tbody>
</table>

Children's Health, Safety and Nutrition

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 415/NUTRI 320 Children's Health, Safety &amp; Nutrition (3)</td>
<td>3</td>
</tr>
<tr>
<td>NUTRI 300 Nutrition (3)</td>
<td></td>
</tr>
<tr>
<td>Bilingual/Bicultural Development</td>
<td>6</td>
</tr>
<tr>
<td>A minimum of three (3) units from the following:</td>
<td></td>
</tr>
<tr>
<td>ANTH 310 Cultural Anthropology</td>
<td></td>
</tr>
<tr>
<td>BUS 330 Managing Diversity in the Workplace</td>
<td></td>
</tr>
<tr>
<td>COMM 325 Intercultural Communication</td>
<td></td>
</tr>
<tr>
<td>SOC 321 Race, Ethnicity and Inequality in the U.S. (3)</td>
<td>3</td>
</tr>
<tr>
<td>French, Spanish or American Sign Language (3)</td>
<td></td>
</tr>
</tbody>
</table>

Children with Exceptional Needs

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 400 The Child with Exceptional Needs (3)</td>
<td>3</td>
</tr>
<tr>
<td>ECE 404 Children with Special Needs (3)</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL UNITS REQUIRED</td>
<td>6</td>
</tr>
</tbody>
</table>

To be eligible for the Child Development Permit (Master Teacher), students must complete 16 units in General Education categories which meet graduation requirements with at least one course in each of the following areas: English, Humanities, Social Science, Math/Science. Please refer to the General Education Requirements for a list of acceptable courses. Students must also complete experience requirements for the particular permit for which they are applying. See ECE Department for further information. Upon successful completion of the Master Teacher Certificate, a student demonstrates knowledge, preparation and competencies to be a lead or supervising teacher in early learning programs as well as serve as coordinator of curriculum and staff development. Applicants must verify required experience teaching children and supervising staff to be recommended to the California Commission on Teacher Credentialing for issuance of the Master Teacher Child Development Permit. Additionally, this certificate requires an additional 6 units of specialized study.

Upon completion of this program, the student will be able to:

- identify and apply an understanding of licensing and child care regulations.
- incorporate professional issues and utilize professional codes of ethics in educational practice.
- develop an ability to advocate on behalf of children and families.
- evaluate an environment that meets the needs of children, families and staff.
- supervise both staff and classrooms and directly interact with children and families in a warm and positive manner.
- choose and provide inclusive, developmentally and culturally appropriate practices and activities.
- integrate methods of conflict management and problem solving strategies with children.
- integrate health, safety, and nutrition practices in an early care and education program.

**CERTIFICATE OF ACHIEVEMENT**

**Early Childhood Education, Site Supervisor**

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 300 Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 312 Child Development</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 372 Child Development</td>
<td>3</td>
</tr>
<tr>
<td>ECE 314 The Child, the Family and the Community</td>
<td>3</td>
</tr>
<tr>
<td>ECE 320 Principles and Practices in ECE</td>
<td>4</td>
</tr>
<tr>
<td>ECE 321 Advanced Principles and Practices in ECE</td>
<td>4</td>
</tr>
<tr>
<td>ECE 331 Education and Care of Infants in Group Settings</td>
<td>3</td>
</tr>
<tr>
<td>ECE 410 Health and Safety in Child Care Setting</td>
<td>1</td>
</tr>
<tr>
<td>ECE 410 OR ECE 411 (.5 unit) and ECE 412 (.25 unit) and ECE 413 (.25 unit)</td>
<td>3</td>
</tr>
<tr>
<td>ECE 420 Administration of Child Development Centers</td>
<td>3</td>
</tr>
<tr>
<td>ECE 422 Advanced Coordination and Supervision of Child Development Programs</td>
<td>3</td>
</tr>
<tr>
<td>ECE 424 Adult Supervision: Mentoring in a Collaborative Learning Setting</td>
<td>2</td>
</tr>
<tr>
<td>ECE 430 Culture and Diversity in Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL UNITS REQUIRED</td>
<td>32</td>
</tr>
</tbody>
</table>

Upon successful completion of the Site Supervisor Certificate, and with appropriate
Upon completion of this program, the student will be able to:

- incorporate a personal philosophy of working with children, families and staff in an early learning environment.
- appraise and implement quality care for young children in early learning environments.
- describe and understand the role, job dimension, and responsibilities of the early childhood site supervisor and program director.
- reference and implement licensing requirements for privately funded child development programs.
- apply basic principles of child and program development, adult supervision, and management, family and community partnerships, human resources and development, and business/fiscal management.
- manage respectful interactions between supervisors, teachers, children and parents.
- interpret and apply a professional code of ethics.
- create appropriate professional growth and advocacy activities for center teachers.

Upon completion of this program, the student will be able to:

- know the essential concepts, inquiry tools, and strategies, and tools to support young children's development and learning.
- analyze, synthesize, and evaluate a wide array of effective approaches, strategies, and tools to support young children's development and learning.
- analyze, synthesize and evaluate the importance of each content area in young children's learning and know the essential concepts, inquiry tools, and structure of content areas including academic subjects and identify resources to deepen understanding.
- design, implement and evaluate meaningful, challenging curriculum that promotes comprehensive developmental and learning outcomes for all young children.
- analyze, synthesize, and evaluate ethical guidelines and other professional standards related of early childhood practice.
- develop continuing professional growth plan and advocate for public policy that supports children, families and the profession of early childhood education.

CERTIFICATE OF ACHIEVEMENT

Early Childhood Education Teacher

<table>
<thead>
<tr>
<th>REQUIRED PROGRAM</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses</td>
<td></td>
</tr>
<tr>
<td>ECE 300</td>
<td>3</td>
</tr>
<tr>
<td>ECE 312</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 372</td>
<td>3</td>
</tr>
<tr>
<td>ECE 314</td>
<td>3</td>
</tr>
<tr>
<td>ECE 320</td>
<td>3</td>
</tr>
<tr>
<td>ECE 321</td>
<td>3</td>
</tr>
<tr>
<td>ECE 331</td>
<td>3</td>
</tr>
<tr>
<td>ECE 410</td>
<td>3</td>
</tr>
<tr>
<td>ECE 410 OR ECE 411 (.5 unit) and ECE 412 (.25 unit) and ECE 413 (.25 unit)</td>
<td></td>
</tr>
<tr>
<td>ECE 430</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL CORE UNITS REQUIRED</td>
<td>24</td>
</tr>
<tr>
<td>TOTAL UNITS REQUIRED</td>
<td>40</td>
</tr>
</tbody>
</table>

To be eligible for the Child Development Permit (Teacher), students must complete 16 units in general education categories which meet graduation requirements with at least one course in each of the following areas: English, Humanities, Social Science, Math/Science. Please refer to the General Education Requirements for a list of acceptable courses. Students must also complete experience requirements for the particular permit for which they are applying. See ECE Department for further information. Upon successful completion of the Teacher Certificate, a student demonstrates knowledge, preparation and competencies for teaching in a publicly funded early learning program. Applicants must verify required experience teaching children to be recommended to the Commission on Teacher Credentialing for issuance of the Teacher Child Development Permit. Additionally, this certificate exceeds the requirements for teaching in a privately funded early learning program.

Upon completion of this program, the student will be able to:

- design early childhood classroom communities that build healthy, respectful, and reciprocal relationships that support and empower families, with the intention to involve all families in their children's development and learning.
- analyze, synthesize, and evaluate systematic observations, documentation, and other effective assessment strategies in a responsible way in order to guide decisions about curriculum and teaching strategies as well as to support children's development and learning.
- analyze, synthesize, and evaluate positive relationships and supportive interactions as the foundation for work with young children.
- analyze, synthesize, and evaluate a wide array of effective approaches, strategies, and tools to support young children's development and learning.
- analyze, synthesize and evaluate the importance of each content area in young children's learning and know the essential concepts, inquiry tools, and structure of content areas including academic subjects and identify resources to deepen understanding.
- design, implement and evaluate meaningful, challenging curriculum that promotes comprehensive developmental and learning outcomes for all young children.
- analyze, synthesize, and evaluate ethical guidelines and other professional standards related of early childhood practice.
- develop continuing professional growth plan and advocate for public policy that supports children, families and the profession of early childhood education.

Early Childhood Education (ECE)

ECE 295 INDEPENDENT STUDIES IN EARLY CHILDHOOD EDUCATION
1-3 UNITS
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ECE 299 EXPERIMENTAL OFFERING IN EARLY CHILDHOOD EDUCATION
.5-4 UNITS
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ECE 300 INTRODUCTION TO EARLY CHILDHOOD EDUCATION
3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC

This course is an introduction to early childhood education, including an overview of the history of the field, current curriculum approaches, and programs serving children from infancy through the school-age years. It reviews the current status of education of young children with a focus on integrated education. Opportunities to observe in a variety of early childhood education settings and techniques for observing and interpreting children's pursuits will be included.

ECE 304 FAMILY TO FAMILY: INTRODUCTION TO FAMILY CHILD CARE
1 UNIT
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC

This course is an orientation to Family Child Care including local regulations, health and safety, curriculum, behavior management, and business requirements of in-home child care services.

ECE 312 CHILD DEVELOPMENT
3 UNITS
Prerequisite: None
Advisory: ENWR 101 or 103; ESLR 310, ESLR 320, and ESLR 320.
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course will examine the physical, cognitive, social and emotional development of the child from the prenatal period through adolescence. Scientific findings from a range of disciplines will inform an integrated examination of theory and practice during the childhood years. This course is designed to fulfill General Education, Early Childhood Education and Psychology degree requirements. This course is not open to those who have previously taken PSYC 372 or ECS 312.

ECE 314 THE CHILD, THE FAMILY AND THE COMMUNITY
3 UNITS
Prerequisite: None
Advisory: ENWR 101 or 103; ESLR 310, ESLR 320, and ESLR 320.
Course Transferable to UC/CSU
Hours: 54 hours LEC

This is a fundamental course that examines the developmental processes of the child within the family and the environmental influences on growth and development, including gender, peers, schooling, the media, socioeconomic status, race, ethnicity, language, and developmental differences. Community resources available to support family systems and dynamics will be examined.
ECE 320  PRINCIPLES AND PRACTICES IN EARLY CHILDHOOD EDUCATION  4 UNITS  
Prerequisite: ECE 300 and ECE 312 or PSYC 372 with a grade of "C" or better.
Course Transferable to CSU
Hours: 36 hours LEC; 108 hours LAB
This course provides supervised experience working with children in an early childhood setting. Topics include principles of curriculum development, classroom design, and child guidance, with opportunity to apply these key teaching principles in practical situations. This course is approved as the required programs and curriculum care course specified in Title 22 of the Health and Safety Code of the Department of Social Services, Community Care Licensing Division and Title 5 Department of Education regulations. Before beginning lab assignments, students must show proof of TB clearance.

ECE 321  ADVANCED PRINCIPLES AND PRACTICES IN EARLY CHILDHOOD EDUCATION  4 UNITS  
Prerequisite: ECE 312 or PSYC 372; ECE 300, ECE 320. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 36 hours LEC; 108 hours LAB
This advanced course provides supervised experience as a teacher in an early childhood education program and is aimed at leadership in the areas of developing environments for learning, child observation and assessment, documentation of children's work, behavior guidance, group management, collaborative teaching, building relationships with families, and effective preparation and implementation of curriculum. Before beginning lab assignments, students must show proof of TB clearance.

ECE 330  INFANT DEVELOPMENT  3 UNITS  
Prerequisite: None
Course Transferable to CSU
Hours: 34 hours LEC
This course covers infant development from conception through three years of age. Students will apply current research to the preparation for conception, birth, and raising children in the first three years of life. Students will learn strategies for caring for infants at each developmental stage. This course is for parents or professionals working with infants in health fields, education, or social services.

ECE 331  EDUCATION AND CARE OF INFANTS IN GROUP SETTINGS  3 UNITS  
Prerequisite: ECE 330, with a grade of "C" or better
Course Transferable to CSU
Hours: 54 hours LEC
This course applies current research in infant development to the teaching and care of infants in group settings. Early childhood education principles and practices are emphasized in the application of care and education of infants from birth to three years of age. Students will learn strategies for designing, implementing, and evaluating group care programs for infants and toddlers.

ECE 334  LABORATORY WITH INFANTS AND TODDLERS  1 UNIT  
Prerequisite: None
Corequisite: ECE 331; may be taken previously. Grade of "C" or better required to meet corequisite.
Course Transferable to CSU
Hours: 34 hours LAB
This class provides experience working with infants and toddlers in a group care program. It is designed as a practicum/laboratory for those who have completed or are enrolled in ECE 331. This course requires participation in a designated, supervised infant-toddler care setting for three hours per week with infants and/or toddlers. A current, yearly TB test is required prior to starting lab hours.

ECE 343  LANGUAGE AND LITERACY DEVELOPMENT IN EARLY CHILDHOOD  3 UNITS  
Prerequisite: None
Advisory: Eligibility for ENGW 100 or ENGRD 310.
Course Transferable to CSU
Hours: 54 hours LEC
This course will prepare early childhood educators to recognize, understand and enhance the emergent language and literacy experiences and skills of young children. The knowledge of developmentally appropriate language and literacy practices will improve early childhood educators’ abilities to support young children in the early years (birth to five years) to build a strong foundation for learning to read and write in the primary grades.

ECE 350  INTRODUCTION TO ELEMENTARY TEACHING WITH FIELD EXPERIENCE  3 UNITS  
Prerequisite: None.
Advisory: ECE 312 or PSYC 372
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course is a career exploration course with an early field experience for those students considering the field of K-8 teaching. It includes a supervised field placement and four hours weekly in a local elementary school in addition to weekly class meetings on campus. It will also fulfill one of the early field experiences for the CSUS blended liberal studies major. Course content includes the professional and culture of teaching, observation skills, communication skills, diversity and social issues among others. Students’ field experiences will integrate and apply the course content. Students will complete a service learning project at participating schools. Before beginning field placement, students must show proof of TB clearance. Field placement may be required by elementary school.

ECE 356  PROGRAMS FOR THE SCHOOL-AGE CHILD  3 UNITS  
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course covers the fundamentals of planning, implementing and evaluating programs for before- and after-school care of school-age children (K-8). Emphasis is on developmental levels, age-appropriate activities and day-to-day program operations.

ECE 361  INTRODUCING YOUNG CHILDREN TO VISUAL ARTS  3 UNITS  
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course introduces teachers in early childhood education with strategies for introducing young children to the media and tools of drawing, painting, sculpting, and other visual arts commonly used by young children to represent and understand the world around them. The focus will be on observing children’s natural ways of exploring each medium and learning strategies to facilitate and document children’s emerging skills and relationship with each medium. Included are strategies for designing early childhood environments that promote children’s exploration of visual arts. The course includes observations and field trips. Lab fee is required.

ECE 363  MUSIC AND MOVEMENT WITH YOUNG CHILDREN  3 UNITS  
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course introduces students to theoretical principles and practical applications for integrating appropriate music and movement experiences in early childhood settings. The course explores incorporating culturally diverse music and movement activities to support children’s understanding and acceptance of differences.

ECE 364  FUNDAMENTALS OF MOVEMENT AND RHYTHM IN EARLY CHILDHOOD EDUCATION  2 UNITS  
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This course is designed for early childhood, elementary education, and recreation majors. Recommended for physical education majors. Early childhood education, elementary and lead-up games for individuals and team sports, stunts, tumbling, and elementary and culturally diverse rhythms and dances will be practiced. Not open to students who have received credit for PET 306.

ECE 400  THE CHILD WITH EXCEPTIONAL NEEDS  3 UNITS  
Prerequisite: ECE 312 or PSYC 372. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC
This course will present the characteristics of exceptional children; assessment techniques and curriculum design; community resources and current issues; observation in public and private school classrooms and agencies. Field trips will be used to support classroom instruction.
ECE 404  CHILDREN WITH SPECIAL NEEDS  3 UNITS
Prerequisite: ECE 312 or PSYC 372. Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to provide a broad overview of the characteristics, assessment techniques, methods
of intervention, natural environments, community and family resources, and current issues of young
children from birth to age eight with special needs and disabilities. The focus is to increase the awareness
and understanding of children’s individual needs in and early childhood setting and to provide practical
information to those currently involved with children with special needs. Observations in public and private
children’s centers, schools and agencies are required.

ECE 410  HEALTH AND SAFETY IN CHILD CARE SETTINGS  1 UNIT
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC
This course covers health and safety issues in child care centers and family day care homes. It includes
pediatric cardiopulmonary resuscitation, pediatric first aid, and preventative health practices. To receive
American Red Cross certification, students must successfully demonstrate competency as well as pay additional
fees for American Red Cross texts and certification cards. This course fulfills California Department of Social
Services Health and Safety Title 22 requirements for staff and may be taken four times for credit.

ECE 411  HEALTH AND SAFETY IN CHILD CARE SETTINGS  .5 UNIT
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC
This course covers health and safety issues in center and home-based early care education programs.
Course content includes injury prevention and preventative health care practices such as control of infectious
diseases, nutrition issues, sanitation, emergency preparedness and evacuation. This course taken along
with ECE 412 and ECE 413 meets the California Department of Social Services Health and Safety Title 22
requirements for staff.

ECE 412  PEDIATRIC CPR  .25 UNIT
Prerequisite: None
Course Transferable to CSU
Hours: 6 hours LEC
This course covers pediatric cardiopulmonary resuscitation (CPR). Successful students earn certification
which must be renewed every year to remain current. To receive American Red Cross certification, students
must successfully demonstrate competency as well as pay additional fees for American Red Cross texts and
certification card. This course fulfills the CPR component of California Department of Social Services Health
and Safety Title 22 requirements for staff and may be taken four times for credit.

ECE 413  PEDIATRIC FIRST AID IN CHILD CARE SETTINGS  .25 UNIT
Prerequisite: None
Advisory: ENGRD 112; ENGRD 112 with a grade of "C" or better; OR placement through assessment
process.
Course Transferable to CSU
Hours: 4 hours LEC
This course covers pediatric first aid in center and home-based early care and education programs. Successful
students earn Pediatric First Aid certification which must be renewed every two years to remain current. To receive
American Red Cross certification, students must successfully demonstrate competency as well as pay additional fees for American Red Cross texts and certification card. The course fulfills the pediatric first aid component of California Department of Social Services Health and Safety Title 22 requirements for staff and may be taken four times for credit.

ECE 415  CHILDREN’S HEALTH, SAFETY AND NUTRITION  3 UNITS
Same as: NUTRI 320
Prerequisite: None.
Advisory: NUTRI 300
Course Transferable to CSU
Hours: 54 hours LEC
This course examines basic nutrition, health, and safety needs of children from the prenatal period through
school age. Students will identify the nutrients in foods as they affect a child’s physical and mental
development. Course emphasis is placed on maintaining the optimal health, safety, and nutritional status of
children at home and in group care. Projects relating to children’s nutrition, health, and safety are required
as part of the course. This course is the same as NUTRI 320, and only one may be taken for credit.

ECE 420  ADMINISTRATION OF CHILD DEVELOPMENT CENTERS  3 UNITS
Prerequisite: ECE 300 and ECE 312 or PSYC 372 with a grade of “C” or better.
Course Transferable to CSU
Hours: 54 hours LEC
This is an introductory course in the elements of program planning, budgeting, supervision and personnel
administration for public and private centers and schools serving children and families. This course satisfies
the administration requirement of the California Title 22 Health and Safety Code, and satisfies three of the
six units of the administration requirement of the Title 5 Education code and the California Commission
for Teacher Credentialing.

ECE 422  ADVANCED COORDINATION AND SUPERVISION OF CHILD
DEVELOPMENT PROGRAMS  3 UNITS
Prerequisite: ECE 320, ECE 420, and ECE 312 with grades of “C” or better
Course Transferable to CSU
Hours: 54 hours LEC
This is an advanced course in administration and coordination of multi-faceted child development programs.
The emphasis of the course is on publicly funded programs and personnel management. This course meets
the requirements of the Education Code under Title 5 and the Commission of Teacher Credentialing.

ECE 424  ADULT SUPERVISION: MENTORING IN A COLLABORATIVE
LEARNING SETTING  2 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 30 hours LEC
This course is a study of the methods and principles of collaborative learning with emphasis on supervising
teachers in early childhood education. Emphasis is placed on the role of a mentor who functions to guide
the teaching team while simultaneously addressing the needs of children, families, and staff. This course
satisfies the adult supervision requirement for receiving a supervising teacher permit from the California
Commission on Teacher Credentialing.

ECE 430  CULTURE AND DIVERSITY IN EARLY CHILDHOOD EDUCATION
3 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course covers culturally responsive care and education in early childhood settings. It includes the study
of socio-cultural issues as they vary across the diverse cultures represented in the classroom and as they
impact a child’s development. Promoting equity for all aspects of human diversity (culture, race, ethnicity,
gender, sexual orientation, ability, and age) is explored. Inclusive teaching strategies that prevent and
eliminate the development of prejudice and racism in growing children will be covered.

ECE 455  ENVIRONMENT RATING SCALES IN EARLY CHILDHOOD
PROGRAMS  1 UNIT
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC
This course examines Environment Rating Scales (Infant/Toddler, Early Childhood, School Age Programs and
Family Child Care) as a tool for quality improvement in a variety of child development programs. Emphasis
is given to theory and best practices in order to evaluate classrooms, materials, and interactions between
adults and children.

ECE 494  TOPICS IN EARLY CHILDHOOD EDUCATION  .5-4 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Designed to give students an opportunity to study topics in Early Childhood Education which are not included
in current course offerings. Topics may include, but are not limited to: Management of Family Day Care
Homes; Guidance of the Special Child in Everyday Living; Behavior and Discipline; Children in Crisis; The
Single Parent Family; and Cross-Cultural Experiences with Children and Families. May be repeated for credit
providing there is no duplication of topics.
ECE 495     INDEPENDENT STUDIES IN EARLY CHILDHOOD EDUCATION
1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

ECE 498     WORK EXPERIENCE IN EARLY CHILDHOOD EDUCATION
1-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Note: Before beginning lab assignments with children, students must show proof of TB clearance.

ECE 499     EXPERIMENTAL OFFERING IN EARLY CHILDHOOD EDUCATION
.5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
This Folsom Lake College program studies how people and societies produce various commodities and distribute them for consumption, now or in the future. FLC’s Economics offerings include the study of the American economic system, using techniques for the analysis of contemporary economic problems.

Career Options
Accountant; Arbitrator; Attorney; Budget Analyst; Business Analyst; Business Conditions; Forecaster; Commodity Economist; Commodity Price Forecaster; Development Economist; Economic Analyst; Economic Forecaster; Industrial Relations Specialist; Investment Analyst; Labor Economist; Macroe Economist; Manpower Economist; Natural Resource Economist; Operations Research Analyst; Project Economist; Research Economist

Most career options require more than two years of study.

Highlights
• Knowledgeable instructors and professionals in their fields
• Good general overview and conceptual framework of economic issues
• Opportunity to combine with business and other related areas of study for a more comprehensive education
• Transfer opportunities
• A lab with tutorial assistance

ECON 302  PRINCIPLES OF MACROECONOMICS   3 UNITS
Prerequisite: None.
Advisory: MATH 120
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a graphical and functional analysis of the economy as a whole. It focuses on the economy’s well-being, problems, and possible solutions. Major topics include: market demand and supply; macroeconomic sectors, goals, and problems (unemployment, inflation, business cycles, and deficits); the economy’s output and price level; aggregate demand, aggregate supply, and equilibrium; and macroeconomic policies (fiscal and monetary) aimed at solving problems and stabilizing the economy. Related topics such as international trade, international finance, and economic growth are also discussed. Course work includes solving algebraic equations and graphing straight and curvilinear lines as taught in Intermediate Algebra.

ECON 304  PRINCIPLES OF MICROECONOMICS   3 UNITS
Prerequisite: None.
Advisory: MATH 120
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a graphical and functional analysis of the units (sectors) making up the economy. The focus is on the sectors choices and interactions, microeconomic goals (efficiency and equity), problems, and solutions. Major topics include basic principles of economics; basic economic analyses; demand, supply, and equilibrium in a market; markets and applications; costs and production; product and resources markets; and microeconomic problems (externalities, public goods, and income inequality). Time permitting, related topics such as international trade and health economics may also be discussed. Course work includes doing arithmetic problems, solving algebraic equations, and graphing straight and curvilinear lines.

ECON 320  CONCEPTS IN PERSONAL FINANCE   3 UNITS
Prerequisite: None.
Advisory: BUS 105
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to assist individuals in analyzing their financial affairs. Elements and conceptual basis of financial planning, analysis, and decision making in areas of budgeting, taxes, borrowing, money management, insurance, investments, and retirement will be examined with an emphasis on principles to develop students’ economic decision making. Students will be using mathematical concepts as well as reading and interpreting written and oral instructions. The course provides a solid base for a career in financial planning services. This course is the same as BUS 320, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.
Education/Teaching

DEGREE
A.A. - Liberal Studies for Elementary Education

This major is designed for students who wish to be teachers in public and private elementary schools. Further education at the university level will be required to fulfill all requirements for a teaching credential authorizing service in California public schools.

Career Options
Teacher, primary grades; teacher, intermediate grades; Instructional Assistant

Classes beyond the associate degree may be required to fulfill some career options or for preparation for transfer to a university program.

Highlights
This major is especially designed for students who plan to transfer into California State University, Sacramento’s Blended Teacher Preparation Program. This program provides all of the lower division courses necessary to gain admission to the university and the teacher credential blended program.

Other CSUS Requirements:
• Foreign Language: Students must complete the 2nd semester elementary level. For other exemptions, see coordinator or a counselor.
• Grade point average must be 2.67 in transferable baccalaureate courses.
• The Writing Proficiency Exam (WPE) should be taken at CSUS shortly after completing Critical Thinking (ENGWR 302).
• The Intermediate Algebra Diagnostic exam should be taken shortly after completing Intermediate Algebra (MATH 125).
• It is recommended that the CBEST be taken anytime after taking ENGWR 300, ENGWR 302, and MATH 310.

Students should accumulate a portfolio of their course work, obtain a letter of recommendation from their field experience cooperating teacher, and check with their counselor for other CSUS application and admission requirements.

Other Associate in Arts degree requirements:
• Physical Education - any activity course
• Complete 60 Units
• Students must meet the Reading Competency requirement through either assessment, a class, or a college-level reading examination.

NOTE: Please check with a counselor first, before beginning this program, as requirements are subject to change.

DEGREE
A.A. — Liberal Studies for Elementary Education

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 430</td>
<td>Art and Children</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 307</td>
<td>Biology of Organisms</td>
<td>4</td>
</tr>
<tr>
<td>COMM 361</td>
<td>The Communication Experience</td>
<td>3</td>
</tr>
<tr>
<td>ECE 312/PSYC 372</td>
<td>Child Development (3) or</td>
<td></td>
</tr>
<tr>
<td>FCS 324/PSYC 370</td>
<td>Human Development: A Life Span</td>
<td>3</td>
</tr>
<tr>
<td>ECE 350</td>
<td>Intro to Elem Teaching with Field Exper</td>
<td>3</td>
</tr>
<tr>
<td>ECON 302</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ENGED 305</td>
<td>Structure of English</td>
<td>3</td>
</tr>
<tr>
<td>ENGED 320</td>
<td>Tutoring Elem Children in Reading</td>
<td>3</td>
</tr>
<tr>
<td>ENGWR 300</td>
<td>College Composition</td>
<td>3</td>
</tr>
<tr>
<td>ENGWR 302</td>
<td>Adv Composition &amp; Critical Thinking</td>
<td>3</td>
</tr>
<tr>
<td>GEOL 305</td>
<td>Earth Science</td>
<td>3</td>
</tr>
<tr>
<td>GEOL 306</td>
<td>Earth Science Laboratory</td>
<td>1</td>
</tr>
<tr>
<td>HIST 307</td>
<td>History of World Civ from 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 308</td>
<td>History of World Civ 1500 to present</td>
<td>3</td>
</tr>
<tr>
<td>HIST 312</td>
<td>History of U.S. to 1865</td>
<td>3</td>
</tr>
<tr>
<td>MATH 310</td>
<td>Mathematical Discovery</td>
<td>3</td>
</tr>
<tr>
<td>POLS 301</td>
<td>Intro to Govt: United States</td>
<td>3</td>
</tr>
<tr>
<td>SOC 321</td>
<td>Race, Ethnicity &amp; Inequality in the U.S. or</td>
<td></td>
</tr>
<tr>
<td>COMM 325</td>
<td>Intercultural Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED: 53

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:
• Apply knowledge, skills, and abilities toward successful completion of coursework at transfer institutions.
• Seek employment as an instructional or classroom aide in an elementary school.
• Develop a reasoned solution to a problem and defend it using appropriate language, methods, and/or notation.
• Evaluate new and accepted ideas about the natural universe using testable methodology.
• Write and speak effectively, demonstrating the ability to evaluate audience and appeal to it persuasively.
• Conduct library research and compose research papers with a clear thesis, sound critical thinking, correct usage, and proper documentation.
• Apply knowledge of world history and cultures to identify the values of a culture and work with others of a diverse background.
• Analyze the Constitution of the United States and other founding documents.
• Describe the nature of government and compare and contrast political institutions.
• Apply basic economic concepts.
• Apply knowledge of child development theories to assess the characteristics of teaching practices and learning conditions.
Emergency Medical Technology

EMT(1)s are the backbone of the Emergency Medical Services (EMS) system throughout the nation, helping to reduce injury severity and death at the scene of an accident or sudden illness and during transportation to a medical facility.

Folsom Lake College’s Emergency Medical Technology 100 course is designed to provide the student with the skills and knowledge to apply for certification as an Emergency Medical Technician(1) and is approved by the Sacramento County Health Department, Division of Emergency Medical Services, the certifying agency for Sacramento County. This certification is mandatory for all personnel who wish to pursue a career working on an ambulance. EMT(1) certification is also a pre-employment requirement for many fire departments. Together with varying levels of actual on-the-job experience, it is often required for admission to Paramedic training programs throughout the state.

FLC’s EMT students will gain actual experience by spending eight hours off-campus in operating ambulance units and an additional eight hours in a hospital emergency department.

Career Options
EMT(1); Fire Service

With additional training:
Ambulance Technician; Firefighter; Rescue Worker; Paramedic; Emergency Medical Dispatcher

Highlights
• Hands-on experience provided in administering proper emergency medical care
• Preparation for the EMT(1) Certificate
• Recertification
• Hospital Emergency Room observation time and opportunities to “ride along” in ambulances
Folsom Lake College’s program provides the foundation in mathematics, physics, and engineering necessary to transfer to a university and complete a bachelor’s degree in engineering. Engineering involves the application of scientific and mathematical principles needed to solve practical technical problems. Although the first two years of engineering courses for all engineering degrees are similar, students should consult the lower division requirements of the institution to which they wish to transfer.

Career Options
Aerospace Engineer; Architectural Engineer; Biomedical Engineer; Chemical Engineer; Civil Engineer; Computer Engineer; Electrical Engineer; Environmental Engineer; Mechanical Engineer

Most career options require a B.S. degree.

Highlights
• Challenging and rewarding classes that transfer to 4-year universities

**Engineering (ENGR)**

**ENGR 300 INTRODUCTION TO ENGINEERING 1 UNIT**
Prerequisite: None
Course Transferable to UC/CSU
Hours: 18 hours LEC
This course will provide students with information to evaluate the engineering profession as a personal career choice. Students will explore the branches of engineering and the different types of work that engineers do. Participants will investigate personal characteristics which contribute to being happy and successful engineers, and will examine their own traits. They will learn what preparation is needed and strategies for successful completion. Course participants will appreciate the role of engineers in society and understand the responsibilities of engineers in their service to society.

**ENGR 303 INTRODUCTION TO LOGIC DESIGN 4 UNITS**
Prerequisite: None
Advisory: Any previous or concurrent programming class. MATH 120.
Course Transferable to CSU
Hours: 54 hours LEC; 54 hours LAB
This is an introductory course in the fundamentals of designing digital computer hardware. This course covers: logic gates, binary number systems, conversion between number systems, Boolean algebra, Karnaugh maps, combinational logic, digital logic design, flip-flops, programmable logic devices (PLDs), counters, registers, memories, state machines, designing combinational logic and state machines into PLDs, and basic computer architecture. Lab emphasizes the use of a software equation entry tool, the use of schematic entry, and the use of a logic simulation tool. Lab assignments are design oriented. Required for Electrical/Electronics Engineering and Computer Engineering majors. Helpful for Computer Science majors. Recommended for students wishing to sample computer engineering, and for current and future electronics technicians.

**ENGR 312 ENGINEERING GRAPHICS 3 UNITS**
Prerequisite: None
Advisory: Completion of MATH 112 or high school geometry, and MATH 120.
Course Transferable to UC/CSU
Hours: 36 hours LEC; 72 hours LAB
Students will learn the graphical tools needed to develop and communicate engineering ideas. They will present three dimensional objects in drawings (basic drafting principles) and solve engineering problems by constructing views of objects from different points of view (descriptive geometry). Participants will create drawings using both pencil and paper and will practice applying it. This course is primarily for Mechanical and Civil Engineering majors. (CAN ENGR 2)

**ENGR 400 INTRODUCTION TO ELECTRICAL CIRCUITS AND DEVICES 3 UNITS**
Prerequisite: PHYS 421. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will provide engineering students with circuit analysis concepts and applications that will be of value in any engineering field as well as a solid foundation for electrical engineering and related majors. The course includes the analysis of circuits with resistors, inductors, capacitors, and independent and dependent voltage and current sources. Many analysis techniques will be applied to DC and AC circuits. Differential equations will be used to find the transient response of circuits. Power calculations will be performed on both DC and AC circuits, including an introduction to three-phase AC power. This course is required for most engineering Bachelors of Science degrees.

**ENGR 420 STATICS 3 UNITS**
Prerequisite: PHYS 411 and MATH 401. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is the first course in engineering mechanics. Topics in this course include two and three dimensional force system analysis using vector techniques, moments and couples in two and three dimensions, centroids and moment of inertia, friction, forces in beams, and truss analysis. This course is required for mechanical, civil, aeronautical engineering transfer students and by some electrical engineering programs.

**ENGR 495 INDEPENDENT STUDIES IN ENGINEERING 1-3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

**ENGR 499 EXPERIMENTAL OFFERING IN ENGINEERING .5-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A. - English

The Folsom Lake College English department offers broad study of the fields of written and spoken language. This study teaches skills that are essential to every other discipline. In particular, the ability to read effectively and write expressively will prove invaluable to any student.

Career Options
Advertising; Business; Columnist/Columnist; Editor/Editor; Lawyer; Legislative Assistant; Librarian; Manager; Methods Analyst; Novelist; Public Relations; Publisher; Researcher; Screenwriter; Speechwriter; Teacher; Technical Writer; Writing Consultant

Some career options may require more than two years of college study.

Highlights
• A variety of exciting literature courses
• Composition courses for all professions and ability levels
• Creative writing classes
• Writing for publication
• Exemplary faculty: creative, dedicated and innovative

DEGREE
A.A.—English

The English major offers courses in literature, composition, and creative writing designed to enhance communication skills, deepen cultural awareness, provide a breadth of knowledge appropriate for many degree and vocational programs, and prepare students for transfer to four-year institutions, and for a baccalaureate major in English or related majors.

REQUIRED PROGRAM ..................................................Units
Core Requirements—eighteen (18) units:

ENGLT 310 English Literature ..........................3
ENGLT 311 English Literature ..........................3
ENGLT 320 American Literature .......................3
ENGLT 321 American Literature .......................3
ENGW 300 College Composition .......................3
ENGW 301 College Composition & Literature or
ENGW 302 Adv Comp & Critical Thinking ............3
Electives—Six (6) units selected from the following: ....6

ENGW 400 Creative Writing (3)
ENGW 410 Fiction Writing Workshop (3)
ENGW 420 Poetry Writing Workshop (3)
ENGW 430 Creative Non-Fiction Writing Workshop (3)
ENGW 452 College Literary Magazine (4)
ENGD 305 Structure of English (3)
ENGD 320 Tutor Elem Students in Reading (3)
ENGD 303 Introduction to the Short Story (3)
ENGD 345 Mythologies of the World (3)
ENGD 360 Women in Literature (3)
ENGD 370 Children and Literature (3)
ENGD 402 Intro to Shakespeare and Film (3)

TOTAL UNITS REQUIRED ..............................................24

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:
• Recognize the fundamental elements of poetry, drama, and prose and apply appropriate criteria to evaluate works of literature.
• Identify major literary developments and authors in British and American literature and analyze their historical and cultural significance.
• Evaluate and respond critically to the arguments and rhetoric of others.
• Compose academic essays which support an insightful thesis with appropriate evidence, analysis, and concern for audience.
• Analyze, evaluate, and integrate print and electronic sources in their essays, applying current MLA standards of documentation.

English

ENGW 400 CREATIVE WRITING 3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is designed with students in creative writing through experience in three genres: short story, poetry, and plays. The course includes analysis of literary models (professional writings in each genre), individual and class criticism of work in a workshop mode, and lecture on and discussion of literary techniques in each genre. This course may be taken twice for credit or once in combination with English 15A and/or English 15B.

ENGW 410 FICTION WRITING WORKSHOP 3 UNITS
Prerequisite: Eligibility for ENGW 300.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is a creative writing course designed for students who wish to concentrate on fiction writing. Through lecture, discussion, assigned reading, writing exercises, short story or novel chapter writing, and critiques of student writing in a workshop mode, the students will examine critically the elements of literary creation. The students will keep a journal and prepare a portfolio of their work. This course may be taken twice for credit, but only once in combination with ENGW 400.

ENGW 420 POETRY WRITING WORKSHOP 3 UNITS
Prerequisite: Eligibility for ENGW 300.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is a creative writing course for students who wish to concentrate on poetry writing. Through lecture, discussion, assigned reading, writing exercises, poetry writing, and critiques of student writing in a workshop mode, the students will examine critically the elements of literary creation. The students will keep a journal and prepare a portfolio of their work. This course may be taken twice for credit, but only once in combination with ENGW 400.

ENGW 430 CREATIVE NON-FICTION WRITING WORKSHOP 3 UNITS
Prerequisite: Eligibility for ENGW 300. Grade of “C” or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is a creative writing course concentrating on the literary essay. The class focuses on constructive in-class analysis of personal essays written by students. Students will write and critically examine essays such as the memoir, autobiography, reflective, and philosophical that have a literary, stylistic component. The class will also emphasize multi-cultural, multi-generational, mythological, and ecological topics. Students will prepare a portfolio of completed work. This course may be taken twice for credit, but only once in combination with ENGW 400.

ENGW 452 COLLEGE LITERARY MAGAZINE 4 UNITS
Prerequisite: None
Advisory: Eligibility for ENGW 300. Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC; 54 hours LAB
This course provides instruction in techniques and experience in writing, editing, and structuring the college literary magazine. Students will write, select, and edit manuscripts in the genres of poetry, short fiction, and creative non-fiction. They will also assist in converting accepted manuscripts onto computer disks and in promoting the college literary magazine through various fundraising and advertising activities. Access is provided to computer, laser printer, and other production equipment. A campus literary reading will be presented. May be taken two times for credit.

ENGW 495 INDEPENDENT STUDIES IN ENGLISH - CREATIVE WRITING 1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ENGW 499 EXPERIMENTAL OFFERING IN ENGLISH - CREATIVE WRITING .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
English - Education (ENGED)

**ENGED 305  STRUCTURE OF ENGLISH  3 UNITS**
Prerequisite: ENGWR 300 with a grade of “C” or better
Course Transferable to CSU
Hours: 54 hours LEC
Designed for prospective teachers or those entering professions requiring strong written language skills, this course affords students the opportunity to study the history of English, traditional and transformational grammars, linguistics, standard usage, phonology, and orthography. Students will examine the development and structure of the English language, language acquisition, and the cultural and linguistic diversity represented by the students in the California public school system. They will also apply grammatical concepts as they meet the 2,000 word writing requirement.

**ENGED 320  SERVICE LEARNING: TUTORING ELEMENTARY STUDENTS IN READING  3 UNITS**
Prerequisite: ENGWR 101 with a grade of “C” or better; or placement through the assessment process.
Enrollment Limitation: Not open to students who have received credit for HCD 354.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course provides students opportunities to learn and practice basic methods of tutoring elementary children in reading. Students will meet on campus for the first part of the semester to be trained, and then will be assigned to a nearby elementary school where they will have in-depth practice tutoring elementary children who are reading below grade level. This course, which may be offered in conjunction with a non-profit organization such as SMART Kids, is one of the two required field experience courses for the CSUS Blended Teacher Preparation Program and may be taken twice for credit. Prior to beginning work in the schools, students may be required to be fingerprinted and pass a TB test.

**ENGED 495  INDEPENDENT STUDIES IN ENGLISH - EDUCATION  1-3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

**ENGED 499  EXPERIMENTAL OFFERING IN ENGLISH - EDUCATION  .5-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

English - Laboratory (ENLB)

**ENGLB 70  READING AND WRITING LABORATORY  .5-1 UNITS**
Prerequisite: None
Advisory: For students whose second language is English, completion of or concurrent enrollment in ESLW 310/ESLR 310 or above, or placement in an English course through the assessment process.
Hours: 54 hours LAB
This laboratory course provides assistance in reading and writing skills to students in all subject areas. Students may enter the course at any time during the first 12 weeks of the semester and earn either .5 or 1 unit. Students may repeat the course earning a maximum of six units. This course is graded on a credit/no credit basis. ENGLB 70 is recommended for students who are encountering difficulties in reading, writing, spelling, sentence structure, paragraph or essay structure, and who would benefit from individual tutoring/instructor assistance.

**ENGLB 71  READING AND WRITING ACROSS THE CURRICULUM  .25-1 UNITS**
Prerequisite: None
Hours: 13.5 - 54 hours LAB
Students receive individualized assistance with their reading and writing assignments across the disciplines. Students may enter the course at any time during the first 10 weeks of the semester and earn either .25, 0.5, or 1 unit. Students may repeat the course up to four times for credit. This course is graded on a credit/no credit basis.

English - Literature (ENLT)

**ENGLT 303  INTRODUCTION TO THE SHORT STORY  3 UNITS**
Prerequisite: Eligibility for ENGWR 300.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces students to the short story genre, and involves a close study of this genre’s role in literary history. Students will read, analyze, and discuss short stories by predominantly American and British authors, but include authors from other countries who have been significant to this genre. Thematic emphasis will focus on the connections between literature, culture, and human experience.

**ENGLT 309  BOOK LENGTH LITERATURE FOR GROUP DISCUSSION  1 UNIT**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC
Designed to introduce students to book length literature, this course will allow students to read, analyze, and discuss fiction and non-fiction works by a wide variety of authors. Using a seminar style, the class will meet approximately six times to explore the books. The instructor will select the first book, together, as a class, students will choose the remaining works for reading and discussion from an instructor approved list. This course may be taken twice for credit.

**ENGLT 310  ENGLISH LITERATURE  3 UNITS**
Prerequisite: ENGWR 101 with a grade of “C” or better; or placement into ENGWR 300 via the assessment process.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course surveys significant works of major British authors from the Bewolff epoch through Samuel Johnson, with consideration of the important aspects of British literary history. In this course, students will read and analyze numerous literary works relevant to literature as a whole and to British culture in particular, making connections between various literary periods.

**ENGLT 311  ENGLISH LITERATURE  3 UNITS**
Prerequisite: ENGWR 101 with a grade of “C” or better; or placement into ENGWR 300 via the assessment process.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course surveys significant works of British authors from the beginning of Romanticism in the Eighteenth Century to the Moderns and Post-Moderns of the Twentieth Century, with consideration of the important aspects of English literary history. In this course, students will read and analyze numerous literary works relevant to literature as a whole and to British culture in particular, making connections between various literary periods.

**ENGLT 320  AMERICAN LITERATURE  3 UNITS**
Prerequisite: Eligibility for ENGWR 300.
Course Transferable to UC/CSU
Hours: 54 hours LEC
Survey of the more representative works in American literature from the beginning through the Civil War.

**ENGLT 321  AMERICAN LITERATURE  3 UNITS**
Prerequisite: Eligibility for ENGWR 300.
Course Transferable to UC/CSU
Hours: 54 hours LEC
Students will survey the representative works in American Literature after the Civil War.

**ENGLT 339  POSTMODERN AMERICAN FICTION  3 UNITS**
Prerequisite: ENGWR 300 with a grade of “C” or better; or placement through the assessment process.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course analyzes American Fiction (1960-2000) that depicts postmodernism, the radical cultural and intellectual shift that has profoundly altered Western traditional thought and art. Students will gain a more critical awareness of the aesthetic, ideological, and philosophical issues of postmodernism, and understand how traditional assumptions about meaning-making were undermined by doubts about knowledge, perception, and identity. Students from various majors across the curriculum will have the opportunity to explore the important interconnections between literature, cultural studies, philosophy, art, art history, architectural studies, anthropology, sociology, psychology, and physics, all of which intersect in postmodern thought and fiction.
### ENGLT 340  WORLD LITERATURE  3 UNITS

Prerequisite: ENGW 101 with a grade of “C” or better; or placement into ENGW 300 via the assessment process.
Course Transferable to UC/CSU.
Hours: 54 hours LEC

This course involves a survey of significant masterpieces of Classical, Medieval, and Renaissance literature from the Hebrew Bible to John Milton’s Paradise Lost. Students will analyze numerous works of literature, comparing ideas across time, place, and culture and making connections between different literary works and between different literary periods.

### ENGLT 341  WORLD LITERATURE  3 UNITS

Prerequisite: ENGW 101 with a grade of “C” or better; or placement into ENGW 300 via the assessment process.
Course Transferable to UC/CSU.
Hours: 54 hours LEC

This course involves a survey of significant masterpieces of modern literature from the middle of the seventeenth century to the present. Students will analyze numerous works of literature, comparing ideas across time, place, and culture and making connections between different literary works and between different literary periods.

### ENGLT 345  MYTHOLOGIES OF THE WORLD  3 UNITS

Prerequisite: Eligibility for ENGW 300.
Course Transferable to UC/CSU.
Hours: 54 hours LEC

This course examines some of the myths underlying the western world view, and recognizes diversity and commonality in myths from Middle Eastern, Native North American, African, Asian, and South American cultures. Students analyze, contrast, and compare myths on topics including the goddess culture, creation, the hero’s journey, Judeo-Christian themes, the dying god, and psychological applications. From this process, they will gain an understanding of ethnocentrism, ethnicity and racism and the impact of these on the American experience.

### ENGLT 360  WOMEN IN LITERATURE  3 UNITS

Prerequisite: Eligibility for ENGW 300.
Course Transferable to UC/CSU.
Hours: 54 hours LEC

This course is designed for women and men who are interested in examining the roles women have occupied in literature, both as writers and as protagonists. Emphasis will be placed on literature that develops protagonists and explores literary themes that focus on women’s experiences in childhood, adolescence, marriage, childbirth and child rearing, death, love, dependence, independence, and their own creativity. Female authors and protagonists from Western, Eastern, and Third World countries will be included. Male authors may also be included. Over the course of the semester, students will examine issues of ethnicity, ethnocentrism, racism, ageism, classism, gender inequality, and religious differences that are raised in the literature under discussion. In order to develop a sense of cultural tolerance to such issues, the literature will include a variety of genres, such as short stories, novels, plays, and poetry, the emphasis to be determined by the instructor.

### ENGLT 370  CHILDREN AND LITERATURE  3 UNITS

Prerequisite: None.
Course Transferable to CSU.
Hours: 54 hours LEC

This course is designed primarily for parents, prospective teachers, nursery school workers and those in frequent contact with children and interested in literature written for children. Topics include wide reading of historical and contemporary children’s literature, criteria for selection, and practice in storytelling and oral reading.

### ENGLT 381  SHAKESPEARE: FROM THE PAGE TO THE STAGE  1.5 UNITS

Prerequisite: None.
Advisory: ENGW 300.
Course Transferable to CSU.
Hours: 27 hours LEC

Students read and analyze two Shakespeare plays and then see these plays in repertory production at a Shakespeare festival. Class meets for four general class sessions over one month, and then travels to the multi-day festival to view the plays in production. Follow-up activities include backstage discussions with the directors and actors, and post-play discussions and class meetings. Information about ticket purchase, transportation and lodging will be available at the first class meeting.

### ENGLT 402  INTRODUCTION TO SHAKESPEARE AND FILM  3 UNITS

Prerequisite: Eligibility for ENGW 300.
Course Transferable to UC/CSU.
Hours: 54 hours LEC

In this course, students will draw connections between traditional and contemporary literary genres as they read William Shakespeare’s plays and critically analyze film versions of these plays. Students will read and analyze a selection of Shakespeare’s histories, comedies, tragedies, and romances in the context of Elizabethan drama. Then they will view a variety of cinematic interpretations of these plays and compare and contrast such elements as plot, character, theme, staging, and critical and directorial interpretation.

### ENGLT 495  INDEPENDENT STUDIES IN ENGLISH - LITERATURE  1-3 UNITS

Prerequisite: None.
Course Transferable to CSU.
Hours: 18 hours LEC  ; 54 hours LAB

### ENGLT 499  EXPERIMENTAL OFFERING IN ENGLISH - LITERATURE  .5-4 UNITS

Prerequisite: None.
Course Transferable to CSU.
Hours: 18 hours LEC  ; 54 hours LAB

---

**INDIVIDUALIZED ENGLISH INSTRUCTION AT THE FOLSOM CAMPUS AND EL DORADO CENTER**

You can improve your English skills in a comfortable, supportive environment. The Reading and Writing Center in Cypress Hall room FL2-239 at the Folsom campus (FLC) and the English Center in room C-213 at the El Dorado Center (EDC) in Placerville offer innovative and quality instruction for all reading and writing levels, from basic through advanced. Individualized instruction and self-paced programs in spelling, vocabulary, reading, and sentence structure are available at one or both of the Centers; all classes are graded Credit/No Credit. You earn class credit by completing a specified number of lecture or laboratory hours.

**To Take An Individualized Class:**
1. Sign up for the classes you want using the course codes for the specific location.
2. Go to the FLC Reading and Writing Center or the EDC English Center during their regularly scheduled semester hours, and see an English professor or instructional assistant for more information about getting started with your individualized instruction.

---

**THE FLC READING, WRITING, AND MATH CENTER**
Call Debora Larry Kearney at 916-608-6517

**THE EDC ENGLISH CENTER**
Call Kathy Leland at 530-642-5686
ENGRD 13  READING CENTER: BASIC READING SKILLS  .5-3 UNITS
Prerequisite: None
Hours: 54 hours LAB
Individualized instruction modules at all skill levels designed to help the student acquire or improve reading skills in specific areas. Course offerings vary, depending upon the student's needs and abilities. A partial list includes the following: comprehension (all levels), vocabulary development (all levels), speed reading, critical reading, textbook reading, study skills, spelling improvement, tutor training. Credit/no credit. Reading modules may not be repeated for credit and are not substitutes for ENGRD 14, 15, 16, 112, or for any of the ESL courses. Students may register up to the 12th week of the semester. Scheduling is flexible and may be agreed upon by the student and staff. A maximum of six units may be earned.

ENGRD 14  READING SKILLS  3 UNITS
Prerequisite: ENGRD 14 or equivalent skills demonstrated through the assessment process. Grade of "C" or better required to meet prerequisite.
Advisory: Concurrent enrollment in ENGLB 70.
Hours: 54 hours LEC
This reading course is designed to help students master the foundations of reading skill: word attack, vocabulary, development and basic comprehension. This course may be taken two times for credit with the recommendation of the instructor. Students are strongly encouraged to enroll in ENGLB 70 for access to individualized help in the Reading and Writing Center.

ENGRD 15  BASIC READING SKILLS  3 UNITS
Prerequisite: ENGRD 14 or equivalent skills demonstrated through the assessment process. Grade of "C" or better required to meet prerequisite.
Advisory: Concurrent enrollment in ENGLB 70.
Hours: 54 hours LEC
This reading course is designed to help students master basic, pre-collegiate reading skills by developing vocabulary, literal and inferential comprehension, textbook reading techniques, and study skills and by reading for pleasure. Students may become more efficient readers by learning to vary rate and comprehension depending upon purpose for reading. This course may be taken two times for credit with the recommendation of the instructor. Students are encouraged to enroll in ENGLB 70 for access to individualized help in the Reading and Writing Center.

ENGRD 16  EFFICIENT READING  3 UNITS
Prerequisite: ENGRD 15 or equivalent skills demonstrated through the assessment process. Grade of "C" or better required to meet prerequisite.
Advisory: Concurrent enrollment in ENGWR 51 and ENGLB 70.
Hours: 54 hours LEC
This reading course is designed to help students prepare for college level reading by refining vocabulary, literal and inferential comprehension skills, textbook reading techniques, and study skills and by reading for pleasure. Efficiency is gained by learning to vary rate and comprehension depending upon purposes for reading. This course may be taken two times for credit with the recommendation of the instructor. Students are encouraged to enroll in ENGLB 70 for access to individualized help in the Reading and Writing Center.

ENGRD 110  COMPREHENSION STRATEGIES AND VOCABULARY DEVELOPMENT FOR COLLEGE  3 UNITS
Prerequisite: ENGRD 13 with a grade of "C" or better, or placement through the assessment process.
Advisory: ENGLB 71
Hours: 54 hours LEC
This course is designed to help students prepare for college level reading. Areas of concentration include vocabulary development, literal and inferential comprehension skills, textbook reading techniques, study skills, and reading for pleasure. Students will become more efficient readers by learning to vary reading rate depending upon their purposes for reading. Enrollment in Englb 71 or Engl 13 is recommended for additional individualized help.

ENGRD 299  EXPERIMENTAL OFFERING IN ENGLISH - READING  .5-4 UNITS
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ENGRD 310  PROSE ANALYSIS AND INTERPRETATION  3 UNITS
Prerequisite: ENGRD 110 or ESLR 320 with a grade of "C" or better, or placement through the assessment process.
Advisory: ENGLB 71 or ENGRD 13
Course Transferable to CSU
Hours: 54 hours LEC
This course covers the theory and practice of critical and speed reading skills and strategies required for proficient and effective reading of college level reading materials. The class focuses on the following skills: critical and analytical evaluation of college level essays, vocabulary development, proficient comprehension skills, development of flexible reading rate and speed, and the application of these skills in reading textbooks, fiction, and non-fiction materials. One or more hours per week may be required in the Reading/ Writing Center or English Center.

ENGWR 41  WRITING SKILLS  4 UNITS
Prerequisite: None
Hours: 72 hours LEC
This writing course, designed to prepare the student for ENGWR 51, will focus on reading and writing as integrally related skills. Students will study and practice such things as reading comprehension, the writing process, critical thinking, and creating clear and correct sentences as they develop the skills necessary to write a variety of focused, developed, organized paragraphs and/or short essays. Students will be responsible for writing at least eight full-process paragraphs/essays. This course may be taken two times for credit. It may include a departmental final.

ENGWR 42  SPELLING  1 UNIT
Prerequisite: None
Hours: 18 hours LEC
This course consists of phonetic principles and basic spelling rules with intensive practice in their application. A unit of credit is awarded for each 18 hours of instruction. This course is graded on a credit/no credit basis. ENGWR 42 may be taken two times for credit.

ENGWR 44  BASICS OF SENTENCE STRUCTURE  1.5 UNITS
Prerequisite: None
Hours: 27 hours LEC
This course offers training in grammar, sentence building, correct usage, and punctuation. Recommended for students who wish to review basic principles of standard English as preparation or reinforcement for ENGWR 101 or ENGWR 300. Graded on a credit/no credit basis. May be taken two times for credit.

ENGWR 45  BASICS OF VOCABULARY  1.5 UNITS
Prerequisite: None
Hours: 27 hours LEC
This course is for vocabulary improvement, specializing in the study of prefixes and other word parts. Graded on a credit/no credit basis. May be taken two times for credit with the recommendation of the instructor.

ENGWR 51  DEVELOPMENTAL WRITING  4 UNITS
Prerequisite: ENGWR 41 with grade of "C" or better required to meet prerequisite, or equivalent skills demonstrated through the assessment process.
Hours: 72 hours LEC
This writing course, designed to prepare students for ENGWR 101, will focus on reading and writing as integrally related skills. Students will study and practice reading comprehension, the writing process, critical thinking, and creating clear and correct sentences as they develop skills necessary to write a variety of focused, developed, organized paragraphs and essays. Students will be responsible for writing at least six full-process essays. This course may be taken two times for credit. It may include a departmental final.

ENGWR 101  COLLEGE WRITING  4 UNITS
Prerequisite: ENGWR 51, or ESLR 320, or equivalent skills demonstrated through the assessment process. Grade of "C" or better required to meet prerequisite.
Hours: 72 hours LEC
This writing course, designed to meet writing proficiency requirements for graduation and to prepare the student for ENGWR 300, will focus on reading and writing as integrally related skills. Students will study and practice such things as the writing process, summarizing, critical thinking, creating clear/varied correct sentences and incorporating sources as they develop the skills necessary to write a variety of focused, developed, organized essays. Students will be responsible for writing at least six full-process essays (500 word minimum). This course may be taken two times for credit. The course includes a departmental final.
ENGWR 103 PRACTICAL COMMUNICATION 3 UNITS
Prerequisite: ENGWR 51, or ESLW 320 and ESLR 320, or equivalent skills demonstrated through the assessment process. Grade of "C" or better required to meet prerequisite.
Hours: 54 hours LEC
The course provides instruction in analyzing and writing technical communication and reports, the techniques of which can be used for career and/or college work. Grammar instruction will be directed to help the student write concise and direct sentences, the type needed for technical communication. The course is designed to meet the writing competency requirement for graduation or to prepare students for ENGWR 300. This course may be taken two times for credit with the recommendation of the instructor.

ENGWR 104 EXPERIMENTAL OFFERING IN ENGLISH - WRITING .5-4 UNITS
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ENGWR 105 COLLEGE COMPOSITION 3 UNITS
Prerequisite: ENGWR 101 with a grade of "C" or better, or placement through the assessment process.
Course Transferable to UC/CSU
Hours: 54 hours LEC
Instruction in critical thinking, reading and writing. The course is designed to help the student demonstrate, in both argumentative and expository prose, critical thinking, clear organization, precise diction, and appropriate style. Throughout the course, fluency and correctness are emphasized.

ENGWR 106 COLLEGE COMPOSITION AND LITERATURE 3 UNITS
Prerequisite: ENGWR 300 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course offers study and practice in critical reading of and analytical writing about literature. Students read fiction, poetry, drama, nonfiction, and criticism from diverse cultural sources and perspectives. With a minimum of six critical essays totaling 8000 words, and the use of relevant external sources, students analyze, criticize, advocate ideas, reason inductively and deductively, and reach evaluative conclusions based on evidence and sound inferences derived from their close readings of literary texts.

ENGWR 107 ADVANCED COMPOSITION AND CRITICAL THINKING 3 UNITS
Prerequisite: ENGWR 300 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is designed for students who have had ENGWR 300 and who desire further instruction in the techniques of effective critical thinking as expressed in written argument and by the major principles of advanced composition and rhetoric.

ENGWR 108 WRITING FOR PUBLICATION 3 UNITS
Prerequisite: ENGWR 300. Grade of "C" or better required to meet prerequisite.
Course Transferable to CU
Hours: 54 hours LEC
This is an introductory course in writing nonfiction for publication. Emphasis will be on developing a saleable magazine article: finding ideas; analyzing magazines; writing a query letter; researching and interviewing; organizing, writing and illustrating an article. Individual and class criticism of student work will be featured.

ENGWR 299 EXPERIMENTAL OFFERING IN ENGLISH - WRITING .5-4 UNITS
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ENGWR 300 COLLEGE COMPOSITION 3 UNITS
Prerequisite: ENGWR 101 with a grade of "C" or better, or placement through the assessment process.
Course Transferable to UC/CSU
Hours: 54 hours LEC

ENGWR 301 COLLEGE COMPOSITION AND LITERATURE 3 UNITS
Prerequisite: ENGWR 300 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course offers study and practice in critical reading of and analytical writing about literature. Students read fiction, poetry, drama, nonfiction, and criticism from diverse cultural sources and perspectives. With a minimum of six critical essays totaling 8000 words, and the use of relevant external sources, students analyze, criticize, advocate ideas, reason inductively and deductively, and reach evaluative conclusions based on evidence and sound inferences derived from their close readings of literary texts.

ENGWR 302 ADVANCED COMPOSITION AND CRITICAL THINKING 3 UNITS
Prerequisite: ENGWR 300 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is designed for students who have had ENGWR 300 and who desire further instruction in the techniques of effective critical thinking as expressed in written argument and by the major principles of advanced composition and rhetoric.

ENGWR 303 WRITING FOR PUBLICATION 3 UNITS
Prerequisite: ENGWR 300. Grade of "C" or better required to meet prerequisite.
Course Transferable to CU
Hours: 54 hours LEC

ENGWR 331 WRITING FOR PUBLICATION 3 UNITS
Prerequisite: ENGWR 300. Grade of "C" or better required to meet prerequisite.
Advisory: ENGWR 330.
Course Transferable to CSU
Hours: 54 hours LEC
This course offers a marketing approach to selling nonfiction writing. The course surveys consumer, general interest and specialty magazines, including trade journals, company publications, regional magazines and local markets. Activities will include the following: reporting on magazine categories; analysis of a variety of magazine article styles and types; writing and sending articles to the marketplace; individual and class criticism of student manuscripts. Emphasis will be placed on increasing freelance writing publication. The course may be taken two times for credit, with the understanding that many universities and four-year colleges place a nine-unit limit on transfer credit from advanced composition courses (ENGWR 330, 331 and ENGCW 400).

ENGWR 495 INDEPENDENT STUDIES IN ENGLISH - WRITING 1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ENGWR 499 EXPERIMENTAL OFFERING IN ENGLISH - WRITING .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Folsom Lake College English Sequence

**Composition**

- ENGWR 44
  (Individualized Instruction)
  Basics of Sentence Structure

- ENGWR 41^
  Writing Skills

- ENGWR 51^
  Developmental Writing

- ENGWR 101^
  College Writing

- ENGWR 300^
  College Composition

- ENGWR 301
  College Comp. & Literature

- ENGWR 302
  Advanced Comp. & Critical Thinking

**Individualized Instruction**

- ENGWR 42
  Spelling

- ENGWR 45
  Vocabulary

- ENGLB 71
  Reading & Writing Across the Curriculum
  (supplement to any English course)

**Reading**

- ENGRD 16
  Efficient Reading

- ENGRD 110^
  Comprehension Strategies & Vocabulary
  Development for College

- ENGRD 310^
  Prose Analysis and Interpretation

**Education Classes**

- ENGED 305
  Structure of English

- ENGED 320
  Service Learning: Tutoring Elementary
  Students in Reading

**Literature Classes**

- ENGLT 303
  Intro to the Short Story

- ENGLT 309
  Lit for Group Discussion

- ENGLT 310/311
  English Lit

- ENGLT 320/321
  American Lit

- ENGLT 3340/341
  World Lit

- ENGLT 345
  Myth of the World

- ENGLT 360
  Women in Lit

- ENGLT 370
  Children in Lit

- ENGLT 402
  Intro to Shakespeare & Film

**Creative Writing Classes**

- ENGCW 400
  Creative Writing

- ENGCW 410
  Fiction Writing Workshop

- ENGCW 420
  Poetry Writing Workshop

- ENGCW 430
  Creative Non-Fiction Writing Workshop

- ENGCW 452
  College Literary Magazine

**KEY:**

^
Eligibility is determined by Assessment process

Speak with a Counselor for the latest transfer information

All Creative Writing courses and Literature classes (except
ENGLT 370 and ENGED 320) have eligibility for ENGWR 300
as a prerequisite.
English as a Second Language (ESL)

ESL 90 LANGUAGE SKILLS LABORATORY .5-1 UNITS
Prerequisite: None
Hours: 54 hours LAB
This is an intensive course in American English speech and pronunciation skills. It is designed to enable students to focus on specific English language skills through interaction with tutors, faculty, and computer software programs. The course is recommended for ESL students at any level who need further, focused attention to very specific skills including, but not limited to pronunciation, grammar, vocabulary development and spelling. Students may enter the course at any time during the first nine weeks of the semester and earn either .5 or 1 unit. For each semester of enrollment, a specific study plan will be developed by faculty in consultation with the students. Students may repeat the course, earning a maximum of six units. This course is graded on a credit/no credit basis.

ESL 299 EXPERIMENTAL OFFERING IN ENGLISH AS A SECOND LANGUAGE .5-4 UNITS
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ESL - Grammar (ESLG)

ESLG 50 INTERMEDIATE-MID GRAMMAR 4 UNITS
Prerequisite: ESLW 40 with a grade of "C" or better; or placement through the assessment process. Advisory: ESLR 50 and ESLW 50, or placement through the assessment process.
Hours: 72 hours LEC
This course concentrates on the fundamental grammatical structures of English. Students will develop skill and accuracy in using grammatical structures in appropriate contexts. There will be opportunity for oral and written practice with an emphasis on sentence structure and verb tenses.

ESLG 57 INTERMEDIATE-MID ENGLISH GRAMMAR 3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course is designed to provide intermediate students with an intensive overview of English grammar and syntax including sentence building, correct usage and punctuation. Students will analyze native speaker texts and demonstrate ability to control target forms in their own writing. Recommended for students in ESLW 50 or 310 who wish to reinforce their control of English grammar and sentence structure.

ESLG 86 VERB TENSE AND ASPECT 2 UNITS
Prerequisite: Eligibility is determined by the assessment process, or completion of ESLW 40 with a grade of "C" or better.
Hours: 36 hours LEC
This 2-unit elective course provides an overview of the English verb system. Students will learn the 12 active voice verb structures and their meanings. Intensive practice will be given in choosing appropriate verb "tenses" for different purposes. Students will also learn how various kinds of verbs affect sentence structure.

ESLG 310 INTERMEDIATE-HIGH GRAMMAR 4 UNITS
Prerequisite: Eligibility is determined by the assessment process, or completion of ESLG 57 with a grade of "C" or better. Advisory: ESLW 310, and ESLR 310, or other ESL courses at the appropriate level.
Hours: 72 hours LEC
This course focuses on further practice of the forms, meanings, and usage of grammatical structures of English at the intermediate-high level. Verbal practice in class reinforces the structures studied.

ESL - Listening (ESLL)

ESL 20 NOVICE LISTENING AND SPEAKING 4 UNITS
Prerequisite: None
Corequisite: ESL 90, with a grade of "C" or better.
Advisory: ESLR 20 and ESLW 20.
Hours: 72 hours LEC
This is a course in listening comprehension and basic conversation for non-native English speakers at the novice level. Students will develop the skills required for basic communication, such as dates, time, weather, food, family etc. Students will learn the sounds of English and be introduced to the stress and intonation patterns of American English. Communication will be comprehensible to a sympathetic listener accustomed to interacting with non-native speakers.

ESL 30 NOVICE-HIGH LISTENING AND SPEAKING 4 UNITS
Prerequisite: Completion of ESL 20 with a grade of "C" or better, or placement through the assessment process.
Corequisite: ESL 90.
Advisory: ESLR 30 and ESLW 30 with a grade of "C" or better.
Hours: 72 hours LEC
This is a course in listening comprehension and practical conversation for non-native English speakers who plan to take college courses. Students will learn to recognize and produce the sounds in American English, stress, rhythm, and intonation patterns.

ESL 40 INTERMEDIATE-LOW LISTENING AND SPEAKING 4 UNITS
Prerequisite: Completion of ESL 30 with a grade of "C" or better, or placement through the assessment process.
Corequisite: ESL 90.
Advisory: ESLR 40 (Intermediate-Low Reading) and ESLW 40 (Intermediate-Low Writing).
Hours: 72 hours LEC
This is a course in listening comprehension and conversation for non-native English speakers at the intermediate level. Students will focus on developing phrases and sentences to communicate their ideas in familiar situations. The course includes: group and individual listening and speaking activities, an overview of American English sounds, and practice in stress, rhythm, and intonation.
ESL 50  INTERMEDIATE-MID LISTENING AND SPEAKING  4 UNITS  
Prerequisite: Completion of ESL 40 with a grade of "C" or better or placement through the assessment process.  
Corequisite: ESL 90.  
Advisory: ESLG 320 and ESLW 320, or other ESL courses at the appropriate level.  
Hours: 72 hours LEC  
Course Transferable to CSU  
Prerequisite: Completion of ESL 40 with a grade of "C" or better, or placement through the assessment process.  
Corequisite: ESL 90.  
Advisory: ESL 40 and ESLW 40.  
Hours: 72 hours LEC  
This is a course for non-native English speakers at the intermediate-low level. This course focuses on developing reading skills with an emphasis on building vocabulary, literal comprehension, and fluency. Students will discuss and write about readings.

ESL 299  EXPERIMENTAL OFFERING IN ENGLISH AS A SECOND LANGUAGE - LISTENING  .5-4 UNITS  
Prerequisite: None  
Hours: 18 hours LEC ; 54 hours LAB  
This course is designed for students who need to improve their pronunciation. It offers intensive practice in the pronunciation and recognition of American English sounds. Students will be introduced to American English sounds with emphasis on understanding and producing stress, rhythm, and intonation patterns to communicate effectively.

ESL 20  NOVICE READING  4 UNITS  
Prerequisite: None  
Corequisite: ESL 90.  
Hours: 72 hours LEC  
This is a reading course for non-native English speakers at the novice level. It will enable students to progress from writing simple sentences to writing narrative and descriptive paragraphs on topics related to their everyday life and experience.

ESLW 20  NOVICE WRITING  4 UNITS  
Prerequisite: Advise adult school before taking ESLW 20.  
Corequisite: ESL 90.  
Advisory: ESL 20 and ESLW 20.  
Hours: 72 hours LEC  
This is a writing course for non-native English speakers at the novice level. This course is an introduction to writing in English. Students write about familiar topics focusing on the structure of English sentences including parts of speech and word order. Emphasis is on the production of clear, basic written sentences using common everyday vocabulary. Question formation is also demonstrated and practiced. By the end of the semester, students will be able to write simple sentences using correct grammar.  

ESLR 310  INTERMEDIATE-HIGH LISTENING AND SPEAKING  4 UNITS  
Prerequisite: Completion of ESL 50 with a grade of "C" or better, or placement through the assessment process.  
Corequisite: Concurrent enrollment in an ESL Reading and Writing course at the student's assessed level.  
Course Transferable to CSU  
Hours: 72 hours LEC  
This is a reading course for non-native English speakers at the intermediate-high level designed to further practice and develop listening and speaking for academic purposes, including comprehension of lectures, note-taking, and classroom discussion. This course covers a review of American English sounds with emphasis on understanding and producing stress, rhythm, and intonation patterns to communicate effectively.

ESLR 320  ADVANCED-LOW READING  4 UNITS  
Prerequisite: Completion of ESL 310 with a grade of "C" or better, or placement through the assessment process.  
Corequisite: ESL 90 (Language Skills Laboratory).  
ESLG 57 (Intermediate-Mid English Grammar), ESLW 50 (Intermediate-Mid Listening and Speaking), and ESLW 50 (Intermediate-Mid Writing).  
Course Transferable to CSU  
Hours: 72 hours LEC  
This course focuses on the introduction of academic reading skills, with an emphasis on vocabulary development, literal comprehension, and dictionary skills. Students practice critical thinking skills to understand, analyze, discuss, and write responses to ideas expressed in reading.

ESLR 30  NOVICE-HIGH READING  4 UNITS  
Prerequisite: Completion of ESL 30 with a grade of "C" or better, or placement through the assessment process.  
Corequisite: Concurrent enrollment in an ESL Reading and Writing course at the student's assessed level.  
Course Transferable to CSU  
Hours: 72 hours LEC  
This is a reading course for non-native English speakers at the novice-high level. This course focuses on reading skills with an emphasis on building vocabulary, literal comprehension, and fluency. Students will discuss and write about readings.

ESLR 300  EXPERIMENTAL OFFERING IN ENGLISH AS A SECOND LANGUAGE - READING  .5-4 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  
This course is designed for students who need to improve their pronunciation. It offers intensive practice in the pronunciation and recognition of American English sounds. Students will be introduced to American English sounds with emphasis on understanding and producing stress, rhythm, and intonation patterns to communicate effectively.

ESLR 40  INTERMEDIATE-LOW READING  4 UNITS  
Prerequisite: Completion of ESL 30 with a grade of "C" or better, or placement through the assessment process.  
Corequisite: Concurrent enrollment in an ESL Reading and Writing course at the student's assessed level.  
Course Transferable to CSU  
Hours: 72 hours LEC  
This is a reading course for non-native English speakers at the intermediate-low level. This course focuses on developing reading skills with an emphasis on building vocabulary, literal comprehension, and fluency. Students will discuss and write about readings.

ESLR 499  EXPERIMENTAL OFFERING IN ENGLISH AS A SECOND LANGUAGE - READING  .5-4 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  
This course is designed for students who need to improve their pronunciation. It offers intensive practice in the pronunciation and recognition of American English sounds. Students will be introduced to American English sounds with emphasis on understanding and producing stress, rhythm, and intonation patterns to communicate effectively.
ESLW 40   INTERMEDIATE-LOW WRITING   4 UNITS
Prerequisite: Completion of ESLW 30 with a grade of "C" or better, or placement through the assessment process.
Corequisite: ESL 90.
Hours: 72 hours LEC
This is a course for non-native speakers of English at the intermediate-low level which focuses on writing paragraphs with a clear beginning, middle, and end while developing correct sentence structure. Students learn to use critical thinking skills and correct grammar in their writing. By the end of the semester, students are able to write multiple paragraphs.

ESLW 50   INTERMEDIATE-MID WRITING   4 UNITS
Prerequisite: Completion of ESLW 40 with a grade of "C" or better or placement through the assessment process.
Corequisite: ESL 90.
Advisory: ESLG 57, ESLL 50, and ESLR 50.
Hours: 72 hours LEC
In this course students will learn techniques essential to essay writing. They will continue to develop sentence structure in longer pieces of writing.

ESLW 85   PARTS OF SPEECH   2 UNITS
Prerequisite: Eligibility is determined by the assessment process, or completion of ESLW 40 with a grade of "C" or better.
Hours: 36 hours LEC
This elective course covers the most important parts of speech in English. Students will learn to identify and use nouns, pronouns, adjectives, adverbs, verbs, prepositions, and conjunctions in basic sentences. This course may be taken two times for credit.

ESLW 86   SPELLING   2 UNITS
Prerequisite: Eligibility is determined by the assessment process, or completion of ESLR 40 with a grade of "C" or better.
Hours: 36 hours LEC
This elective course is designed for students who need to improve their spelling. It includes an introduction to the basic spelling rules and patterns of English. Students will also learn homophones, suffixes, and plurals. Students will develop competence in the ability to spell. This course may be taken two times for credit.

ESLW 310   INTERMEDIATE-HIGH WRITING   4 UNITS
Prerequisite: Completion of ESLW 50 with a grade of "C" or better or placement through the assessment process.
Course Transferable to CSU
Hours: 72 hours LEC
In this course students will continue to develop their ability to respond to a variety of essay assignments. They will practice critical thinking skills through class discussion and written response to readings and prompts. They will refine their ability to control a range of sentence structures.

ESLW 320   ADVANCED-LOW WRITING   4 UNITS
Prerequisite: Completion of ESLW 310 with a grade of "C" or better, or placement through the assessment process.
Course Transferable to CSU
Hours: 72 hours LEC
In this course students will use critical thinking skills and the writing process to produce a variety of focused, developed and organized essays. The course emphasizes sentence variety and the mechanics of English in the context of the essay. Essays will incorporate outside sources as well as personal experience.

ESLW 499   EXPERIMENTAL OFFERING IN ENGLISH AS A SECOND LANGUAGE - WRITING   .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Environmental Technology

Folsom Lake College offers limited coursework in Environmental Technology (ENVT). These courses are designed to provide basic information to students interested in environmental protection, regulatory compliance and workplace safety and health applications. Students may also transfer to Cosumnes River College to earn a degree in Environmental Technology. Graduates may be employed by businesses and governmental agencies that require a knowledge of techniques for storage, treatment, transport and disposal of hazardous materials, a basic understanding of the chemical and biological phenomena which underlie environmental protection, and an understanding of environmental health and safety. Technicians may be employed in remediation, monitoring, compliance or environmental information applications.

Career Options
Engineering/Consulting Firms; Governmental Compliance Agencies; Solid Waste Disposal Landfills; Agricultural Chemical Manufacture & Application Firms; Analytical Laboratories; Treatment, Storage, Disposal Facilities; Warehouse-Transportation Systems; Electronics Semiconductor Industry; Workplace Health and Safety Support; Energy & Environmental Audit/Inventories

Many career options require a B.S. degree. Classes beyond the associate degree may be required to fulfill some career options or for preparation for transfer to a university program.

Highlights
* A “hands-on” program providing a firm foundation in all areas of hazardous materials handling
* Broad-based field with applications ranging from recordkeeping to pollution cleanup to emergency response

Environmental Technology (ENVT)

ENVT 304  ENVIRONMENTAL BIOLOGY  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course presents an overview of ecosystems and natural resources. Major topics include ecological principles, ecosystem functioning, conservation biology, resource use and management, pollution and other human-caused environmental impacts. This course provides the background needed to understand major global and regional issues such as acid rain, global warming, hazardous waste disposal, deforestation and endangered species recovery. ENVT 304 is especially useful for Environmental Technology, Environmental Sciences, Ecology, Recreation, Education and Political Science majors. Field trips, attendance at public meetings and/or a semester project may be required. This course is the same as BIOL 350, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

ENVT 305  WATER RESOURCES  4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC ; 54 hours LAB
This course provides an overview of water resources including aspects of the chemistry, geography, and biology of aquatic systems. Water laws and the ecotoxicology of water resources will also be discussed. Students will learn to use basic sampling and analysis methods to assess water resources. Students will be expected to conduct lab work, some of which may be outdoors. The class is useful for students interested in Environmental Science, Environmental Technology, Geography, Natural Resource Management, and Biology. This class is not intended for students training as water treatment plant operators.

ENVT 305.1  FUNDAMENTALS OF WATER RESOURCES  1 UNIT
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC
This course provides an overview of water resources including aspects of the chemistry, geography, and biology of aquatic systems. Topics include hydrologic cycle, ocean resources, freshwater systems, and groundwater. Water laws and regulations are also discussed. The class is useful for students interested in Environmental Science, Environmental Technology, Geography, Natural Resource Management, and Biology. (The class is not intended for students training as water treatment plant operators.)

ENVT 350.1  GROUNDWATER RESOURCES  1.5 UNITS
Prerequisite: None
Course Transferable to CSU
Advisory: ENVT 350.1
Hours: 18 hours LEC ; 27 hours LAB
This course provides an overview of groundwater resources. The structure of aquifers including groundwater recharge, storage, and flow is discussed. Students will analyze the impacts of groundwater withdrawal and contamination. Students will learn to use basic sampling and analysis methods used to assess groundwater systems. The remediation of contaminated groundwater will be discussed. Students will be expected to conduct lab work; some of which may be outdoors. The class is useful for students interested in Environmental Science, Environmental Technology, Geography, Natural Resource Management, and Biology.

ENVT 350.2  GROUNDWATER RESOURCES  1.5 UNITS
Prerequisite: None
Course Transferable to CSU
Advisory: ENVT 350.1
Hours: 18 hours LEC ; 27 hours LAB
This course provides an overview of groundwater resources. The structure of aquifers including groundwater recharge, storage, and flow is discussed. Students will analyze the impacts of groundwater withdrawal and contamination. Students will learn to use basic sampling and analysis methods used to assess groundwater systems. The remediation of contaminated groundwater will be discussed. Students will be expected to conduct lab work; some of which may be outdoors. The class is useful for students interested in Environmental Science, Environmental Technology, Geography, Natural Resource Management, and Biology.

ENVT 350.3  SURFACE FRESHWATER RESOURCES  1.5 UNITS
Prerequisite: None
Course Transferable to CSU
Advisory: ENVT 350.1
Hours: 18 hours LEC ; 27 hours LAB
This course provides an overview of surface water resources including lakes, streams, and wetlands. The general characteristics of these ecosystems will be discussed with an emphasis on the biology of these systems. Students will learn to use basic sampling and analysis methods used to assess freshwater systems. The ecotoxicology and clean up of contaminated surface water will be discussed. Students will be expected to conduct lab work, some of which may be outdoors. The class is useful for students interested in Environmental Science, Environmental Technology, Geography, Natural Resource Management, and Biology.

ENVT 351  MATH FOR WATER AND WASTEWATER OPERATORS  3 UNITS
Prerequisite: None.
Advisory: CHEM 305 and MATH 120
Course Transferable to CSU
Hours: 54 hours lecture
Description: This course provides an introduction to wastewater and water mathematic functions. Topics covered include general math, including significant figures and proper rounding, applicable algebraic and geometry equations, unit analysis, volume, flow, pressure, conversions, solution strengths, and applicable laboratory and chemistry equations used in water and wastewater treatment operations. Field trips may be required.

ENVT 352  WATER RESOURCE MANAGEMENT  1.5 UNITS
Prerequisite: None
Advisory: ENVT 350.1
Course Transferable to CSU
Hours: 18 hours LEC ; 27 hours LAB
This course provides an overview of managing potable and waste water supply with respect to use. Topics include water resource demand, the soil/water relationship and water quality. Water treatment laws and regulation will also be discussed. Students learn the basic sampling and analysis methods to assess quality and application issues. Students are expected to conduct lab work, some of which will be outdoors. This class is useful for students interested in Environmental Science or Technology, Natural Resource Management and Biology. This class is not intended for students training as water treatment plant operators.

ENVT 353  SCIENCE FOR WATER AND WASTEWATER OPERATORS  4 UNITS
Prerequisite: None.
Advisory: ENVT 351
Hours: 54 hours lecture, 54 hours laboratory
Description: This course will cover three topic areas, Biology, Chemistry, and Physics as they apply to operation, maintenance, and management of water and wastewater facilities. The course is intended to provide the student with a fundamental understanding of the sciences underlying studies of water and wastewater conveyance and treatment. Field trips may be required.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisites</th>
<th>Hours</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENVT 354</td>
<td>WASTE WATER MANAGEMENT: BASIC INSTRUMENTATION AND ELECTRICAL CONTROLS</td>
<td>4</td>
<td>None.</td>
<td>54 lecture, 54 laboratory</td>
<td>Description: This course is an introduction to power and control circuits and devices used with water and wastewater distribution and treatment systems. Units of instruction include a study of electron theory, magnetism, induction, alternating current, direct current, resistance and capacitance. Practice using electrical meters and test instruments in laboratory classes along with related safety practices will also be covered. Field trips may be required.</td>
</tr>
<tr>
<td>ENVT 355</td>
<td>INTRODUCTION TO WATER, WASTEWATER AND RECYCLED WATER MANAGEMENT</td>
<td>3</td>
<td>None.</td>
<td>54 lecture</td>
<td>Description: This course provides an introduction to water, wastewater, and recycled water management. Topics covered include history of water supply and treatment, wastewater collection and treatment, and recycling water in the world and in the United States; and an overview of the State and federal regulations governing water supply, wastewater treatment and recycled water use, including permitting requirements and operator certification program. This course provides an introduction to managing water and wastewater systems. Field trips may be required.</td>
</tr>
<tr>
<td>ENVT 356</td>
<td>WASTEWATER OPERATIONS AND MAINTENANCE I</td>
<td>3</td>
<td>None.</td>
<td>54 lecture</td>
<td>Description: This course provides an introduction to wastewater operations and maintenance. Topics covered include responsibilities of the plant operator, water treatment and wastes, wastewater treatment facilities, preliminary treatment operations and maintenance including racks, screen, grit removal, sedimentation and flotation, trickling filters, rotating biological contractors, activated sludge, waste treatment ponds, disinfection and chlorination. This course provides the student with an entry level background into the field of operations and maintenance of wastewater. Field trips and/or a semester project may be required.</td>
</tr>
<tr>
<td>ENVT 357</td>
<td>WASTEWATER OPERATIONS AND MAINTENANCE II</td>
<td>3</td>
<td>ENVT 356 with a grade of “C” or better</td>
<td>54 lecture</td>
<td>Description: This course provides an advanced level of understanding of wastewater operations and maintenance. Topics covered include activated sludge, sludge digestion and solids handling, effluent disposal, plant safety and good housekeeping, maintenance, basic laboratory procedures, application of computers for plant operations and maintenance, analysis and presentation of data, records and report writing. Field trips may be required.</td>
</tr>
<tr>
<td>ENVT 358</td>
<td>WATER TREATMENT OPERATION AND MAINTENANCE I</td>
<td>3</td>
<td>None.</td>
<td>54 lecture</td>
<td>Description: This course provides an entry level understanding of drinking water treatment. Topics covered include history of water treatment, responsibilities of the plant operator, reasons for treating water, source water management, water treatment facilities, treatment process and technologies, disinfection and plant maintenance. This course provides the background into the importance of treating water, its functionality, past and present technology and the future of drinking water. Field trips may be required.</td>
</tr>
<tr>
<td>ENVT 359</td>
<td>WATER TREATMENT OPERATION AND MAINTENANCE II</td>
<td>3</td>
<td>ENVT 358 with a grade of “C” or better</td>
<td>54 lecture</td>
<td>Description: This course provides an advanced level understanding of drinking water treatment. Topics covered include drinking water regulations, laboratory procedures, iron and manganese control, fluoridation, water treatment plant design, advanced treatment processes and technologies such as softening, membrane filtration and demineralization, instrumentation and control, advanced plant maintenance and plant administration. This course provides the background into the importance of advanced water treatment, its functionality, past and present technology and the future of drinking water. Field trips and/or a semester project may be required.</td>
</tr>
<tr>
<td>ENVT 360</td>
<td>WATER DISTRIBUTION OPERATION AND MAINTENANCE</td>
<td>3</td>
<td>None.</td>
<td>54 lecture</td>
<td>Description: This course provides an understanding of drinking water distribution systems operation and maintenance. Topics covered include: design criteria, storage, pumping, flow control, construction methods, disinfection, control of water quality in a water distribution system, federal and state drinking water regulations, maintenance and administration of a water distribution system. Field trips and/or a semester project may be required. This course meets the initial educational requirements for distribution operator certification exam.</td>
</tr>
<tr>
<td>ENVT 361</td>
<td>WASTEWATER COLLECTION SYSTEMS OPERATION AND MAINTENANCE</td>
<td>3</td>
<td>None.</td>
<td>54 lecture</td>
<td>Description: This course provides a basic level of understanding of proper installation, inspections, operations, maintenance and repair of wastewater collection systems. Topics covered include the wastewater collection system, wastewater collection systems, safe procedures, inspecting and testing collections systems, pipeline cleaning and maintenance methods, and underground repairs. Field trips and/or a semester project may be required.</td>
</tr>
<tr>
<td>ENVT 495</td>
<td>INDEPENDENT STUDIES IN ENVIRONMENTAL TECHNOLOGY</td>
<td>1-3</td>
<td>None.</td>
<td>18 lecture, 54 hours</td>
<td>Description: This course provides a basic level of understanding of proper installation, inspections, operations, maintenance and repair of wastewater collection systems. Topics covered include the wastewater collection system, wastewater collection systems, safe procedures, inspecting and testing collections systems, pipeline cleaning and maintenance methods, and underground repairs. Field trips and/or a semester project may be required.</td>
</tr>
<tr>
<td>ENVT 498</td>
<td>WORK EXPERIENCE IN ENVIRONMENTAL TECHNOLOGY</td>
<td>1-4</td>
<td>None.</td>
<td>18 lecture, 54 hours</td>
<td>Description: This course provides a basic level of understanding of proper installation, inspections, operations, maintenance and repair of wastewater collection systems. Topics covered include the wastewater collection system, wastewater collection systems, safe procedures, inspecting and testing collections systems, pipeline cleaning and maintenance methods, and underground repairs. Field trips and/or a semester project may be required.</td>
</tr>
<tr>
<td>ENVT 499</td>
<td>EXPERIMENTAL OFFERING IN ENVIRONMENTAL TECHNOLOGY</td>
<td>.5-4</td>
<td>None.</td>
<td>18 lecture, 54 hours</td>
<td>Description: This course provides an introduction to power and control circuits and devices used with water and wastewater distribution and treatment systems. Units of instruction include a study of electron theory, magnetism, induction, alternating current, direct current, resistance and capacitance. Practice using electrical meters and test instruments in laboratory classes along with related safety practices will also be covered. Field trips may be required.</td>
</tr>
</tbody>
</table>
Family and Consumer Science

Folsom Lake College course offerings in Family & Consumer Science are designed primarily to provide knowledge and skills in the areas of child development and family development. Students planning to transfer should consult with a counselor and/or specific college catalog for transfer, major and general education course work.

Career Options
Early Care and Education; Education; Pediatric; Instructional Assistant; Counseling; Child Psychology; Social Work

Some career options may require more than two years of college study.

Highlights
- Strong support for the Early Childhood Education program
- Opportunities for transfer level instruction
- Professional and innovative staff

Family and Consumer Science (FCS)

FCS 322  FAMILY DEVELOPMENT  3 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
A functional study of marriage and the family in light of today’s societal changes. An evaluation of traditional and current attitudes toward roles, life styles and relationships of men and women. Not open to students who have received credit for PSYC 354.

FCS 324  HUMAN DEVELOPMENT: A LIFE SPAN  3 UNITS
Same as: PSYC 370
Prerequisite: None.
Advisory: ENGW 101 and 103
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will provide an overview of the physical, cognitive, social, and emotional development from conception through the end of life. Emphasis will be on examination of theoretical advances and evidence-based principles applicable to biosocial, psychosocial and cognitive development throughout the life span. Scientific findings from a range of disciplines will inform an integrated examination of theory and practice with long-term implications in mind. This course is designed to fulfill General Education, Nursing and Psychology degree requirements. This course is not open to those who have previously completed PSYC 370.

FCS 494  TOPICS IN FAMILY AND CONSUMER SCIENCE  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC
This course presents in-depth discussions of contemporary issues in the Family and Consumer Sciences. Topics will be selected according to current interest, such as: Microwave Cooking; Protein Alternatives; Realities of Aging; Parenting the Young Child. Students may receive one unit of credit for each topic area. Consult class schedule for specific areas offered.

FCS 495  INDEPENDENT STUDIES IN FAMILY AND CONSUMER SCIENCE  1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

FCS 499  EXPERIMENTAL OFFERING IN FAMILY AND CONSUMER SCIENCE  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

Film and Media Studies (FMS)

FMS 300  INTRODUCTION TO FILM STUDIES  3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course offers an introduction to the film medium with emphasis on aesthetics, theory, and methods of critical analysis.

FMS 495  INDEPENDENT STUDIES IN FILM AND MEDIA STUDIES  1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: Variable

FMS 499  EXPERIMENTAL OFFERING IN FILM AND MEDIA STUDIES  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: Variable
Finance

Finance is an area of increasing importance in the business world. This degree offers students the opportunity to learn business finance concepts necessary for survival in the business world. Students interested in this degree should consult with a counselor to determine which courses should be taken.

Upon completion of this program, the student will be able to:

- Describe to lay individuals the process corporations undergo to raise capital, invest capital in value creating activities, and return the value to suppliers of capital.
- Demonstrate information technology skills as they apply to today’s business environment to solve business problems and to communicate those solutions.
- Identify and describe significant national and international financial institutions as well as their functions and interactions in world financial markets.
- Articulate important insights about relationships between financial concepts such as risk and return, and discount rates and valuation.
- Demonstrate strong critical thinking and problem solving skills within an ethical framework.
- Employ discipline knowledge and skills orally and in written form in a professional manner in service to the community.
- Recognize social justice issues inherent in financial decision-making.

DEGREE  
A.A.—Finance

Please consult with a counselor on which courses should be taken.

REQUIRED PROGRAM ........................................................................................................Units
Business Core:
ACCT 301 Financial Accounting .........................................................4
BUS 300 Introduction to Business ....................................................3
BUS 310 Business Communications .................................................3
BUS 330 Managing Diversity in the Workplace .................................3
BUS 340 Business Law .......................................................................3
BUSTEC 302 Computer-Keyboarding ................................................2
CISC 310 Intro. to Computer Information Science (3) or
Four (4) units from the following:
CISA 320, CISA 330, CISA 340, CISC 320 .......................................4
ECON 302 Principles of Macroeconomics............................................3
MGMT 362 Techniques of Management or
MKT 300 Principles of Marketing.....................................................3

Finance Option:
ACCT 125 Federal and State Taxation ..............................................4
BUS 320/ECON 320 Concepts of Personal Finance ...............................3
BUS 498 Work Experience .................................................................3
MKT 310 Selling Professionally or .......................................................3
MKT 330 Internet Marketing .................................................................3
RE 300 Principles of Real Estate .........................................................3
TOTAL UNITS REQUIRED .................................................................................43-44

Suggested Electives:
BUS 105, 170, 210, 212, 214, 216, 218, 220; ECON 304; HCD 130, 132,
310, 333, 340, 342, 344, 350, 362; MGMT 372.

DEGREE  
A.A.- Finance

Finance is an area of increasing importance in the business world. It is experiencing change in organization and style. FLC offers students the opportunity to learn both business and personal finance concepts necessary for survival in the business world and in the home. Whether it is a course or a career, knowledge of finance is an important and essential part of any well prepared business professional's background. Many people find a fast-paced, exciting career in finance.

Career Options
Stockbroker; Insurance Representative; Tax Consultant; Financial Planner;
Bank Employee; Entrepreneur; Government Service; Investment Counselor;
Real Estate Sales; Retirement Specialist

Some career options may require more than two years of college study

Highlights
- Hands-on experience on the use of computers for business purposes
- Opportunities for work experience in local government and business
- Faculty include certified financial planners and investment executives
- A lab with tutorial assistance

Finance is an area of increasing importance in the business world. This degree offers students the opportunity to learn business finance concepts necessary for survival in the business world. Students interested in this degree should consult with a counselor to determine which courses should be taken.

Upon completion of this program, the student will be able to:

- Describe to lay individuals the process corporations undergo to raise capital, invest capital in value creating activities, and return the value to suppliers of capital.
- Demonstrate information technology skills as they apply to today’s business environment to solve business problems and to communicate those solutions.
- Identify and describe significant national and international financial institutions as well as their functions and interactions in world financial markets.
- Articulate important insights about relationships between financial concepts such as risk and return, and discount rates and valuation.
- Demonstrate strong critical thinking and problem solving skills within an ethical framework.
- Employ discipline knowledge and skills orally and in written form in a professional manner in service to the community.
- Recognize social justice issues inherent in financial decision-making.
The fire service is one of the most dynamic employers in the country. The course at Folsom Lake College complements the American River College and Cosumnes River College programs, which are designed to provide the student with updated skills and knowledge necessary to complete and successfully apply for fire service positions.

**Career Options**
Firefighter; Inspector; Investigator; Plan Checker; Supervisor; Manager

Some career options may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some career options or for preparation for transfer to a university program.

**Highlights**
- Up-to-date technical information
- Field trips to a variety of fire service locations
- Networking with other fire service members
- Fire Technology work experience internships (Fire Technology 498 for on-the-job experience)

---

**Fire Technology (FT)**

**FT 110  FIRE APPARATUS  3 UNITS**
Prerequisite: None.
Advisory: FT 300
Hours: 54 hours lecture
This course introduces students to many aspects of fire apparatus. Students are acquainted with apparatus design, specifications, and performance capabilities. Emphasis includes effective use of fire apparatus during fire emergencies.

**FT 132  FIRE SERVICE RECORDS AND REPORTS  3 UNITS**
Prerequisite: None.
Advisory: FT 300
Hours: 54 hours LEC
This course is for all members of the fire service in the use of typical records and report systems. The course expands knowledge and understanding of the fire department records systems, principles of report writing. It also covers applications in pre-fire survey, post-fire reporting, research, and planning.

**FT 170  FIRE INVESTIGATION  3 UNITS**
Prerequisite: None.
Advisory: FT 300
Hours: 54 hours lecture
This course introduces students to the implications of accidental, suspicious, and incendiary causes of fire and examines arson as a crime. Students will analyze the methods used in gathering evidence at a crime scene, the developments of court procedures, the techniques of interviewing witnesses and suspects, and detention procedures for adults and juveniles.

**FT 180  RESCUE PRACTICES  3 UNITS**
Prerequisite: None.
Advisory: FT 300 and HEED 314
Hours: 54 hours lecture
This course will introduce students to current rescue practices, procedures, and techniques used in the fire service. Course topics will include ladder rescue and escape, rapid intervention, operations, main search rope, and firefighter rescue and survival. Completion of the course will provide students with knowledge and skills needed for safe operation with the fire service.

**FT 190  FIRE TACTICS AND STRATEGY  3 UNITS**
Prerequisite: None.
Advisory: FT 300
Hours: 54 hours lecture
This course introduces the relationship between tactics and strategies on the fireground and emergency scene. Topics include principles of fire control through the utilization of manpower, equipment, and extinguishing agents on the fireground. The course will take an all-risk approach to multiple types of target hazards and approaches.

**FT 192  WILDLAND FIRE CONTROL  3 UNITS**
Prerequisite: None.
Advisory: FT 300
Hours: 54 hours lecture
This course covers fundamental components of wildland fire fighting. Firefighters requiring additional skills, experiences, and knowledge surrounding wildland fire will benefit. Also benefiting, are firefighters with primary and intermittent wildland responsibilities and those called into wildland fire situations and mutual aid response.

**FT 300  FIRE PROTECTION ORGANIZATION  3 UNITS**
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course provides an introduction to fire protection, career opportunities and related fire service fields. Topics include philosophy and history of fire protection, fire loss analysis, organization and function of public and private fire protection services, and fire departments as part of the local government. Additional topics include laws and regulations affecting the fire service, fire service nomenclature, specific fire protection functions, and basic fire chemistry and physics. This course is an introduction to fire strategy and tactics, and fire protection systems.

**FT 301  FIRE PREVENTION TECHNOLOGY  3 UNITS**
Prerequisite: None.
Corequisite: FT 300
Course Transferable to CSU
Hours: 54 hours LEC
This course provides fundamental information regarding the history, philosophy, and goals of fire prevention. Topics include the organization and operation of a fire prevention bureau, use of fire and building codes, fire investigation, and identification and correction of fire hazards. Additional topics include exploring the process of building plan review, report and record keeping, and the duties and responsibilities of a fire prevention officer.

**FT 302  FIRE PROTECTION EQUIPMENT AND SYSTEMS  3 UNITS**
Prerequisite: None.
Corequisite: FT 300 (Fire Protection Organization)
Hours: 54 hours lecture
This course provides information relating to sprinkler design and the operation of fire protection, topics include fire cause and effect, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection, standpipe systems, and portable fire extinguishers.

**FT 303  BUILDING CONSTRUCTION FOR FIRE PROTECTION  3 UNITS**
Prerequisite: None.
Corequisite: FT 300 (Fire Protection Organization)
Hours: 54 hours lecture
This course is the study of the components of building construction that relate to the fire service. Specific focus is on elements of construction and the design of structures that are shown to be key factors when inspecting buildings, pre-planning fire operations and emergency operations at fires. Topics include wood, steel, and concrete construction, principles of fire and smoke growth, and fire resistance construction.

**FT 304  FIRE BEHAVIOR AND COMBUSTION  3 UNITS**
Prerequisite: None.
Advisory: FT 300
Course Transferable to CSU
Hours: 54 hours LEC
This course provides the theories and fundamentals of how and why fires start, spread and are controlled. Topics include an in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents, and fire control techniques.

**FT 305  LEADERSHIP AND ETHICS FOR FIRE SERVICE PERSONNEL  3 UNITS**
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to provide students with a detailed description of the characteristics of a successful fire service leader. The course will focus on how to develop leadership skills and how to implement them into the modern fire service. Students will learn how to use ethical decision making processes that are important to the emergency scene operations and the day to day fire service situations.
**FT 310  FIRE SERVICE HYDRAULICS  3 UNITS**  
Prerequisite: None.  
Advisory: FT 300 and MATH 30  
Course Transferable to CSU (pending)  
Hours: 54 hours lecture  
Description: This course covers the theory of water hydraulics, hydraulic distribution systems, hydraulic practices, and extinguishing agents used with fire service hydraulics. Additional topics include: the properties of water in rest and motion, water velocity and discharge, distribution systems, fire service pumps, friction loss calculations, engine and nozzle pressures, and fire streams. Other topics will focus on standpipe systems, automatic sprinkler systems, and foam systems. This course is a part of the Fire Technology certificate.

**FT 498  WORK EXPERIENCE IN FIRE TECHNOLOGY  1-4 UNITS**  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 54 hours LAB
Folsom Lake College offers the basic grammar and conversation courses in French. Students will be able to understand the spoken language, to speak with reasonable fluency, and to write at their speaking level. Students will acquire a knowledge about geography, culture and people of regions where French is spoken.

**Career Options**
- Airlines/Travel
- Banking
- Bilingual Education/Teacher’s Aide
- Bilingual Telecommunications
- Emergency Services
- Fashion and design
- Foreign Language Teacher
- Foreign Service
- Import & Export
- Intelligence/Military Service
- International Business
- International Law
- IRS/State Franchise Tax Board
- Homeland Security
- Overseas Employment: Business & Commerce
- Pharmaceutical
- Social Security Officer
- Social Service
- Software and computer science
- Translating & Interpreting
- Tourism

Some career options may require more than two years of college study.

**Highlights**
- Multimedia, interactive language lab with Internet capabilities
- Internationally trained faculty and staff
- Native speaker faculty

Native speakers who have high-school-equivalent reading and writing skills in their native language should enroll in the 411 (2A) level course (or above) of their native language.

---

**FREN 101 CONVERSATIONAL FRENCH, ELEMENTARY 3 UNITS**

**Prerequisite:** None.

**Hours:** 36 hours LEC ; 54 hours LAB

This is a first semester introduction to the French language. It is designed for beginning students with little or no previous exposure to the language. It is characterized by an emerging ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression is limited to short, culturally appropriate communication. Students will acquire a knowledge of the geography, culture and people of regions where French is spoken and of French-speakers’ contributions to North American and world cultures. This class consists of two hours lecture and one hour of laboratory work conducted in the classroom each week and two hours of laboratory work conducted in the Language Laboratory each week.

**FREN 102 CONVERSATIONAL FRENCH, ELEMENTARY 3 UNITS**

**Prerequisite:** FREN 101. Grade of "C" or better required to meet prerequisite.

**Hours:** 36 hours LEC ; 54 hours LAB

This is second semester Elementary French. It is designed for students who have completed FREN 101 or two years of high school French. It provides refinement of skills begun in 101. Students will gain increased accuracy and ability to understand and produce appropriate responses in high frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the 101 level. Students will acquire a knowledge of the geography, culture and people of regions where French is spoken and of French-speakers’ contributions to North American and world cultures. This class will consist of two hours of lecture and one hour of laboratory work conducted in the classroom and two hours of laboratory work conducted in the Language Laboratory each week.

**FREN 311 CONVERSATIONAL FRENCH, INTERMEDIATE 2 UNITS**

**Prerequisite:** None.

**Course Transferable to CSU**

**Hours:** 18 hours LEC ; 54 hours LAB

This course provides refinement of skills attained in 102. Students will work toward the ability to create with the language without relying on learned responses, to understand main ideas in routine speech and to understand main ideas in written texts. Listening and reading comprehension continue to develop; speaking and writing will be comprehensible to a somewhat sympathetic native speaker. Students will develop the ability to respond in an unprepared manner to concrete topics in known situations. Written expression will meet limited personal needs in culturally appropriate language at a fairly high level of accuracy, higher than found in 102. Students will continue acquisition of knowledge of geography, culture and people of regions where French is spoken and of French-speakers’ contributions to North American and world cultures. This course will consist of one hour lecture and two hours of laboratory work conducted in the classroom each week and one hour of laboratory work conducted in the Language Laboratory each week.

**FREN 312 CONVERSATIONAL FRENCH, INTERMEDIATE 2 UNITS**

**Prerequisite:** FREN 311 and 411. Grades of "C" or better required to meet prerequisite.

**Course Transferable to CSU**

**Hours:** 18 hours LEC ; 54 hours LAB

This is second semester Intermediate French. It is designed for students who have completed FREN 311 or four years of high school French. It provides continued development of skills attained in 311. The focus will be on an authentically cultural reading and writing through the introduction of basic literary analysis. Students will develop the ability to handle complicated situations using past and future time frames. Students will continue acquisition of knowledge of geography, culture and people of regions where French is spoken and of French-speakers’ contributions to North American and world cultures. This course will consist of one hour lecture and two hours of laboratory work conducted in the classroom each week and one hour of laboratory work conducted in the Language Laboratory each week.

**FREN 401 ELEMENTARY FRENCH 4 UNITS**

**Prerequisite:** None.

**Course Transferable to UC/CSU**

**Hours:** 54 hours LEC ; 54 hours LAB

This is a first semester Intermediate French. It is designed for beginning students with little or no previous exposure to the language. It is characterized by an emerging ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression is limited to short, culturally appropriate communication. Students will acquire a knowledge of the geography, culture and people of regions where French is spoken and of French-speakers’ contributions to North American and world cultures.

**FREN 402 ELEMENTARY FRENCH 4 UNITS**

**Prerequisite:** FREN 401. Grade of "C" or better required to meet prerequisite.

**Course Transferable to UC/CSU**

**Hours:** 54 hours LEC ; 54 hours LAB

This is second semester Elementary French. It is designed for students who have completed FREN 401 or two years of high school French. It provides refinement of skills begun in 401. Students will gain increased accuracy and ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the 401 level. Students will acquire a knowledge of the geography, culture and people of regions where French is spoken and of French-speakers’ contributions to North American and world cultures.

**FREN 411 INTERMEDIATE FRENCH 4 UNITS**

**Prerequisite:** FREN 402. Grade of "C" or better required to meet prerequisite.

**Course Transferable to UC/CSU**

**Hours:** 54 hours LEC ; 54 hours LAB

This is first semester Intermediate French. It is designed for students who have completed FREN 402 or three years of high school French. It provides refinement of skills attained in 402. Students will work toward the ability to create with the language without relying on learned responses, to understand main ideas in routine speech and to understand main ideas in written texts. Listening and reading comprehension continue to develop; speaking and writing will be comprehensible to a somewhat sympathetic native speaker. Students will develop the ability to respond in an unprepared manner to concrete topics in known situations. Written expression will meet limited personal needs in culturally appropriate language at a higher level of accuracy than found in 402. Students will continue acquisition of knowledge of geography, culture and people of regions where French is spoken and of French-speakers’ contributions to North American and world cultures.
FREN 412 INTERMEDIATE FRENCH 4 UNITS
Prerequisite: FREN 411. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is second semester Intermediate French. It is designed for students who have completed FREN 411 or four years of high school French. It provides continued development of skills attained in 411. The focus will be the development of written narratives and expository prose combined with increased cultural awareness. Emphasis will be on culturally authentic reading and writing through the introduction of basic literary analysis. Students will develop the ability to handle complicated situations using past and future time frames. Students will continue acquisition of knowledge of geography, culture and people of regions where French is spoken and of French-speakers' contributions to North American and world cultures.

FREN 495 INDEPENDENT STUDIES IN FRENCH 1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

FREN 499 EXPERIMENTAL OFFERING IN FRENCH .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

Geography

Geography is the science of place and space. Geographers study the relationships among geographic places, natural systems, society, cultural activities, and the interdependence of all these over space.

There are two main branches of geography: human geography and physical geography. Human geography is concerned with the spatial aspects of human existence—how people and their activities are distributed in space, how people use and perceive space, and how people create and sustain the places that make up Earth's surface. Physical geographers study the physical elements and spatial processes that make up and shape the environment, including energy, air, water, weather, climate, landforms, soils, animals, plants, etc.

Geographers also study the linkages between human activity and natural systems. Geographers were, in fact, among the first scientists to sound the alarm that human-induced changes to the environment were beginning to threaten the balance of life itself. Geographers today are active in the study of global warming, desertification, deforestation, loss of biodiversity, groundwater pollution, flooding, and more.

The Folsom Lake College Geography program offers courses that satisfy lower division General Education requirements in both the physical and social sciences. Students planning to transfer to a four-year school with a major in Geography should consult the lower division requirements at the university they plan to attend.

Career Options
International Development; Natural Resource Management; Environmental Consultant; Urban and regional planning, Educator (elementary through University); Tourism; Cartographer; Climatologist; Park Ranger; Transportation Specialist; Real Estate Analyst; International Business; Marketing Analyst, Land Surveyor; Research Scientist; Remote Sensing Specialist and Demographer.

Some career options may require more than two years of college study.

Highlights
• Comprehensive course offerings including a Physical Laboratory.
• Field study courses to Yosemite, Pt. Reyes, Monterey/Big Sur, and the Mt. Diablo area.

Geography (GEOG)

GEOG 300 PHYSICAL GEOGRAPHY: EXPLORING EARTH'S ENVIRONMENTAL SYSTEMS 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course investigates the interrelationships between Earth and humans, with an emphasis on natural systems (solar energy balance, weather and climate, water resources, landforms, natural hazards, vegetation, and soil). Relevant application of these elements to today's world is stressed to help students better understand Earth's physical environment as well as human-environment interaction. A field trip is required to relate class discussions to the real world.

GEOG 301 PHYSICAL GEOGRAPHY LABORATORY 1 UNIT
Prerequisite: None.
Corequisite: GEOG 300
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course provides "hands-on" study of the basic principles and concepts involved in understanding Earth's physical environment. Lab topics include observation, measurement and analysis of Earth's energy balance, weather and climate, vegetation, landforms, and natural hazards, as well as topographic map reading, interpretation, and navigation skills.
GEOG 306 WEATHER AND CLIMATE 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to atmospheric processes including energy and moisture exchanges, atmospheric pressure, winds, and global circulation. Severe weather conditions such as hurricanes and tornadoes are also studied. World, regional, and local climates are investigated. Student work will include weather observations and analysis of atmospheric data using charts, weather maps and radar and satellite imagery from the Internet and other sources. Because this course involves the use of some quantitative concepts, students are encouraged to have fundamental algebraic skills prior to enrolling in the course.

GEOG 310 HUMAN GEOGRAPHY: EXPLORING EARTH’S CULTURAL LANDSCAPES 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course investigates the diverse patterns of human settlement, development, and movement on earth, which evolved as a result of cultural and environmental factors. Emphasis is placed on understanding global population and migration patterns, language, religion, ethnicity, political and economic systems, development issues, agriculture and urbanization.

GEOG 330 INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS 3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
Advisory: CISC 300 (Computer Familiarization).* A Geographic Information System (GIS) is a computer-based data processing tool used to manage and analyze spatial information. Applications of GIS include environmental assessment, analysis of natural hazards, management of municipal networks, business and industry site analysis, resource management and land-use planning. This course introduces the concepts, techniques, and tools of GIS including spatial data capture, management and analysis, as well as cartographic output through hands-on experience using GIS software.

GEOG 332.1 INTRODUCTION TO DESKTOP GIS 1.5 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 25 hours LEC; 6 hours LAB
This course introduces students to Geographic Information Systems (GIS) which are systems of computers and people used to integrate spatial data in order to make a decision. Topics may include analysis of environmental, economic, political, social, health care, and transportation data. Using desktop GIS software (such as ArcView) students will learn GIS skills including identifying zones, measuring distances, calculating areas, integrating spatial data and displaying output. This course will also cover basic software functionality, database construction, and management. This course is the first of a two-part series. This course may be taken four times on a different software package or version.

GEOG 332.2 INTERMEDIATE DESKTOP GIS 1.5 UNITS
Prerequisite: GEOG 332 with a grade of "C" or better
Advisory: CISC 300
Course Transferable to CSU
Hours: 27 hours LEC; 7 hours LAB
Geographic Information Systems (GIS) are computer-based mapping programs that analyze spatial data. This course builds on the conceptual and practical foundations covered in GEOG 332 by further exploring the capabilities and functionality of desktop GIS software. Emphasis will be placed on GIS software functionality, address geocoding, beginning spatial database construction, spatial data management, spatial analysis, and cartographic presentation. This course may be taken four times on a different software package or version.

GEOG 390 FIELD STUDIES IN GEOGRAPHY .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This course covers the study of geographic principles and processes in specific environments (mountains, deserts, coastal, urban, etc.). Course content will vary by destination and will include topics in physical geography, human geography, as well as an introduction to geographic tools and techniques for field research. For specific details, see the course description(s) listed in the schedule. Students will be responsible for providing their own lodging (or camping equipment) and food. Field trip(s) required. This course may be repeated up to three times under a new topic or destination.

GEOG 495 INDEPENDENT STUDIES IN GEOGRAPHY 1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

GEOG 499 EXPERIMENTAL OFFERING IN GEOGRAPHY .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Geology

DEGREE A.S. - Geology

Geology is the study of the origin and evolution of the earth, utilizing the principles of mathematics, chemistry, physics and biology. The concept of geologic time and the principles of uniformitarianism help geologists understand the processes that shape the earth and its environments. Geologists study rocks, minerals and fossils in an effort to draw conclusions about both the earth’s observable surface processes that meet the eye, and the earth’s interior.

Many of the Folsom Lake College Geology courses satisfy lower division General Education requirements for the A.A., A.S., B.A., and B.S. degrees. Geology majors planning to Transfer to four-year institutions should see a counselor.

Career Options
Geologist (for private industry or the government); Environmental planner or consultant; Earth Science Educator (middle school through university); Paleontologist; Petrologist; Natural Resource Management; Cartographer/Stratigrapher; Park Naturalist

Some career options may require more than two years of college study.

Highlights
• Lower division course offerings, including a Physical Laboratory, Mineral Laboratory and Field Courses
• Dynamic geologic environment near the Sierra Nevada, San Andreas Fault, Mono Lake, Death Valley, and Central California Coastal areas

GEOL 300 PHYSICAL GEOLOGY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
Physical geology is an introduction to the composition and dynamics of the earth from the atomic scale of minerals to the global scale of plate tectonics. Topics include the composition of minerals and rock, volcanism, earth structures, earthquakes, erosion and surface processes, geologic time, geologic hazards, and plate tectonics. In this course, attention will focus on the rocks, landscapes, and scenic areas of the American West. Emphasis is placed on how humans affect the environment. Successful completion of physical geology prepares the student to recognize, understand, and appreciate processes which continually change our earth.

GEOL 301 PHYSICAL GEOLOGY LABORATORY 1 UNIT
Prerequisite: None.
Corequisite: GEOL 300 (may be taken previously)
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course provides “hands-on” experience with the tools and skills discussed in Physical Geology (GEOL 300). Lab topics include mineral and rock identification, map and air photograph interpretation and landform identification, and the study and interpretation of geologic maps and cross-sections.

GEOL 305 EARTH SCIENCE 3 UNITS
Prerequisite: None.
Corequisite: GEOL 306.
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course is an introductory course covering major topics in geology, oceanography, meteorology, astronomy, scientific method, and philosophy of science. This course is designed for non-science majors. Not open to students who have received credit for GEOL 300 or GEOL 310.

GEOL 306 EARTH SCIENCE LABORATORY 1 UNIT
Prerequisite: None.
Corequisite: GEOL 305
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course emphasizes scientific methods and systematic laboratory procedures. Topics include weather analysis, rock and mineral identification, study of geologic concepts by means of topographic maps, and exercises in astronomy and oceanography. One field trip is required. Not open to students who have received credit for GEOL 300 or GEOL 301.

GEOL 310 HISTORICAL GEOLOGY 3 UNITS
Prerequisite: None.
Advisory: Concurrent enrollment in GEOL 301.
Corequisite: GEOL 300
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course covers the origin and geologic history of the Earth and the evolution of its plant and animal inhabitants. Plate tectonic theory is used to explain changes in composition and structure of rocks of the Earth’s crust from the formation of the Earth to the present. Emphasis is placed on the formation of sedimentary rocks for the purpose of understanding how they and the fossils contained within them record changes in Earth environment and processes. Evolution and extinction are studied to understand how they reflect environmental changes in the Earth’s ocean, atmosphere, and surface.

GEOL 311 HISTORICAL GEOLOGY LABORATORY 1 UNIT
Prerequisite: None.
Corequisite: GEOL 310 (may be taken previously).
Advisory: GEOL 300
Course Transferable to UC/CSU
Hours: 54 hours LAB
Laboratory studies will accompany and complement GEOL 310, Historical Geology. Use of sedimentary rocks, fossils, geologic maps, and cross sections will aid in interpreting ancient environments, tectonic settings, and geologic history. Other concepts addressed include age relations and correlation of rock and time units, and introduction to fossil identification and biostratigraphy. At least one field trip or an appropriate alternative activity will be required as an introduction to sedimentary environments and field methods in geology.

DEGREE
A.S.—Geology

This degree is designed to meet common lower division requirements for a major in geology.

REQUIRED PROGRAM Units
CHEM 400 General Chemistry 5
CHEM 401 General Chemistry 5
GEOL 300 Physical Geology 3
GEOL 301 Physical Geology Laboratory 1
GEOL 310 Historical Geology 3
GEOL 311 Historical Geology Laboratory 1
MATH 400 Analytic Geometry and Calculus I 5
MATH 401 Analytic Geometry and Calculus II 5
TOTAL UNITS REQUIRED 28

This A.S. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Geology (GEOL)

GEOL 299 EXPERIMENTAL OFFERING IN GEOLOGY .5-4 UNITS
Prerequisite: None
Hours: 54 hours LEC; 108 hours LAB
GEOL 330     INTRODUCTION TO OCEANOGRAPHY     3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
The course will provide an introduction to the basic principles and practices of oceanography. Topics will be presented in terms of the applications of physics, geology, chemistry, and biology to a study of the world’s oceans. Specific topics will include planetary science and earth origin, the geologic timescale, geography and location systems, matter, marine provinces, sediments, seismology, plate tectonics, seawater composition, geochemical distributions, deep ocean circulations, winds and surface circulation, waves, tides, estuarine environment, biological production, nectar, plankton, and benthic organisms. Field trips may be required.

GEOL 342     GEOLOGY OF THE NATIONAL PARKS     3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces students to Earth’s geologic story as revealed by the rocks and landscapes in our State and National parklands. Attention will focus on how natural Earth processes have formed our State and National parklands. This course addresses surface shaping processes such as volcanism, plutonism, deformation, sedimentation, glaciation and fluvial activity as displayed in our parks and monuments.

GEOL 345     GEOLOGY OF CALIFORNIA     3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides a survey of the physical and historical aspects of California’s geology, emphasizing the linkage between humans and geology through socio-economic impacts. This course is recommended for non-majors and majors in geology and is of particular value to science, engineering, environmental studies, education, and economic majors.

GEOL 347     GEOLOGIC MINING HISTORY OF THE MOTHER LODGE     3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This is an introductory course covering the mining and geologic history of California’s Mother Lode region. Emphasis is on understanding the formation of the area’s gold deposits, past and present mining methods, and the legacy left by the early miners.

GEOL 351     INTRODUCTION TO MINERALOGY     3 UNITS
Prerequisite: None.
Advisory: An introductory geology course and an elementary chemistry course.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
The properties, relationships and origins of minerals, crystallography and determinative mineralogy; economic importance of minerals in California and on a world-wide basis.

GEOL 390     FIELD STUDIES IN GEOLOGY     .5-4 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 40 hours LEC; 100 hours LAB
This course involves the study of geologic principles and processes of specific regions (mountains, deserts, great valley, coastal region, etc.). Course content varies according to field trip destination but may include topics in physical geology, environmental geology, economic geology, and/or introduction to tools and techniques used for Geoscience field research (e.g. map and compass, Global Positioning System (GPS), Geographic Information Systems (GIS), etc.). For specific details, see the course topic description(s) listed in the schedule. Field excursions are required and students will be responsible for providing their own lodging (or camping equipment) and meals. This course may be repeated up to four times under a new topic or destination.

GEOL 495     INDEPENDENT STUDIES IN GEOLOGY     1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

GEOL 499     EXPERIMENTAL OFFERING IN GEOLOGY     .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Graphic Communication

CERTIFICATE OF RECOGNITION  Web/Graphics Production
The Folsom Lake College Graphic Communication program combines artistic and design principles with technical knowledge, and provides students with instruction in computer graphic and Web design skills. Students learn concepts and principles of information design and delivery, as well as graphic design and production, using industry-standard software programs and practices, and employ these skills and concepts in the development and production of content for print and the Web.

Career Options
The Graphic Communication program will prepare students for an entry-level position working as a web designer, production artist, or web author in a variety of fields.

CERTIFICATE OF RECOGNITION  Web/Graphics Production
Web/Graphics Production involves the production of graphics for print and the Web. Students in the program learn industry-standard tools used in the Web and Graphic Design fields, and gain an understanding of the techniques, principles, and technical issues related to the production of graphics and web content. The certificate should prepare the student for an entry-level position working as a production artist or graphic assistant in a graphic design or web related field.

REQUIRED PROGRAM  .................................................................Units
ART 320 Design: Fundamentals ..............................................3
GCOM 330 Beginning Photoshop .........................................3
GCOM 361 Creative Web Page Design ...................................3
3 units from one of the following:
GCOM 340 Beginning Adobe Illustrator (3)
CISW 300 Web Publishing (3)
TOTAL UNITS REQUIRED ....................................................12

Graphic Communication (GCOM)

GCOM 330 BEGINNING PHOTOSHOP  3 UNITS
Prerequisite: None
Advisory: CISC 300.
Course Transferable to CSU
Hours: 36 hours LEC ; 54 hours LAB
Beginning Photoshop is designed for first time users of Adobe Photoshop. Photoshop is an image editing program that allows the student to create original artwork and to enhance or change digital photographs and scanned artwork. Topics include the Photoshop interface, using the toolbox and palettes, image editing, photo retouching, and working with layers, masks, and filters. This course can be taken twice for credit on new versions of the software.

GCOM 340 BEGINNING ADOBE ILLUSTRATOR  3 UNITS
Prerequisite: CISC 300 or 308 with a grade of “C” or better
Advisory: CISA 300.
Course Transferable to CSU
Hours: 45 hours LEC, 27 hours LAB
In this course, students are introduced to Illustrator’s drawing tools and how to effectively use them for graphic design, print and web applications. Topics include the Illustrator work area, making selections, creating basic shapes, painting, drawing straight lines, drawing curves, live tracing over a placed image, creating symmetrical drawings, working with layers and working with type. This course also provides professional tips and techniques in Illustrator. Students are exposed to a variety of different illustrations styles and learn about the current trends.

GCOM 361 CREATIVE WEB PAGE DESIGN  3 UNITS
Prerequisite: GCOM 330 or 340.
Course Transferable to CSU
Hours: 36 hours LEC ; 54 hours LAB
This course uses a visual editor for Web page design. Employing graphic design practices, information design principles, and audience analysis concepts, students will learn to create Web sites with well-designed navigation and content, and which are tailored to a specific audience.

GCOM 363 ADVANCED CREATIVE WEB PAGE DESIGN  3 UNITS
Prerequisite: GCOM 361.
Course Transferable to CSU
Hours: 36 hours LEC ; 54 hours LAB
This is an in-depth course covering advanced Web page design and animation using Macromedia Flash. It is designed for students to enhance their Web page building techniques. Topics include overview of Web animation, graphic design, frame-by-frame animations, motion and shape tweening, controlling animations through basic scripting language, performance, cross-platform, and design issues.
Health Education

The Health Education Program at Folsom Lake College has been developed with two goals in mind. The first is to identify the health education needs of local businesses, organizations, and individuals in the community. The second is to develop the innovative and informative courses that are necessary to meet the diverse Health Education needs of the community.

Health Science (HEED 300) fulfills a portion of the General Education graduation requirement for Living Skills and is transferable to all four-year colleges and universities. Students who successfully complete HEED 312, 313, or 314 will earn American Red Cross certificates in areas such as Standard First Aid, or adult, child, and infant CPR. HEED 350 was developed to give the student the tools needed to develop personal wellness programs that will help address any physical or psychological health concerns individuals may have.

The Health Education program at Folsom Lake College is a diverse and constantly evolving program, designed to keep pace with an equally diverse and growing community.

HEED 300  HEALTH SCIENCE  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 18 hours LEC
This course is designed to help students achieve a high level of health and prevent disease by assisting them to maximize both their personal lifestyles and their environments. This course will help students identify various factors influencing current and future levels of health. Additional information includes mental health, stress management, nutrition, weight control, fitness, sexuality, addictive substances, and disease.

HEED 312  COMMUNITY CPR (CARDIOPULMONARY RESUSCITATION) - BASIC LIFE SUPPORT  1 UNIT
Prerequisite: None.
Course Transferable to CU/CSU
Hours: 18 hours LEC
This course includes information essential for first aid knowledge, skill ability, and personal judgment in basic life support and CPR (cardio-pulmonary resuscitation) for adults, children and infants. Instruction includes adult, child and infant CPR, choke rescues and recognizing symptoms of heart attacks. Students successfully completing this course and qualifying tests will be eligible to receive an American Red Cross certificate in adult, child and infant CPR. This course does not substitute for ECE 412. This course may be taken four times for credit.

HEED 313  STANDARD FIRST AID  1 UNIT
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 18 hours LEC
This course includes first aid procedures such as how to deal with cuts, bruises, bone/muscle injuries, shock, bleeding, other first aid emergencies, and also adult one-rescuer CPR (cardio-pulmonary resuscitation). These instructional methods and techniques meet the requirements from the American Red Cross in Standard First Aid and CPR. Students successfully completing this course and qualifying tests are issued American Red Cross certificates in Standard First Aid and in Adult CPR. This course may be taken four times for credit.

HEED 314  COMMUNITY FIRST AID AND SAFETY  2 UNITS
Prerequisite: None.
Course Transferable to CU/CSU
Hours: 36 hours LEC
This course includes procedures in Community CPR (cardio-pulmonary resuscitation), including adult, infant and child CPR. Also included are choke-rescue and how to recognize symptoms of a heart attack. Also covered will be procedures in First Aid such as how to deal with cuts, bruises, bone/muscle injuries, shock, bleeding and other first aid emergencies. These instructional methods and techniques meet the requirements from the American Red Cross in adult, infant, and child CPR and Standard First Aid. This course is recommended for lifeguards, ski patrol, recreation workers, and teachers. Students successfully completing the course and qualifying tests are issued American Red Cross certificates in adult, child, and infant CPR and in Standard First Aid. This course may be taken four times for credit.

HEED 320  CPR: BLS FOR THE PROFESSIONAL RESCUER  2 UNITS
Prerequisite: None.
Course Transferable to CU/CSU
Hours: 36 hours LEC
Cardio-Pulmonary Resuscitation (CPR): Basic Life Support (BLS) for the Professional Rescuer is designed to meet the special needs of the people who are expected to respond in emergency situations. Included are methods for adult, child, and infant CPR as well as performing two-rescuer CPR, operating an automated external defibrillator (AED), and using rescue-breathing devices. Students will learn the skills a professional rescuer needs to act as a crucial link in the emergency medical services (EMS) system. Satisfactory completion of this course results in an American Red Cross Certificate in CPR for the Professional Rescuer. This course may be taken four times for credit.

HEED 350  PERSONAL WELLNESS  3 UNITS
Prerequisite: None.
Course Transferable to CU/CSU
Hours: 54 hours LEC
This course takes a personal approach to lifetime healthy habits. The students will relate their own lives to topics that include: fitness, weight management, relationships, nutrition, stress management, sexual health, risky behaviors, and prevention of diseases. Assessment, plans for change and reinforcement will be applied through the use of journals, projects, written assignments and tests. This course is the same as PET 301, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

HEED 499  EXPERIMENTAL OFFERING IN HEALTH ED  .5-4 UNITS
Prerequisite: None
Course Transferable to CU/CSU
Hours: 18 hours LEC ; 54 hours LAB

**History (HIST)**

**HIST 307  HISTORY OF WORLD CIVILIZATIONS TO 1500  3 UNITS**
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course is a survey of the development of world civilizations from antiquity to 1500, with particular emphasis on the dynamic interaction and comparison of peoples and cultures. The focus is on the role played by social, political, economic, cultural and religious forces in shaping the major world civilizations and our world today.

**HIST 308  HISTORY OF WORLD CIVILIZATIONS, 1500 TO PRESENT  3 UNITS**
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course is a survey of the development of the major civilizations of the world from the 16th century to the present, with particular emphasis on the dynamic interaction of peoples and cultures. The focus is on the role played by social, political, economic, cultural and religious forces in shaping the major world civilizations and our world today.

**HIST 312  HISTORY OF THE UNITED STATES (TO 1865)  3 UNITS**
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course portrays the growth of the history of America from the pre-Columbian period to 1865. It focuses on its institutions and ideals, examining the decisions and developments that shaped our national heritage. The U.S. Constitution and the establishment of American government institutions are also covered.

**HIST 313  HISTORY OF THE UNITED STATES (1865-1945)  3 UNITS**
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course portrays America’s development from the period of Reconstruction following the Civil War in 1865 through the end of the Second World War in 1945, examining the significant ideals, decisions, forces, institutions, individuals, events, and processes that affected continuity and change during this time. Coverage also includes California state and local government.

**HIST 314  RECENT UNITED STATES HISTORY  3 UNITS**
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course reviews those events that constitute our country’s history from 1945 to the present, focusing on the background of a “world setting.” While the emphasis tends to be on political developments, the course also covers broader economic, social, and cultural patterns. It includes coverage of California state and local government.

**HIST 319  AMERICAN ENVIRONMENTAL HISTORY  3 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course examines the past interactions between human society and the natural world in what is now the United States. Issues to be discussed include Native American resource management, the ecological effects of the arrival of Europeans in the “New World,” resource exploitation in the industrial era, cultural constructions of nature, and the preservation, conservation, and environmental movements. In the context of the historical influence of nature upon human society and the impact of human society upon nature, the course covers broad political, social, and cultural patterns and conflicts. In the same context, it also includes multicultural interpretations of the California and Sierra Nevada foothill experience which may entail field trips.

**HIST 331  WOMEN IN AMERICAN HISTORY  3 UNITS**
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course is a survey of the development of women in America from the American Revolution to the present day. It focuses on the role of women in Native American tribes, the English heritage of the colonists, the contributions of women in creating new homes and farms, and the role of women in times of war. Emphasis on the role of women in the three major social issues of the 19th century: labor, abolition, and women’s rights. Includes present-day issues and the legacy of how women in the past dealt with similar issues.

**HIST 332  PRINCIPLES OF HERITAGE INTERPRETATION  3 UNITS**
Prerequisite: None.
Course Transferable to CSU
Hours: 12 hours LEC 18 hours LAB

This interdisciplinary course covers the basics of interpreting historical, cultural, and natural resources to the general public. Interpretation is a communication process that forges emotional and intellectual connections between the interests of the audience and the inherent meanings of the resource. Topics will include: developing audience awareness; understanding resource identification; developing a program using a thematic approach; writing measurable performance objectives; and learning program delivery techniques. Completion of this course will qualify students to apply for professional certification through the National Association for Interpretation as a Certified Interpretive Guide (CIG). This course is recommended for students interested in history, biology, anthropology, recreation, education, and communication. Not open to students who have received credit for Biology 392 or Anthropology 392.
HIST 393  FIELD EXPERIENCE IN HISTORY OR HERITAGE INTERPRETATION  2 UNITS
Same As: ANTH 393 and BIOL 393
Prerequisite: None.
Advisory: Completion of HIST 344 or HIST 392 with a grade of "C" or better.
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
This course is a cooperative effort between the college and the organizations involved in history or the related field of heritage interpretation. Internship sponsors assist students in acquisition of skills and the application of knowledge learned in the classroom. In addition to developing applied job related skills, students will learn skills in job seeking, career goal setting, team-building, and leadership. During the internship, students will continue to check in with the class to receive input and feedback on their experience. This course requires that the students obtain an internship during the course of the semester that will last a minimum of 54 hours.

HIST 495  INDEPENDENT STUDIES IN HISTORY  1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

HIST 499  EXPERIMENTAL OFFERING IN HISTORY  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
The Folsom Lake College programs offer students the opportunity to learn Nursery Operations and Landscape Maintenance in a unique professional growth industry. A wide variety of employment opportunities are available in the Sacramento area. The continued growth of the area and the need for specialized training are creating a demand for qualified individuals.

Career Options
Nursery Management and Operations; Park Maintenance; Landscape Design, Contracting & Maintenance; Fertilizer & Insecticide Application; Research; Retail/Wholesale; Estimator; Consultant; Government Agency employee

Highlights
- Field trips for appreciation and evaluative study
- Practical design opportunities

Horticulture (HORT)

HORT 299 EXPERIMENTAL OFFERING IN HORTICULTURE .5-4 UNITS
Prerequisite: None
Hours: 18 hours LEC; 4 hours LAB

HORT 300 INTRODUCTION TO HORTICULTURE 3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
Survey of principles and practices of horticulture designed to improve knowledge of the home gardener as well as those seeking a career. Basic plant structure and function, general knowledge of plant usage, landscape planning and maintenance.

HORT 302 SOILS AND PLANT NUTRITION 3 UNITS
Prerequisite: None
Advisory: HORT 300
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course provides a basic knowledge of the physical, chemical, and biological properties of soils. The course includes factors of: fundamental soil properties, soil and plant relationships, principles of soil formation, fertilizers and soil management, salinity, pH, erosion management, and non-agricultural uses. This course is the same as PLTS 310, and only one may be taken for credit.

HORT 305 PLANT MATERIALS I 3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC; 18 hours LAB
Identification, habit of growth, cultural requirements and uses of ornamental woody and herbaceous plants used in the California landscape. Emphasis will be concentrated on those plants best seen in the fall and winter months and frequently used in the nursery and landscape trade.

HORT 306 PLANT MATERIALS II 3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC; 18 hours LAB
Identification, habits of growth, cultural requirements and uses of ornamental woody and herbaceous plants used in the California landscape. Emphasis will be concentrated on those plants best seen in the spring and summer months and frequently used in the nursery and landscape trade.

HORT 495 INDEPENDENT STUDIES IN HORTICULTURE 1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

HORT 498 WORK EXPERIENCE IN HORTICULTURE 1-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

HORT 499 EXPERIMENTAL OFFERING IN HORTICULTURE .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Folsom Lake College Human/Career Development courses are designed to assist students with recognizing their full potential through developing self awareness, educational management and lifelong independent career planning skills. Instruction includes obtaining skills necessary to succeed in college and make positive and productive work/life decisions.

**Highlights**
- Understanding of how changes in the workplace impact career change and lifelong transition
- Obtain knowledge and skills needed to succeed in college
- Career exploration and research to assist with career planning and decision making
- Awareness of skills and competencies required for effective and competitive workplace performance
- Addresses balanced lifestyle concepts and their relationship to job satisfaction and work/life success
- Support strategies for those with learning disabilities

---

**Human Career Development (HCD)**

**HCD 81**  **DIAGNOSTIC ASSESSMENT**  **.5 UNITS**
Prerequisite: None
Hours: 9 hours LEC
Assessment of learning strengths and weaknesses to determine eligibility for Learning Disability Program services, using guidelines mandated by the California Community College system. Graded on a credit/no credit basis.

**HCD 123**  **STUDY STRATEGIES AND TECHNIQUES**  **3 UNITS**
Prerequisite: None
Hours: 54 hours LEC
This course is designed for student with learning challenges who want to improve their academic skills and learn specific study skills and strategies. Students will have an opportunity to develop and improve techniques for textbook reading, note taking, and test taking. They will learn strategies for time management, memory improvement, and test preparation, as well as critical thinking and organization in written expression. In addition, they will be able to discover their own learning styles and choose individually tailored, appropriate combinations of study strategies and techniques. The course includes familiarization with relevant campus resources as well as the Internet and off-campus information resources. This course is not transferrable to UC/CSU. This course is open to all students but is designed and particularly helpful for students with learning problems and a variety of disabilities.

**HCD 132**  **CAREER EXPLORATION**  **1 UNIT**
Prerequisite: None
Hours: 18 hours LEC
The purpose of this course is to help the entry level college student gain insight into the career planning process. Topics covered include self assessment of values, skills, and personality factors relevant to life planning. Students will learn how to balance career and personal life when making career decisions, become skilled in the use of career information resources, understand the nature of the changing labor market, and when appropriate, acquire job hunting skills.

**HCD 310**  **COLLEGE SUCCESS**  **3 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This comprehensive course is designed to assist students in obtaining the skills and knowledge necessary to reach their educational objectives. Topics include: motivation and discipline, memory development, time management, communication skills, career planning, transfer options, study skills, and personal issues commonly reported by college students. The course is recommended for new students and others who can benefit.

**HCD 318**  **TRANSFER: MAKING IT HAPPEN**  **2 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 36 hours LEC
This course provides a comprehensive study of the university transfer process as it relates to community college students. Topics include an overview of higher education, transfer admission requirements, college research, major selection, transfer resources, student support services, transitional issues, and the college application process.

**HCD 330**  **LIFE AND CAREER PLANNING**  **1 UNIT**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC
This course is a comprehensive approach to life and career planning based on extensive measurement of aptitude, interests, personality type, values, and skills. Personal and career goals will be formulated using career research and decision making strategies. Course topics will include changing career trends and job search techniques.

**HCD 335**  **CAREER DEVELOPMENT**  **3 UNITS**
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course provides a comprehensive approach to life and career planning based on extensive measurement of career development theories, interests, skills, personality types and values. Personal and career goals are developed. Course topics include career research, resume and cover letter development, interviewing strategies, decision making, and time management strategies. Students will be required to purchase additional class materials.

**HCD 495**  **INDEPENDENT STUDIES IN HUMAN/CAREER DEVELOPMENT**
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

**HCD 499**  **EXPERIMENTAL OFFERING IN HUMAN/CAREER DEVELOPMENT**
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

**HCD 1000**  **SUPERVISED TUTORING**  **0 UNITS**
Prerequisite: None.
Hours: hours LAB
This course offers individualized tutoring designed to assist students to increase their success in college courses. Students may enroll for support of more than one college course per semester. Content will vary depending upon the adjunct course. Attention will be given to essential study skills and utilization of campus learning resources. May be repeated in subsequent semesters.
Upon completion of this program, the student will be able to:

- Identify the community resources used in assisting clients
- Appraise and apply the knowledge of existing California professional codes of ethics for the helping professions
- Describe the application of clients’ rights in the social service delivery system
- Evaluate one’s own values and attitudes as they apply to ethical decision making
- Demonstrate effective individual and group setting interpersonal and social skills in interactions with a demographically diverse population

The A.A. degree program in Human Services provides performance-based training for both associate level employment and transfer preparation. Provides training for Psychology and Social Work majors towards Marriage Family Therapists, Social Workers, and Psychologists. All courses within this curriculum are transferable to CSU four-year degree programs. Coursework includes performance-based training in client screening, intake, assessment, orientation, individual counseling, group counseling, consultation, client’s rights, confidentiality, crisis intervention, client education, professional ethics, reports and record keeping.

DEGREE
A.A.—Human Services, Gerontology

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>GERON 331</td>
<td>Interviewing, Counseling the Elderly</td>
<td>3</td>
</tr>
<tr>
<td>GERON 333</td>
<td>Techniques of Individual and Group Counseling of the Elderly</td>
<td>4</td>
</tr>
<tr>
<td>HSER 300</td>
<td>Introduction to Human Services</td>
<td>3</td>
</tr>
<tr>
<td>HSER 302</td>
<td>Introduction to Psychology of Human Relations</td>
<td>3</td>
</tr>
<tr>
<td>HSER 340</td>
<td>Introduction to Chemical Dependency</td>
<td>3</td>
</tr>
<tr>
<td>HSER 350</td>
<td>Employment Skills in Human Services</td>
<td>3</td>
</tr>
<tr>
<td>HSER 360</td>
<td>Techniques of Interviewing and Counseling</td>
<td>3</td>
</tr>
<tr>
<td>HSER 362</td>
<td>Practices in Human Services</td>
<td>6</td>
</tr>
<tr>
<td>HSER 364</td>
<td>Techniques of Group Counseling</td>
<td>4</td>
</tr>
<tr>
<td>PSYC 300</td>
<td>General Principles</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL UNITS REQUIRED</td>
<td></td>
<td>35</td>
</tr>
</tbody>
</table>

Suggested Electives: ENGWR 300, ENGWR 330, ENGWR 331; CISA 300, CISA 301, CISA 320, CISA 321, CISA 340, CISC 320, CISC 321; HEED 300, 312, 313; STAT 300.

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:

- Demonstrate skill, ease, confidence, rapport, and listening skills when communicating with the elderly at different cognitive levels.
- Evaluate and discuss similarities and differences surrounding diverse aging populations as they relate to life expectancy, mortality, mobility, family, work, retirement, mental health, death, lifestyles, sexuality, and use of services.
- Discuss the impact of language and other cultural factors that influence drug education, drug use, and treatment options with the elderly.
- Evaluate common methods of care for the dying including hospitals, skilled nursing facilities, care centers, and hospice care.
- Recognize and identify risk of caregiver stress in cases of Alzheimer’s, dementia, and other diagnoses correlated with aging.
- Identify and evaluate elder abuse causes, prevention strategies, and resources.
- Identify strategies for meeting the challenges of aging within a sociocultural framework.
- Recognize and evaluate demographic, socioeconomic, legal, and physiologic aspects of aging.
- Develop practical workplace skills and knowledge needed for employment in the field.
- Transfer skills, units, and experience to a gerontology major at a four year institution.
Human Services & Gerontology

The Gerontology Degree Program will prepare students to assist seniors in managing their health, psychological, and social needs unique to the elderly population via a broad overview of the biological, psychological, and social aspects of aging. The need for specialization in gerontology is clearly shown in population trends and documented in literature citing the lack of adequately prepared geriatric caregivers. The focus is on preparation for associate-level positions with private industry, government, and non-profit agencies providing health services to senior adults. All courses transfer to California State Universities. Students planning to continue specialization in gerontology by transferring to a four-year college should consult the Requirements for Transfer Institutions section of this catalog.

CERTIFICATE OF ACHIEVEMENT

Human Services, General

REQUIRED PROGRAM .........................................................Units
HSER 300 Introduction to Human Services .............................3
HSER 302 Intro to Psychology of Human Relations ..........................3
HSER 350 Employment Skills in Human Services ..........................3
HSER 360 Techniques of Interviewing and Counseling .................3
HSER 362 Practices in Human Services ......................................6
HSER 364 Techniques of Group Counseling ..................................4
PSYC 300 General Principles ................................................3

Plus six (6) units selected from.................................................6
GERON 300/SOC 335 Sociology of Aging ...............................3
HSER 304 Introduction to Counseling Children ..........................3
HSER 340 Introduction to Chemical Dependency ..........................3
HSER 498 Work Experience ....................................................3

TOTAL UNITS REQUIRED ................................................35

Suggested Electives: ENGWR 300, 330, 331; CISA 300, 301, 320, 321, 340; 
HEDD 300, 312, 313, STAT 300

The certificate program in Human Services provides performance-based training for both associate level employment and transfer preparation. Provides training for Psychology and Social Work majors towards Marriage Family Therapists, Social Workers, and Psychologists. All courses within this curriculum are transferable to CSU four-year degree programs. Coursework includes performance-based training in client screening, intake, assessment, orientation, individual counseling, group counseling, consultation, client’s rights, confidentiality, crisis intervention, client education, professional ethics, reports and record keeping.

Upon completion of this program, the student will be able to:

- Define the functions of social service delivery systems
- Identify and evaluate elder abuse causes, prevention strategies, and services.
- Recognize and evaluate family stress in cases of Alzheimer’s and other dementia.
- Identify and evaluate strategies for meeting the challenges of aging within a sociocultural framework.
- Define the functions of social service delivery systems
- Identify and evaluate elder abuse causes, prevention strategies, and services.
- Recognize and identify risk of caregiver stress in cases of Alzheimer’s and other dementia.
- Identify and evaluate elder abuse causes, prevention strategies, and services.
- Recognize and identify risk of caregiver stress in cases of Alzheimer’s and other dementia.
- Identify and evaluate elder abuse causes, prevention strategies, and services.

CERTIFICATE OF ACHIEVEMENT

Human Services, Gerontology

REQUIRED PROGRAM .........................................................Units
GERON 331 Interviewing, Counseling the Elderly ..........................3
GERON 333 Techniques of Individual and Group Counseling of the Elderly .........4
HSER 300 Introduction to Human Services ..................................3
HSER 302 Introduction to Psychology of Human Relations ..........................3
HSER 340 Introduction to Chemical Dependency ..........................3
HSER 350 Employment Skills in Human Services ..........................3
HSER 360 Techniques of Interviewing and Counseling .................3
HSER 362 Practices in Human Services ......................................6
HSER 364 Techniques of Group Counseling ..................................4
PSYC 300 General Principles ................................................3

TOTAL UNITS REQUIRED ................................................35

The Home Caregiver Certificate prepares recipients with in-home ethical and legal preparation, interpersonal skill training, and information regarding the needs affiliated with aging. All courses transfer to California State Universities. Students planning to continue specialization in gerontology by transferring to a four-year college should consult the Requirements for Transfer Institutions section of this catalog.

Upon completion of this program, the student will be able to:

- Demonstrate skill, ease, confidence, rapport, and listening skills when communicating with the elderly at different cognitive levels.
- Evaluate and discuss similarities and differences surrounding diverse aging populations as they relate to life expectancy, mortality, mobility, family work, retirement, mental health, death, lifestyles, sexuality, and use of services.
- Discuss the impact of language and cultural factors that influence drug education, drug use, and treatment options with the elderly.
- Evaluate common methods of care for the dying including hospitals, skilled nursing facilities, and hospice care.
- Recognize and identify risk of caregiver stress in cases of Alzheimer’s and other dementia.
- Identify and evaluate elder abuse causes, prevention strategies, and resources.
- Identify strategies for meeting the challenges of aging within a sociocultural framework.
- Develop practical workplace skills and knowledge needed for employment.

Human Services (HSER)

HSER 300 INTRODUCTION TO HUMAN SERVICES 3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
A comprehensive overview of the field of Human Services in private and public agencies. Includes learning of agency functions and worker activities through reading, class discussion, and class speakers. Emphasis is on the roles and skills of associate professionals such as health workers, activity directors for the elderly, and adolescent and child welfare assistants.

HSER 302 INTRODUCTION TO PSYCHOLOGY OF HUMAN RELATIONS 3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
Introduction to attitudes, values, and methods that enhance communication skills in human relations. Required course for the Human Services major. Open to all students.

HSER 304 INTRODUCTION TO COUNSELING CHILDREN 3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
A study of the tools children use daily to cope with feelings, adjust to changes, overcome disappointment and trauma, make sense out of the world around them and grow in their various relationships. Children’s play medium will be experienced, with special emphasis on the importance of imagination and the use of fantasy. Assignments will require association with children.
### HSER 340  **INTRODUCTION TO CHEMICAL DEPENDENCY**  3 UNITS

Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
A survey course that examines the psychological and physiological effects of chemical dependency on the individual. Also included is an analysis of the effects of substance abuse on the family: the sociological and economic conditions contributing to substance abuse, and a description of communication efforts at prevention and treatment.

### HSER 341  **PHYSIOLOGY AND PHARMACOLOGY: ALCOHOL & OTHER DRUGS**  3 UNITS

Prerequisite: HSER 340 with a grade of "C" or better  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course is a study of the chemical composition, pharmacokinetics and the physiological effects of psychoactive drugs on the central nervous system. Psychoactive drugs discussed include alcohol, opiates, stimulants, depressants, psychotherapeutics, and psychedelics. Also included will be the physiological and psychological mechanisms associated with tolerance, habituation, and withdrawal that occur during the addiction phase of drug use.

### HSER 350  **EMPLOYMENT SKILLS IN HUMAN SERVICES**  3 UNITS

Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
Information in interviewing and counseling with parents, family system dynamics, family and drug intervention, crisis training, court mandated reporting, legislative mandates required of counselors, and laws pertaining to counseling minors and other client populations within Human Services Agencies.

### HSER 360  **TECHNIQUES OF INTERVIEWING AND COUNSELING**  3 UNITS

Prerequisite: HSER 302. Grade of "C" or better required to meet prerequisite.  
Advisory: HSER 300 and concurrent enrollment in HSER 362.  
Course Transferable to CSU  
Hours: 54 hours LEC  
Exploration of the effectiveness of these techniques as applied to para-professional experiences as counselor and group counselor aides, mental health workers, social service technicians and other new careers on all academic levels in people-to-people services. This course is an integral part of the Human Services curriculum.

### HSER 362  **PRACTICES IN HUMAN SERVICES**  3 UNITS

Prerequisite: None  
Corequisite: HSER 360. Grade of "C" or better required to meet prerequisite or corequisite.  
Course Transferable to CSU  
Hours: 108 hours LEC / 108 hours LAB  
This course provides advanced study and supervised field experience in public and/or private agencies providing mental health, corrections, chemical dependency, and child/adolescent treatment services. Students apply concepts, values and skills acquired in other core courses to the process of helping others. Student evaluation is competency-based. This course may be taken four times for credit.

### HSER 364  **TECHNIQUES OF GROUP COUNSELING**  4 UNITS

Prerequisite: HSER 302, 360, and 362. Grade of "C" or better required to meet prerequisite.  
Course Transferable to CSU  
Hours: 54 hours LEC / 54 hours LAB  
Techniques of counseling in groups with people of a variety of ages. Group exploration and sharing of feelings about problems presented. Recognition of unique and common problems and participation in understanding and behavior change.

### HSER 367  **TOPICS IN HUMAN SERVICES**  .5-4 UNITS

Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
Exploration of those topics and issues which are most relevant for future and present workers in human services. Emphasis will be on those issues which are not consistently covered by other required human services courses. These issues may include: chemical dependency, interventions in poverty, stress management, child neglect and abuse, patient rights, and organization for advocacy.

### HSER 369  **INDEPENDENT STUDIES IN HUMAN SERVICES**  1-3 UNITS

Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course is a study of the chemical composition, pharmacokinetics and the physiological effects of psychoactive drugs on the central nervous system. Psychoactive drugs discussed include alcohol, opiates, stimulants, depressants, psychotherapeutics, and psychedelics. Also included will be the physiological and psychological mechanisms associated with tolerance, habituation, and withdrawal that occur during the addiction phase of drug use.
### Humanities (HUM)

<table>
<thead>
<tr>
<th>Degree</th>
<th>A.A. - Humanities</th>
</tr>
</thead>
<tbody>
<tr>
<td>This Folsom Lake College program offers courses in classical, modern, American and non-Western humanities. In each course, basic human values as exemplified in the arts, philosophy, religion and history are examined.</td>
<td></td>
</tr>
</tbody>
</table>

#### Career Options

- Communication; Education; Journalism; Law; Politics; Public Relations; Museum Curator

Some career options may require more than two years of college study.

#### Highlights

- Diversified and talented faculty
- Hands-on experience in various fields relating to above career options
- Excellent background in liberal arts for transfer or interdisciplinary study

#### DEGREE

**A.A. - Interdisciplinary Studies, Humanities**

<table>
<thead>
<tr>
<th>REQUIRED PROGRAM</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nine (9) units selected from:</td>
<td></td>
</tr>
<tr>
<td>HUM 300, 310; PHIL 300</td>
<td>9</td>
</tr>
<tr>
<td>Twelve (12) units selected from:</td>
<td></td>
</tr>
<tr>
<td>(no more than one course from each group)</td>
<td></td>
</tr>
<tr>
<td>(a.) ARTH 300;</td>
<td></td>
</tr>
<tr>
<td>(b.) ENGCW 400; ENGLT 310, 320, 321, 330, 340, 341;</td>
<td></td>
</tr>
<tr>
<td>(c.) HUM 320, 332;</td>
<td></td>
</tr>
<tr>
<td>(d.) MUFHL 300, 310, 311;</td>
<td></td>
</tr>
<tr>
<td>(e.) PHIL 310, 320, 338, 335;</td>
<td></td>
</tr>
<tr>
<td>(f.) TA 300; CMEC 305</td>
<td>12</td>
</tr>
<tr>
<td>TOTAL UNITS REQUIRED</td>
<td>21</td>
</tr>
</tbody>
</table>

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:

- Describe the fundamental questions people have pondered over the past 2500 years.
- Analyze, evaluate, and synthesize philosophical problems in order to develop and defend a position
- Demonstrate an understanding of the development of culture as reflected in the arts, philosophy, and history of the Western world
- Evaluate the artistic and cultural achievements of a particular period by comparing and contrasting them to the achievements of previous and subsequent periods.
- Demonstrate community and cultural awareness by attending cultural events and evaluating their relevance.
- Utilize research skills to write papers that examine the basic human values exemplified in the arts, literature, and/or philosophy of particular eras in history.
- Employ inductive or deductive reasoning to challenge or defend assertions in arguments and argumentative essays

The Humanities program at Folsom Lake College offers students the opportunity to develop a breadth of interdisciplinary knowledge, enhance their appreciation of the arts, sharpen their critical thinking skills, and prepare them for transfer to the university.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 300</td>
<td>CLASSICAL HUMANITIES</td>
</tr>
<tr>
<td>Prerequisite: None.</td>
<td>Course Transferable to UC/CSU</td>
</tr>
<tr>
<td>Hours: 54 hours LEC</td>
<td></td>
</tr>
</tbody>
</table>

The course focuses upon Western culture in its attempt to interpret human experience and identity. The course examines basic human values as exemplified in the arts, philosophy and history. Emphasis is on the Greeks, the Romans, and the Judeo-Christian tradition up to the end of the Middle Ages.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 310</td>
<td>MODERN HUMANITIES</td>
</tr>
<tr>
<td>Prerequisite: None.</td>
<td>Course Transferable to UC/CSU</td>
</tr>
<tr>
<td>Hours: 54 hours LEC</td>
<td></td>
</tr>
</tbody>
</table>

This course focuses upon Western culture in its attempt to interpret human experience and identity. The course examines basic human values as exemplified in the arts, philosophy, and history. Emphasis is on the Renaissance, the Baroque period, and the Modern World.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 320</td>
<td>ASIAN HUMANITIES</td>
</tr>
<tr>
<td>Prerequisite: None.</td>
<td>Course Transferable to UC/CSU</td>
</tr>
<tr>
<td>Hours: 54 hours LEC</td>
<td></td>
</tr>
</tbody>
</table>

The focus of the course is on Far Eastern culture in its attempt to interpret human experience and identity. The quest for truth is traced in a variety of forms of humanistic self-expression—literature, art, music, philosophy and history. The course concentrates especially on India, China and Japan.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 324</td>
<td>CALIFORNIA CULTURES</td>
</tr>
<tr>
<td>Prerequisite: None.</td>
<td>Course Transferable to UC/CSU</td>
</tr>
<tr>
<td>Hours: 54 hours LEC</td>
<td></td>
</tr>
</tbody>
</table>

This course examines ideas and values about the American experience in the 20th century by analyzing the literature, art, music, philosophy and history of the past 100 years. The course draws upon the arts of African American, Native American, Asian American, Anglo and Latino cultures as avenues for understanding issues of race, ethnicity, class, and gender as they intersect with mainstream American values in the past 100 years.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 340</td>
<td>AFRICAN AMERICAN HUMANITIES</td>
</tr>
<tr>
<td>Prerequisite: None.</td>
<td>Course Transferable to UC/CSU</td>
</tr>
<tr>
<td>Hours: 54 hours LEC</td>
<td></td>
</tr>
</tbody>
</table>

This course examines the African American experience in the United States from a historical and political perspective by experiencing and analyzing the arts and artistic expressions. The course draws upon music, art, literature and philosophy as avenues for understanding the influences and challenges to African American identity both historically and contemporarily.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 495</td>
<td>INDEPENDENT STUDIES IN HUMANITIES</td>
</tr>
<tr>
<td>Prerequisite: None.</td>
<td>Course Transferable to CSU</td>
</tr>
<tr>
<td>Hours: 18 hours LEC; 54 hours LAB</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Degree</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 499</td>
<td>EXPERIMENTAL OFFERING IN HUMANITIES</td>
</tr>
<tr>
<td>Prerequisite: None</td>
<td>Course Transferable to CSU</td>
</tr>
<tr>
<td>Hours: 18 hours LEC; 54 hours LAB</td>
<td></td>
</tr>
</tbody>
</table>
DEGREE
A.A.—Interdisciplinary Studies

REQUIRED PROGRAM  ..............................................................................................................Units
15 units selected from: (no more than one course selected from each group)
   (a.) ENGLT 320, 321, 330;
   (b.) HIST 312, 313, 314, 331;
   (c.) HUM 332;
   (d.) POLS 301;
   (e.) PSYC 360;
   (f.) SOC 300, 301, 321 .................................................................15
Six (6) units selected from: (no more than one course selected from each group)
   (a.) BUS 300;
   (b.) HUM 310;
   (c.) PHIL 300, 338 .................................................................6
TOTAL UNITS REQUIRED .....................................................................................................21

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:
* Demonstrate an understanding of indigenous ways in America before and after European colonization.
* Trace and analyze the chronology of events that make up America’s past to understand change and/or continuity and cause and/or effect in history.
* Evaluate the artistic and cultural achievements of a particular era by comparing and contrasting them to the achievements of previous and/or subsequent periods.
* Utilize research skills to write papers that examine the basic human values exemplified in American history, politics, art, literature, and/or philosophy.
* Investigate and evaluate historical data to determine the contributions, sacrifices, and experiences of diverse groups who have been significant in the development of the United States in a given period.

The American Studies program at Folsom Lake College provides students with an interdisciplinary survey of the historical, institutional, political, philosophical, cultural, and social achievements of America and its people. The program focuses on extending students’ breadth of knowledge, challenging their assumptions and preconceived notions, and preparing them for transfer to the university.

DEGREE
A.A.—Interdisciplinary Studies, Humanities

REQUIRED PROGRAM  ..............................................................................................................Units
Nine (9) units selected from:
   HUM 300, 310; PHIL 300 .................................................................9
Twelve (12) units selected from: (no more than one course from each group)
   (a.) ARTH 300;
   (b.) ENGCW 400; ENGLT 310, 311, 320, 321, 330, 340, 341;
   (c.) HUM 320, 332;
   (d.) MUFHL 300, 310, 311;
   (e.) PHIL 310, 320, 338, 350;
   (f.) TA 300; CMED 305 .................................................................12
TOTAL UNITS REQUIRED .....................................................................................................21

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:
* Describe the fundamental questions people have pondered over the past 2500 years.
* Analyze, evaluate, and synthesize philosophical problems in order to develop and defend a position.
* Demonstrate an understanding of the development of culture as reflected in the arts, philosophy, and history of the Western world.
* Evaluate the artistic and cultural achievements of a particular period by comparing and contrasting them to the achievements of previous and subsequent periods.
* Demonstrate community and cultural awareness by attending cultural events and evaluating their relevance.
* Utilize research skills to write papers that examine the basic human values exemplified in the arts, literature, and/or philosophy of particular eras in history.
* Employ inductive or deductive reasoning to challenge or defend assertions in arguments and argumentative essays.

DEGREE
A.A.—Interdisciplinary Studies, Women’s Studies

REQUIRED PROGRAM  ..............................................................................................................Units
Nine (9) units selected from:
   ENGLT 360; HIST 331; PSYC 356, 360 .................................................9
Twelve (12) units selected from: (no more than one course from each group)
   (a.) BUS 300;
   (b.) ENGLT 310, 311, 320, 321, 330, 340, 341, 360;
   (c.) HIST 312, 313, 314, 331;
   (d.) HUM 332;
   (e.) PHIL 310, 320, 338;
   (f.) POLS 301;
   (g.) PSYC 356, 360, 372;
   (h.) SOC 300, 301, 321 .................................................................12
TOTAL UNITS REQUIRED .....................................................................................................21

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.
Upon completion of this program, the student will be able to:

- Demonstrate an understanding of the contributions of Colonial and Native American women during colonization in the U.S.
- Utilize research skills to write papers that examine the roles and responsibilities of women during the labor, abolition, or women's rights movements of the 19th and 20th centuries.
- Evaluate the artistic and/or literary achievements of women of a particular era by comparing and contrasting them to those of previous and/or subsequent periods.
- Investigate and evaluate the contributions, sacrifices, and experiences of women historically given the political, moral, and cultural constraints of a particular era.
- Identify and analyze the psychological, biological, and social influences on the behavior of women in a given era of history.

This program is designed for both men and women, focusing on women and their: Achievements; Behavior, Feelings, and Experience; Historical Significance; Cultural and Social Contributions; Roles in Society and the Political System; Literary Significance; and Positions in the Business World. The program seeks to broaden students’ knowledge of women’s achievements, challenge lingering stereotypes of women, and expand perceptions of women’s roles in society.

**Journalism (JOUR)**

**JOUR 310 MASS MEDIA AND SOCIETY 3 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
Survey of the mass media: history, philosophy, structure and trends, as well as theories which help to explain effects and the importance of mass communications as a social institution. Exploration of economics, technology, law, ethics, and social issues, including cultural and ethnic diversity. This course is the same as CMED 300, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

**JOUR 335 INTRODUCTION TO DESKTOP PUBLISHING 2 UNITS**
Prerequisite: None
Advisory: CISC 300 or 302 or 310; or JOUR 330.
Course Transferable to CSU
Hours: 27 hours LEC; 27 hours LAB
This course will cover the introductory elements of desktop publishing. The course is taught in three modules with a project attached to each module. The course covers hardware and software, elements of design, computer graphics, text composition, page layout, and integration of text and graphics. Projects may include, but are not limited to: business cards, stationery, logos, covers, flyers, brochures, and newsletters. Students may receive two units credit for each topic offered. Consult the class schedule for specific topics. Not open to students who have received credit for CISA 330.

**JOUR 336 INTERMEDIATE DESKTOP PUBLISHING 2 UNITS**
Prerequisite: CISA 330 or JOUR 335.
Course Transferable to CSU
Hours: 27 hours LEC; 27 hours LAB
This course will cover the intermediate elements of desktop publishing. The course is taught in three modules with a project attached to each module. The course covers intermediate hardware and software, elements of intermediate design, graphics and text composition, multi-page layout, design for publishing presentations, project management, and single- and multi-page documents. Projects may include, but are not limited to: reports, slicks, slides, overheads, posters, transparencies, billboards, brochures, and newsletters. Students may receive two units credit for each topic offered. Consult the class schedule for specific topics. Recommended supplemental courses: CISA 300; ARCH 330 or ART 320; and CISA 340. Not open to students who have received credit for CISA 331.

**JOUR 340 WRITING FOR PUBLICATION 3 UNITS**
Prerequisite: ENGW 300 or JOUR 300.
Course Transferable to CSU
Hours: 54 hours LEC
Writing nonfiction for publication with emphasis on developing writing style. The course covers writing for specific audiences, writing magazine and feature articles, researching and interviewing and developing an effective prose style. Students will learn how to write reviews, profiles, personal narratives and longer articles and how to sell them.

**JOUR 495 INDEPENDENT STUDIES IN JOURNALISM 1-3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

**JOUR 499 EXPERIMENTAL OFFERING IN JOURNALISM .5-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
The Folsom Lake College Library courses teach vital research skills that enable students to achieve success in their college classes, their careers, and their day-to-day lives. Students will gain “research survival skills” to cope with the information rich environment in which they live. They will develop the ability to access information from a broad range of resources, and to evaluate this information and its sources. Course study will include information from print, online subscription databases and the Internet.

FLC Librarians also offer non-credit library instruction sessions, demonstrating the use of library resources and the Internet. Please drop by the reference desk to pick up a helpful handout, obtain individual assistance, or for more information.

Students interested in a paraprofessional library career can complete the Library and Information Technology program available at Sacramento City College. Students interested in a professional library career need a bachelor’s degree and a graduate Library and Information Science degree.

**Highlights**
- Become familiar with academic library organization.
- Learn how to select and use appropriate information sources.
- Develop skills to effectively design online search strategies.
- Learn how to evaluate print and online information resources.

---

**Library (LIBR)**

**LIBR 318 LIBRARY RESEARCH AND INFORMATION LITERACY 1 UNIT**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 18 hours LEC

This course provides a step-by-step guide to the research process that is applicable to term papers, course work, personal interest and life-long learning. It will help students acquire the information competency skills necessary for success in their academic, personal or job-related research. It emphasizes developing effective search strategies, selecting information tools, locating and retrieving information sources, analyzing and critically evaluating information, organizing and using information.

**LIBR 499 EXPERIMENTAL OFFERING IN LIBRARY .5-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Management

DEGREE: A.A. - Management

This broad-based management program offers introductory courses as well as more specialized ones ranging from studies of the standard corporate organization to analyzing the small business.

Managers help organizations achieve their objectives through effective planning, organizing, directing, and controlling. The management program attempts to develop an understanding of the importance and diversity of its related fields.

This program prepares students for entry into a company management training program and upgrades the skills of those already working in industry, allowing them to advance to supervisory positions. Students planning vacations in personnel services or analyst positions in state or federal government service should also consider this degree program.

Career Options
Branch Manager; Department Manager; First-line Supervisor; Office Manager; Plant Manager; Project Manager; Entrepreneur; Shift Supervisor; Small Business Owner/Manager

Some career options may require more than two years of college study.

Highlights
- Additional training in courses acceptable as electives for civil service professional occupations
- Hands-on experience in the use of computers for business purposes
- Opportunities for work experience in local industry, business, and government
- A lab with tutorial assistance

DEGREE: A.A.—Management

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 301</td>
<td>Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUS 300</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUS 310</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUS 330</td>
<td>Managing Diversity in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>BUS 340</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUSTEC 302</td>
<td>Computer Keyboarding</td>
<td>2</td>
</tr>
<tr>
<td>CISC 310</td>
<td>Intro to Computer Information Science</td>
<td>3</td>
</tr>
<tr>
<td>CISC 300</td>
<td>Computer Familiarization</td>
<td>1</td>
</tr>
<tr>
<td>CISC 320, CISA 310, CISA 320, CISA 330, CISA 340, CISC 320</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>CISC 350</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ECON 320/BUS 320</td>
<td>Concepts of Personal Finance</td>
<td>3</td>
</tr>
<tr>
<td>MKT 300</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

Management Option:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGMT 362</td>
<td>Techniques of Management</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 372</td>
<td>Human Relations &amp; Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>BUS 210, 218, 224, 350; Plus three (3) units selected from</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>BUS 498</td>
<td>Work Experience</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED | 42 |

Suggested Elective: ACCT 311

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

This program prepares students for entry into a company management training programs and upgrades the skills of those already working in industry, allowing them to advance to supervisory positions. Students planning vacations in personnel services or analyst positions in state or federal government service should also consider this degree program.

Upon completion of this program, the student will be able to:
- Incorporate leadership skills and abilities that are effective in managing a multicultural workforce.
- Analyze practical business problems.
- Apply current management philosophies to current management problems.
- Integrate management principles in relationship to finance, personnel, products, services and information.
- Communicate effectively verbally and in writing in various business settings.
- Utilize critical thinking and research skills in the evaluation of alternative solutions.

MANAGEMENT (MGMT)

MGMT 308 PERSONNEL AND HUMAN RESOURCES MANAGEMENT 
3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours lecture
Description: This course presents the student with the materials necessary to begin the complex study and analysis of such areas as civil rights, labor law, the personnel “Human Resources” organization and various management theories currently found in both public and private sector organization.

MGMT 310 INTRODUCTION TO PUBLIC MANAGEMENT 
3 UNITS
Prerequisite: None.
Hours: 54 hours lecture
Description: This course provides an introduction to the field of public management. It introduces students to the fundamental components of public management including public organizational relations and roles, leadership, ethics, fiscal management and policymaking. It also addresses the political, intergovernmental, and external environments in which public managers function.

MGMT 311 INTRODUCTION TO PUBLIC FINANCIAL ADMINISTRATION 
3 UNITS
Prerequisite: None.
Hours: 54 hours lecture
Description: This course provides an overview to the field of Public Financial Administration. It examines financial administration in public and not-for-profit organizations. Topics include: concepts and activities in public financial management, budgeting, taxation, revenue planning, borrowing, fiscal controls, and the analytical skills needed to direct and control public fiscal activities.

MGMT 360 MANAGEMENT COMMUNICATION 
3 UNITS
Prerequisite: None.
Advisory: MGMT 362
Course Transferable to CSU
Hours: 54 hours LEC
Description: This course provides skill training in coping with communication problems in organizations and includes the study of the communication process, the analysis of the barriers to effective oral and written communication, and the development of guidelines to improve interpersonal relations within an organization through the effective methods of oral and written communications.

MGMT 362 TECHNIQUES OF MANAGEMENT 
3 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This is a basic course in management that introduces a variety of modern management concepts. This course includes the basic management functions of planning, organizing, staffing, leadership, and control. In addition, such concepts as team development, communication, business ethics, and global management perspectives will be discussed.
MGMT 372  HUMAN RELATIONS AND ORGANIZATIONAL BEHAVIOR
3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
Effective human interaction principles that build confidence, competence and positive attitudes in work organizations are learned in this course. Topics that include the basis for human behavior, perception, communication, motivation, performance improvement, group behavior, ethics and social responsibility are major areas of emphasis. This course emphasizes the psychology of human relations management.

MGMT 495  INDEPENDENT STUDIES IN MANAGEMENT  1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 3 hours LAB

MGMT 498  WORK EXPERIENCE IN MANAGEMENT  1-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

MGMT 499  EXPERIMENTAL OFFERING IN MANAGEMENT  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Marketing

Marketing is a dynamic area of study that provides immediate job and career opportunities after one course or the completion of a degree. The skills learned are easily converted into well-paying careers by many students. There is no limit to your success when these areas of study are utilized successfully. The skills learned are essential for international and domestic business and for companies large and small.

Career Options
Buyer; Account Executive; Entrepreneur; Investment Counselor; Marketing Services; Stockbroker; Purchasing Agent; Salesperson; Shipping Clerk; Marketing Manager; Export/Import

Some career options may require more than two years of college study.

Highlights
- Additional training in courses acceptable as electives for civil service professional occupations
- Opportunities for Work Experience in local industry and business
- Training in a career where one third of the presidents of Fortune 500 corporations have marketing backgrounds
- Coursework in international marketing
- A lab with tutorial assistance

Marketing (MKT)

MKT 120 SURVEY OF INTERNATIONAL BUSINESS 3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course is a comprehensive overview of international business designed to provide both beginners and experienced business people with a global perspective on international trade including foreign investments, impact of financial markets, and the operation of multi-national corporations.

MKT 122 INTERNATIONAL MARKETING 3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course presents the problems of marketing in the international marketplace and how marketers approach and solve them. The course focuses on concepts and principles by teaching the theory and practice of international marketing through the use of practical examples and actual case studies of international, both United States and foreign, marketing organizations. Studies include: international marketing position of the United States, market entry strategies, analysis of foreign markets, culture and marketing, product design, pricing, distribution, promotion and sales.

MKT 120 SURVEY OF INTERNATIONAL BUSINESS 3 UNITS
Prerequisite: None
Hours: 27 hours LEC
This course covers the different aspects of exporting and affords the student a working knowledge of the various terms and techniques essential to exporting. Studies include marketing, organization, regulation, terms of access, documentation, shipment and financing involved with international movement of merchandise, trade patterns by countries and commodities.

MKT 124 BASICS OF IMPORTING 1.5 UNITS
Prerequisite: None
Hours: 27 hours LEC
This course is an overview of the steps involved in importing a product or service from beginning to end. Course includes an introduction to the United States Customs Service, what customs brokers do, duty rate structure and determination, basic laws affecting imports, currency exchange and letters of credit. Practical advice about storage and transportation of shipments after they have cleared customs will also be shared.

MKT 295 INDEPENDENT STUDIES IN MARKETING 1-3 UNITS
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
This course is an overview of marketing principles. The course covers the process of planning and executing the conception, pricing, promotion, and distribution of ideas, goods and services to create exchanges that satisfy individual and organizational goals. Elements of the marketing environment such as government regulation, environmental protection, competition, and consumer behavior will be analyzed.

MKT 299 EXPERIMENTAL OFFERING IN MARKETING .5-4 UNITS
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

MKT 300 PRINCIPLES OF MARKETING 3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course is a general overview of marketing principles. The course covers the process of planning and executing the conception, pricing, promotion, and distribution of ideas, goods and services to create exchanges that satisfy individual and organizational goals. Elements of the marketing environment such as government regulation, environmental protection, competition, and consumer behavior will be analyzed.
MKT 310     SELLING PROFESSIONALLY  3 UNITS
Prequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course shows the importance of good selling techniques and the personal qualifications required for effective selling. It emphasizes the development of a business personality and its application to the approach direction, and closing of a sale. It also examines various kinds of selling experience: direct, industrial, wholesale and retail. This course is recommended for men and women preparing for various technical fields as well as all business majors.

MKT 312 RETAILING  3 UNITS
Prequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
Retailing is a business that provides goods and services to customers for their personal use. This course will study modern retail operations with emphasis on consumer behavior, store location and layout, sourcing of goods, pricing, organization, promotion, management and other pertinent factors of retail operations.

MKT 314 ADVERTISING  3 UNITS
Prequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course is an introduction to the field of advertising, its history, purpose, institutions, and functions. Studies are made of the various media used in general advertising, as well as the effective use of these media. Students will produce ads and advertising campaigns.

MKT 330 INTERNET MARKETING  3 UNITS
Prequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to provide both the novice and skilled business person with a working knowledge of how to use Internet marketing. We will teach students to interact with specialists to devise strategies that build customer relations through technological strategies. These specialists may include network specialists, systems analysts, graphic designers, or web masters. Students will have a good understanding of how this technology can be used to help his/her business be more successful.

MKT 495 INDEPENDENT STUDIES IN MARKETING  1-3 UNITS
Prequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

MKT 498 WORK EXPERIENCE IN MARKETING  1-4 UNITS
Prequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

MKT 499 EXPERIMENTAL OFFERING IN MARKETING  .5-4 UNITS
Prequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Mathematics is a multifaceted subject of great beauty and application. The study of mathematics explores some of the deepest puzzles that have ever been encountered and equips the student with a universal language used to study quantities and relationships in all fields. The study of mathematics provides students with the ability to think logically and abstractly and develop the problem-solving and computational skills necessary for success in any field of study.

Career Options
Actuary; Architecture; Assessor; Auditor; Biologist; Budget Analyst; Chemist; Controller; Computer Programmer; Demographer; Dentist; Doctor; Economist; Engineer; Epidemiologist; Finance; Mathematician; Operations Researcher; Statistician; Public Opinion Analyst; Surveyor; Systems Analyst; Teacher; Veterinary Science

Most of these careers require education beyond the two-year college level.

Highlights
- A professional and innovative staff committed to providing the best possible mathematics education
- A comprehensive mathematics curriculum addressing the needs of both the transfer student and the non-transfer student
- A program that uses assessment for proper placement of students

DEGREE
A.S.—Mathematics

This degree is designed to allow students to meet common lower division requirements for a major in mathematics at any four-year transfer institution. Required courses for this degree may also fulfill lower division requirements for four-year degrees in computer science and engineering.

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 400</td>
<td>5</td>
</tr>
<tr>
<td>MATH 401</td>
<td>5</td>
</tr>
<tr>
<td>MATH 410</td>
<td>3</td>
</tr>
<tr>
<td>MATH 420</td>
<td>4</td>
</tr>
</tbody>
</table>

Plus select one of the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISP 360</td>
<td>4</td>
</tr>
<tr>
<td>CISP 370</td>
<td>4</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED 26

Associate of Science Degree (A.S.) may be obtained by completion of the Required Program, plus General Education requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:

- apply quantitative thinking processes and reasoning skills in upper division academic work and/or workplace tasks.
- recognize and construct valid arguments using deductive and inductive reasoning skills.
- define and utilize terminology of mathematics with emphasis in calculus, linear algebra, and either statistics, logic or problem solving.
- communicate mathematical concepts to varied audiences.
- solve problems collaboratively.
- use mathematical tools essential to success in upper division math courses.
- select learning strategies that are appropriate for them.
MATH 120 INTERMEDIATE ALGEBRA 5 UNITS
Prerequisite: MATH 100 with a grade of “C” or better; or placement through the assessment process.
Hours: 90 hours LEC
This course reviews and extends the concepts of elementary algebra with problem solving skills emphasized throughout. Topics which are reviewed and extended include: linear and quadratic equations, factoring polynomials, rational expressions, exponential, radical, equations of lines, and systems of equations. New topics include: absolute value equations and inequalities, rational exponents, translations and reflections of graphs, function notation and function operations, exponential and logarithmic functions, graphs of quadratic and simple polynomial functions, quadratic inequalities, non-linear systems of equations, and an introduction to conic sections.

MATH 295 INDEPENDENT STUDIES IN MATHEMATICS 1-3 UNITS
Prerequisite: None.
Hours: 10 hours LEC; 54 hours LAB

MATH 299 EXPERIMENTAL OFFERING IN MATHEMATICS .5-4 UNITS
Prerequisite: None.
Hours: 18 hours LEC; 54 hours LAB

MATH 300 INTRODUCTION TO MATHEMATICAL IDEAS 3 UNITS
Prerequisite: MATH 120 or 125 with a grade of “C” or better; or equivalent skills demonstrated through the assessment process.
Course Transferable to CSU
Hours: 54 hours LEC
Introduction to Mathematical Ideas allows liberal arts students to meet general education mathematics requirements while exploring concepts and objects of mathematics in a meaningful way. This course is designed to show some of the essence and quality of mathematics, and to enhance precision in the evaluation and expression of ideas, thereby developing a student’s quantitative reasoning skills. It is recommended primarily for students who do not plan to major in a math-related field, but may be of interest to others as well. Course content may include topics from number systems, logic, geometry, probability, statistics, algebraic modeling, number theory, consumer mathematics, graph theory, voting and apportionment, and perhaps others; concepts of contemporary mathematics may be covered. Emphasis is placed on the deductive process.

MATH 310 MATHEMATICAL DISCOVERY 3 UNITS
Prerequisite: MATH 112 or Geometry, AND MATH 120 both with a grade of “C” or better; or equivalent skills demonstrated through the assessment process.
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to enhance students’ understanding of mathematics by involving them in the mathematical process of exploration, conjecture, and proof. Students will explore mathematical patterns and relations, formulate conjectures, and prove their conjectures. Areas of mathematics from which content may be derived include number theory, statistics, probability, geometry, and sequences and series. This course is recommended for students interested in a career in education.

MATH 335 TRIGONOMETRY WITH COLLEGE ALGEBRA 5 UNITS
Prerequisite: MATH 120 with a grade of “C” or better; or placement through the assessment process.
Course Transferable to CSU
Hours: 90 hours LEC
This is a full trigonometry course with college algebra concepts reviewed, extended, and integrated when they are relevant to the trigonometric concepts. The trigonometric topics include right triangle trigonometry, unit circle trigonometry, graphs of trigonometric functions, proofs of trigonometric identities, solving trigonometric equations, applications of trigonometric functions (laws of sines and cosines), inverse trigonometric functions, polar coordinates, graphing polar functions, and vectors. The algebra topics include exponential and logarithmic functions, complex numbers, in addition to solving equations, inequalities, and systems of equations.

MATH 341 CALCULUS FOR BUSINESS AND ECONOMICS 4 UNITS
Prerequisite: MATH 120 or 125 with a grade of “C” or better; or equivalent skills demonstrated through the assessment process.
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course offers an introduction to the concepts and techniques of sets, functions, limits, analytic geometry and the differential and integral calculus. This course is intended for business students; it is not recommended for mathematics and physical science majors.

MATH 343 MODERN BUSINESS MATHEMATICS 4 UNITS
Prerequisite: MATH 120 with a grade of “C” or better; or placement through the assessment process.
Course Transferable to CSU
Hours: 72 hours LEC
This course is designed around applications of mathematics in an economic and business context. The major topics include: functions, finance (interest and exponential models), rates of change, optimization, and linear programming. The content of the course is structured to incorporate tables, graphs and data sets collected from real-world situations. This course is not recommended for mathematics or physical science majors.

MATH 344 FINITE MATHEMATICS 3 UNITS
Prerequisite: MATH 120 or 125 with a grade of “C” or better; or equivalent skills demonstrated through the assessment.
Course Transferable to UC/CSU
Hours: 54 hours LEC
Topics covered in this course include set theory, matrix algebra, simplex method of linear programming, Markov process, game theory, mathematics of finance including present value and annuities, and probability and statistics with application in the field of business, social science and biological sciences.

MATH 350 CALCULUS FOR THE LIFE AND SOCIAL SCIENCES I 3 UNITS
Prerequisite: MATH 335 with a grade of “C” or better; or equivalent skills demonstrated through the assessment process.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is designed to prepare students for Calculus (Math 400 - 402). Course content includes a brief review of the fundamental concepts of algebra and trigonometry, and an introduction to calculus. Topics include functions, trigonometric functions, limits, analytic geometry, and differential calculus with applications to business, social, and biological sciences. This course is intended for students majoring in social and biological sciences.

MATH 351 CALCULUS FOR THE LIFE AND SOCIAL SCIENCES II 3 UNITS
Prerequisite: MATH 350 with a grade of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a continuation of Math 350. Topics include: definite and indefinite integrals, power series, analytic geometry, multivariate calculus, and differential equations with applications to business, social, and biological sciences. Not open to students who have received credit for Math 401 or higher level mathematics course. See "Cross-Listed Courses" in the catalog.

MATH 370 PRE-CALCULUS MATHEMATICS 5 UNITS
Prerequisite: MATH 335 with a grade of “C” or better; or placement through the assessment process.
Course Transferable to UC/CSU
Hours: 90 hours LEC
This course is designed to prepare students for Calculus (Math 400 - 402). Course content includes a brief review followed by an in-depth extension of the properties of polynomial, rational, exponential, logarithmic and trigonometric functions. Additional topics include systems of linear and non-linear equations and inequalities, conic sections, sequences and series, binomial theorem, analytic geometry, vectors, parametric, and polar equations. A graphing calculator may be required for this course.

MATH 400 CALCULUS I 5 UNITS
Prerequisite: MATH 370 with a grade of “C” or better; or placement through the assessment process.
Course Transferable to UC/CSU
Hours: 90 hours LEC
This course explores the basic concepts of analytic geometry, limits of functions, derivatives, and integrals. Topics covered will include finding the limits of functions by graphing and indeterminate forms of algebraic expressions. Graphing, derivatives, and integrals involving algebraic, trigonometric, exponential, logarithmic, and inverse trigonometric functions will also be covered. Many applications will be covered, including those involving rectilinear motion, differentials, related rates, graphing, optimization, and finding areas of bounded regions.

MATH 401 CALCULUS II 5 UNITS
Prerequisite: MATH 400 with a grade of “C” or better
Course Transferable to UC/CSU
Hours: 90 hours LEC
This course is a continuation of Math 400. Topics covered include techniques of integration, numerical integration, improper integrals, infinite series, parametric equations, polar coordinates, and conic sections. Many applications will be covered including those involving areas between plane regions, volumes of revolution, work, moments and concepts of mass, average value, arc length, and surface area.
MATH 402  CALCLULUS III  5 UNITS  
Prerequisite: MATH 401 with a grade of "C" or better  
Course Transferable to UC/CSU  
Hours: 90 hours LEC  
This course extends the concepts of limits, derivatives and integrals to vector-valued functions and functions of more than one variable. Topics covered will include three-dimensional analytic geometry and vectors, partial derivatives, multiple integrals, line integrals, surface integrals, and the theorems of Green, Gauss (Divergence), and Stokes. Many applications of the calculus will be included.

MATH 410  INTRODUCTION TO LINEAR ALGEBRA  3 UNITS  
Prerequisite: MATH 400 with a grade of "C" or better  
Advisory: MATH 402 (may be taken concurrently)  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course introduces linear algebra. Topics include matrices, determinants, systems of equations, vector spaces, linear transformations, eigenvectors, and applications. This course is intended for majors in mathematics, engineering, science, and related fields.

MATH 420  DIFFERENTIAL EQUATIONS  4 UNITS  
Prerequisite: MATH 401 with a grade of "C" or better  
Advisory: MATH 402 (may be taken concurrently)  
Course Transferable to UC/CSU  
Hours: 72 hours LEC  
This course will cover the theory and the applications of the solutions of ordinary differential equations and systems of ordinary differential equations. The course will introduce students to various topics useful in the solution of these differential equations including power series, Laplace transforms, matrices, eigenvalues and eigenvectors, and numerical methods.

MATH 495  INDEPENDENT STUDIES IN MATHEMATICS  1-3 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB

MATH 499  EXPERIMENTAL OFFERING IN MATHEMATICS  .5-4 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB

---

Statistics (STAT)

STAT 300  INTRODUCTION TO PROBABILITY AND STATISTICS  4 UNITS  
Prerequisite: MATH 120 or 125 with a grade of "C" or better, or equivalent skills demonstrated through the assessment process.  
Course Transferable to UC/CSU  
Hours: 72 hours LEC  
This course is an introduction to probability and statistics. Topics include: elementary principles and applications of descriptive statistics, counting principles, elementary probability principles, probability distributions, estimation of parameters, hypothesis testing, linear regression and correlation, and ANOVA. Scientific calculators with two-variable statistics capabilities may be required.

STAT 495  INDEPENDENT STUDIES IN STATISTICS  1-3 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB

STAT 499  EXPERIMENTAL OFFERING IN STATISTICS  .5-4 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB
Music Fundamentals, History, & Literature (MUFHL)

MUFHL 300 INTRODUCTION TO MUSIC 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to music theory and its applications to classical and commercial music. Students will develop skills in musical analysis, keyboard harmony, dictation, and sight-singing. Short creative assignments will be included to provide students with experience in the application of materials learned in class.

MUFHL 310 SURVEY OF MUSIC HISTORY AND LITERATURE 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a historical survey of Western music from Greek antiquity through the Baroque period (c. 1750), emphasizing the relation of music to social, cultural, economic and political factors involved in creating the music. This course is required for music majors and designed for those students particularly interested in the humanities and the arts.

MUFHL 311 SURVEY OF MUSIC HISTORY AND LITERATURE 3 UNITS
Prerequisite: ENGW 101 and ESWI 200 with grades of "C" or better.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a historical survey of Western classical music from the 18th century Enlightenment through modern times. Students use listening exercises and readings to study the development of classical music in historical and cultural contexts. Students study the aesthetic principles and values from various eras to develop their own musical and artistic judgments. The course meets the requirement for music majors.

MUFHL 321 BASIC MUSICIANSHIP 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
Learning to read and understand (visually, aurally, and kinesthetically) rhythmic, melodic, and harmonic notation; texture and form through keyboard and/or other instruments including voice as a window to music literacy and creativity. Recommended for students with limited musical experience or to those wishing a basic course prior to enrollment in MUFHL 400.

MUFHL 330 WORLD MUSIC 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a comprehensive, comparative listeners' survey of the folk and popular music traditions around the world and in the United States, in which concepts of ethnicity, ethnocentrism, racism, ageism, class differences, and gender issues will be addressed. Guided listening presentations will show how traditional forms and styles have led to the urban, professional music popular in many countries today. It is designed for the student with little or no prior musical study.

MUFHL 400 MUSIC THEORY 4 UNITS
Prerequisite: MUFHL 321 with a grade of "C" or better, or placement through the assessment process.
Corequisite: MUIVI 345
Advisory: MUIVI 345; Students should have some ability to play a musical instrument and read music.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course is a continuation of MUFHL 300. It includes analysis and composition and is required for music majors.

MUFHL 401 MUSIC THEORY 4 UNITS
Prerequisite: MUFHL 400 with a grade of "C" or better
Corequisite: MUIVI 346
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
This course is a continuation of Music Theory (MUFHL 401). It includes the study of 16th and 18th century counterpoint, fugue, variation, altered chords, borrowed chords, variation technique, sonata form, rondo form, and late 19th and 20th century writing techniques. Practice in rhythm, melody, harmonic, and contrapuntal sight singing, ear training and dictation is included in the study. This course is required for music majors.

MUFHL 405 INDEPENDENT STUDIES IN MUSIC FUNDAMENTALS/HISTORY AND LITERATURE .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
This course is a continuation of Music Theory (MUFHL 401). It includes the study of 16th and 18th century counterpoint, fugue, variation, altered chords, borrowed chords, variation technique, sonata form, rondo form, and late 19th and 20th century writing techniques. Practice in rhythm, melody, harmonic, and contrapuntal sight singing, ear training and dictation is included in the study. This course is required for music majors.

MUFHL 499 EXPERIMENTAL OFFERING IN MUSIC FUNDAMENTALS/HISTORY AND LITERATURE 1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
This course is an experimental offering in Music Fundamentals/History and Literature. This course is a continuation of Music Theory (MUFHL 401). It includes the study of 16th and 18th century counterpoint, fugue, variation, altered chords, borrowed chords, variation technique, sonata form, rondo form, and late 19th and 20th century writing techniques. Practice in rhythm, melody, harmonic, and contrapuntal sight singing, ear training and dictation is included in the study. This course is required for music majors.

Music - Instrumental/Voice Instruction (MUIVI)

MUIVI 300 BEGINNING INSTRUMENTS 1-2 UNITS
Prerequisite: None.
Advisory: MUFHL 321
Hours: 14 hours lecture, 12 - 66 hours laboratory
This is a beginning-level course for students who wish to study a string, woodwind, brass, or percussion instrument. Topics of study include technique, repertoire, instrument care and maintenance, and performance. A minimum of three additional hours of verified practice a week is required for the two-unit option. Students must provide their own instrument.
MU130 VOICE CLASS  2 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 18 hours LAB
Training in the correct use of the singing voice, vocal techniques, and repertoire. Required for vocal majors, but open to all students desiring to begin the study of voice.

MU131 VOICE CLASS, INTERMEDIATE  2 UNITS
Prerequisite: MU130 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 18 hours LAB
Training in the correct use of the singing voice, vocal techniques, and repertoire. Required for vocal majors, but open to all students desiring the study of voice.

MU132 VOICE CLASS, INTERMEDIATE  2 UNITS
Prerequisite: MU131. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 18 hours LAB
Vocal exercise and intellectual analysis for the development of efficient singing technique and skill in performing vocal literature. Performance in class and in recital is essential. Required for vocal majors. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MU135 BEGINNING PIANO  1-2 UNITS
Prerequisite: None
Advisory: MUIV 321 (Basic Musicianship) Eligibility for ENGW 101 or ESLW 220.
Course Transferable to UC/CSU
Hours: 18 hours LEC ; 54 hours LAB
This course is an introduction to basic piano playing and it is required for all general and commercial music majors. This course is the first in a four semester sequence designed to develop the student's keyboard skills at the piano. Students are advised to have basic music reading skills or have completed MUIV 321. The course prepares students who are transferring for piano proficiency examination. A minimum of two hours a week outside practice is required for the two-unit option.

MU136 BEGINNING PIANO  1-2 UNITS
Prerequisite: MU135 with a grade of "C" or better.
Course Transferable to UC/CSU
Hours: 18 hours LEC ; 54 hours LAB
Beginning Piano (MU136) continues piano preparation begun in MU135. This course is the second in a sequence of four courses designed to develop the student’s keyboard skills at the piano. This course is designed to be taken concurrently with Music Theory (MUIVL 401). The course prepares students who are transferring for four year degree granting programs for the piano proficiency examination. A minimum of two hours a week outside practice is required for the two-unit option.

MU137 INTERMEDIATE PIANO  2 UNITS
Prerequisite: MU135. Grade of "C" or better, or the ability to play all major scales, hands together, two octaves and harmonic minor in A, E, B, F, D, and G.
Course Transferable to UC/CSU
Hours: 24 hours LEC ; 36 hours LAB
This course is the second year of piano study. It is a continuation of MU135. The course includes the further development of insight into music as an artistic means of communication through the study of scales, chords, melody harmonization and repertoire. The course also serves to develop the fundamental skills for the non-keyboard music major to prepare them for a profession in music. This course is designed to be taken concurrently with MUIVHL 411.

MU138 BEGINNING GUITAR  2 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 18 hours LAB
Beginning instruction on the guitar with emphasis on the fundamentals of music as well as basic guitar chord technique and accompaniment figures.

MU139 INTERMEDIATE GUITAR  2 UNITS
Prerequisite: MU130 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 18 hours LAB
A continuation of MU130 with emphasis on increased skills in chording, arpeggiation, accompaniment, improvisation, melodic reading, and development of personal style. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MU140 APPLIED MUSIC  1 UNIT
Prerequisite: None
Course Transferable to CU
Hours: 18 hours LEC
This course involves off-campus instrumental or vocal study requiring a minimum of one-half hour per week of individual study with a private instructor (at student's expense) for a minimum of 18 weeks. The course meets one hour per week on campus for instruction and performance. The course may be taken four times for credit.

MU145 INDEPENDENT STUDIES IN MUSIC/INSTRUMENTAL/VOICE INSTRUCTION  .5-3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 162 hours LAB
This is the first course in a four-part series and offers individualized instrumental or vocal instruction with a private instructor. It focuses on the development of individual performance skills and solo and ensemble repertoire. Juried performance is required. Required for all traditional performance and jazz music majors.

MU149 EXPERIMENTAL OFFERING IN MUSIC INSTRUMENTAL/VOICE INSTRUCTION  .5-4 UNITS
Prerequisite: None
Course Transferable to CU
Hours: 18 hours LEC ; 54 hours LAB

Music - Performance (MUP)

MUP 311 ADVANCED ORCHESTRA  1-2 UNITS
Prerequisite: None.
Enrollment Limitation: Students may be admitted to this course by audition and permission of the instructor only. Audition times and dates will be announced by the department.
Course Transferable to UC/CSU
Hours: 108 hours LAB
This course is the continuing study and performance of orchestral repertoire. Additional topics may include conducting, rehearsal techniques and section leading. Field trips may be required. Students will be expected to supply their own musical instruments in most instances. Some musical instruments may be provided by the college. This course may be taken four times.

MUP 320 JAZZ BAND  2 UNITS
Prerequisite: None.
Enrollment Limitation: Ability to play at least one instrument commonly used in jazz ensemble, audition required.
Course Transferable to CU
Hours: 18 hours LEC ; 54 hours LAB
This course is the study and performance of Jazz Band repertoire. Representative repertoire may include selections from Early Jazz to current jazz performance methods. Public performance and field trips required. May be taken four times for credit.
MUSM 110  THE BUSINESS OF MUSIC    3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course presents an overview of music in the marketplace, including the processes of promotion, publicity, artist management, talent agents, recording strategies, selling music through the internet, copyrights, and royalties.

MUSM 111  THE BUSINESS OF MUSIC    3 UNITS
Prerequisite: MUSM 110 (The Business of Music) with a grade of "C" or better.
Hours: 54 hours LEC
This course provides an overview of the music business as defined by the publishing and the radio industry. It also includes details and processes of trade and service marks, attorney functions, merchandising, publishing agreement points, and copyright functions.

MUSM 112  THE BUSINESS OF MUSIC/ARTIST MANAGEMENT    3 UNITS
Prerequisite: MUSM 111 (The Business of Music) with a grade of "C" or better.
Hours: 54 hours LEC
This course covers definitions, duties and agreements of artist management. Topics include functions of a personal manager and the relationship with the artist, guidelines to career planning, choosing managers and clients, record company relations and other team players. The course will also analyze the personal manager agreement and organize an artist's tour.

MUSM 320  CONTEMPORARY SONGWRITING    3 UNITS
Prerequisite: MUSM 321 (Musicianship) with a grade of "C" or better, or placement through the assessment process.
Course Transferable to CSU
Hours: 54 hours LEC
This course covers the process of writing popular songs, including writing lyrics, designing instrumental and vocal arrangements, studying melodic and harmonic skills, learning popular song forms, analyzing musical styles, and creating lead sheets.

MUSM 321  CONTEMPORARY SONGWRITING    3 UNITS
Prerequisite: MUSM 320 with a grade of "C" or better.
Course Transferable to CSU
Hours: 54 hours LEC
This course covers advanced processes of popular songwriting, including production and song evaluation, lyrical interpretation, publishing songs, and the songwriters' marketing system.

MUSM 334  INTRODUCTION TO MUSICAL INSTRUMENT DIGITAL INTERFACE (MIDI)    2 UNITS
Prerequisite: None.
Advisory: MUSM 310
Course Transferable to CSU
Hours: 9 hours LEC ; 81 hours LAB
This course is an introduction to the rapidly evolving use of professional music software and MIDI electronic instruments. Various music hardware options, including keyboards, synthesizers, samplers, computers and drum machines, will be explored. Through a series of MIDI projects, students learn to use music sequencing, notation, and CAI (computer-assisted instruction) software.

MUSM 350  COLLEGE CHOIR    2 UNITS
Prerequisite: MUP 357 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 18 hours LEC ; 54 hours LAB
This course is an advanced choral ensemble of limited size performing a wide variety of music in the jazz style. Public performance, festival and field trips are required. Audition is required. This course may be taken four times for credit.

MUSM 356  PRO TOOLS 101, INTRODUCTION TO PRO TOOLS    1.5 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course is the first course offering as part of the College's Digidesign Certified Training Location alliance. It is an introductory course to Digidesign's Pro Tools digital audio workstation software application. This course fully trains students in the basic operation of Pro Tools. Students learn how to record, edit and mix music and Musical Instrument Digital Interface (MIDI) within the Pro Tools application. This course is conducted in the Music Department's IDEAS (Interdisciplinary Electronic Arts) computer lab. This course may be taken once for credit.

MUSM 370  MUSIC FOR CHILDREN    3 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
Experiences and materials for integrating music into pre-school, elementary, and recreational programs. Recommended for elementary and early childhood credential candidates, recreation leaders, and others who use music with children. Required for Teacher Assistant Program. (See Early Childhood Education)

MUSM 495  INDEPENDENT STUDIES IN MUSIC SPECIALIZATIONS IN MUSIC    1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

MUSM 499  EXPERIMENTAL OFFERING IN MUSIC SPECIALIZATIONS IN MUSIC    .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
This program offers a study of introductory ecology and natural resource courses. The need to understand and preserve our natural resources is becoming greater every year. This general education coursework prepares students to have a greater awareness and appreciation of the natural world around them and the threats posed by human actions.

### Career Options
Naturalist/Interpreter; Forest Technician; Wildlife Technician; Restoration Ecologist; Park Ranger; Environmental Educator; Science Writer
Some career options may require more than two years of college study.

Classes beyond the associate degree may be required to fulfill some career options or for preparation for transfer to a university program.

### Highlights
- Hands-on field experience in wildlife and ecological sampling techniques
- Working with wildlife, ecology and forestry professionals in the field

---

### Natural Resources (NATR)

#### NATR 302  INTRODUCTION TO WILDLIFE BIOLOGY  3 UNITS
- **Prerequisite:** None
- **Course Transferable to CSU**
- **Hours:** 36 hours LEC; 54 hours LAB

This course is an introduction to Wildlife Biology and the basic principles and techniques related to the practice of Wildlife Management. Emphasis is based on ecological principles of populations and communities as they relate to the interdependence of wildlife and human populations. This course includes the discussion of the social, political and biological implications of Wildlife Management. Additionally, this course includes habitat and population sampling, radio telemetry, and the development of a wildlife management plan. Field trips are required.

#### NATR 304  INTRODUCTION TO FORESTRY  3 UNITS
- **Prerequisite:** None
- **Course Transferable to CSU**
- **Hours:** 54 hours LEC

This introductory course covers the basic biological and physical science concepts important to a general understanding in forestry. Topics include forest history, forests of the United States, general tree taxonomy, forest ecology, soils, silviculture, insects, and diseases of forest trees, role of fire in forest management, forest measurements, multiple use management, forest issues and policies. Field trips are required.

#### NATR 320  PRINCIPLES OF ECOLOGY  3 UNITS
- **Prerequisite:** None
- **Course Transferable to UC/CSU**
- **Hours:** 36 hours LEC; 54 hours LAB

This course covers the basic principles of ecology, including the physical and biological factors of different environments in relation to the distribution of plants and animals. Emphasis will be on the management of ecosystems using ecological principles and the understanding of current ecological issues. Field trips are required.

#### NATR 495  INDEPENDENT STUDIES IN NATURAL RESOURCES
- **1-3 UNITS**
- **Prerequisite:** None
- **Course Transferable to CSU**
- **Hours:** 18 hours LEC; 54 hours LAB
Nutrition & Foods

Folsom Lake College’s courses provides basic understanding of nutritional needs and is designed to serve the needs of Nursing or other students interested in pursuing a course of student in the Dietetic or Nutrition field.

Career Options
Hospitals/nursing homes; school food services, other health related facilities; college food service; industry; restaurant; public health agencies; nutrition programs; WIC programs; Meals on Wheels; Health clubs; weight management clinic; community wellness centers; food companies; contract food management companies; food distribution companies

Some career options may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some career options or for preparation for transfer to a university program.

Highlight
* Online courses

Nutrition and Foods (NUTRI)

NUTRI 300  NUTRITION  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course includes the basic principles of nutrition, sources and functions of the nutrients in all stages of the life cycle, nutrition as a world problem, and consumer problems related to food. The course will emphasize topics such as weight loss, sports nutrition, food safety, the diet-disease relationship, global nutrition and analysis of special nutritional requirements and needs during the life cycle, among others. An evaluation of personal dietary habits using current dietary guidelines and nutritional assessment methods will also be completed to help students access their own nutritional health.

NUTRI 307  NUTRITION FOR FITNESS  2 UNITS
Same As: PET 402
Prerequisite: None.
Course Transferable to CSU
Hours: 36 hours LEC
Students will study the basic principles of nutrition, as well as the ramifications of nutrition on fitness training. This course is part of the Fitness Professional Certificate Program offered through the Physical Education Department. This course is not open to students who have completed PET 402.

NUTRI 310  CULTURAL FOODS OF THE WORLD  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course compares various western and non-western cultural food customs and patterns including their social, religious, economic and aesthetic significance. Ethnocentrism, gender-related stereotypes, and racism as they relate to the availability, distribution, and preparation of food throughout the world will also be compared. The nutritional status of various cultures as it relates to geographic agricultural and socioeconomic factors will be studied.

NUTRI 320  CHILDREN’S HEALTH, SAFETY AND NUTRITION  3 UNITS
Prerequisite: None.
Advisory: NUTRI 300
Course Transferable to CSU
Hours: 54 hours LEC
This course examines basic nutrition, health, and safety needs of children from the prenatal period through school age. Students will identify the nutrients in foods as they affect a child’s physical and mental development. The course emphasis is placed on maintaining the optimal health, safety, and nutritional status of children at home and in group care. Projects related to children’s nutrition, health, and safety are required as part of the course. This course is the same as ECE 415, and only one may be taken for credit. See Cross-Listed Courses in the catalog.

NUTRI 495  INDEPENDENT STUDIES IN NUTRITION & FOODS  1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

NUTRI 499  EXPERIMENTAL OFFERING IN NUTRITION  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Philosophy

Philosophy is the logical examination of the fundamental issues people have pondered for over 2500 years. What is reality and what is beauty? What is knowledge and truth? What is good and just? Does human existence have meaning and does God exist? Philosophy courses are directed toward understanding these questions in their historical and cultural contexts and applying insights to contemporary life. Rigorous philosophical study will improve one’s critical thinking skills.

Career Options
Education; Ethics; Management; Law; Government; Publishing; Religious Service; Scientific Research; Social Work; Teaching; All Human Service Careers

Some career options may require more than two years of college study.

Highlights
• Dedicated and enthusiastic instructional staff with expertise in critical thinking and ethics
• Excellent transfer preparation by emphasizing critical writing and reading
• Examination of traditional philosophical issues

Philosophy (PHIL)

PHIL 300 INTRODUCTION TO PHILOSOPHY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will focus on critical thinking techniques and apply them to the following philosophical areas: metaphysics, theory of knowledge, metaphysics, ethics, political philosophy, and philosophy of religion. In applying critical thinking techniques to philosophical problems, students are encouraged to develop their own philosophical perspective and world view. The quality and quantity of the course’s required writing will reflect the standards of a second semester composition course.

PHIL 304 INTRODUCTION TO EASTERN PHILOSOPHY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides an introduction to the philosophical traditions of Hinduism, Buddhism, Taoism and Confucianism focusing on metaphysics, epistemology, and ethics.

PHIL 310 INTRODUCTION TO ETHICS 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
The application of theories developed by traditional and contemporary moral philosophy to the ethical problems, dilemmas, and issues of today.

PHIL 320 LOGIC AND CRITICAL REASONING 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
An introduction to basic principles and frameworks of logic and critical thinking appropriately used in argument analysis: deduction, induction, fallacy recognition. Emphasis on developing analytical skills and applying principles of good reasoning to the arguments encountered in life. Argument topics from academic fields and textbooks, the electronic and print media, advertisements, politics and ethics may be considered. The quality and quantity of the course’s required writing will reflect the standards of a second semester composition course.

PHIL 328 CRITICAL REASONING AND COMPOSITION 3 UNITS
Prerequisite: ENGW 300 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
Instruction in critical thinking, including traditional logic, and in advanced composition. A series of writing assignments will focus on increasing the sophistication of argumentative essay skills. Essays shall be evaluated for their quality in both critical thinking and composition. Theoretical models of critical thinking and composition shall be applied to academic fields and textbooks, electronic and print media, advertisements, ethics, politics, and multi-cultural issues.

PHIL 330 HISTORY OF CLASSICAL PHILOSOPHY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of the origin and development of Western Philosophy from the period of the ancient Greeks and Romans, and continuing through the Middle Ages. This course is especially recommended for all philosophy, history and humanities majors.

PHIL 331 HISTORY OF MODERN PHILOSOPHY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of the development of Western Philosophy from the period of the Renaissance through the period of modern Europe and America. This course is especially recommended for all Philosophy, History and Humanities majors.

PHIL 338 CONTEMPORARY PHILOSOPHY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
A comprehensive study of the basic ideas of pragmatists, twentieth century metaphysicians, philosophers of language, and existentialists. Special attention will be given to relevance of their ideas to modern life.

PHIL 350 PHILOSOPHY OF RELIGION 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
A historical and topical survey of the questions, problems, and theories philosophers have developed in attempts to understand religion as a fundamental impulse within human experience and as a major cultural force. Rather than survey the different religions, this course considers the basic philosophical beliefs and concepts that seem auxiliary to religion. Topics explored include: the possibility of religious knowledge, faith versus reason, theistic arguments, conceptions of God, religious language, atheism, agnosticism, mysticism, the problem of evil, immortality, the challenge of science, and religion’s influence on ethics and politics.

PHIL 352 INTRODUCTION TO WORLD RELIGIONS 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will introduce students to the major world religious traditions, including indigenous sacred ways, Hinduism, Buddhism, Taoism and Confucianism, Judaism, Christianity and Islam. Students will study the practices and beliefs of each tradition, and will read selected material from the sacred writings of each tradition. Also considered is the influence of world religions in contemporary United States society, focusing on ethnicity, ethnocentrism, racism, ageism, class differences, and gender issues.

PHIL 356 INTRODUCTION TO THE BIBLE 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course surveys the literary, historical, ethical, theological and philosophical themes of the Bible. Students will read extensive passages from the Hebrew and Christian Scriptures with special focus on text criticism, the development of Monotheism, the social justice tradition of the Prophets, the Gospels and the “Jesus Problem,” and the early development of the Christian Church.

PHIL 360 PHILOSOPHY OF SOCIAL SCIENCES 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
A historical, methodological, and topical survey of significant themes of social and political philosophy from Plato to our present times: authority, freedom, government, justice, law, rights, society and the state.

PHIL 495 INDEPENDENT STUDIES IN PHILOSOPHY 1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 3 hours LAB

PHIL 499 EXPERIMENTAL OFFERING IN PHILOSOPHY .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
The Folsom Lake College Photography program is designed to teach skills for entry-level positions in the photographic industry or for advanced students wishing more specialized skills. This program will also be of value to the student interested in photography as an avocation or an adjunct to a vocation.

### Career Options
Commercial Illustration and Advertising; Portrait & Wedding Photography; Photographic Lab Technician; Photojournalism; Industrial Photography; Fashion & Glamour Photography; Architectural Photography

Some career options may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some career options or for preparation for transfer to a university program.

### Highlights
- Digital Imaging
- Digital Printer
- Field Trips to a variety of photographic venues in the Sacramento, Bay Area, and Yosemite/Eastern Sierras

### Photography (PHOTO)

#### PHOTO 262  **THE EASTERN SIERRA LANDSCAPE, MONO LAKE BASIN**  
2 UNITS  
Prerequisite: None  
Hours: 18 hours LEC ; 54 hours LAB  
This course is designed to give students an opportunity to study topics not included in current course offerings. Students will participate in a landscape photography workshop in the Eastern Sierra emphasizing the Mono Lake Basin. The course will include a variety of topics including black and white, infrared, color slide and negative, large format and low light photography. Students will be responsible for their own food, accommodations and photographic materials. Field trip fees may be applied to offset travel and accommodations. This course may be taken two times for credit.

#### PHOTO 294  **TOPICS IN PHOTOGRAPHY**  
.5-4 UNITS  
Prerequisite: None  
Hours: 36 hours LEC ; 54 hours LAB  

#### PHOTO 295  **INDEPENDENT STUDIES IN PHOTOGRAPHY**  
1-3 UNITS  
Prerequisite: None  
Hours: 18 hours LEC ; 54 hours LAB  

#### PHOTO 299  **EXPERIMENTAL OFFERING IN PHOTOGRAPHY**  
.5-4 UNITS  
Prerequisite: None  
Hours: 18 hours LEC ; 54 hours LAB  

#### PHOTO 300  **PHOTOGRAPHY - ITS INFLUENCE IN CONTEMPORARY SOCIETY**  
1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 18 hours LEC  
This course is a survey course of important historical and contemporary photographers, designed to expose the student to various fields of photography. In our society, we are overwhelmed by visual information of all kinds. This course intends to increase visual literacy. The format of the class includes: slide presentations, discussions, written tests and a journal.

#### PHOTO 301  **BEGINNING PHOTOGRAPHY**  
3 UNITS  
Prerequisite: None.  
Corequisite: PHOTO 300 (may be taken previously) with a grade of “C” or better.  
Course Transferable to UC/CSU  
Hours: 36 hours LEC ; 54 hours LAB  
This course combines lectures with hands-on experience in black and white photography. Instruction includes camera function, exposure control, film processing, enlarging prints, low light photography, and print finishing. Creative control and elements of composition will also be stressed. The format of the class includes: lectures, slide presentations, lab time, written tests and a portfolio. Students may wish to challenge the prerequisite on the basis of equivalent experience. This course is the same as ART 410. This course, under either name, may be taken only one time for credit.

#### PHOTO 400  **DIGITAL IMAGING**  
3 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 36 hours LEC ; 54 hours LAB  
This is an introductory course in digital imaging and electronic desktop publishing. Methods currently used in publishing will be emphasized. The class includes lectures, use of computers and scanners, slide presentations, occasional off-campus class meetings, and preparation of a notebook and a digital portfolio. A fee is charged for digital printing.

#### PHOTO 410  **ADVANCED DIGITAL IMAGING**  
3 UNITS  
Prerequisite: PHOTO 400 with a grade of “C” or better  
Course Transferable to CSU  
Hours: 36 hours LEC ; 54 hours LAB  
This course is an advanced study of digital imaging and related software programs. Methods currently used in publishing will be emphasized. The class includes lectures, use of computers and scanners, a variety of output devices, and preparation of a digital portfolio. This course will introduce the student to the emerging field of multi-media and visit various local businesses. A fee is charged for digital printing.

#### PHOTO 425  **FILM HISTORY**  
3 UNITS  
Same as: CMED 305  
Prerequisite: None  
Course Transferable to UC/CSU  
Hours: 34 hours LEC  
An introduction to the art of motion pictures, using both lectures and films. Students will study briefly the history of motion pictures and will view, evaluate, and critique films that are landmarks in the art of movie making. Not open to students who have received credit for CMED 305.

#### PHOTO 495  **INDEPENDENT STUDIES IN PHOTOGRAPHY**  
1-3 UNITS  
Prerequisite: PHOTO 310. Grade of “C” or better required to meet prerequisite.  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  
This course is designed to allow advanced students to pursue and research their photographic interests and receive credit. Students must provide a proposal outlining their area of interest and arrange meetings with an instructor. Students may wish to challenge the prerequisite on the basis of equivalent experience.

#### PHOTO 498  **WORK EXPERIENCE IN PHOTOGRAPHY**  
1-4 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  

#### PHOTO 499  **EXPERIMENTAL OFFERING IN PHOTOGRAPHY**  
.5-4 UNITS  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC ; 54 hours LAB  

The Physical Education curriculum offers a wide variety of courses to accommodate varying fitness levels, interests, and abilities including dance, cardiovascular fitness, martial arts, strength training, mind/body activities like yoga and tai chi, individual sport activities such as archery, tennis and golf, adapted physical education courses, and theory courses for the aspiring fitness professional. These courses are designed not only to enhance physical conditioning, but to stimulate the students’ intellectual growth as well. Students should carefully read the course description to determine if it will meet their needs. Many of the Physical Education offerings transfer to both the CSU and UC systems accommodating students pursuing a four-year degree. However, some four-year colleges and universities limit the number of units they will accept toward the baccalaureate degree. For specific requirements, students should refer to a catalog from the transfer institution of their choice. Students are also advised to see a counselor before selecting the courses best aligned with their transfer institution.

One unit laboratory activity courses may be taken four times. Various levels of the same course may only be repeated for a combined total of four (for example, beginning and intermediate Ballroom Dance may only be taken a combined total of four times).

Career Options
Group fitness instructor, dance instructor, personal trainer, activity director, corporate fitness director, wellness coordinator.

Some career options may require further education.

Highlights
- The El Dorado Center has full service group exercise, weight room and locker room facilities. The main campus offers a dance room, group exercise room, tennis courts, and fields for outdoor classes. Folsom’s main campus will feature a 27,000 square foot facility with a state of the art dance studio, group fitness room, circuit training room, weight room, and exercise science lab slated to open in the Spring of 2009. Future Physical Education and Athletics Facilities include: athletics fields for softball, baseball, cross country, and soccer, a tennis stadium, a track and field stadium, an archery target range, a practice gymnasium and a spectator gymnasium for basketball and volleyball.

Adapted Physical Education (ADAPT)

ADAPT 330 ADAPTED WEIGHT TRAINING AND FITNESS 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
In adapted weight training, the instructor works under the recommendation and direction of the student’s physician to develop a weight training program designed to enhance the student’s ability to perform activities of daily living, as well as, assist the student in attaining his or her fitness goals. Programs will be individualized and students will be encouraged to perform at a challenging, yet safe level. Students can expect to improve their muscular fitness, while gaining self esteem, confidence, and greater independence. Students must be registered with the campus DSP&S program and provide a physician’s statement indicating: 1) the disability, 2) specific restrictions, and 3) recommended activities.

ADAPT 495 INDEPENDENT STUDIES IN ADAPTED PHYSICAL EDUCATION 1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54-162 hours LAB
This course will be tailored to meet the student’s individual needs. As such, the student is responsible for meeting with the instructor of record to discuss and develop an Independent Studies Proposal including: a course description, course activities, contact hours, student learning outcomes, methods of instruction, homework assignments, methods of evaluation, and appropriate text or readings.

Physical Education - Dance (DANCE)

DANCE 301 BELLY DANCING 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course introduces the student to the basic steps and dance form of Arabian Style Eastern Dance, properly known as Danse Orientale, and commonly called Belly Dance. The class consists of warm ups, basic movements, combinations, and center floor work. This course may be taken four times for credit.

DANCE 302 AFRICAN DANCE 1 UNIT
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course will include basic movements from several African styles of dance, such as West-African, Afro-Caribbean, and Congolese. Classes will consist of beginning level warm ups, across the floor combinations and center combination movements, and stretching. There will be an opportunity for in class choreography and performance. This course may be taken four times for credit.

DANCE 310 JAZZ DANCE 1 UNIT
Prerequisite: None.
Course Transferable to UC/CSU
Hour: 54 hours LAB
This course will include warm up exercises comprised of introductory level ballet positions and their corresponding jazz positions in parallel. Students will become technically proficient in jazz techniques, including turns and leaps. Center floor exercises will focus on control, balance and flexibility. Across the floor combinations will emphasize alignment, style, and technical progression. Students will memorize sections of choreography and perform with confidence. An informal introduction to injury prevention will be included in this course.

DANCE 311 URBAN HIP HOP 1 UNIT
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course will introduce students to the elements of urban Hip Hop dance style and culture. Conditioning exercises and drills will be incorporated to develop the physical skills and capacities necessary to execute more advanced movements. The movements will be instructor choreographed, but will allow the opportunity for students to express their individuality and creativity by developing signature techniques, as well as, group formations. Students will compete in small groups as part of the experience. The history and evolution of hip hop dance will also be examined with emphasis placed on the positive message that Hip Hop brings to today’s society. No previous dance experience is necessary. This course may be taken four times for credit.

DANCE 320 BALLET 1 UNIT
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LAB
In this course students will learn to perform beginning level ballet positions, barre warm up exercises, turns and techniques safely and precisely. Center and across the floor exercises will focus on increased control, speed, strength and balance. Students will develop a ballet movement vocabulary and will be able to apply ballet terminology appropriately. Students will also gain an understanding of the historical and traditional foundations of ballet and learn to appreciate ballet as a movement theory and art form.

DANCE 330 MODERN DANCE 1 UNIT
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LAB
Modern Dance is designed to teach the fundamentals of modern dance movement vocabulary and instill an appreciation of modern dance as an art form. Students will develop increased technical facility in the performance of modern dance movements while improving kinesthetic awareness, strength and flexibility. A review of modern dance history and an exploration of choreographic principles will enhance understanding of the creative and expressive foundations of this art form.
### DANCE 340 BALLROOM DANCE 1 UNIT
Prerequisite: To enroll in the Intermediate level of DANCE 340, the student must have taken the Beginning level of DANCE 340 and passed with a "C" or better, or have the consent of the instructor.
Course Transferable to UC/CSU
Hours: 54 hours LAB
Beginning ballroom dance offers instruction in the basic steps, styling, and rhythms of social dance. The introductory steps will be selections from world and national professional ballroom dance teaching syllabi like those outlined in the National Dance Council of America's (NDCA) Bronze Level curriculum. The dance steps presented will include basic instruction in the American Waltz, Fox Trot, East Coast Swing, Rumba, Cha-cha, Salsa, Tango, Samba, Nightclub 2 Step, Hustle, Peabody, and West Coast Swing. The intermediate level of ballroom dance will cover higher level steps selected from world and professional ballroom dance teaching syllabi like those outlined in the National Dance Council of America's (NDCA) Silver Level curriculum. These Silver Level dance steps will provide intermediate instruction in the American Waltz, Fox Trot, East Coast Swing, Rumba, Cha-cha, Salsa, Tango, Samba, Nightclub 2 Step, Hustle, Peabody, and West Coast Swing. The combined levels of this course may be taken no more than four times for credit.

### DANCE 495 INDEPENDENT STUDIES IN DANCE 1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This course is designed to help the student develop a balanced physical fitness profile and gain a firm understanding of physical fitness concepts. Class components will emphasize a variety of aerobic activities, calisthenics, resistive exercises, and flexibility. This course may be taken four times for credit.

### DANCE 499 EXPERIMENTAL OFFERING IN DANCE .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 72 hours LEC; 54 hours LAB
This course is designed to help the student develop a balanced physical fitness profile and gain a firm understanding of physical fitness concepts. Class components will emphasize a variety of aerobic activities, calisthenics, resistive exercises, and flexibility. This course may be taken four times for credit.

### Physical Education - Fitness (FITNS)

#### FITNS 300 AEROBICS 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course is designed to help the student develop a balanced physical fitness profile and gain a firm understanding of physical fitness concepts. Class components will emphasize a variety of aerobic activities, calisthenics, resistive exercises, and flexibility. This course may be taken four times for credit.

#### FITNS 306 AEROBICS: CARDIO-KICKBOXING 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
Cardio-Kickboxing is a cardiovascular workout utilizing kicks, punches, calisthenics and rope jumping to elevate heart rate and strengthen all major muscle groups. Students will learn to apply these self defense techniques on Wavemasters and focus mitts to improve accuracy and provide resistance for the muscles. Specific strengthening and stretching exercises will also be included in this class. This course may be taken four times for credit.

#### FITNS 308 STEP AEROBICS 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
Step aerobics is a low impact cardiovascular workout that involves stepping up and down from an adjustable platform to music. Resistive exercises, floor work, and stretching will also be included in this class. This class may be taken four times for credit.

#### FITNS 322 FITNESS BALL 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
The fitness ball is a valuable tool for developing core strength, flexibility, and balance. Because of the fitness ball's inherent instability, the effect of traditional strength training exercises is intensified. Students will learn to safely and effectively execute strengthening exercises for all the major muscle groups with and without hand weights, flexibility exercises, and balancing exercises. To build a firm educational foundation for this course, reading assignments, written exams, discussion, and/or a portfolio may be assigned. This class may be taken four times for credit. Students will be required to purchase and transport their own fitness balls.

#### FITNS 324 MAT PILATES 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
Mat Pilates is a systematic method of mindful and precise conditioning exercises designed to develop core strength, flexibility, and bodily awareness. Through regular practice of the theoretical, philosophical and applied principles of the Pilates method, students can expect to enjoy improved posture, strength, control, balance, flexibility, and concentration. Students will be required to purchase a mat.

#### FITNS 331 BOOT CAMP FITNESS 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course is designed to be physically intense and challenging fitness class. Training exercises used during this class will include jogging, interval training, hill running training, obstacle courses, and performing a variety of calisthenics designed to enhance muscular strength and endurance. In addition, students will be challenged to understand and apply fitness training principles. The students will train individually, with a partner or in a team setting. This course may be taken four times.

#### FITNS 352 POWER SCULPTING 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
Power Sculpting is a group training course designed to enhance muscular fitness, balance, and improve body composition through the use of resistance equipment, core training, calisthenics, and flexibility exercises. This course may be taken four times.

#### FITNS 366 TRAIL HIKING 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course is designed to promote for the student a higher level of physical fitness (cardiovascular endurance, muscular strength and endurance, flexibility, and body leanness) through the outdoor activity of trail hiking. This class will allow the student to enjoy the unique and beautiful back-country trails of the Sierra and the Sierra foothills. The course will cover planning and preparation for hiking the trails, trail safety, injury prevention and treatment, trail etiquette, and orienteering. This class may be taken four times for credit.

#### FITNS 368 MINI FITNESS TOPICS .5 UNIT
Prerequisite: None
Course Transferable to CSU, UC pending
Hours: 54 hours LAB
Mini fitness topics allows students to take a variety of fitness activities in a compressed time period. Topics within this course include: weight training, circuit training, yoga, pilates, walking, cardio-kickboxing, and stretching. Students may take this course a maximum of four times, regardless of course topic. Student should consult the class schedule for specific topics offered each semester. Please note: this course fulfills half of the P.E. requirement for graduation.

#### FITNS 370 LIFETIME WELLNESS 1 UNIT
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
This course offers a low impact, controlled group workout designed for individuals who need to improve mobility, balance and coordination; increase overall fitness and muscle strength; reduce the risk of falls; and enhance functional fitness. Class components include, but are not limited to stretching, walking, chair exercises, strength training utilizing resistance bands and light weights, breathing exercises, yoga poses and Tai Chi forms. The class is appropriate for students who have been out of physical activity for a long period of time, students with injuries, students with disabilities, students who cannot participate in more vigorous weight bearing activities, and students who need to enhance functional fitness. This course may be taken four times for credit.

#### FITNS 380 CIRCUIT WEIGHT TRAINING 1 UNIT
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LAB
Circuit Weight Training shall introduce the student to a fitness program of progressive resistive exercises designed to promote improvement in muscular strength and endurance, and flexibility, as well as, decrease in body fat percentage. The student will move in a prescribed circuit (alternating timed lifting with active recovery) utilizing machines, free weights, cardiovascular activities, and flexibility training. This course may be taken four times for credit.
FITNS 381 WEIGHT TRAINING 1 UNIT  
Prerequisite: None  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
This physical education course is designed to develop fitness through weight training. The class is specifically aimed at muscle group development. This course may be taken four times.

FITNS 392 YOGA 1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
Yoga is an East Indian method of mind/body exercise designed to stretch, strengthen, and enhance muscle tone through the practice of asanas (poses) and pranayama (breathing exercises). Yoga practice plus meditation helps decrease stress and increase energy levels while improving focus, concentration, and self-realization. This course is suitable for men and women of all ages, fitness levels and abilities. This course may be taken four times for credit.

FITNS 395 STRETCH 1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
This course in stretching will emphasize flexibility training for increased health and well-being through selected exercises designed to increase range of motion in all the major muscle groups and joints of the body. It is designed to provide an individualized approach to stretching and includes programs to reduce stress and tension, improve coordination, increase range of motion, prevent injuries, and to prepare for further vigorous activity such as sports, dance, martial arts, or work-related movements. This course may be taken four times for credit.

FITNS 401 WALKING 1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
This fitness walking course is designed to offer students a low impact alternative for cardiovascular conditioning. Students shall receive instruction on the biomechanics of walking, principles of exercise walking, fitness benefits and values of walking, techniques of walking, flexibility training, designing personal walking routines, and monitoring target heart rate zones and calorie expenditure. Students are encouraged to pursue fitness walking as a lifetime fitness activity. This course may be taken four times for credit.

FITNS 410 KARATE 1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
This course in karate shall introduce the student to beginning skills and movements in stances, blocking, punching and striking, kicking, kata (forms), and self-defense techniques. The course shall include all aspects of karate-specific physical conditioning as well as instruction in the history and traditions, philosophy, etiquette, manners and language of the martial arts. This course may be taken four times for credit.

FITNS 413 OKINAWAN KOBUDO (WEAPONS) 1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
Okinawan Kobudo is a study of the ancient method of self-defense with weapons, commonly known to be the Bo Staff, Sai, Nunchaku, Tonfa, Kama, and Iyeku. This is a martial arts class which will introduce the student not only to the physical techniques in the use of these historically agricultural tools as weapons, but will provide the student with the historical, philosophical, and cultural aspects of this ancient art of weaponry. Students will also be instructed in the manners, courtesies, discipline, and protocol of the martial arts. This course may be taken four times for credit.

FITNS 414 TAI CHI 1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
This course examines concepts applicable to mind-body focus, psycho-kinetic imagination and fluidity of movement. It includes Chi Gong techniques for the maintenance of health and vigor. The course shall underscore techniques of stress management and relaxation response. Taoist, Confucian, and Buddhist concepts shall be surveyed for their psycho-physical applications in Tai Chi, Chi Gong, and the martial arts. This course may be taken four times for credit.

FITNS 495 INDEPENDENT STUDIES IN FITNESS 1-3 UNITS  
Prerequisite: None.  
Course Transferable to CSU  
Hours: 54 hours LAB  

FITNS 499 EXPERIMENTAL OFFERING IN FITNESS .5-4 UNITS  
Prerequisite: None.  
Course Transferable to CSU  
Hours: 54 hours LEC ; 54 hours LAB  
This course offers a low impact, controlled group workout designed for individuals who need to improve mobility, balance and coordination; increase overall fitness and muscle strength; reduce the risk of falls; and enhance functional fitness. Class components include, but are not limited to stretching, walking, chair exercises, strength training utilizing resistance bands and light weights, breathing exercises, yoga poses and Tai Chi forms. The class is appropriate for students who have been out of physical activity for a long period of time, seniors, students with injuries, students with disabilities, students who cannot participate in more vigorous weight bearing activities, and students who need to enhance functional fitness. This course may be taken three times for credit.

Physical Education - Personal Activities (PACT)

PACT 300 ARCHERY 1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
Bowling covers skills, rules, etiquette and strategies of the game. Beginning bowling develops proficiency in the setup, swing and cadence, footwork, and strike and spare targeting. Intermediate bowling develops refinement of playing skills and strategies. Bowling creates enjoyable, cooperative, and competitive modes of behavior and promotes awareness of physical activity for a healthy mind and spirit. This class may be taken four times for credit.

PACT 320 BOWLING 1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
Bowling covers skills, rules, etiquette and strategies of the game. Beginning bowling develops proficiency in the setup, swing and cadence, footwork, and strike and spare targeting. Intermediate bowling develops refinement of playing skills and strategies. Bowling creates enjoyable, cooperative, and competitive modes of behavior and promotes awareness of physical activity for a healthy mind and spirit. This class may be taken four times for credit.

PACT 350 GOLF 1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
This golf class shall introduce the student to the basics of the game: full swing, chipping, pitching, putting, and sand play. Students shall also be instructed in the design and purpose of the various clubs and equipment, basic rules and etiquette, scoring and score cards, handicap, golf course layout, and golf terminology. The course is designed to provide sufficient skills practice and knowledge of game procedure to allow each student to be able to play the game on a regulation golf course and enjoy the game as a lifetime leisure pursuit. This class may be taken four times for credit.

PACT 357 DISC GOLF 1 UNIT  
Prerequisite: None.  
Course Transferable to UC/CSU  
Hours: 54 hours LAB  
This course will provide an opportunity for students to fulfill their graduation requirements for physical education while gaining sound education and training in a lifelong physical activity. Disc golf is the fastest growing leisure time sport in America. This course will cover the basics of the game, the equipment used, throwing techniques, rules, course management, etiquette, strategies, and variations of the game. This class may be taken four times for credit.
**Physical Education - Team Activities (TMACT)**

**TMACT 302 SOCcER - OUTDOOR 1 UNIT**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course is designed to cover fundamental skills, playing, and strategy used with the game of soccer. The class will cover skills such as dribbling, shielding, passing, the throw in, receiving the ball, the volley, and heading. Additional information will include goalkeeper skills, the rules of play, scoring, and game strategies. The students will have the opportunity to learn and improve soccer skills and participate in organized games. This course may be taken four times for credit.

**TMACT 352 SOFTBALL, SLOW PITCH 1 UNIT**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LAB
Slow pitch softball is a physical education class designed to teach the basic softball skills of throwing, catching, pitching, position play, hitting, baserunning, rules, and strategies. This class is for students who wish to participate in slow pitch softball in a tournament format or to enjoy the game recreationally as a lifetime leisure pursuit. This course may be taken four times for credit.

**PACT 390 TENNIS  1 UNIT**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LAB
Tennis covers skills, rules, etiquette, and strategies of the game. Beginning tennis develops efficiency of basic skills such as ground strokes, serving, volleys, elementary strategies, and game rules. Intermediate tennis develops refinement of playing skills and strategies. Tennis stimulates enjoyable, cooperative, and competitive modes of behavior and promotes awareness of physical activity for life-long health and fitness. This course may be taken four times for credit.

**PACT 495 INDEPENDENT STUDIES IN PERSONAL ACTIVITY  1-3 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 18 hours LEC; 54 hours LAB

**PACT 499 EXPERIMENTAL OFFERING IN PERSONAL ACTIVITY  .5-4 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 18 hours LEC; 54 hours LAB

---

**PET 301 PERSONAL WELLNESS  3 UNITS**
Prerequisite: None.
Course Transferable to UC
Hours: 54 hours LEC
This course takes a personal approach to lifetime healthy habits. The students will relate their own lives to topics that include: Fitness, weight management, relationships, nutrition, stress management, sexual health, risky behaviors, and prevention of diseases. Assessment, plans for change and reinforcement will be applied through the use of journals, projects, written assignments and tests. Not open to students who have received credit for HEED 350.

**PET 402 NUTRITION FOR FITNESS  2 UNITS**
Some As: NUTRI 307
Prerequisite: None.
Course Transferable to UC
Hours: 54 hours LEC
Students will study the basic principles of nutrition, as well as, the ramifications of nutrition on fitness training. This course is part of the Fitness Professional Certification Program offered through the Physical Education Department. This course is not open to students who have completed NUTRI 307.

**PET 410 PERSONAL TRAINER CERTIFICATION: EXERCISE SCIENCE & FITNESS ASSESSMENT  3 UNITS**
Prerequisite: None.
Advisory: BIOL 310
Course Transferable to UC
Hours: 54 hours LEC
This course is designed to provide the theoretical knowledge necessary to prepare for the American Council on Exercise’s National Personal Training Certification Exam. Topics include the following: exercise physiology, human anatomy, applied kinesiology, basic nutrition, health screening, fitness assessment, cardiovascular fitness, muscular strength and endurance, and flexibility.

**PET 411 PERSONAL TRAINER CERTIFICATION: PROGRAM DESIGN & INSTRUCTIONAL METHODOLOGY  2 UNITS**
Prerequisite: HEED 312 and PET 410 with grades of “C” or better; prerequisites may be met by equivalency as determined by the instructor.
Course Transferable to UC
Hours: 27 hours LEC; 27 hours LAB
This course is designed to provide the student with the theoretical knowledge and practical skills needed to prepare for the American Council on Exercise’s National Personal Training Certification Exam. Topics include: program design and implementation for both healthy adults and special populations; communication, and teaching techniques; injury prevention and safety; and professional responsibilities.

**PET 413 GROUP FITNESS INSTRUCTOR CERTIFICATION  3 UNITS**
Prerequisite: None.
Advisory: HEED 312
Course Transferable to UC
Hours: 45 hours LEC; 27 hours LAB
This course is designed to provide students with the foundational knowledge, instructional techniques and professional responsibilities a group fitness instructor needs to teach safe and effective exercise. This course will prepare students for the American Council on Exercise’s National Group Fitness Instructor Certification Exam.

**PET 414 HEALTH FITNESS MANAGEMENT  3 UNITS**
Prerequisite: None.
Course Transferable to UC
Hours: 54 hours LEC
This course is designed to provide students with the basic guidelines for starting and managing multiple health and fitness centers in the private setting. Focus on initial start-up of a health and fitness center and operating procedures with emphasis on equipment selection and arrangement, employee training, program planning for safe and optimally beneficial health and fitness results.
PET 415  DESIGNING FITNESS TRAINING FOR THE ACTIVE OLDER ADULT  2 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 36 hours LEC
This course will teach fitness instructors how to design and implement programs that are sensitive to the physical needs of the senior population. Participants will learn how to modify exercise based on age and medical conditions. Upon successful completion of this course, students will have the theoretical knowledge and practical skills necessary to design an exercise program which is appropriate for older adults, based on age and medical conditions.

PET 416  SPORT AND FITNESS PSYCHOLOGY: MOTIVATIONAL STRATEGIES FOR BEHAVIORAL CHANGE  2 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 36 hours LEC
This course will explore the concepts, theories, and techniques of sport and fitness psychology that will allow coaches, personal trainers, group fitness, and dance instructors to motivate behavioral changes in their athletes and clients.

PET 417  FITNESS INJURY PREVENTION AND MANAGEMENT  2 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 36 hours LEC
This course is an introduction to the identification, care, prevention and management of chronic/overuse fitness injuries and basic first aid for the fitness industry instructor, or for the student of fitness or conditioning classes. This class does not deal with extreme trauma injuries that might occur in athletics.

PET 490  PERSONAL TRAINING INTERNSHIP  2 UNITS
Prerequisite: PET 411 with a grade of "C" or better
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
The Personal Training Internship is designed to provide students in the Personal Training Track of the Fitness Professional Certificate Program to gain practical experience in the workplace. The two topic choices within this internship will allow students to specialize in a particular area and/or gain a wider range of experience by participating in both options.

PET 493  GROUP FITNESS INSTRUCTOR PRACTICUM  2 UNITS
Prerequisite: PET 413 (Group Fitness Instructor Certification) with a grade of "C" or better; HEED 312 or current CPR/AED certification. Also a grade of "C" or better in the activity class of practicum topic area, or equivalent.
Enrollment Limitation: The number of students per course section may be limited due to the mentor's ability to provide enough teaching opportunities. The ratio of mentor to student should be kept small to optimize the student's experience.
Course Transferable to CSU
Hours: 18 hours LEC, 54 hours LAB
This Group Fitness Instructor Practicum is designed to provide students in the Group Fitness Training Track of the Fitness Professional Certificate the opportunity to gain practical experience teaching fitness classes. The three topic choices within this internship will allow students to focus their efforts on aerobic fitness activities, mind/body fitness classes, various dance technique classes, or broaden their experience level by taking all options.
Physical Science, Physics, & Astronomy

**DEGREE**  
**A.S. - Physics**

The Folsom Lake College Physics, Physical Science and Astronomy department offers a full array of transferable courses that fulfill both major and general education requirements.

The Physics program consists of a three-semester calculus-based physics sequence and a two-semester trigonometry-based sequence. These sequences are designed to meet transfer requirements for students in the physical and life sciences, engineering, architecture, and computer information science. A conceptual physics course for non-science majors and a preparatory physics course are also offered.

The courses in Astronomy and Physical Science are offered as part of the general education program at Folsom Lake College. The physical science course emphasizes a hands-on learning experience. Both courses are an excellent way for the liberal arts students to gain an appreciation of scientific knowledge and methods.

**Career Options**

**CALCULUS-BASED PHYSICS:**  
Physicist; Engineer; Meteorologist; Oceanographer; Geologist; Physical Scientist; Astronomer; Chemist; Architect; Computer Scientist

**TRIGONOMETRY-BASED PHYSICS:**  
Pre-Med; Allied Health; Life Science fields

**Highlights**

- Modern and well-equipped laboratories
- Small class size

**DEGREE**

**A.S. — Physics**

This degree is designed to meet common lower division requirements for a major in physics.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 400</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 401</td>
<td>General Chemistry</td>
<td></td>
</tr>
<tr>
<td>MATH 400</td>
<td>Analytic Geometry and Calculus I</td>
<td>5</td>
</tr>
<tr>
<td>MATH 401</td>
<td>Analytic Geometry and Calculus II</td>
<td>5</td>
</tr>
<tr>
<td>MATH 402</td>
<td>Analytic Geometry and Calculus III</td>
<td>5</td>
</tr>
<tr>
<td>MATH 420</td>
<td>Differential Equations</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 411</td>
<td>Mechanics of Solids and Fluids</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 421</td>
<td>Electricity and Magnetism</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 431</td>
<td>Heat, Waves, Light and Modern Physics</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED**  
41

This A.S. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

---

**Physical Science (PS)**

**PS 302**  **INTRODUCTION TO PHYSICAL SCIENCE**  **4 UNITS**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC; 54 hours LAB*

This is an integrated, interdisciplinary course which introduces the non-science major student to the physical sciences. Areas covered will include astronomy, physics, chemistry and geology. The purpose of the course is to trace the development of modern scientific concepts, to analyze a number of natural phenomena, and to explore the significance of science.

**PS 472**  **TEACHING SCIENCE TO SCHOOL-AGE CHILDREN**  **3 UNITS**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course will train future teachers in the art and skill of making elementary and middle-school science teaching successful and interesting. Students will gain hands-on experiences with numerous ways to teach life, physical, and earth science, including teaching students at a school-age facility. Other topics will include how students learn, how to set up labs, lab safety, environmental education, and assessment. This course is suitable for students majoring in education, interpretation, or science. Not open to students who have received credit for Biology 472.

**PS 495**  **INDEPENDENT STUDIES IN PHYSICAL SCIENCE**  **1-3 UNITS**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 18 hours LEC; 3 hours LAB*

**PS 499**  **EXPERIMENTAL OFFERING IN PHYSICAL SCIENCE**  **.5-4 UNITS**

*Prerequisite: None.*

*Course Transferable to CSU*

*Hours: 18 hours LEC; 54 hours LAB*

---

**Physics (PHYS)**

**PHYS 310**  **CONCEPTUAL PHYSICS**  **3 UNITS**

*Prerequisite: None.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course provides a conceptual overview of Newtonian and modern physics for non-science and science students alike. The conceptual or non-mathematical approach to physics is tied to the student’s personal experience in the everyday world, so that the student learns to see physics not as a classroom or laboratory activity, but as a part of his or her surroundings. The class is open to all students with no previous physics course.

**PHYS 311**  **BASIC PHYSICS**  **3 UNITS**

*Prerequisite: None.*

*Advisory: MATH 335 (may be taken concurrently) or high school trigonometry with a grade of “C” better.*

*Course Transferable to UC/CSU*

*Hours: 54 hours LEC*

This course is a survey course for science, engineering, mathematics, architecture, and computer science majors who have had no previous physics courses and plan to continue with PHYS 350 or 411. The course will develop the math and science background and the problem-solving skills necessary for success in Physics 350 or 411. Material covered will include math review, vectors, and basic mechanics (kinematics, Newton’s Laws, energy). Students who have taken PHYS 310 cannot get transfer credit for PHYS 311.
**Astronomy (ASTR)**

**ASTR 300  INTRODUCTION TO ASTRONOMY  3 UNITS**
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a descriptive course in general astronomy treating the nature and evolution of the solar system, stars, galaxies, cosmology and life in the universe.

**ASTR 400  ASTRONOMY LABORATORY  1 UNIT**
Prerequisite: None.
Corequisite: ASTR 300 (may be taken previously).
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course offers practical use of a telescope for both visual observation and astrophotography; identification of constellations; and experience in the collection of scientific data.

**ASTR 495  INDEPENDENT STUDIES IN ASTRONOMY  1-3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

**ASTR 499  EXPERIMENTAL OFFERING IN ASTRONOMY  .5-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

---

**Physics (PHYS)**

**PHYS 350  GENERAL PHYSICS  4 UNITS**
Prerequisite: MATH 335 or a high school course in trigonometry or equivalent. This standard prerequisite has been validated based upon equivalent courses at CSU Sacramento, CSU Chico and CSU Bakersfield. Upon entering this course, the student should be able to: 1. Apply and perform calculations of angles using units of degrees and radians. 2. Evaluate and calculate trigonometric functions. 3. Solve equations involving trigonometric identities. 4. Solve quadratic equations. 5. Solve systems of equations. 6. Analyze and solve equations involving exponential and logarithmic functions. 7. Graph data in a Cartesian coordinate system and calculate slope and intercept of linear functions.
Course Transferable to UC/CSU
Hours: 54 hours LEC ; 54 hours LAB
This course, the first semester of General Physics, is a transferable course required for life science, liberal studies and other students and may also be taken for general education credit. Material covered will include classical mechanics (including kinematics, statics, dynamics, Newton’s laws, energy and momentum conservation, rigid body motion and oscillatory motion), fluid mechanics, mechanical waves (including sound), and thermodynamics.

**PHYS 360  GENERAL PHYSICS  4 UNITS**
Prerequisite: PHYS 350 with a grade of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC ; 54 hours LAB
This course, the second semester of General Physics, is a transferable course required for life science and other students and may also be taken for general education credit. Material covered will include classical electricity and magnetism (including electrostatics, electric fields and potential, magnetic fields, electromagnetic induction, Maxwell’s equations and electromagnetic radiation), DC and AC circuits, light, geometric and wave optics, special relativity, atomic structure, quantum physics and nuclear physics.

**PHYS 411  MECHANICS OF SOLIDS AND FLUIDS  4 UNITS**
Prerequisite: MATH 400 with a grade of “C” or better
Advisory: Completion of or concurrent enrollment in MATH 401.
Course Transferable to UC/CSU
Hours: 54 hours LEC ; 54 hours LAB
This course examines the fundamentals of mechanics: vectors, kinematics, Newton’s laws, vibrations, conservation principles, fluids, and gravitation and is recommended for students studying engineering, physics, chemistry, architecture, computer science, and mathematics.

**PHYS 421  ELECTRICITY AND MAGNETISM  4 UNITS**
Prerequisite: MATH 401 and PHYS 411 with grades of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC ; 54 hours LAB
This course examines the fundamentals of electricity and magnetism. Topics include electric and magnetic fields and forces, electric potentials, capacitors and dielectrics, DC and AC circuits, inductance, magnetic materials, Maxwell’s equations, electromagnetic waves, and the operation of general electrical circuit measuring devices including multimeters and oscilloscopes. This is the second course (although Physics 421 and 431 may be taken in either order) of the calculus-based physics sequence for physical science, engineering, and computer science majors.

**PHYS 431  HEAT, WAVES, LIGHT AND MODERN PHYSICS  4 UNITS**
Prerequisite: MATH 401 and PHYS 411 with grades of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC ; 54 hours LAB
This course examines the fundamentals of thermodynamics, waves and modern physics: temperature, heat, kinetic theory of gases, thermodynamics, mechanical waves, sound, light reflection and refractions, interference and diffraction phenomena, optics, lasers, special relativity, quantum physics, atomic physics, nuclear physics, and particle physics.

**PHYS 495  INDEPENDENT STUDIES IN PHYSICS  1-3 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 3 hours LAB

**PHYS 499  EXPERIMENTAL OFFERING IN PHYSICS  .5-4 UNITS**
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Political Science involves the study of governmental structures and political systems, as well as the examination of how individuals and institutions interact within those systems. Courses in our department are designed to introduce students to principle concepts, to stimulate an interest in the connection between theoretical ideas and real world events, and to motivate involvement and participation in the political process. Students are encouraged to think critically and creatively about issues facing them, their communities, their state, and their world.

Faculty in the Political Science department are widely traveled and have practical experience in a variety of governmental and political professions. They are focused on providing stimulating instruction in an atmosphere that encourages and emphasizes student participation. All courses require significant writing and research. Completion of English 101 or eligibility for English 300 is advised for all courses. Student success is a priority and attention is paid to the individual needs of those enrolled. Educational resources are available through the college and the department for students who may require additional assistance.

Our introductory courses also prepare students for further study of political science and government theories and practice at the university level. Supervised internships and special studies in political, governmental or related organizations are also available for credit. Most of the courses we offer are transferable to accredited universities and fulfill general education requirements for a variety of major and degree programs and certificates.

**Career Options**
Political Science courses help students develop and practice research, writing, and analysis skills that are relevant to many professional fields. These introductory courses provide students with a better understanding of politics and political systems which can assist them as a first step toward careers in law, administration, business, politics, teaching, military leadership, foreign service, journalism, urban planning, local, state or federal government, legislative analysis and advocacy, public relations, civil service and many others.

**Highlights**
- Courses in both American and foreign political structures
- Widely traveled and internationally astute instructional staff
- Insightful analysis of international events
- Suggestions/contacts for student involvement in the political process

**Pre-Law Education**
Pre-law, contrary to common belief, is not a major but rather a term that describes a student interested in applying for admission to a law school. Because overall GPA is important in applying for admission to a law school, a pre-law student should consider a major which he/she enjoys and can do well. It is advisable to consider the major as an alternative to law school or one which can be used in conjunction with the law degree. Law schools are looking for individuals who have a high level of writing competence; good analytical skills; intellectual discipline; breadth in humanities, sciences and social sciences; and a general understanding of the business world. Most law schools require a baccalaureate degree. The Law School Admission Test (LSAT) is required. A pre-law student needs to plan a course of study in cooperation with a counselor in the Counseling Center.

### Political Science (POLS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisite Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>POLS 301</td>
<td>INTRODUCTION TO GOVERNMENT: UNITED STATES</td>
<td>3</td>
<td>None.</td>
</tr>
<tr>
<td></td>
<td>Advisory: Completion of ENGWR 101 or eligibility for ENGWR 300 is advised.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Course Transferable to UC/CSU</td>
<td></td>
<td>Hours: 54 hours LEC</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>POLS 302</td>
<td>INTRODUCTION TO GOVERNMENT: FOREIGN</td>
<td>3</td>
<td>None.</td>
</tr>
<tr>
<td></td>
<td>Advisory: ENGWR 101</td>
<td></td>
<td>Hours: 54 hours LEC</td>
</tr>
<tr>
<td></td>
<td>Course Transferable to UC/CSU</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>This course is a comparative study and analysis of political systems, ideologies, institutions, policies, cultures, histories, and the development of selected foreign governments. Special emphasis is placed on the impact of both cultural and social dimensions of political behavior and attitudes on the structures and functions of government. Typical nation-states cases will be inclusive of all geographical regions. Instruction will also cover the phenomenon of globalization and its effect on the nation-states examined throughout the course.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>POLS 310</td>
<td>INTRODUCTION TO INTERNATIONAL RELATIONS</td>
<td>3</td>
<td>None.</td>
</tr>
<tr>
<td></td>
<td>Advisory: Completion of ENGWR 101 or eligibility for ENGWR 300 is advised.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Course Transferable to UC/CSU</td>
<td></td>
<td>Hours: 54 hours LEC</td>
</tr>
<tr>
<td></td>
<td>This course is an introduction to international relations and a survey of the nation-state system, techniques of interaction, the issue of war, nationalism, power alignments, international actors, transnational movements, diplomacy, political economy, and perceptions in world politics. Particular emphasis is placed on understanding the processes associated with globalization and the impact such processes are having upon the conduct of international relations.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>POLS 495</td>
<td>INDEPENDENT STUDIES IN POLITICAL SCIENCE</td>
<td>1-3</td>
<td>None.</td>
</tr>
<tr>
<td></td>
<td>Course Transferable to CSU</td>
<td></td>
<td>Hours: 18 hours LEC ; 54 hours LAB</td>
</tr>
<tr>
<td>POLS 499</td>
<td>EXPERIMENTAL OFFERING IN POLITICAL SCIENCE</td>
<td>.5-4</td>
<td>None.</td>
</tr>
<tr>
<td></td>
<td>Course Transferable to CSU</td>
<td></td>
<td>Hours: 18 hours LEC ; 54 hours LAB</td>
</tr>
</tbody>
</table>
Project Management

CERTIFICATE OF ACHIEVEMENT Project Management

Project management discipline continues to grow exponentially and now practiced and highly relevant to the new emerging market of project management in professional services like Health Care, Pharmacy, Human Resources, Finance, Manufacturing, Construction, and Information Technology, which is largely being driven by government modernization and large scale outsourcing. This dynamic curriculum provides advanced skills and practical instruction on the processes, organizational structure, and tools that assure that project work yields the desired business results. This program is thus ideal for professionals who want to enhance their ability to integrate complex projects, motivate people, and achieve cost-effective results.

Career Options
The Project Management program is designed for professionals seeking to improve their professional repertoire with knowledge of project management. The project management practice can be applied to several career fields such as health care, pharmaceutical, service/outourcing information technology, manufacturing, construction, and government. This certificate is a management development program suitable for:
- Graduates who wish to pursue a career in Project Management.
- Project Managers who wish to develop their professional practice and gain a qualification in this specialist area.
- People from a range of disciplines who undertake Project Management as part of their job role or who wish to move into this professional discipline.

CERTIFICATE OF ACHIEVEMENT
Project Management

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRJMGT 300</td>
<td>3</td>
</tr>
<tr>
<td>PRJMGT 310</td>
<td>3</td>
</tr>
<tr>
<td>PRJMGT 320</td>
<td>3</td>
</tr>
<tr>
<td>PRJMGT 330</td>
<td>3</td>
</tr>
<tr>
<td>PRJMGT 340</td>
<td>3</td>
</tr>
<tr>
<td>PRJMGT 350</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL UNITS REQUIRED</td>
<td>18</td>
</tr>
</tbody>
</table>

This dynamic curriculum provides advanced skills and practical instruction on the processes, organizational structure, and tools which assure that project work yields the desired business results in professional services such as Health Care, Pharmacy, Human Resources, Finance, Manufacturing, Construction, and Information Technology, which is largely being driven by government modernization and large scale outsourcing. This program is thus ideal for professionals who want to enhance their ability to integrate complex projects, motivate people, and achieve cost-effective results.

Upon completion of this program, the student will be able to:
- apply a significant range of professional and business skills, practices and techniques in project management.
- analyze, plan and undertake effective leadership and executive decision-making.
- communicate effectively within a discipline and industry, including both people-related communication and teamwork.
- initiate, manage and drive change through the application of sound financial and business competence.
- undertake individual and team research and/or consultancy based projects.
- describe the nature and functions of project management as well as understand the project life cycle and processes.
- describe the competency model for project managers as well as the project manager job functions.
- build a cohesive and productive project team and learn techniques to deal with the practical and emotional issues involved in team building including coordinating efforts across multiple units of the organization.
- apply and use project management software to plan and control a project.
- use project management techniques to document and monitor the progress of a project.
- evaluate the outcome of a project.
- review and apply lessons learned to transfer lessons learned back to the real job environment.
- simulate building a project dealing with performance, scheduling, and control issues as well as dealing with leadership and management concerns.
- analyze methods to control project in a resource-constrained environment, while balancing competing time versus cost versus resources versus quality and performance.

Project Management (PRJMGT)

PRJMGT 300  INTRODUCTION TO PROJECT MANAGEMENT  3 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This is an introductory course covering the following topics: fundamental project management terminology, skills, concepts and techniques, how the project management processes are linked together, and role of stakeholders and organizational influences on projects.

PRJMGT 310  PROJECT INTEGRATION AND SCOPE MANAGEMENT  3 UNITS
Prerequisite: PRJMGT 300 with a grade of "C" or better
Course Transferable to CSU
Hours: 54 hours LEC
This course builds on the introductory project management class to explore the project integration management processes to successfully integrate processes and activities required to define and coordinate the project effort within and across the project process including: project planning, project plan development, project plan execution, and overall change control. The scope management portion of this course will discuss the project scope management processes that ensure that all the work necessary to complete the project are included in the scope of the work, but that unnecessary work is included, as this would represent an unnecessary risk to the project performance, especially in terms of the budget and the schedule.

PRJMGT 320  PROJECT TIME AND COST MANAGEMENT  3 UNITS
Prerequisite: PRJMGT 301 with a grade of "C" or better
Course Transferable to CSU
Hours: 54 hours LEC
This course provides project managers methods to effectively plan and manage the project schedule and cost. The time management portion of this course covers activity breakdown, estimation, sequencing and scheduling. The cost management portion discusses how to estimate and develop a budget, and why any budget is an estimate prior to the reporting of the actual costs. The cost topic also covers resource planning, cost estimation, cost control systems, project budgeting and the basic accounting principles you need to know to ensure the success of your project.

PRJMGT 330  PROJECT QUALITY MANAGEMENT  3 UNITS
Prerequisite: PRJMGT 310 with a grade of "C" or better
Course Transferable to CSU
Hours: 54 hours LEC
This course builds on the introductory project management class to explore the project quality management processes of quality planning, quality assurance, and quality control necessary to successfully meet conformance to project requirements and fitness of use. Quality standards and various methodologies are explored as tools and techniques used to manage project quality. The cost of poor quality is explained, as well as the cost/benefit associated with quality processes and procedures.
PRJMGT 340  PROJECT COMMUNICATION AND HUMAN RESOURCE MANAGEMENT  3 UNITS
Prerequisite: PRJMGT 310 with a grade of "C" or better
Course Transferable to CSU
Hours: 54 hours LEC
The course explores the multiple communication channels within a project team and between a project and its various stakeholders. The course also discusses the issues around the management of the performance of all individuals involved in ensuring project success.

PRJMGT 350  PROJECT RISK MANAGEMENT AND PROCUREMENT MANAGEMENT  3 UNITS
Prerequisite: PRJMGT 310 with a grade of "C" or better
Course Transferable to CSU
Hours: 54 hours LEC
This course prepares project managers to gather information to successfully manage and respond to risks and opportunities through probability assessment and developing mitigation strategies for risks that may impact the project's triple constraint. The course also equips project managers with tools to research and acquire goods and services needed by the project either within or external to the organization.

PRJMGT 495  INDEPENDENT STUDIES IN PROJECT MANAGEMENT  1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: hours LEC

PRJMGT 499  EXPERIMENTAL OFFERING IN PROJECT MANAGEMENT  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
Psychology

A.A. - Psychology

Psychology concerns itself with the study of behavior and mental processes. Part of its appeal and fascination is the fact that it involves both pure science and the practical application of science to matters of everyday life. Those pursuing psychology as a field of study will find many career options centering around helping others understand, predict, and control or modify behavior.

Career Options

Career options as educators, scientists, consultants, practitioners and mental health professionals with some of the following titles: Administrator; Behavior Analyst; Childcare Worker; College Professor; College Counselor; Social Services Counselor; Human Services Specialist; Marketing Specialist; Personnel Analyst; Probation Officer; Psychiatric Tech/Aide; Psychologist; Psychometrist; Public Survey; Research Therapist; Training/Development Specialist; Ward Attendant; Youth Supervisor

Some career options may require more than two years of college study.

Highlights

• Exemplary instructional staff that includes authors and researchers
• Varied course offerings including psychology of women and human sexuality
• Psychology courses complement AA degrees and/or certifications in many other fields: Administration of Justice, Anthropology, Communications Media, Corrections, Early Childhood Education, Human Services, Interdisciplinary Studies, Marketing/Business, Health/Medicine, Consumer Affairs, and the military.

DEGREE

A.A. — Psychology

The psychology degree is designed to facilitate students’ successful transfer to BA programs, completion of which prepares them for advanced study in a variety of graduate programs. Psychologists with graduate degrees and professional certificates have a broad range of employment opportunities including, but not limited to, clinical practice, research, and teaching. Clinical psychologists work in a variety of settings and with a wide range of clients. Research psychologists work in a range of fields associated with the study of human behavior, including biomedical, sports psychology, and cognitive neuroscience.

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYC 300 General Principles</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 312 Biological Psychology</td>
<td>4</td>
</tr>
<tr>
<td>PSYC 320 Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 330 Introductory Statistics for the Behavioral Sciences</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 335 Research Methods in Psychology</td>
<td>3</td>
</tr>
<tr>
<td>FCS 324, PSYC 340, PSYC 351, PSYC 354, PSYC 356, PSYC 358, PSYC 360, PSYC 368, PSYC 370/FCS 324, PSYC 372/ECE 312, PSYC 495, PSYC 499</td>
<td>19</td>
</tr>
</tbody>
</table>

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

Upon completion of this program, the student will be able to:

• Compare and contrast the major theoretical orientations in psychology, demonstrate knowledge of basic psychological terminology regarding behavior, cognition, and emotion, and be able to express this clearly when writing or speaking about psychology. This includes the ability to: a. Write essays and reports explaining theoretical orientations in clear and concise terms. b. Operationally define variables, vocabulary, and terms. c. Relate theories, hypotheses, and research to the theoretical orientations.
• Integrate content knowledge, cognitive skills and technical proficiency in completing exams, term papers, presentations and other class assignments. (These cognitive skills include: learning, memory, logical thinking, problem-solving, decision-making, and critical thinking.) This includes the ability to: a. Write clear responses to essay questions without including extraneous information or omitting key information necessary to provide a clear, concise, college-level answer. b. Utilize test-taking skills such as critical analysis of information, test-time management and focused writing. c. Analyze the logic of a multiple-choice question and choose the correct response among related items. d. Use appropriate computer software, databases, and other technology to enhance knowledge.
• Evaluate psychological data, draw reasonable conclusions, recognize the ethical implications of these conclusions, and apply these conclusions to personal, community, and scientific problems. This includes the ability to: a. Conduct a thorough literature review b. Choose appropriate research design, methodology, and statistical analyses in support of a specific hypothesis c. Design and conduct a research study which may include the following techniques: observation, interviews, focus group, surveys, case studies, correlational and experimental designs. Collect data and keep organized records. d. Analyze and interpret data, draw appropriate conclusions and make recommendations. e. Reach and clearly express logical conclusions based on data. f. Relate, in presentations and/or in written reports, how psychological information is relevant to personal and community issues. g. Recognize the ethical implications of psychological research and the responsibility to use knowledge wisely.
• Apply psychological principles to the development of interpersonal, occupational and social skills and life-long personal growth. This includes the ability to: a. Understand the concept of self-, personal-, social-, and ethnic- identity, and its role in the development of self-esteem and morals. b. Recognize the dynamic interaction of relationships and how it affects our ability to be socially successful with peers, family, and genders. c. Understand how group processes affect behavior such as attribution theory, attitude formation, prejudice, stereotyping, conformity, compliance, and obedience.
• Recognize the complexity of social, cultural, and international diversity and the principles of equity, justice and inclusion in their lives. This includes the ability to: a. Weigh evidence and develop an understanding of different perspectives (e.g. gender, cross-cultural, international). b. Demonstrate knowledge of ethical issues faced by psychologists. c. Reflect on one’s own personal and professional values and biases through discussion and documenting dialogue, activities and interactions in journals, portfolios, and other documentation methods.

PSYCHOLOGY (PSYC)

PSYC 300 General Principles 3 UNITS

Prerequisite: None.

Course Transferable to UC/CSU

Hours: 54 hours LEC

This course is an introduction to the scientific study of human behavior. Topics include: scientific method, the biological basis of behavior, sensation, perception, consciousness, conditioning and learning, memory, cognition, developmental psychology, motivation, emotion, stress and health, personality, abnormal psychology, psychotherapy, and social psychology. Psychology 300 is designed for psychology majors, behavioral science majors, and other students who desire a comprehensive overview of general principles of contemporary psychology.
PSYC 312 BIOLOGICAL PSYCHOLOGY 4 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course examines the biochemical, cellular, and organismal physiological substrates of normal and abnormal behavior. The course content focuses on interactions of the central nervous system, peripheral nervous system, endocrine and immune systems to produce consciousness, sensation, perception, thinking, motivation and emotion. These areas will be addressed within an evolutionary context that emphasizes developmental plasticity of the individual and the species. Current methods of obtaining data (e.g. neuroimaging techniques) will be examined and evaluated. Students will be required to perform anatomical identification of brain structures using a sheep's brain.

PSYC 320 SOCIAL PSYCHOLOGY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course focuses on the scientific study of human interaction, with an emphasis on the individual within a social context. Study includes: social perception, social cognition, attitudes and attitude change, the self and social identity, prejudice, interpersonal attraction, close relationships, social influence, prosocial behavior, aggression, and group behavior.

PSYC 330 INTRODUCTORY STATISTICS FOR THE BEHAVIORAL SCIENCES 3 UNITS
Prerequisite: MATH 120 and PSYC 300 with grades of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course focuses upon the concepts and applications of descriptive and inferential statistics in psychology and other behavioral sciences. Topics include: descriptive statistics; probability and sampling distributions; parametric and nonparametric statistical methods; hypothesis testing, statistical inference and power; correlation and regression; chi-square; t-tests; and analysis of variance procedures. Application of both hand-computation and statistical software to data in a social science context will be emphasized to include the interpretation of the relevance of the statistical findings.

PSYC 335 RESEARCH METHODS IN PSYCHOLOGY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides an overview of the methodologies used in experimental and quasi-experimental research in psychology. Students will learn how to design and conduct research, including formulating hypotheses, reviewing the literature, evaluating ethical issues, selecting methodologies, organizing data, applying statistics and writing reports.

PSYC 340 ABNORMAL BEHAVIOR 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an exploration of the broad questions of normality and abnormality. It includes an investigation of specific mental, emotional, and behavioral difficulties. Current approaches to psychological intervention, including current community mental health practices will be covered. The course reviews the contribution of social, biological, and psychological factors to the development and persistence of behavioral disorders.

PSYC 351 HUMAN BEHAVIOR 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to the scientific study of human behavior. The course provides a comprehensive overview of the subject matter of psychology while emphasizing the application of psychological thought and research to personal and social issues. (University of California does not grant credit for PSYC 351 if PSYC 300 is taken also.)

PSYC 354 MARRIAGE, THE FAMILY AND ALTERNATIVES 3 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
Overview of the elements involved in building, maintaining and surviving paired relationships, both traditional and newer partnerships and relationship styles. Includes choosing each other, types of commitment (love, romance, sex and security), dealing with conflict, parenting, crisis and family disorganization, such as starting over, and changes confronting the individual throughout life’s stages. Not open to students who have received credit for ECS 222. See "Cross-Listed Courses" in the catalog.

PSYC 356 HUMAN SEXUALITY 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
A survey of the biological, psychological and social aspects of human sexual behavior. The course provides factual, up-to-date nonjudgmental information designed to dispel myths and facilitate problem identification and problem-solving. Topics include sexual anatomy and physiology, conception and childbirth, contraception, sexual development, variations and deviations, sex research, sexually transmitted diseases, sex therapy, intimacy and relationships, and sexual victimization.

PSYC 358 PRINCIPLES OF INTERPERSONAL RELATIONS 3 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
The study of principles involved in effective interpersonal relationships. Includes such topics as interpersonal feedback, self-disclosure, the role of emotions in relationships, the act of listening and the ability to challenge others toward growth and productivity. The focus is on concepts useful to the student in his/her face-to-face relationships at home, school, or work.

PSYC 360 PSYCHOLOGY OF WOMEN 3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
A course for men and women that highlights the psychological, biological and social influences on the behavior of women.

PSYC 368 CROSS CULTURAL PSYCHOLOGY 3 UNITS
Prerequisite: None.
Advisory: PSYC 300
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course explores the impact of cultural influences on the psychological and individual development of ethnic group members. Emphasis will be placed on integrating traditional theoretical approaches and current cross-cultural statistical research and theory in the study of African-Americans, Asian Americans, Hispanic Americans, Native Americans, gays & lesbians, the elderly, and the disabled.

PSYC 370 HUMAN DEVELOPMENT: A LIFE SPAN 3 UNITS
Same as: FCS 324
Prerequisite: None.
Advisory: ENGWR 101 or 103
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will provide an overview of the physical, cognitive, social, and emotional development domains from conception through the end of life. Emphasis will be on an examination of theoretical advances and empirical findings applicable to biosocial, psychosocial and cognitive human growth and development throughout the life span. Scientific findings from a range of disciplines will inform an integrated examination of theory and practice with long-term implications in mind. This course is designed to fulfill requirements for general education, Nursing degrees and the Psychology degree. This course is not open to students who have completed FCS 324.

PSYC 372 CHILD DEVELOPMENT 3 UNITS
Same as: ECE 312
Prerequisite: None.
Advisory: ENGWR 101 or 103, or ESSL 310, ESLR 320, and ESLW 320
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will examine the physical, cognitive, social and emotional development of the child from the prenatal period through adolescence. Scientific findings and theoretical insights from a range of disciplines will inform an integrated examination of development during the childhood years. This course is designed to fulfill general education, Psychology degree, and Early Childhood Education requirements. This course is not open to those who have previously taken ECE 312 or FCS 324.

PSYC 495 INDEPENDENT STUDIES IN PSYCHOLOGY 1-3 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

PSYC 499 EXPERIMENTAL OFFERING IN PSYCHOLOGY .5-4 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Real Estate

DEGREE
A.A. - Real Estate

CERTIFICATE OF ACHIEVEMENT
Real Estate Broker

CERTIFICATE OF RECOGNITION
Real Estate Sales

Folsom Lake College offers, in addition to a Real Estate AA Degree, a variety of courses available which satisfy State of California prerequisites for Real Estate Salesperson and Real Estate Broker examinations.

Career Options
Real estate salesperson; real estate broker; real estate appraiser; small business owner

Some career options may require more than two years of college study.

Highlights
• Instruction by trained, working real estate professionals
• Preparation for State of California real estate license examinations
• Training in one of the most lucrative careers in today’s world
• A lab with tutorial assistance

APPLICANTS FOR THE REAL ESTATE SALESPERSON EXAM
To qualify to take an examination for a Real Estate Salesperson License, an applicant must submit evidence (transcripts) of having completed a college-level course in Real Estate Principles.

In addition to Real Estate Principles the applicant must also (either when qualifying for the examination, when applying for the original license or within eighteen months after license issuance) submit evidence of having completed TWO additional basic real estate courses from the following FLC course offerings (it is recommended that Real Estate Practice be one of the courses selected).

• Accounting 301
• Business Law 340
• Introduction to Escrow Procedures
• Legal Aspects of Real Estate
• Real Property Management
• Real Estate Appraisal
• Real Estate Economics
• Real Estate Finance
• Real Estate Practice

APPLICANTS FOR THE REAL ESTATE BROKER EXAMINATION
An applicant for the Broker examination must have completed eight college-level courses, in addition to the experience/educational requirements. These eight courses should include the following FLC course offerings:

• Real Estate Principles
• Real Estate Practice
• Legal Aspects of Real Estate
• Real Estate Finance
• Real Estate Appraisal
• Real Estate Economics or Accounting 301
• and two courses from the following group: *
  • Business Law 340
  • Real Property Management
  • Introduction to Escrow Procedures
  • Advanced Appraisal

* If applicant completes both Accounting and Real Estate Economics, only one additional course is required.

DEGREE
A.A.—Real Estate

REQUIRED PROGRAM .................................................................Units

Business Core:
ACCT 301 Financial Accounting ................................................4
BUS 300 Introduction to Business ................................................3
BUS 310 Business Communication .................................................3
BUS 330 Managing Diversity in the Workplace ...........................3
BUS 340 Business Law ...............................................................3
BUSTEC 302 Computer Keyboarding .............................................2
CISC 310 Intro to Computer Information Science ..........................3
Three (3) units to include: ..............................................................3
  CISC 300 Computer Familiarization - (1 unit)
  Two (2) additional units selected from:
    CISA 300, CISA 320, CISA 330, CISA 340, CISA 350, CISC 320, CISC 350

Plus three (3) units selected from the following:
  ECON 302 Principles of Macroeconomics or
  ECON 320/BUS 320 Concepts of Personal Finance .....................3
MKT 300 Principles of Marketing ..................................................3

Real Estate Option:
RE 110 Legal Aspects of Real Estate .............................................3
RE 120 Real Estate Practice .........................................................3
RE 130 Real Estate Finance ..........................................................3
RE 140 Real Estate Appraisal ........................................................3
RE 190 Real Property Management ..............................................3
RE 300 Principles of Real Estate ..................................................3

TOTAL UNITS REQUIRED ................................................................45

Suggested Electives:
MGMT 362; MKT 310; RE 141, 150, 160, 161.

This A.A. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

The associate degree program in real estate focuses on the practical application and concepts utilized in real estate markets and career fields. Course work includes real estate principles, legal aspects, practice, finance, economics and appraisal.

Upon completion of this program, the student will be able to:
• Identify and explain the major functional areas of real estate, including legal aspects, finance, economics, real estate practice and appraisal.
• Demonstrate leadership skills and abilities that are effective in a real estate environment.
• Analyze practical real estate problems.
• Integrate real estate principles related to finance, law, products, services and information.
• Assess current real estate market conditions.
• Recommend appropriate sales strategies, based on market conditions.
• Qualify for the California Real Estate Brokers and Salesperson license examinations.
• Utilize research and critical thinking to evaluate and recommend alternative solutions to real estate problems.

CERTIFICATE OF ACHIEVEMENT
Real Estate Broker

REQUIRED PROGRAM .................................................................Units
RE 110 Legal Aspects .................................................................3
RE 120 Real Estate Practice ..........................................................3
RE 130 Real Estate Finance ..........................................................3
RE 140 Real Estate Appraisal .........................................................3
RE 150 Real Estate Economics or
ACCT 301 Financial Accounting ................................................3
RE 190 Real Property Management ..............................................3
RE 300 Principles of Real Estate ..................................................3
Plus three (3) units selected from the following: .........................3
BUS 340; RE 141, 160, 161

TOTAL UNITS REQUIRED ................................................................24-25
Upon completion of this program, the student will be able to:
* apply advanced knowledge of the fundamental concepts of real estate—
  including finance, investment, appraisal, property management, sales and
  construction—necessary to manage a real estate sales office.
* describe the relevant technical terminology, laws and regulations, and
  industry standards required in the real estate field.
* interpret and apply knowledge of the basic principles necessary in opening
  and staffing a residential real estate broker’s office, including office
  management tools and techniques.
* qualify for the California Real Estate Broker’s License Examination.
* apply advanced problem solving and leadership techniques needed to
  manage real estate transactions.

CERTIFICATE OF RECOGNITION
Real Estate Sales

REQUIRED PROGRAM .................................................. Units
RE 110 Real Estate Practice ....................................... 3
RE 300 Principles of Real Estate ................................ 3
Plus three (3) units selected from ....................................... 3
RE 110, 130, 140, 190
TOTAL UNITS REQUIRED ................................................ 9

This certificate introduces the basic concepts of the real estate career field. Topics include the principles of real estate, law, economics, finance, practice and appraisal.

Upon completion of this program, the student will be able to:
* apply a basic knowledge of the fundamental concepts of real estate.
* define the technical terminology involved in the real estate field.
* interpret and apply a knowledge of real estate transactions.
* qualify for the California Real Estate Salesperson’s License Examination.
* analyze real estate situations and property, interpret the data, and
  properly complete deposit receipts.

Real Estate (RE)

RE 110 LEGAL ASPECTS OF REAL ESTATE  3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course is a study of California real estate laws. Topics include: the sources of law and the judicial system; agency; duties and responsibilities of licensees; contracts and their application to real estate; property ownership and management; real estate security devices; property rights, liens and homesteads; landlord-tenant law, land use controls, and title insurance and escrow. Successful completion of this course applies towards the education requirements for the broker’s examination.

RE 120 REAL ESTATE PRACTICE  3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course covers practices and techniques of residential real estate brokerage and sales. Topics will include ethics, fair housing agency, goal setting, prospecting, listing, advertising, escrow procedures, financing, taxation, marketing, property management, leasing and business opportunities. Successful completion of this course applies toward California Department of Real Estate Education requirement for the broker’s examination.

RE 130 REAL ESTATE FINANCE  3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course is an analysis of real estate financing, including lending policies and problems in financing transactions in residential, apartment, commercial, and special purpose properties. Methods of financing properties are emphasized. Successful completion of the course applies toward the educational requirements for the Broker’s Examination.

RE 140 REAL ESTATE APPRAISAL  3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course covers the purposes of appraisals and the appraisal process. Topics will also include the different approaches, methods and techniques used to determine the value of various types of property with emphasis on residential single-family properties. Successful completion of this course applies toward the educational requirement for the Real Estate Broker’s license, and Licensed and General Appraisers’ license.

RE 141 ADVANCED APPRAISAL  3 UNITS
Prerequisite: RE 140. Grade of “C” or better required to meet prerequisite.
Hours: 54 hours LEC
This course discusses advanced appraisal concepts with an emphasis on market and income analysis, capitalization techniques, rate derivation, compound interest tables, cost and sales comparison approaches; and the appraisal of specific income properties such as apartments, office buildings, shopping centers and industrial properties.

RE 150 REAL ESTATE ECONOMICS  3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course covers nature and classification of real estate and real estate investments, economic development of real property, real estate cycles and market trends. Governmental and private sector influence on the economics of real estate is covered. It is recommended that this course be taken last in the real estate course series.

RE 160 INTRODUCTION TO ESCROW PROCEDURES  3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course covers the functions and responsibilities of the escrow holder, including actual preparation of escrow instructions and documents in a typical real estate transaction. Audit, disbursement, the issuance of closing statements and analysis of title insurance policies are also covered.

RE 161 ADVANCED ESCROW PROCEDURES  3 UNITS
Prerequisite: RE 160. Grade of “C” or better required to meet prerequisite.
Hours: 54 hours LEC
This course covers unusual and difficult types of escrow, including the evaluation of possible solutions with emphasis on real estate loans, financing instruments and exchanges.

RE 190 REAL PROPERTY MANAGEMENT  3 UNITS
Prerequisite: None
Hours: 54 hours LEC
This course covers the day-to-day operation and management of real property. Topics will include: marketing procedures, leases, management, accounting and economics, property management tools and techniques, legal requirement, laws, human relations, employer responsibilities and management.

RE 295 INDEPENDENT STUDIES IN REAL ESTATE  1-3 UNITS
Prerequisite: None
Hours: 18 hours LEC ; 54 hours LAB

RE 299 EXPERIMENTAL OFFERING IN REAL ESTATE .5-4 UNITS
Prerequisite: None
Hours: 18 hours LEC ; 54 hours LAB

RE 300 CALIFORNIA REAL ESTATE PRINCIPLES  3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This fundamental real estate course covers the basic laws and principles of California real estate, giving understanding, background, and terminology necessary for advanced study in specialized courses. This course is required by the California Department of Real Estate prior to taking the real estate salesperson’s examination.

RE 495 INDEPENDENT STUDIES IN REAL ESTATE  1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

RE 499 EXPERIMENTAL OFFERING IN REAL ESTATE .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Science

DEGREE
A.S.—Science, General

Areas of Study:
- Biology
- Chemistry
- Environmental Technology
- Geography
- Geology
- Physics, Physical Science, Astronomy

Folsom Lake College students may choose courses in the various disciplines of science to meet any of several objectives. Courses are designed to:
- Prepare students for transfer and continuation of studies at other colleges or universities (chemistry, biology, medicine, etc.)
- Meet general education requirements for non-science majors
- Prepare students for immediate entry into a science-based technology career
- Provide for career advancement and continuing education

Many courses include hands-on practical experience and/or opportunities for work experience in local industry and business.

The student, in consultation with a counselor, should choose science courses to meet his/her program, transfer, or general education requirements. The Counseling Center also has information regarding science requirements for transfer to other 4-year institutions.

DEGREE
A.S. - Science, General

This degree is designed to meet common lower division requirements for a general science major.

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 400, 420</td>
<td>8</td>
</tr>
<tr>
<td>CHEM 400, 401</td>
<td>8</td>
</tr>
<tr>
<td>ENGRWR 300, 301, 302</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 350, 360</td>
<td>6</td>
</tr>
<tr>
<td>MATH 335, 350</td>
<td>6</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED 18

This A.S. degree may be obtained by completion of the Required Program, plus General Education Requirements, plus sufficient electives to meet a 60-unit total.

PRE-PROFESSIONAL HEALTH SCIENCE EDUCATION

Students planning to attend a dental, medical, veterinary or optometry school are not required to complete a prescribed undergraduate major. Many students have the misconception that “predental,” “pre-med,” etc., are academic majors. They are not. A student’s undergraduate degree might be achieved in anything, as long as appropriate courses required for dental, medical, veterinary, or optometry school admission are completed. Professional schools are looking for well-rounded students who have taken courses in the humanities and social sciences and who have participated in school activities and community work. Generally, admission criteria include: completion of required courses; cumulative GPA; science courses GPA only; extracurricular activities, including work experience related to the health science specialization; test scores; application, which includes a personal statement, letters of recommendation; and an interview.

In addition to a good GPA, a student must be self-motivated, have social concern, communication skills and maturity. An applicant, however, does not need a 4.0 GPA for admission, as a GPA is an impersonal reflection of a student’s ability to handle university work.

Students planning to enroll in a professional health science school may complete Folsom Lake College:
1. transfer general education courses,
2. transfer courses for the student’s chosen major,
3. a basic core of courses which is required for all health science students, and
4. other courses required for the chosen speciality, i.e., dental, medical, optometry, and/or veterinary.

The basic core courses are:
- BIOL 400, 420
- CHEM 400, 401
- ENGRWR 300, 301, 302
- PHYS 350, 360
- MATH 335, 350 (or high school equivalent)

Pre-Dental

Although a student may be admitted to a dental school upon completion of 90 units, a baccalaureate degree is recommended. A student should have at least a 3.0 GPA. The Dental Aptitude Test (DAT) is a requirement.

In addition to the basic core courses, the required PSYC 300 (1) and 320 (3) and a minimum of 12 units of social sciences, humanities, and foreign languages may be completed at Folsom Lake College.

Pre-Medical

Although a student may be admitted to a medical school upon completion of 90 units, a baccalaureate degree is recommended. The usual stated minimum GPA is 2.5. In reality, a student with a GPA below 3.0 is almost never accepted, and it is rare to be admitted with a GPA below 3.4. The Medical College Admission Test (MCAT) is a requirement.

In addition to the basic core courses, the required MATH 350 and 351 and a full year of organic chemistry (CHEM 420 and 421) may be completed at Folsom Lake College.

Pre-Optometry

Although a student may be admitted to an optometry school upon completion of 90 units, a baccalaureate degree is recommended. The usual stated minimum GPA is 2.0; however, a more realistic minimum is a 3.0 GPA. The Optometry College Admission Test (OCAT) is a requirement.

In addition to the basic core courses, other courses such as BIOL 440, 430, 431; MATH 350, 351; PSYC 300; STAT 300; humanities courses and social science classes may be required. Please check with your counselor. These courses can be completed at Folsom Lake College.

Pre-Veterinary

It is extremely difficult to gain admission to a veterinary school without being a resident of the state in which the school is located. A California resident, therefore, is virtually restricted to attending the University of California School of Veterinary Medicine at Davis.

Although a student may be admitted to the School of Veterinary Medicine upon completion of 90 units, a baccalaureate degree is recommended. A student with a 2.5 GPA may be considered for admission; however, rarely is a student admitted with a GPA below 3.0. Experience with animals is given heavy consideration. The Graduate Record Examination General Aptitude Section and Advanced Test in Biology are required.

In addition to the core courses, the required STAT 300 may be completed at Folsom Lake College.

Pre-Physical Therapy

Students may take general education and a basic core of prerequisite courses at Folsom Lake College and transfer to California State University, Fresno, Long Beach or Northridge. Admission into a physical therapy program is very competitive with great weight given to relevant work experience and grade point average earned in the prerequisite courses. Because admission requirements vary among the programs, students are advised to work closely with a counselor to plan for the completion of work experience, general education and a core of basic program courses. Many Physical Therapy programs will be offered at the Master’s Degree level only. Check with the counseling department.

The core courses may include:
- BIOL 400, 420, 430, 431
- CHEM 400, 401 or CHEM 305, 306
- PHYS 350, 360
- PSYC 300

Pre-Nursing Option, see BIOLOGY
Folsom Lake College offers courses in Sign Language Studies designed to introduce students to American Sign Language. Students learn basic conversational skills to communicate with members of the deaf community. Moreover, students learn about deaf culture such as cultural behaviors and values. SILA courses are transferable to UC and CSU. Students who are interested in pursuing the interpreting field would be able to transfer to American River College’s Interpreting Training Program.

Career Options
ADA Specialist; Audiologist; Childcare Worker; Group Home Worker; Human Services Worker; Independent Skills Instructor; Interpreter; Linguist; Mental Counselor; Rehabilitation Counselor; Teacher; Teacher Aide; Telecommunications Operators

Some career options may require more than two years of college study.

Sign Language Studies (SILA)

SILA 305  AMERICAN SIGN LANGUAGE 1  4 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 72 hours LEC
This is the beginning course in a series of four courses in visual-gestural processing of sign language. It provides instructional activities for people who wish to become competent in communication with deaf people. This emphasis is on non-verbal communication.

SILA 306  AMERICAN SIGN LANGUAGE 2  4 UNITS
Prerequisite: SILA 305 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 72 hours LEC
This is the second in a series of four courses in American Sign Language. The emphasis is on non-verbal communication. Topics presented include grammatical features such as descriptors, differentiation between cardinal/ordinal numbers, contrastive structure, temporal aspect markers and temporal sequencing.

SILA 315  AMERICAN SIGN LANGUAGE 3  4 UNITS
Prerequisite: SILA 306 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course is the third in a series of four courses in American Sign Language. It emphasizes expressive and receptive non-verbal communication skills between signers who have preliminary American Sign Language syntactical and lexical skills. It provides an understanding of deaf cultural processes by identifying behaviors and several norms from activities assigned in class. It also includes dialogues that involve asking, empathizing, negotiating and agreeing or disagreeing.

SILA 316  AMERICAN SIGN LANGUAGE 4  4 UNITS
Prerequisite: SILA 315 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course is the fourth in a series of four courses in American Sign Language. The emphasis is on non-verbal communication, at advanced levels of competency. Topics presented included advance grammatical features, such as descriptors, classifier use, various numbering systems in American Sign Language, cultural features of the language and the diverse aspects of the American Deaf Community.

SILA 345  FINGERSPELLING  1 UNIT
Prerequisite: None
Corequisite: SILA 305. Grade of "C" or better required to meet corequisite.
Course Transferable to CSU
Hours: 18 hours LEC; 9 hours LAB
A basic course in use of the manual alphabet designed to augment expressive and receptive fingerspelling skills introduced in American Sign Language (ASL) courses. Perceptual strategies of use to hearing adults stressed. Emphasis on recognition of fingerspelling in context. Basic knowledge of American Sign Language required.

SILA 495  INDEPENDENT STUDIES IN SIGN LANGUAGE STUDIES 1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

SILA 499  EXPERIMENTAL OFFERING IN SIGN LANGUAGE STUDIES .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Social Science

SOCSC 338   NATIVE PEOPLES OF NORTH AMERICA  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to the histories and cultures of various Native American groups. It is comparative in nature and examines the dynamics among Native Peoples, Anglos, Latinos, African Americans, and Asian Americans. Data is presented from both a historical and sociological context focusing on ethnocentrism, forced assimilation, and racism, as applied to America’s forgotten minority, and to help the student develop a personal foundation of cultural tolerance.

SOCSC 360   LAW AND SOCIETY  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to the American legal system emphasizing the nature, purpose, sources and functioning of American law but including some comparative analysis of other historical and contemporary legal systems. It stresses the evolution of legal concepts as a reflection of the social environment and the role of the judiciary. A theoretical rather than practical view point is used through analysis of selected cases and legislation in the areas of individualism, socioeconomic groups, the family, the economy, crime, criminal procedure and punishment, church and state separation, the environment, and torts. This course should not be taken in place of BUS 340 when required. This course is the same as BUS 345, and only one may be taken for credit.

Sociology (SOC)

SOC 300   INTRODUCTORY SOCIOLOGY  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a study of human behavior in society, including social groups, culture, personality, social stratification, social change, collective behavior and social institutions.

SOC 301   SOCIAL PROBLEMS  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of social problems of present day American culture including a study of these causes and an evaluation of proposed solutions and methods of treatments. Special emphasis upon those problems which are local in nature.

SOC 310   MARRIAGE AND THE FAMILY  3 UNITS
Prerequisite: None.
Advisory: Eligibility for ENGWR 101
Course Transferable to CSU
Hours: 54 hours LEC
This course will examine the social, psychological, historical and economic factors relating to the changing family, marriage, remarriage and significant relationships. Exploration of the changing gender roles, the meaning of love and sexuality, dating, communication skills and parenting will also be included.

SOC 321   RACE, ETHNICITY AND INEQUALITY IN THE UNITED STATES  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a social problem of major American minority groups. It examines the problems of minority assimilation into an “open” society and culture.

SOC 335   SOCIOLOGY OF AGING  3 UNITS
Same As: GERON 300
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines the aged and the aging process, with emphasis on social factors affecting and affected by an aging population. It includes an analysis of demography and history of aging in America; individual aging and adaptation; needs, resources, and social support systems; employment and retirement; and social class/cultural differences. Not open to students who have received credit for GERON 300.

SOC 495   INDEPENDENT STUDIES IN SOCIOLOGY  1-3 UNITS
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

SOC 499   EXPERIMENTAL OFFERING IN SOCIOLOGY  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Spanish

Folsom Lake College offers the basic grammar and conversation courses in Spanish. Students will be able to understand the spoken language, to speak with reasonable fluency, and to write at their speaking level.

Career Options
Airlines/Travel; Banking; Bilingual Education/Teacher’s Aide; Bilingual Telecommunications; Emergency Services; Foreign Service; Foreign Language Teacher; Import & Export; Intelligence/Military Service; International Business; IRS/State Franchise Tax Board; Overseas Employment: Business & Commerce; Law Enforcement/Correctional Officer; Social Security Officer; Social Service; Translating & Interpreting; Tourism

Some career options may require more than two years of college study.

Highlights
• Multimedia, interactive language lab with Internet capabilities
• Internationally trained faculty and staff

Native speakers who have high school-equivalent reading and writing skills in their native language should enroll in the 411 (2A) level course (or above) of their native language.

Spanish (SPAN)

SPAN 101 CONVERSATIONAL SPANISH, ELEMENTARY  3 UNITS
Prerequisite: None.
Hours: 36 hours LEC; 54 hours LAB
This is a first semester introduction to the Spanish language. It is designed for beginning students with little or no previous exposure to the language. It is characterized by an emerging ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression is limited to short, culturally appropriate communication on a broader scale than at the 101 level. Students will acquire a knowledge of the geography, culture and people of regions where Spanish is spoken and of ‘Spanish-speakers’ contributions to North American and world cultures. This class consists of two hours lecture and one hour of laboratory work conducted in the classroom each week and two hours of laboratory work conducted in the Language Laboratory each week.

SPAN 102 CONVERSATIONAL SPANISH, ELEMENTARY  3 UNITS
Prerequisite: SPAN 101. Grade of “C” or better required to meet prerequisite.
Hours: 36 hours LEC; 54 hours LAB
This is second semester Elementary Spanish. It is designed for students who have completed SPAN 101 or two years of high school Spanish. It provides refinement of skills begun in 101. Students will gain increased accuracy and ability to understand and produce appropriate responses in high frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the 101 level. Students will acquire a knowledge of the geography, culture and people of regions where Spanish is spoken and of ‘Spanish-speakers’ contribution to North American and world cultures. This class consists of two hours lecture and one hour of laboratory work conducted in the classroom each week and two hours of laboratory work conducted in the Language Laboratory each week.

SPAN 311 CONVERSATIONAL SPANISH, INTERMEDIATE  2 UNITS
Prerequisite: SPAN 102. Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This course provides refinement of skills attained in 102. Students will work toward the ability to create with the language without relying on learned responses, to understand main ideas in routine speech and to understand main ideas in written texts. Listening and reading comprehension continue to develop; speaking and writing will be comprehensible to a somewhat sympathetic native speaker. Students will develop the ability to respond in an unrehearsed manner on concrete topics in known situations. Written expression will meet limited personal needs in culturally appropriate language at a higher level of accuracy than found in 102. Students will continue acquisition of knowledge of geography, culture and people of regions where Spanish is spoken and of ‘Spanish-speakers’ contributions to North American and world cultures. This course will consist of one hour of lecture and two hours of laboratory work conducted in the classroom each week and one hour of laboratory work conducted in the Language Laboratory each week.

SPAN 312 CONVERSATIONAL SPANISH, INTERMEDIATE  2 UNITS
Prerequisite: SPAN 311 or 411. Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This is second semester Intermediate Spanish. It is designed for students who have completed Spanish 311 or four years of high school Spanish. It provides continued development of skills attained in 311. The focus will be the development of written narrative and expository prose combined with increased cultural awareness. Emphasis will be placed on culturally authentic reading and writing through the introduction of basic literary analysis. Students will develop the ability to handle complicated situations using past and future time frames. Students will continue acquisition of knowledge of geography, culture and people of regions where Spanish is spoken and of “Spanish-speakers’ contributions to North American and world cultures. This course will consist of one hour of lecture and two hours of laboratory work conducted in the classroom each week and one hour of laboratory work conducted in the Language Laboratory each week.

SPAN 313 ELEMENTARY SPANISH  4 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is the first semester introduction to the Spanish language. It is designed for beginning students with little or no previous exposure to the language. It is characterized by an emerging ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression is limited to short, culturally appropriate communication on a broader scale than at the 401 level. Students will acquire a knowledge of the geography, culture and people of regions where Spanish is spoken and of Spanish-speakers’ contributions to North American and world cultures.

SPAN 401 ELEMENTARY SPANISH  4 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is first semester Intermediate Spanish. It is designed for students who have completed SPAN 401 or two years of high school Spanish. It provides refinement of skills begun in 401. Students will gain increased accuracy and ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the 401 level. Students will acquire a knowledge of the geography, culture and people of regions where Spanish is spoken and of Spanish-speakers’ contribution to North American and world cultures.

SPAN 402 ELEMENTARY SPANISH  4 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is second semester Elementary Spanish. It is designed for students who have completed Spanish 402 or three years of high school Spanish. It provides refinement of skills attained in 402. Students will work toward the ability to create with the language without relying on learned responses, to understand main ideas in routine speech and to understand main ideas in written texts. Listening and reading comprehension continue to develop; speaking and writing will be comprehensible to a somewhat sympathetic native speaker. Students will develop the ability to respond in an unrehearsed manner on concrete topics in known situations. Written expression will meet limited personal needs and culturally appropriate language at a higher level of accuracy than found in 101. The student will continue acquisition of knowledge of geography, culture and people of regions where Spanish is spoken and of Spanish-speakers’ contributions to North American and world cultures.

SPAN 403 INTERMEDIATE SPANISH  4 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is first semester Intermediate Spanish. It is designed for students who have completed SPAN 403 or three years of high school Spanish. It provides refinement of skills attained in 403. Students will work toward the ability to create with the language without relying on learned responses, to understand main ideas in routine speech and to understand main ideas in written texts. Listening and reading comprehension continue to develop; speaking and writing will be comprehensible to a somewhat sympathetic native speaker. Students will develop the ability to respond in an unrehearsed manner on concrete topics in known situations. Written expression will meet limited personal needs and culturally appropriate language at a higher level of accuracy than found in 101. The student will continue acquisition of knowledge of geography, culture and people of regions where Spanish is spoken and of Spanish-speakers’ contributions to North American and world cultures.

SPAN 410 INTERMEDIATE SPANISH  4 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is second semester Intermediate Spanish. It is designed for students who have completed Spanish 410 or three years of high school Spanish. It provides refinement of skills attained in 410. Students will work toward the ability to create with the language without relying on learned responses, to understand main ideas in routine speech and to understand main ideas in written texts. Listening and reading comprehension continue to develop; speaking and writing will be comprehensible to a somewhat sympathetic native speaker. Students will develop the ability to respond in an unrehearsed manner on concrete topics in known situations. Written expression will meet limited personal needs and culturally appropriate language at a higher level of accuracy than found in 101. The student will continue acquisition of knowledge of geography, culture and people of regions where Spanish is spoken and of Spanish-speakers’ contributions to North American and world cultures.

SPAN 411 INTERMEDIATE SPANISH  4 UNITS
Prerequisite: SPAN 401 with a grade of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course provides refinement of skills begun in 401. Students will gain increased accuracy and ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the 401 level. Students will acquire a knowledge of the geography, culture and people of regions where Spanish is spoken and of Spanish-speakers’ contribution to North American and world cultures.

SPAN 412 INTERMEDIATE SPANISH  4 UNITS
Prerequisite: SPAN 411 with a grade of “C” or better
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course provides refinement of skills begun in 411. Students will gain increased accuracy and ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the 411 level. Students will acquire a knowledge of the geography, culture and people of regions where Spanish is spoken and of Spanish-speakers’ contribution to North American and world cultures.
SPAN 425  ADVANCED READING AND CONVERSATION  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
Advanced reading and conversation in Spanish with emphasis on building vocabulary and review of grammar. Introduction to literature of the Hispanic world. May be taken two times for credit.

SPAN 434  SPANISH FOR THE PROFESSIONS - INTERMEDIATE  3 UNITS
Prerequisite: SPAN 102 or 402. Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC
This is an intermediate course designed for persons in law enforcement, business and finance, social services and the medical professions. The emphasis of the course is on acquiring verbal facility in interviewing, collecting data, giving instructions and general courtesies. The course will help students acquire language proficiency while reviewing and broadening the grammar foundation attained in elementary Spanish. It will introduce specific vocabulary necessary for professionals to communicate successfully in a professional situation. Cultural and behavioral attitudes appropriate for relating to persons of Hispanic heritage will be suggested. This course may be taken twice for credit.

SPAN 495  INDEPENDENT STUDIES IN SPANISH  1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

SPAN 499  EXPERIMENTAL OFFERING IN SPANISH  .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Student Government

These courses are designed for those students interested in developing their leadership skills and participating in planning and organizing campus activities. They are open to all students. Student Government is recognized as the voice of the students, and students enrolling in this class are voting members of the Student Senate. They will also have the opportunity to serve on a variety of college committees and attend statewide leadership conferences.

Highlights
- Develop leadership skills by working with student activities, clubs and Student Government
- Participate on college committees to help develop and determine policy as it relates to student issues
- Attend leadership conferences and workshops
- Represent the student voice to the campus and community

Student Government (SGVT)

SGVT 300 INTRODUCTION TO STUDENT GOVERNMENT 2 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
This class provides a study of the legal, educational and philosophical basis of student government. May include travel to other campuses, area conferences and state conferences. Will include the opportunity to participate on faculty and administrative committees. Designed to teach leadership skills and to give practical experience in the field of student government. May be taken three times for credit.

SGVT 495 INDEPENDENT STUDIES IN STUDENT GOVERNMENT
1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 36 hours LAB

SGVT 499 EXPERIMENTAL OFFERING IN STUDENT GOVERNMENT
.5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB
Theatre Arts

The Theatre Arts courses are designed to provide students with a basic understanding of activities involved in theatre presentations and production. The basic program also provides an opportunity for students to apply skills associated with the course offerings.

Career Options
Acting; Theatre Arts Management; Publicity and Public Relations; Teaching; Box Office Management

Some career choices may require an Associate Degree or course work beyond.

Highlights
- Dedicated faculty with a passion for the theatre with professional experience in directing and playwriting as well as considerable teaching experience at the undergraduate level.
- Opportunity for some students to gain access to four-year college and university theatre programs as well as internships in major regional theatres.

Theatre Arts (TA)

TA 300  INTRODUCTION TO THE THEATRE  3 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This class surveys the literary, cultural and historical aspect of theatre arts. It is an audience oriented, non-performance theatre arts course open to all students.

TA 302  HISTORY AND THEORY OF THE THEATRE I  3 UNITS
Prerequisite: None.
Advisory: ENGRD 112, ENGWR 300, and TA 300; or placement through the assessment process.
Course Transferable to UC/CSU
Hours: 54 hours lecture
Description: This course follows the development of the theatre arts from ancient Greece through the 17th Century. The history and evolution of theatre is studied in relationship to the socio-political and cultural conditions of the time. Plays will be read that exemplify major trends and prominent artists.

TA 303  HISTORY AND THEORY OF THE THEATRE II  3 UNITS
Prerequisite: None.
Advisory: ENGRD 112, ENGWR 300, and TA 300; or placement through the assessment process.
Course Transferable to UC/CSU
Hours: 54 hours lecture
Description: This course is a study of the principal types of twentieth century theatre. The historical and cultural environment in which significant trends and the plays that exemplify them were written will be examined. Plays will be read focusing on their relevance in history and their lasting impact upon contemporary audiences.

TA 320  CINEMA GENRES  3 UNITS
Same As: FMS 320
Prerequisite: None.
Advisory: ENGRD 112 and ENGWR 300
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is designed to explore in depth one or more motion picture genres. Special attention is paid to development, aesthetics, popularity and artists of the specific form. This course may be taken four times for credit if the subject matter is not repeated. See the Schedule of Classes for specific information. Not open to students who have received credit for FMS 320.

TA 331  FILM MAKING  3 UNITS
Prerequisite: FMS 300 with a grade of "C" or better
Course Transferable to CSU, UC pending
Hours: 36 hours LEC ; 54 hours LAB
This course covers contemporary methods of motion picture production, including low-budget cinema, with a concentration on the aesthetics of motion pictures. Stressed are techniques of direction, lighting, photography, editing, and other aspects of the motion picture theatre arts. Equipment and supplies for individual projects must be furnished by each student. Supplies and equipment are furnished for students working on group projects.

TA 339  SCREENWRITING  3 UNITS
Prerequisite: TA 300 with a grade of "C" or better
Advisory: ENGRD 112 and eligibility for ENGWR 300
Course Transferable to CSU, UC pending
Hours: 54 hours LEC
This course explores the motion picture theatre art of screenwriting. Students will view and analyze motion pictures, participate in exercises and workshops, compose a screenplay for a short film, and plot a feature-length professionally formatted screenplay.

TA 340  BEGINNING ACTING  3 UNITS
Prerequisite: None
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This course introduces the student to the basic art and craft of acting. Basic exercises in voice and diction, movement, and character will be utilized.

TA 344  IMPROVISATION AND THEATRE GAMES  2 UNITS
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 18 hours LEC ; 54 hours LAB
This course introduces students to improvisational acting styles and theatre games for performance. Improvisation practice will focus on trust and confidence building, teamwork, self-expression, and creative flexibility. Students also will practice more advanced work in non-scripted performance through theatre games. This class culminates in a public performance.

TA 350  THEORY AND TECHNIQUES OF ACTING I  3 UNITS
Prerequisite: None.
Advisory: TA 300 and 340
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course explores contemporary concepts in scene study and the creation of a character for a modern realistic play. Students stage and perform memorized scenes from modern realistic plays in class.

TA 351  THEORY AND TECHNIQUES OF ACTING II  3 UNITS
Prerequisite: TA 350 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC
Description: This course continues the exploration of contemporary concepts in scene study and the creation of a character for a modern realistic play begun in TA 350. Students stage and perform memorized scenes and monologues from modern realistic plays in class.

TA 356  ACTING FOR THE CAMERA I  3 UNITS
Prerequisite: TA 340 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This is an introductory course in the theories and techniques of acting for the camera. This course compares and contrasts working on group projects.

TA 395  PLAYWRITING  3 UNITS
Prerequisite: TA 300 with a grade of "C" or better
Advisory: ENGRD 112 and eligibility for ENGWR 300
Course Transferable to CSU, UC pending
Hours: 54 hours LEC
This course explores the writing, reading, performing, and critiquing of original plays for the theatre. Students will write plays and revise their work continually throughout the semester. Plays written by students will be read, performed, and discussed in class. Students will complete a full-length play by the end of the semester.
TA 452  ONE-ACT PLAY WORKSHOP   3 UNITS
Prerequisite: TA 340 with a grade of "C" or better.
Course Transferable to UC/CSU
Hours: 36 hours LEC ; 54 hours LAB
This class explores the play production process. Class members collaborate in the analysis, preparation
and production of one-act plays through participation as either directing writers, actors or technicians. The
process culminates in public performances.

TA 461  REHEARSAL AND PERFORMANCE - DRAMA   .5-3 UNITS
Prerequisite: None.
Enrollment Limitation: Audition or Interview
Course Transferable to UC/CSU
Hours: 27-162 hours LAB
This course provides a workshop-style training experience in the preparation and performance of a dramatic
theatre production. Prospective student actors audition for roles in the production. Prospective student
designers, technicians, artists, managers, and administrators interview for positions on the design team
and production staff. This course may be taken four times for credit.

TA 462  REHEARSAL AND PERFORMANCE - COMEDY   .5-3 UNITS
Prerequisite: None.
Enrollment Limitation: Audition or Interview
Course Transferable to UC/CSU
Hours: 27-162 hours LAB
This course provides a workshop-style training experience in the preparation and performance of a comedic
theatre production. Prospective student actors audition for roles in the production. Prospective student
designers, technicians, artists, managers, and administrators interview for positions on the design team
and production staff. This course may be taken four times for credit.

TA 465  REHEARSAL AND PERFORMANCE - MUSICAL   .5-3 UNITS
Prerequisite: None.
Enrollment Limitation: Audition or Interview
Course Transferable to CSU, UC pending
Hours: 27-162 hours LAB
This course provides a workshop-style training experience in the preparation and performance of a musical
theatre production. Prospective student actors audition for roles in the production. Prospective student
designers, technicians, artists, managers, and administrators interview for positions on the design team
and production staff. This course may be taken four times for credit.

TA 494  TOPICS IN THEATRE ARTS   .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 108 hours LEC ; 108 hours LAB
This course is designed to give students an opportunity to study a variety of topics dealing with performance
and/or production aspects of theatre not included in current course offerings. This course may be repeated
for credit, providing there is no duplication of topics.

TA 495  INDEPENDENT STUDIES IN THEATRE ARTS   1-3 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

TA 498  WORK EXPERIENCE IN THEATRE ARTS   1-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

TA 499  EXPERIMENTAL OFFERING IN THEATRE ARTS   .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC ; 54 hours LAB

VITI 499  EXPERIMENTAL OFFERING IN VITICULTURE   .5-4 UNITS
Prerequisite: None
Course Transferable to CSU
Hours: 72 hours LEC ; 108 hours LAB
### Work Experience (Co-op) Education

Cooperative Work Experience Education (Co-op) is a unique, experiential, academic program that allows individuals to apply what they’ve learned in the classroom to a work environment. Upon completion of their Co-op experience, students may earn 1-4 units of transferrable credit with a letter grade. Co-op serves: College interns, volunteers, and employees. It is also one of several Living Skills graduation requirements for an associate degree.

### Co-op Internships and Opportunities

Internships and volunteer experiences provide an opportunity for students to obtain work experience in their major. This activity assists students to develop technical skills, check out career choice, build confidence, network with people in the field, and transition for entry into a competitive labor market.

Interested students must apply two or more weeks before classes start and are required to take a weekly one hour career management class. College credit is earned and internships may be paid or non-paid.

### Employees

Co-op also assists our busy employed students who are interested in advancing within their existing work environment. Through Co-op and the approval of the student’s employer supervisor, students can apply what they have learned in the classroom to their job.

College credit is earned.

### How the Program Works

There are two types of Co-op Programs: Vocational and General.

**Vocational Work Experience (298/498)** provides students with opportunities to develop or add marketable skills related to their vocational study programs. *Eligible students must:

- Be working in a paid job, internship, or volunteer opportunity. Students not currently in an internship opportunity who would like assistance should contact the Cooperative Work Experience Education Office. Students must have a cooperating employer by the end of the third week of the semester, first week of a nine week, or summer session to remain in the program.
- With employer’s assistance, establish new or expanded on-the-job skills that will be documented.
- Attend a one-hour weekly career management class... or qualify for the “Returning Co-op Student” status. However, attendance is required for everyone for the first two orientation sessions.
- Register for 1, 2, 3, or 4 units. One unit of credit may be earned for each 75 hours of paid work experience or for 60 hours of non-pay experience. A total of 16 units may be earned in Vocational Work Experience.
- Students working in their college majors and taking, or have taken a course in that area, should enroll in that area’s work experience class (e.g. - a sales clerk should enroll in Business). *

* Interested students may earn college credit in the following majors:

- Accounting
- Automotive Mechanics Technology
- Communications Media
- Construction Management Technology
- Environmental Technology
- Health Education
- Human Services
- Marketing
- Theatre Arts

### General Work Experience (198):

General work experience education assists students in learning about the world of work and is open to all students regardless of major or job. Like vocational work experience, it is designed for students wanting to apply skills learned in the classroom to their actual job.

College credit (1-3 units) will be earned for working in the students’ current job per semester. No more than six units may be earned in the program. One unit of credit may be earned for each 75 hours of paid work experience or for 60 hours of volunteer experience. Students must have a cooperative employer by the end of the third week of the semester (end of the first week of a nine week or a summer session) to remain in the program.

- Register for “General Work Experience” (Work Experience 198) and attend weekly career management class.

### Co-op Work Experience (198/298/498)

Co-op has two different ways to qualify for the program:

**New (1st Time Co-op) Students:**

- A. You are working a paid or non-paid job, internship, or volunteer opportunity.
- B. You must attend the class that meets each week. This class will cover workplace/career transition issues.
- C. Your grade and units are earned based on your performance in the workplace (developing new skills) and classroom assignments.

**Returning Students:**

- A. You are working a paid or non-paid job, internship, or volunteer opportunity.
- B. You must attend the class that meets each week. This class will cover workplace/career transition issues.
- C. Your grade and units are earned based on your performance in the workplace (developing new skills) and classroom assignments.

For more information, call (916) 608-6552.

### Work Experience (WEXP)

**WEXP 198**

- **WORK EXPERIENCE - GENERAL** 1-3 UNITS
- **Prerequisite:** None.
- **Hours:** 18 hours LEC ; 300 hours LAB

General Work Experience assists students in learning about the world of work and is open to all students regardless of major or job. Like vocational work experience, it is designed for students wanting to apply skills learned in the classroom to their actual job.

**WEXP 298**

- **WORK EXPERIENCE IN (SUBJECT)** 1-4 UNITS
- **Prerequisite:** None.
- **Hours:** 18 hours LEC ; 300 hours LAB

Provides students with the opportunities to develop or add marketable skills related to their vocational study programs.

**WEXP 498**

- **WORK EXPERIENCE IN (SUBJECT)** 1-4 UNITS
- **Prerequisite:** None.
- **Course Transferable to CSU**
- **Hours:** 18 hours LEC ; 54 hours LAB
## College Administration

Thelma Scott-Skillman  
*President*

Kathleen Kirklin  
*Vice President, Administration*

Susan L. Lorimer  
*Vice President, Instruction*

Denise Noldon  
*Vice President, Student Development and Enrollment Management*

Lori Rianda  
*Director, College Advancement*

Aiden Ely  
*Dean, Student Development and Enrollment Management*

Monica Flores  
*Dean, Instruction*

Gary Hartley  
*Dean, Instruction & Technology*

Dale van Dam  
*Dean, Instruction, El Dorado Center*

Stuart Van Horn  
*Dean, Instruction, Career & Technical Education*

## Degrees - Faculty and Administration

**NOTE:** Year in parentheses refers to date of full-time hiring at Los Rios Community College District or Folsom Lake College.

**ABRAHAM, Linda (2005)**  
Microbiology  
M.Sc., University of Witwatersrand, South Africa; Ph.D., University of British Columbia, Canada

**ALEXANDER, John E. (1997)**  
Instructional Programs Coordinator and English Instructor  
B.A., The Ohio State University; M.A., CSU, Sacramento

**ANAYAH, Bernadette M. (2002)**  
English as a Second Language  
B.A., Trinity College, Dublin, Ireland; M.A., CSU, San Francisco

**BAKER, James B. (1991)**  
Communications Media  
B.A., M.A., CSU, Sacremento

**BJERKE, Ann Lynn (2006)**  
English as a Second Language  
B.A., CSU, Sacramento; M.A., UC, Davis; M.A., CSU, Sacramento

**BOYLAN, KC (1994)**  
Communication Studies  
A.A., American River College; B.A., CSU, Sacramento; M.A., CSU, Chico

**CARA MAGNO, Thomas (2005)**  
English  
M.A., Loyola Marymount University; Ph.D., UCLA; M.A., Professional School of Psychology

**CHIANG-YAMADA, Michelle (2001)**  
Mathematics  
B.A., UC, Berkeley; M.A.T., UC, Davis

**CHURCH, Kristi P. (1989)**  
Work Experience Coordinator/Instructor  
B.A. in Psychology, Chapman University; M.A. in Educational Administration, Chapman University

**CLARK, Christopher S. (2005)**  
Counselor, Articulation Officer  
A.A., West Valley College; B.A., M.S., San Francisco State University

**COOPER, David (1998)**  
Computer Information Science  
B.S., Chapman College

**CURRAN, Tim (2000)**  
Mathematics  
B.S., Northern Arizona University; M.A., CSU, San Bernardino

**DALY, Lisa C. (1998)**  
Early Childhood Education  
B.A., M.A., San Francisco State University

**DANNER, Lisa (2005)**  
English  
A.A., Los Angeles Pierce College; B.A., CSU, Northridge; M.A., UC, Davis

**DAVIS WORTH, Debi (2007)**  
Dance, Physical Education  
B.A., UC, Irvine; M.A., University of Surrey, England

**DELGADO, Lydia (2007)**  
Counselor  
A.A., Cerritos College; B.S., CSU, Fullerton; M.S., CSU, Long Beach

**DICICCO, Anthony (2006)**  
Administration of Justice  
A.S., Santa Rosa Junior College; B.A., CSU, Sonoma; M.A., University of Phoenix

**DOWELL, Zachary (2001)**  
Instructional Design & Development Coordinator  
B.A., M.A., CSU, Los Angeles

**ELLERMAN, C. Howell (2003)**  
Business  
A.B., Occidental College; J.D., Loyola Law School; IEM Certificate, Harvard University

**ELY, Aiden (2007)**  
Dean, Student Development & Enrollment Management  
B.S., George Williams College; M.A., Chapman University

**FANNON, Sean (2007)**  
Psychology  
B.A., The Catholic University of America; Ph.D., Duke University

**FLETCHER, Francis (2001)**  
English  
B.A., M.A., CSU, Sacramento

**FLORES, Juan J. (2004)**  
Counselor, EOP & CARE/CALWORKs Coordinator  
B.A., M.S., CSU, Sacramento

**FLORES, Monica (2004)**  
Dean, Instruction  
B.A., New Mexico State University; M.A., New Mexico State University; Ph.D., Colorado State University

**FOSTER, Ted F. (1998)**  
Chemistry  
B.S., Carleton College; M.S., Ph.D., UC, San Diego

**FUSON, Joy A. (1999)**  
Mathematics  
B.S., UC, Davis; M.A., CSU, Sacramento

**GIBSON, Bernard (2005)**  
Business, Marketing, Management, Diversity  
B.P.A., University of Mississippi; M.B.A., University of San Francisco

**GREENE, Calvin D. (1992)**  
Mathematics  
B.S., Louisiana State University; M.S., M.A., UC, Davis
HALE, Daniel (2008)
Astronomy/Physics
B.A., Sonoma State University; M.S., Michigan State University

HANSEN, Mary (2008)
College Nurse
B.S.N, CSU, Sacramento; M.S.N., Dominican University of CA

HARRIS, David (2007)
Theatre Arts
B.F.A., University of Illinois, Urbana-Champaign; M.F.A., UC, San Diego

HARTLEY, Gary (2004)
Dean, Instruction & Technology
B.A., Trinity College; M.A., Trinity Evangelical Divinity School; A.B.D., Northern Illinois University

HAUG, Paula (2007)
Communication Studies
B.A., M.A., CSU, Fresno

Accounting
M.S., CSU, Sacramento

Hill, David H., (1990)
Counselor
A.A., Ricks College; B.A., Humboldt State University; M.Ed., Ed.D., Brigham Young University

Hodge, Jessica (2007)
Nutrition
B.A., Ohio Wesleyan University; M.S., Ph.D., Tufts University

Holmesen, Ellen C. (2000)
Counselor
A.A., San Francisco City College; B.A., University of San Francisco; M.S., CSU, Sacramento

Holzberg, Steve (2006)
Biology
B.S., UC, Irvine; Ph.D., UC, Berkeley

Hwang, Eunyoung (2000)
Art
B.A., Wagner College; M.F.A., West Texas A&M; M.A., University of North Texas

Jensen, Wayne (2001)
Mathematics
A.S., American River College; B.A., CSU, Sacramento; M.A., University of Colorado

Jimenez, Regina A. (1990)
Librarian
B.A., CSU, Sonoma; M.L.S., UC, Berkeley

Jones, Janis Cox (1983)
English
B.A., M.A., Stanford University; Ph.D., Union Institute and University

Kirklin, Kathleen (1987)
Vice President for Administration
B.A., National University; M.B.A., Golden Gate University

Kiss, Boglarka (2007)
Music
B.A., Whittier College; M.F.A., UC, Irvine

Early Childhood Education
B.A., CSU, Stanislaus; M.A., CSU, Sacramento

Kroencke, Mikael (1999)
Mathematics, Physics
M.A., San Francisco State University; M.S., B.S., UC, Davis

Lam, Gordon (2001)
History
B.A., Hardin-Simmons University; M.A., University of Kansas; Ed.D., University of La Verne

Larry Kearney, Debra (2001)
English
B.A., Carroll College; M.A., CSU, Sacramento

Leland, Kathryn Ann (1988)
English/Reading/Writing
A.A., Yuba Community College; B.A., M.A., CSU, Sacramento

Lennert, Michelle (2002)
American Sign Language Studies
B.A., Gallaudet University, Washington, D.C.

Lopez, Carlos (2002)
Spanish
B.A., M.A., UC, Davis

Lorimer, Susan L. (1987)
Vice President for Instruction
B.S., UC, San Francisco; M.S., CSU, Sacramento; Ed.D., Oregon State University

Macias-Perez, Elvia (1989)
Spanish
B.A., M.A., CSU, Sacramento; Ph.D., University of Guadalajara, Mexico

Madden, Michelle (2003)
Counselor
B.A., M.S., CSU, Sacramento

English/Reading/Writing
B.A., UC, Berkeley; M.A., CSU, San Francisco

McFaul, Steve (2007)
Mathematics
B.A., UC, Davis; M.S., CSU, Hayward

McHargue, Tim (2004)
Counselor, DSPS Coordinator
B.A., M.S., CSU, Sacramento; Ed.D., University of the Pacific

Ols, H. Wayne (1999)
Anthropology
B.A., M.A., UC, Santa Barbara

Ols, Marc (2007)
Mathematics
B.S., CSU, Chico; M.A.T., UC, Davis

Olton, H. Wayne (1999)
Chemistry
B.S., Ph.D., UC, Davis; M.S., CSU, Sacramento

Pender, Sarah (1982)
Human Services/Gerontology/Psychology/Sociology
B.A., UC, Riverside; M.A., CSU, Chico; Ed.D., University of Pacific

Peralta, Marsha (2005)
Early Child Education
B.A., CSU, Sacramento; M.A., Pacific Oaks

Pietromonaco, Dean (2000)
Mathematics
M.A., UC, Davis

Pipkin, Kevin (2005)
Mathematics
B.S., M.S., CSU, Hayward

Pittman, Jason (2006)
Geography/Geology
B.A., UC, Davis; M.S., Oregon State University

Reese, David (2004)
Political Science
B.A., UC, Santa Barbara; M.A., San Diego State; Ph.D., Colorado State University

Mendell, Rebecca (2007)
Librarian
B.A., UC, Davis; M.L.I.S., San Jose State University

McKale, Larry (2005)
Music
B.M.E., Wichita State University; M.M., Northern Illinois University

Montgomery, Tammy L (1997)
Humanities, Philosophy
A.A., Cosumnes River College; B.A., M.A., CSU, Sacramento

Moraga, Juan Carlos (1999)
Spanish
B.A., M.A., University of Northern Iowa

Moreno, Deborah D. (1993)
History
B.A., M.A., CSU, Sacramento

Noldon, Denise (2004)
Vice President, Student Development and Enrollment Management
B.A., M.S., CSU, Long Beach; Ph.D., University of Maryland, College Park

Obert, Christa (1998)
Chemistry
B.S., Ph.D., UC, Davis; M.S., CSU, Sacramento

Olsen, Marc (2007)
Mathematics
B.S., CSU, Chico; M.A.T., UC, Davis

Perkins, John (1999)
History
B.A., M.S., UC, San Francisco

Pike, John (1999)
Environmental Science
B.S., M.S., University of California, Santa Barbara

Pittman, Jason (2006)
Geography/Geology
B.A., UC, Davis; M.S., Oregon State University

Reese, David (2004)
Political Science
B.A., UC, Santa Barbara; M.A., San Diego State; Ph.D., Colorado State University
A.A., Glendale Community College, Arizona; B.S., Ph.D., Brigham Young University

RITZI-MAROUF, Viviane (1999) French/Spanish
B.A., Brigham Young University; M.A. (French and Spanish), UC, Davis

ROBINSON, Brian (2000) English
B.A., M.A., CSU, Sacramento

ROGERS, Sherry M. (1996) Biology
B.S., M.A., UC, Riverside

B.S.M.E., CSU, Fresno; M.S.B.M.E., M.S.C.S., CSU, Sacramento

ROYER, Tina (2007) English
B.A., M.A., CSU, Sacramento

SAMPLES, Marjorie (2005) Chemistry
B.A., Franklin & Marshall College; Ph.D., Stanford University

SAPRA, Lisa (2007) English
A.A., Orange Coast College; B.A., M.A., CSU, Long Beach

SAYAGO, Marisa (1999) Art
B.F.A., W. Texas A&M University; M.F.A., University of No. Texas

SCOTT-SKILLMAN, Thelma (1998) President
B.A., M.S., CSUS, Hayward; Ed.D., Nova University

B.B.A., M.B.A., M.S.-Ed., National University, Sacramento

M.A., National University

A.A., Golden West College; B.A., M.S., CSU, Fullerton; M.A., CSU, Sacramento

SWITHENBANK, Elizabeth (2007) Business Technology
B.S., Santa Clara University; M.B.A., Golden Gate University

TARRER, Rod (2001) Counselor
A.A., Cuesta College; B.S., Cal Poly; M.A., CSU, Sacramento

TELLS, James (2003) Librarian
B.A., M.A., CSU, Sacramento; M.L.I.S., San Jose State University

TEXTOR, Alice (2001) Student Life, Physical Education
B.A., Western Washington University; M.S., University of Arizona

THIESSEN, Stacia S. (1999) Librarian
B.S., Morningside College; M.L.I.S., San Jose State University

TINOCO, Diana Chang (2005) English as a Second Language
A.A., Sacramento City College; B.A., UC, Davis; M.A., Columbia International University

TORREZ, Matt (2001) Physical Education
B.S., M.A., CSU, Fresno

B.S., Cal Poly, San Luis Obispo; M.A., CSU, Sacramento

VAN DAM, Dale (1997) Dean of Instruction, El Dorado Center
B.A., UC, Santa Barbara; M.S., University of Utah

VAN HORN, Stuart (2005) Dean of Instruction, Career & Technical Education
A.A., Orange Coast College; B.S., University of Great Falls; Me.D., Azusa Pacific University; Ed.D. A.B.D., University of Phoenix School of Advanced Studies

B.A., UC, Berkeley; M.S., University of La Verne

WADA, Eric (2007) Biology
B.A., B.S., UC, Berkeley; A.B.D., UC, Davis

WILLSON, Jamie G. (1990) Physical Education/Computer Information Science
B.A., CSU, Chico; M.A., M.S., CSU, Sacramento
### Classified Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Campus</th>
<th>Name</th>
<th>Department</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALDEA, Sarah</td>
<td>Outreach</td>
<td>Folsom campus</td>
<td>FREILING, Bill</td>
<td>Custodial Services</td>
<td>El Dorado Center</td>
</tr>
<tr>
<td>ANDERSON, Joe</td>
<td>Instructional Services</td>
<td>Folsom campus</td>
<td>GEORGE, Tanya</td>
<td>Learning Resources</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>ANDERSON, James “Andy”</td>
<td>Receiving</td>
<td>Folsom campus</td>
<td>GILLIGAN, Bob</td>
<td>Maintenance</td>
<td>El Dorado Center</td>
</tr>
<tr>
<td>AQUINO, Adrienne</td>
<td>Administrative Services</td>
<td>El Dorado Center</td>
<td>GILMER, Karen</td>
<td>Administrative Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>BAHNS, Candace</td>
<td>Instructional Support Services</td>
<td>El Dorado Center</td>
<td>GOFF, Thomas</td>
<td>Instructional Support Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>BARNES LIGUORI, Kathy A.</td>
<td>Printing/Mailroom Services</td>
<td>Folsom campus</td>
<td>GOODMAN, Pat</td>
<td>Custodial Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>BATTERSHELL, Matthew</td>
<td>Public Information</td>
<td>Folsom campus</td>
<td>GOSAL, Bobby</td>
<td>Extended Opportunity Programs and Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>BIELEFIELD, Von</td>
<td>Outreach</td>
<td>El Dorado Center</td>
<td>GUZZI, Kathy</td>
<td>Bookstore</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>BROWN, Gayle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>HABIB, Afshan</td>
<td>Instructional Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>COLBERT, Anthony</td>
<td>Custodial Services</td>
<td>Folsom campus</td>
<td>HANAY, Brenda</td>
<td>Business Services</td>
<td>El Dorado Center</td>
</tr>
<tr>
<td>CONANT, Ron</td>
<td>Custodial Services</td>
<td>Folsom campus</td>
<td>HANSEN, Hugh</td>
<td>Custodial Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>COYKENDALL, Michelle</td>
<td>Distance Education/AV Services</td>
<td>Folsom campus</td>
<td>HARMAN, Joany</td>
<td>Business Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>CROW, Scott</td>
<td>Public Information</td>
<td>Folsom campus</td>
<td>HART, Kristy</td>
<td>Public Information</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>ERICKSON, Diana</td>
<td>Administrative Services</td>
<td>El Dorado Center</td>
<td>HEILAND, Joyce</td>
<td>Admissions &amp; Records</td>
<td>Rancho Cordova Center</td>
</tr>
<tr>
<td>FALLS, Bev</td>
<td>Counseling Services</td>
<td>El Dorado Center</td>
<td>HEMMENWAY, Tracy</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRAME, Kristin</td>
<td>College Advancement</td>
<td>Folsom campus</td>
<td>HENDRICKS, Tess</td>
<td>Instructional Support Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>HESTER, John</td>
<td>Custodial Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>HILL, Sarah</td>
<td>Instructional Support Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>HILL, Word</td>
<td>Instructional Support Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>HOSLEY, Robert</td>
<td>Custodial Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>HYDER, Renee</td>
<td>Student Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>JACKSON, Don</td>
<td>Receiving</td>
<td>El Dorado Center</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>JENNINGS, Gina</td>
<td>Instructional Support Services</td>
<td>El Dorado Center</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>JOHNSON, Colleen</td>
<td>College Operations</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>KELLY, Laura</td>
<td>Printing/Mailroom Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>KRAFT, Lota</td>
<td>Custodial Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>LANGFORD, Becky</td>
<td>Bookstore</td>
<td>El Dorado Center</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>LEWIS, Jeff</td>
<td>Information Technology Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>LIST, Gayle</td>
<td>Learning Resources</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>MCDONALD, Zhrinna</td>
<td>Financial Aid</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>MELTON, Karen</td>
<td>Business Services</td>
<td>Folsom campus</td>
</tr>
<tr>
<td>FRANCO, Rochelle</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td>MEROUX, Linda A.</td>
<td>Instructional Support Services</td>
<td>Folsom campus</td>
</tr>
</tbody>
</table>

Folsom Lake College 2008-2009
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Department</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>MILLER, Travis</td>
<td>Maintenance</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>MONTEZ, Dominic</td>
<td>Custodial Services</td>
<td>El Dorado Center</td>
<td></td>
</tr>
<tr>
<td>MORRIS, Roger</td>
<td>Information Technology Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>MULLIGAN, Robert</td>
<td>Bookstore</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>MULLIGAN, Terry</td>
<td>Custodial Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>NIELSEN, Ruth</td>
<td>Instructional Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>NORTHROP, Jeanne</td>
<td>Instructional Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>OLSON, Chris</td>
<td>Instructional Research</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>OWENS, Colin</td>
<td>Bookstore</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>PADASH, Ali</td>
<td>Financial Aid</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>PALOMARES, Karen</td>
<td>Extended Opportunity Programs and Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>PARRISH, Denise</td>
<td>Financial Aid</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>RETTER, Evelyn</td>
<td>Admissions &amp; Records</td>
<td>El Dorado Center</td>
<td></td>
</tr>
<tr>
<td>RIANDA, Lori</td>
<td>College Advancement</td>
<td>College Advancement</td>
<td></td>
</tr>
<tr>
<td>RHOADS, Nicole</td>
<td>Admission &amp; Records</td>
<td>Rancho Cordova Center</td>
<td></td>
</tr>
<tr>
<td>ROCCO, Deborah</td>
<td>Child Development Center</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>RUSSO, Renee</td>
<td>Instructional Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>SAH, Tasneem</td>
<td>Disabled Student Programs and Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>SANTORO, Linda</td>
<td>Instructional Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>SHANE, Vonnie</td>
<td>Instructional Services</td>
<td>El Dorado Center</td>
<td></td>
</tr>
<tr>
<td>SIRACUSA, Dawn</td>
<td>Student Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>SMALL, Kim</td>
<td>Information Technology Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>SOSA, Kirk</td>
<td>Information Technology Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>SPRINKEL, Beth</td>
<td>Assistant to the President</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>SWANSON, Mary</td>
<td>Business Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>TAKEMOTO, Darren</td>
<td>Instructional Support Services</td>
<td>El Dorado Center</td>
<td></td>
</tr>
<tr>
<td>THOMAS, Carol</td>
<td>Financial Aid</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>TOLEDO, Kim</td>
<td>Extended Opportunity Programs and Services</td>
<td>El Dorado Center</td>
<td></td>
</tr>
<tr>
<td>TRAN, Van</td>
<td>Instructional Support Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>VANEGAS, Clementina</td>
<td>Custodial Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>WEBB, Kevin</td>
<td>Instructional Support Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>WHITE, Anne</td>
<td>Institutional Research</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>WHITNEY, Deborah A.</td>
<td>Child Development Center</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>WILLIAMS, Angie</td>
<td>Instructional Support Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>WOFFORD, Edgar</td>
<td>Custodial Services</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>WURZER, Christine</td>
<td>Admissions &amp; Records</td>
<td>Folsom campus</td>
<td></td>
</tr>
<tr>
<td>ZWERENZ, Kim</td>
<td>Instructional Support Services</td>
<td>El Dorado Center</td>
<td></td>
</tr>
<tr>
<td>ZSCHOKKE, John</td>
<td>Instructional Support Services</td>
<td>Rancho Cordova Center</td>
<td></td>
</tr>
</tbody>
</table>
# 2008 - 2009 Catalog Index

For a list of Degrees and Certificates, see page 23.

<table>
<thead>
<tr>
<th>Category</th>
<th>Pages</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABOUT FOLSOM LAKE COLLEGE</td>
<td>4</td>
</tr>
<tr>
<td>ABOUT OUR PROGRAMS</td>
<td>6</td>
</tr>
<tr>
<td>Academic Accommodations</td>
<td>29</td>
</tr>
<tr>
<td>ACADEMIC CALENDAR</td>
<td>inside front cover</td>
</tr>
<tr>
<td>Academic Dismissal</td>
<td>15</td>
</tr>
<tr>
<td>Academic Freedom</td>
<td>36</td>
</tr>
<tr>
<td>Academic Honors</td>
<td>14</td>
</tr>
<tr>
<td>Academic Integrity and Responsibility - Plagiarism Policy</td>
<td>39</td>
</tr>
<tr>
<td>Academic Probation</td>
<td>16</td>
</tr>
<tr>
<td>Academic Regulations</td>
<td>14</td>
</tr>
<tr>
<td>Academic Renewal without Course Repetition</td>
<td>14</td>
</tr>
<tr>
<td>Access Card</td>
<td>13</td>
</tr>
<tr>
<td>Accounting</td>
<td>49</td>
</tr>
<tr>
<td>Accounting Certificate</td>
<td>49</td>
</tr>
<tr>
<td>Accounting Degree</td>
<td>49</td>
</tr>
<tr>
<td>Accounting Degree</td>
<td>49</td>
</tr>
<tr>
<td>Accounting Certificate</td>
<td>49</td>
</tr>
<tr>
<td>Accounting Degree</td>
<td>49</td>
</tr>
<tr>
<td>Advanced Certificate</td>
<td>50</td>
</tr>
<tr>
<td>Clerk Certificate</td>
<td>50</td>
</tr>
<tr>
<td>Computer Applications Certificate</td>
<td>50</td>
</tr>
<tr>
<td>Accreditation</td>
<td>6</td>
</tr>
<tr>
<td>Administration of Justice</td>
<td>52</td>
</tr>
<tr>
<td>Administration of Justice Degree</td>
<td>52</td>
</tr>
<tr>
<td>Administrator's Code of Ethics</td>
<td>37</td>
</tr>
<tr>
<td>Admission Eligibility</td>
<td>8</td>
</tr>
<tr>
<td>ADMISSION, MATRICULATION, AND REGISTRATION</td>
<td>8</td>
</tr>
<tr>
<td>Advanced Education for High School Students</td>
<td>6</td>
</tr>
<tr>
<td>Advanced Placement Tests</td>
<td>18</td>
</tr>
<tr>
<td>Advisories</td>
<td>48</td>
</tr>
<tr>
<td>Alcohol and Drug Policy</td>
<td>41</td>
</tr>
<tr>
<td>Allied Health</td>
<td>54</td>
</tr>
<tr>
<td>ALTERNATIVE CREDIT/STUDY OPTIONS</td>
<td>18</td>
</tr>
<tr>
<td>American Studies Degree</td>
<td>125</td>
</tr>
<tr>
<td>Anthropology</td>
<td>55</td>
</tr>
<tr>
<td>Appeal Option</td>
<td>15</td>
</tr>
<tr>
<td>Application Process</td>
<td>8</td>
</tr>
<tr>
<td>Architecture</td>
<td>56</td>
</tr>
<tr>
<td>Art</td>
<td>57</td>
</tr>
<tr>
<td>Art History Degree</td>
<td>57</td>
</tr>
<tr>
<td>Design Degree</td>
<td>57</td>
</tr>
<tr>
<td>Studio Art Degree</td>
<td>57</td>
</tr>
<tr>
<td>Art History</td>
<td>59</td>
</tr>
<tr>
<td>Assessment Services</td>
<td>28</td>
</tr>
<tr>
<td>ASSOCIATES DEGREE GRADUATION REQUIREMENTS</td>
<td>22</td>
</tr>
<tr>
<td>Associates Degrees and Certificates</td>
<td>6, 23</td>
</tr>
<tr>
<td>Astronomy</td>
<td>148</td>
</tr>
<tr>
<td>Attendance</td>
<td>14</td>
</tr>
<tr>
<td>Auditing Courses</td>
<td>14</td>
</tr>
<tr>
<td>Automotive Mechanics Technology</td>
<td>60</td>
</tr>
<tr>
<td>Basic Skills Education</td>
<td>6</td>
</tr>
<tr>
<td>Biology</td>
<td>61</td>
</tr>
<tr>
<td>Biology: Biological Sciences Degree</td>
<td>61</td>
</tr>
<tr>
<td>Board of Trustees</td>
<td>1</td>
</tr>
<tr>
<td>BOG - Board of Governors Fee Waiver</td>
<td>33</td>
</tr>
<tr>
<td>Bookstore</td>
<td>28</td>
</tr>
<tr>
<td>Business</td>
<td>64</td>
</tr>
<tr>
<td>Administrative Assistant Degree</td>
<td>65</td>
</tr>
<tr>
<td>General Degree</td>
<td>64</td>
</tr>
<tr>
<td>General, Transfer Degree</td>
<td>65</td>
</tr>
<tr>
<td>Office Assistant Certificate</td>
<td>66</td>
</tr>
<tr>
<td>Office Technician Certificate</td>
<td>66</td>
</tr>
<tr>
<td>Small Business Management/Entrepreneurship Certificate</td>
<td>66</td>
</tr>
<tr>
<td>Small Business Management/Entrepreneurship Degree</td>
<td>65</td>
</tr>
<tr>
<td>Business Technology</td>
<td>68</td>
</tr>
<tr>
<td>CAL Grants</td>
<td>33</td>
</tr>
<tr>
<td>California State University (CSU), Transfer Requirements</td>
<td>24, 26</td>
</tr>
<tr>
<td>CalWORKs</td>
<td>28</td>
</tr>
<tr>
<td>CAMPUS MAPS</td>
<td>174-inside back cover</td>
</tr>
<tr>
<td>CAMPUS SAFETY AND SECURITY</td>
<td>43</td>
</tr>
<tr>
<td>Campus Traffic Regulations</td>
<td>43</td>
</tr>
<tr>
<td>CARE (Cooperative Agencies Resources for Education)</td>
<td>28</td>
</tr>
<tr>
<td>Catalog Rights</td>
<td>14</td>
</tr>
<tr>
<td>Certificate Programs</td>
<td>21, 23</td>
</tr>
<tr>
<td>Change of Address/Name</td>
<td>14</td>
</tr>
<tr>
<td>Chemistry</td>
<td>69</td>
</tr>
<tr>
<td>Child Development Center</td>
<td>28</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>168</td>
</tr>
<tr>
<td>Classified Staff Code of Ethics</td>
<td>37</td>
</tr>
<tr>
<td>Code of Ethics</td>
<td></td>
</tr>
<tr>
<td>Administrator’s</td>
<td>37</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>37</td>
</tr>
<tr>
<td>Faculty</td>
<td>36</td>
</tr>
<tr>
<td>COLLEGE ADMINISTRATION</td>
<td>165</td>
</tr>
<tr>
<td>COLLEGE AND ACADEMIC REGULATIONS</td>
<td>14</td>
</tr>
<tr>
<td>College Bookstore</td>
<td>28</td>
</tr>
<tr>
<td>College Level Examination Program (CLEP)</td>
<td>18</td>
</tr>
<tr>
<td>College Police</td>
<td>28</td>
</tr>
<tr>
<td>Commencement Exercises</td>
<td>21</td>
</tr>
<tr>
<td>Communication Studies</td>
<td>71</td>
</tr>
<tr>
<td>Applied Communication Skills Certificate</td>
<td>72</td>
</tr>
<tr>
<td>Organizational Communication Degree</td>
<td>71</td>
</tr>
<tr>
<td>Communications Media</td>
<td>74</td>
</tr>
<tr>
<td>Community Education</td>
<td>6</td>
</tr>
<tr>
<td>Complaint Procedure and Impact</td>
<td>36</td>
</tr>
<tr>
<td>Computations</td>
<td>16</td>
</tr>
<tr>
<td>Grade Point Average (GPA)</td>
<td>16</td>
</tr>
<tr>
<td>Progress Percentage</td>
<td>16</td>
</tr>
<tr>
<td>Computer Information Science</td>
<td>75</td>
</tr>
<tr>
<td>CISA - Applications Courses</td>
<td>78</td>
</tr>
<tr>
<td>CISC - Core Courses</td>
<td>79</td>
</tr>
<tr>
<td>CISP - Programming Courses</td>
<td>80</td>
</tr>
<tr>
<td>CISW - Web Courses</td>
<td>81</td>
</tr>
<tr>
<td>Computer Programmer - SQL Certificate</td>
<td>76</td>
</tr>
<tr>
<td>Computer Science Degree</td>
<td>75</td>
</tr>
<tr>
<td>Database Analyst - SQL Certificate</td>
<td>76</td>
</tr>
<tr>
<td>M.I.S. - Application Data Entry Certificate</td>
<td>77</td>
</tr>
<tr>
<td>M.I.S. - Application Technician Certificate</td>
<td>78</td>
</tr>
<tr>
<td>M.I.S. - Information Processing Certificate</td>
<td>78</td>
</tr>
<tr>
<td>Programming Certificate</td>
<td>75</td>
</tr>
<tr>
<td>Relational Database Administration Certificate</td>
<td>76</td>
</tr>
<tr>
<td>Web Developer Certificate</td>
<td>77</td>
</tr>
<tr>
<td>Web Publishing Certificate</td>
<td>77</td>
</tr>
<tr>
<td>Windows Programming Certificate</td>
<td>76</td>
</tr>
<tr>
<td>Computer Labs</td>
<td>28</td>
</tr>
<tr>
<td>Computer Use Policy</td>
<td>42</td>
</tr>
<tr>
<td>Construction Management Technology</td>
<td>82</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>6</td>
</tr>
<tr>
<td>Contract Education/Contract Training</td>
<td>7</td>
</tr>
</tbody>
</table>
Cooperative Agencies Resources for Education (CARE), 28
Cooperative (CO-OP) Work Experience, 18, 31, 164
Corequisite, 48
Counseling, 28
Course Numbering System, 48
Course Repetition, 14
COURSES OF STUDY AND PREFIXES, 2
Credit by Examination, 19
Credit for Military Service, 20
Credit-No Credit Grading, 15
Crime Statistics, 45
Criminal Justice, 82
CSU, Transfer Requirements, 24, 26

Data Processing.
See Computer Information Science
Deans, Academic, 165
Debts Owed to the College, 12
Degree Programs, 21, 23
DEGREES AND CERTIFICATES, 21, 23
Denial of Financial Aid, 34
Determination of Residency, 8
Disability, 29, 35
Disabled Student Programs & Services (DSP&S), 29
Discipline Process, 40
Dismissal, 15
Distance Learning.
See Self-Paced Learning
Diversity/Equity Commitment, 35
Drops.
See Withdrawal from Class or the College
Drug and Alcohol Free Policy, 41

Early Childhood Education, 83
Assistant Teacher Certificate, 84
Associate Teacher Certificate, 85
Early Childhood Education Degree, 83
Family Child Care Certificate, 85
Infant Specialist Certificate, 85
Master Teacher Certificate, 86
School Age Specialist Certificate, 85
Site Supervisor Certificate, 86
Site Supervisor Degree, 84
Teacher Certificate, 87
Economics, 91
EDC English Center, 30, 97
Education/Teaching, 92
Liberal Studies for Elementary Education Degree, 92
El Dorado Center, 5
El Dorado Center Patron's Club Scholarship, 34
Emergency Medical Technology, 93
Employment Opportunities, 29
Engineering, 94
English, 95
English Degree, 95
English as a Second Language (ESL), 101
English Center, EDC, 30, 97
Enrollment Fees, 11
Environmental Technology, 104
Extended Opportunity Programs and Services (EOP&S), 29

Fall 2008 semester calendar, inside front cover
Family and Consumer Science, 106
Federal Education Tax Credits, 12
Federal Financial Aid, 34
Federal Pell Grant, 33
Federal Stafford Loan Program, 34
Federal Supplemental Educational Opportunity Grants (FSEOG), 33
Federal Work-Study Program, 33
Fee Refunds, 11
FINANCIAL AID, 29, 33
Fire Technology, 108
FLC Reading, Writing, & Math Center, 30, 97
Foreign Languages
French, 110
Spanish, 159
Foundation Scholarships, 34
French, 110

General Education, 6
Geography, 111
Geology, 113
Geology Degree, 113
Gerontology (Human Services), 123
Good Standing, 15
Grade Point Average (GPA) Computation, 16
Grades and Grade Point Averages, 15
GRADUATION REQUIREMENTS, 21
Grants, 33
Graphic Communication, 115
Web/Graphics Production Certificate, 115
Greater Sacramento Small Business Development Center, 7
Grievance Policy, Student, 40
Guaranteed Admission with Four-Year Colleges, 24

Health Education, 116
History, 117
Honors at Graduation, 16
Hope Credit, 12
Horticulture, 119
Human/Career Development, 120
Human Services & Gerontology, 121
General Certificate, 122
General Degree, 121
Gerontology Certificate, 122
Gerontology Degree, 121
Human Caregiver Certificate, 122
Humanities, 124
Interdisciplinary Studies, Humanities Degree, 124

IGETC (Intersegmental General Education Transfer Curriculum), 27
Incomplete Grading, 15
Incorrect Classification, 8
Independent California College and Universities, Transfer Requirements, 25
Independent Study, 19

Faculty Statement of Professional Ethics, 36
Faculty Listings, 165
Instructional Material Fees, 11
Interdisciplinary Studies, 125
   American Studies Degree, 125
   Humanities Degree, 124, 125
   Women's Studies Degree, 125
International Student Admissions, 8
International Student Capital Outlay Fee, 11
Internet Use Policy, 42
Intersegmental General Education Transfer Curriculum (IGETC), 27

Jeanne Clery Disclosure, 45
Journalism, 126

Learning Disabilities, 29
Leave of Absence, 16
LIBRARIES, 32
Library courses, 127
Lifetime Learning Credit, 12
Live Interactive Classes from FLC, 20
Loans, 34
Los Rios Community College District (LRCCD), 4
Lower-Division Transfer Patterns (LDTP), 24

Maintenance Allowance, 30
Management, 128
   Management Degree, 128
Management Information Systems, 77
   Application Data Entry Certificate, 77
   Application Technician Certificate, 78
   Information Processing Certificate, 78
Maps & Directions, 174-inside back cover
Marketing, 130
   Marketing Degree, 130
Mathematics & Statistics, 132
   Mathematics Degree, 132
Matriculation, 10
Military Service, Credit for, 20
Military Withdrawal, 16
Mission Statements - FLC, 30, 97
Motorcycle Parking Fees, 11
Music, 135

Natural Resources, 138
Non-Discrimination Policy, 35
Non-Resident Student, 8
Non-Resident Tuition, 11
North/Far North-Regional Environmental Business Resource and Assistance Center (N/FN-REBRAC), 7
No Smoking Policy, 41
Nutrition and Foods, 139

Online Instruction, 20
Organizational Communication Degree, 71

Pell Grant, 33
Philosophy, 140
Photography, 141
Physical and Psychological Disabilities, 29
Physical Education, 142
   ADAPT - Adapted PE Courses, 142
   DANCE - Dance Courses, 142
   FITNS - Fitness Courses, 143
   PACT - Personal Activity Courses, 144
   PET - PE Theory Courses, 145
   TMACT - Team Activity Courses, 145
Physical Science, 147
Physics, 147
   Physics Degree, 147
Plagiarism Policy, 39
Police, College, 28
POLICIES ON THE RIGHTS OF INDIVIDUALS, 35
Political Science, 149
Pre-Law Education, 149
Pre-Professional Health Science Education, 61, 156
   Pre-Dental, 156
   Pre-Medical, 156
   Pre-Nursing, 61
   Pre-Optometry, 156
   Pre-Physical Therapy, 156
   Pre-Veterinary, 156
Prerequisite Challenge Procedure For Students, 48
Prerequisites, 48
Private Colleges, Transfer Requirements, 25
Probation, 16
   Progress Dismissal, 15
   Progress Probation, 16
   Project Management, 150
Psychology, 152
   Psychology Degree, 152
Publications/Website, 30
Rancho Cordova Center, 5
Reading, Writing, and Math Center, FLC, 30, 97
Real Estate, 154
   Real Estate Agent Certificate, 154
   Real Estate Degree, 154
   Real Estate Sales Certificate, 155
Refund Policy, 11
Registration, 10
   Removal from Probation, 16
   Reporting Sexual Assault, 44
   Requirements for Federal/State Financial Aid, 34
   Residency, Determination of, 8
Safety Awareness and Crime Prevention, 43
Safety Education, 43
Schedule of Fees, 11
Scholarships, 34
Science, 156
   General Degree, 156
   Pre-Professional Health Science Education, 156
Self-Paced Learning, 20
Sexual Harassment Policy, 35
Sign Language Studies, 157
Smoking Policy, 41
Social Science, 158
   Social Science Degree, 158
Sociology, 158
Spanish, 159
Spring 2009 semester calendar, inside front cover
Staff, 168
Stafford Loan Program, 34
State Financial Aid, 34
Statement of Principles on Academic Freedom, 36
Statistics, 134
Student Academic Rights, 38
Student Access, 6
STUDENT ACCESS CARD, 13
Student Conduct Standards, 40
STUDENT DEVELOPMENT PROGRAMS AND SERVICES, 6, 28
Student Government, 30, 161
Student Grievance Policy, 40
Student Representation Fee, 11
Student Right-to-Know Program Completion, 38
STUDENT RIGHTS AND RESPONSIBILITIES, 38
Study Abroad Programs, 20
Summer 2008 session calendar, inside front cover

TABLE OF CONTENTS, 1
Teaching, 92
Televised Instruction, 20
Theatre Arts, 162
Transcripts - FLC, 16
Transcripts from other Colleges, 10
TRANSFER INFORMATION, 24
Transition Center/Services, 30
Tutorial Services, 31

Undocumented Alien, 8
Unit Limitation, 16
Unit of Credit, 16
Universal Transit Pass (UTP) fee, 11
University of California (UC), Transfer Requirements, 25
Use and Release of Student Information, 38

Valedictorian, 17
Values - LRCCD, 4
Values Statements - FLC, 4
Veterans Educational Benefits, 31
Vision Statement - FLC, 4
Viticulture, 163

Withdrawal from Class or the College, 15
Women's Studies, 125
Word Processing.
See Computer Information Science or Business
Work Experience, 18, 31, 164
El Dorado Center Legend

Building 1
Classrooms A101-214
Library

Building 2
First Floor
Admissions
Assessment
Bookstore (B-126)
Col/WORKS/EOP&S
College Police (B-128)
Counseling
DSP&S (B-121)
Financial Aid (B-120)
Student Government (B-122)
Student Lounge
Student Services

Second Floor
College Administration
Faculty offices
Outreach (B-232)

Building 3
Classrooms C101-214
First Floor
Art studio (C-105)
Community Room (C-102)

Second Floor
Computer Lab (C-204)
English Center (C-213)
Tutoring Center (C-204)

Building 4
Fitness Center (EDCFC)

Building 6
Custodial
Facilities Management/Grounds
Maintenance
Receiving

Directions

From the Sacramento area, take Highway 50 east towards Placerville. Take the El Dorado Road exit and turn left at the first stop sign off the highway. Continue on this road for 1.3 miles. Turn left at the first traffic signal (this is Missouri Flat Road). Continue on Missouri Flat Road (which becomes Green Valley Road) for 1.5 miles. Turn right on Campus Drive, which is just past the El Dorado County Office of Education and Elementary School.

From the Lake Tahoe area, take Highway 50 west towards Sacramento. Take the El Dorado Road exit and turn right at the first stop sign off the highway. Continue on this road for 1.3 miles. Turn left at the first traffic signal (this is Missouri Flat Road). Continue on Missouri Flat Road (which becomes Green Valley Road) for 1.5 miles. Turn right on Campus Drive, which is just past the El Dorado County Office of Education and Elementary School.

Parking is available throughout the campus ($1 daily parking pass).
From the Sacramento area, take Highway 50 east towards Folsom. Take the Mather Field Road exit. Turn right at the first traffic signal off the highway. Turn right at the first traffic signal (Rockingham Drive). Get in the left lane on Rockingham for 0.2 miles. Turn left into the shopping center on your left just before the first traffic signal. The Center entrance is in the last building on the left.

From the Lake Tahoe area, take Highway 50 west towards Sacramento. Take the Mather Field Road exit. Turn left at the first traffic signal off the highway. Go over the highway and get in the right lane. Turn right at the second traffic signal (Rockingham Drive). Continue on Rockingham for 0.2 miles. Turn into the shopping center on your left just before the first traffic signal. The Center entrance is in the last building on the left.
Welcome to the Folsom Lake College main campus
10 College Parkway, Folsom CA 95630; 916-608-6500; www.flc.losrios.edu

NOTE: Construction in the FLP classroom area will impact access to this part of campus